

# FURNITURE HIRE ORDER FORM



COAST GROUP

Event: Winter Gift Fair  
 Event Dates : 8th - 9th June 2025  
 Venue: Airforce Museum Wigram  
 Return Form to : georgia@exhibitionhire.co.nz  
 Before Due Date : Wednesday 21st May 2025

## COMPANY DETAILS

Contact Name:  
 Company Name:  
 Postal Address:  
 Phone Number:  
 Mobile Number:  
 Email Address:  
 Stand Number:

## PAYMENT DETAILS

Visa     
  MasterCard     
  AMEX     
 An additional 3.12% will be charged on AMEX transactions

Card Number:  
 Expiry Date:  
 Cardholders Name:  
 Signature:  
 Security Code:  
 Direct Credit     
 Exhibition Hire Services Limited - Albany Branch  
 02 - 1244 - 0062894 - 00    Swift Code: BKNZ22

PO Number:

Please refer to our website <https://exhibitionhire.co.nz/> to browse furniture options

DESCRIPTION / CODE	QTY	UNIT PRICE + gst	TOTAL

## TERMS OF PAYMENT & HIRE CONDITIONS

Confirmation is subject to stock availability and full payment. Full Payment must be received prior to delivery  
**A Late fee of 25% of the total hire rate will apply for late orders, within two weeks of the show build.** Any expenses, disbursements and legal costs incurred by Exhibition Hire Services in the enforcement of any rights contained in this contract shall be paid by the customer, including any reasonable Legal fees or debt collection agency fees.  
 All Reservations/Contracts are subject to the "Conditions of Hire" whether or not the reservation or confirmation documents are signed by the customer.  
 For a full copy of our Terms & Conditions please visit our website [www.exhibitionhire.co.nz](http://www.exhibitionhire.co.nz)

SUBTOTAL	
FREIGHT/HANDLING	80.00
ADMIN FEE	5.00
SUB TOTAL	
15% GST	

I agree to terms and conditions - please tick

**Total**

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