

International Green Week

Messe Berlin GmbH
Corporate Communication
Ilka Dreimann
Messedamm 22
D-14055 Berlin

 **Messe Berlin**



No Deadline

Email: ilka.dreimann@messe-berlin.de

Order form for a press conference room (only for exhibitors at the Green Week)
Applications are processed in the order in which they are received

Name of exhibitor:	_____	
Hall / stand number:	_____	_____

Recipient of services/ regulator:

VAT ID no.: _____		
Name (1): _____		
Name (2): _____		
Name (3): _____		
Street (1): _____		
Street (2): _____		
Postal code: _____	City: _____	Country: _____
Telephone: _____	Fax: _____	
Email: _____	Contact: _____	

Invoice address (if different from recipient of services/ regulator):

Name (1): _____		
Name (2): _____		
c/o _____		
Street (1): _____		
Street (2): _____		
Postal code _____	City: _____	Country: _____
Telephone: _____	Fax: _____	
Email: _____		

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We hereby order the following:

Press conference rooms in the Press Centre
(duration of rental: 60 minutes incl. setting up and dismantling)

Date: _____	Time: _____
<input type="checkbox"/> Room A (approx. 100 persons)	EUR 450.--
<input type="checkbox"/> Room B (approx. 50 persons)	EUR 450.--
<input type="checkbox"/> Room C (approx. 300 persons)	EUR 600.--
for one hour plus statutory VAT / sales tax	
Topic: _____	
Dates to be published in the press calendar:	<input type="checkbox"/> yes <input type="checkbox"/> no
Agency / organizer responsible for holding the event: _____	
Telephone: _____	Email: _____

Company stamp

Date / signature

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