



Location: Jaarbeurs Utrecht

Date: 22 – 25 September 2026

Exhibitor: _____

Hall & Standno.: ___ / _____

General conditions

Full payment must be received 4 weeks before the first assembly date. Orders received after the mentioned deadline will be surcharged with 10%. All mentioned prices are in Euros, for the duration of the exhibition and valid for this exhibition.

European Union: please note that orders without a valid VAT number can be accepted but will be charged with 21% VAT. At cancellation of already ordered goods, until 4 weeks before start of exhibition, 25% of the total costs, with a minimum of amount of Euro 90,00 will be charged. At cancellation of already ordered goods, within 4 to 2 weeks before start of exhibition, 50% of the total costs will be charged. And at cancellation of already ordered goods, less than 2 weeks before start of exhibition, 100% of the total costs will be charged.

Applicable to all our transactions are our general conditions with regards to sale, delivery and payment as filed at the Chamber of Commerce, please find this document attached "General Conditions".

Artwork deadline: 14-08-2026.

Information exhibitor:

INVOICE ADDRESS (please type or write in capitals):

VAT NUMBER: _____

Company name: _____

Contact person: _____

Address: _____

Postal code/City: _____ Country: _____

Phone: _____ Mobile no: _____

E-mail address: _____

Please send wire transfer payments only to:

Lasso event & expo solutions: IBAN no. NL81RABO0324097034 / swift code RABO NL 2U

Payments by bank transfer will be charged with a one-off cost of Euro 15,00 for wire transfer bank costs.

Stand construction "Professional"

The specifications that are included and the design of the 'Professional' standconstruction you ordered from FHI can be found in the attached forms 'standard extras and furniture packages. If you need more information about the stand construction you can always contact us at: Lasso event & expo solutions / contact: Renate Jansen / renate@lasso.events

Tel.no. +31 (0) 6 1114 4300

We need the following information from you to complete your stand design:

- **Colour carpet tiles:** _____ You can choose from the following colours:
Red/Light blue/Dark blue/Petrol/Dark green/Anthracite/Light grey/Dark grey/Orange/Cashmere
- **Name on the eyecatcher wall + beam of outer walls - colour black / maximum 25 letters:**

Please write in Capitals

Hereby undersigned declares to have truthfully filled in the above details and that he is aware and complies with all the conditions. **Signature:** _____ **Date:** _____

Hall & Standno.: ___/___

Order form 1

Optional

Deadline Order form: 1st of August 2026

Deadline artwork: 14th of August 2026

10 % surcharge orders received after this date

Optional Extras

- **Walls in different colour flannel/cloth:** _____ **€ 5,80 p/sqm**
You can choose from the following colours:
Red/Light blue/Dark blue/Petrol/Dark green/Anthracite/Light grey/Dark grey/Orange/Creme
- **Extra text on eyecatcher wall – colour black / max. 25 letters** **€ 38,60 p/text**
Please write in capitals
 Yes No
- **Logo on the eyecatcher wall – max. 150 x 60 cm. wxh** **€ 105,00 p/logo**
Please send us your logo digitally, conform specifications attached with order forms
 Yes No
- **Full colour print on eyecatcher wall – max. 200 x 300 cm** **€ 380,00 total**
Please send us the file digitally, conform specifications attached with order forms
 Yes No
- **Full colour print on walls of the stand** **€ on request**
Please send us the file digitally, conform specifications attached with order forms
 Yes No
- **AV equipment – Led screen 55"** _____ pcs. **€ 490,00 a pcs.**
Please indicate the location of the screen on the grid form
 Yes No
- **Shelves – 100 x 30 cm. wxd, white melamine** _____ pcs. **€ 71,75 a pcs.**
Please indicate the location of the shelves on the grid form
 Yes No
- **Led-spots on arm – colour white - ... watt** _____ pcs. **€ 44,25 a pcs.**
Please indicate the location of the spots on the grid form
 Yes No
- **Wall sockets** _____ pcs. **€ 38,75 a pcs.**
Please indicate the location of the sockets on the grid form
 Yes No
- **If you require any other service/product not mentioned on any of the order forms, for example plants & flowers, please let us know, we can always send you a quotation.**

Hereby undersigned declares to have ordered the above mentioned items, being fully aware of and complying with the valid conditions. **Signature:** _____ **Date:** _____

Hall & Standno.: ___/___

Order form 2

Optional

Deadline Order form: 1st of August 2026

Deadline artwork: 14th of August 2026

10 % surcharge orders received after this date

Optional Extras – Furniture packages

FHI and Lasso suggest that, in order to keep the uniformity, white, black or beech is the best colour. For the pictures of the furniture packages, please check the files

- **Furniture package “Sales”** Yes No **€ 395,00 a package**

Including:

1x low table Redo, colour white + 4x chair Asti, colour black
2x brochure rack Cantania, colour silver

- **Furniture package “Relation”** Yes No **€ 595,00 a package**

Including:

1x low table Redo, colour white + 4x chair Asti, colour black
1x bar Lasso colour white, 200 x 60 x 90 cm. wxdh + 3x barstool Ginny, colour black

- **Furniture package “Kitchen”** Yes No **€ 345,00 a package**

Including:

1x kitchen-unit Cusaro, colour white, with boiler, sink & water tap *
1x Coffeemachine Bravilor, colour silver, filter-coffee

* Kitchen-unit needs a main connection water which you can order through the WOTS online manual

Optional Extras – additional Furniture items

If you want some extra or different kind of furniture, please let us know so we can help you.

Contact details: Lasso event & expo solutions / contact: Renate Jansen / renate@lasso.events / Tel.no. +31 (0)6 111 44 300

Hereby undersigned declares to have ordered the above mentioned items, being fully aware of and complying with the valid conditions. **Signature:** _____ **Date:** _____

Hall & Standno.: ___/___

Order form 3

Compulsory

Deadline Order form: Together with orders without this form orders will not be accepted

Grid Form

On the grid below please draw your booth size (sq.m.), type of booth) as well as the exact position of any additional booth fitting, such as:

AV Led screen Shelves Spotlights Wall sockets

Type stand: **Row stand**
(3 closed sides, 1 open) **Corner stand**
(2 closed sides, 2 open) **Peninsula stand**
(1 closed side, 3 open) **Island stand**
(4 open sides)



= 1 sq.mtr.