

ILA Berlin

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



Email: ilka.dreimann@messe-berlin.de

No Deadline

Order form for a press conference room (only for exhibitors at the ILA)

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 room (duration of rental: 60 minutes incl. setting up and dismantling)

Date: _____	Time: _____
<input type="checkbox"/> Room A (approx. 80 persons)	EUR 750.--
<input type="checkbox"/> Room B (approx. 40 persons)	EUR 500.--
<input type="checkbox"/> Room C (approx. 50 persons)	EUR 500.--
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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