

## ILA Berlin

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

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**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"/> <b>Room A</b> (approx. 150 persons) | EUR 600.--   |
| <input type="checkbox"/> <b>Room B</b> (approx. 40 persons)  | EUR 350.--<br>for one hour plus statutory VAT /<br>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**

|  |  |
|--|--|
|  |  |
|--|--|