



www.themesnmotifs.com

Themes & Motifs – Life’s Big Events Expo
January 11 & 12, 2020
Megatrade, SM Megamall, Mandaluyong City

- One application form per trade show
• Attach the following: (applicable to Primary and Secondary Suppliers)
1. Copy of DTI Registration/SEC Registration/Mayor’s Permit.
2. Copy BIR Certificate of Registration (COR)

EXHIBIT APPLICATION FORM

PRIMARY SUPPLIER

TYPE or PRINT your answers legibly. Information provided below will be used in the Exhibitors’ Directory.

Company Name:
TIN:
Category:
Authorized Representative:
Designation:
Address:
Phone No./s:
Mobile Phone No.:
VIBER:
Email:
Website:
No. of exhibit spaces :

SECONDARY SUPPLIER

For suppliers sharing their exhibit space. Please write NA if not applicable.
Secondary suppliers must submit a copy of SEC or DTI Registration and/or Mayor’s permit

Company Name:
TIN:
Category:
Authorized Representative:
Designation:
Address:
Phone No./s:
Mobile Phone No.:
VIBER:
E-mail:
Website:

TERMS AND CONDITIONS:

- 1. RAW/BARE exhibit spaces are available at P27,000.00 (inclusive of 12% VAT) for 2 days.
2. All payments must be made to THEMES & MOTIFS THE SPECIAL EVENTS CO., INC.
3. Exhibit space fee does not include fees and taxes imposed by the local city government and the local BIR Regional District Office.
4. Reservation fee of P5,000.00 per exhibit space is required upon submission of application form.
5. Exhibitor shall be given a statement of account with the payment details and collection schedule for the remaining balance.
6. Reservation fee shall be deducted from the total amount due.
7. Reservation fees are non-refundable and non-transferrable.
8. For multiple space applications (more than 1 space): In case of a reduction in the number of reserved spaces, the reservation fee(s) paid for the released space(s) shall be forfeited in favor of Themes & Motifs.
9. Themes & Motifs reserves the right to evaluate and approve / disapprove all applications.
10. Payment of P 5,000.00 reservation fee per exhibit space does not guarantee the approval of the exhibit application.
11. Should a change in venue and/or date be necessary, a refund will be given to those who will withdraw for this reason.
12. Themes & Motifs reserves the right to re-assign an exhibit space to waitlisted applicants without any prior verbal or written notice should any exhibitor be remiss in meeting the deadlines.
13. Cancellation of participation: The Exhibitor shall pay the following percentages of the exhibit space rental rate should cancellation be made of a confirmed exhibit reservation / participation:

Table with 2 columns: TIME OF CANCELLATION, PAYMENT DUE. Rows include cancellation periods like 'Confirmation date to 3 months prior to the event' and corresponding payment percentages.

- 14. Category zoning shall be implemented. Themes & Motifs reserves the right to determine the zone of each category.
15. Primary supplier’s category determines which category zone the shared booth shall be located.
16. All exhibit spaces shall be on a FIRST-COME, FIRST-SERVE basis.
17. Choosing your exhibit space/s shall be based on the order you have submitted and paid your reservation fee; only exhibitors with full payments by the time the exhibit layout is made available can choose their exhibit space.
18. Themes & Motifs reserves the right to re-layout the floor plan as may be necessary.
19. Sharing is allowed up to a maximum of 2 brands per exhibit space.
20. One-stop-shops / Bridal shops are required to reserve a minimum of 4 spaces and must submit their official list of members /accredited suppliers upon submission of application.

CONFORME:

Authorized Representative
Signature
Date

For T&M Use Only
Received by:
Date:
Time:

Themes & Motifs

Life's Big Events Expo

January 11 & 12, 2020

MARKETING COLLATERALS REQUEST FORM

Company: _____

Contact Person: _____

Mobile Number: _____

Email: _____

Our company would like to request for the following: (check applicable boxes)

Themes & Motifs Life's Big Events Expo Flyers

Quantity: _____

Themes & Motifs Life's Big Events Expo Posters

Quantity: _____

Themes & Motifs Life's Big Events Expo Complimentary Passes

Quantity: _____

Themes & Motifs Life's Big Events Expo Tarpaulin/ Store Front Banner

Note: Only 1 tarpaulin per location

Size and Orientation (check applicable box):

3 x 9 ft. Vertical Quantity: _____

3 x 9 ft. Horizontal Quantity: _____

Other size, please specify: _____

Address/Location where the tarpaulin will be installed:

Note:

1. All Themes & Motifs Life's Big Events Expo marketing collaterals are FREE of charge.
2. Themes & Motifs reserves the right to approve/disapprove the request for marketing collaterals.

This form may be emailed to events@themesmotifs.com
Please call (02)371.9783 to confirm the receipt of your email.



Themes & Motifs – Life’s Big Events Expo

EXHIBIT SPACE RESERVATION: P5,000.00 per exhibit space

Exhibitor: _____

No. of spaces: _____

Amount Paid: _____

Event: Themes & Motifs – Life’s Big Events Expo

Event Date: January 11 & 12, 2020

Venue: Megatrade Hall, 5th Level SM Megamall, Mandaluyong City

Deposit Reservation Fee to:

Account Name: Themes & Motifs The Special Events Co., Inc.
Current Account Number: 3241-0156-44
Bank: Bank of the Philippine Islands (BPI) SF Del Monte Branch

**PASTE THE TELLER VALIDATED
DEPOSIT SLIP HERE.**

Note:

1. Reservation fees are non-refundable and non-transferrable.
2. Reservation fees may be not be transferred to another exhibitor or another exhibit.
3. For multiple space applications (more than 1 space): In case of a reduction in the number of reserved spaces, the reservation fee(s) paid for the released space(s) shall be forfeited in favor of Themes & Motifs. It will not be applied to the balance of the remaining exhibit space(s).

Email this form to: events@themesnmotifs.com and call

Tel Nos.: (02) 624.7714/ (02)371.9783 to confirm the receipt of your email.