

Exhibitor Services Order Form

AV Production Services

OMAN CONVENTION
& EXHIBITION CENTRE
مركز عُمان للمؤتمرات والمعارض




Exhibitor Details: Successful delivery of this order is dependent on the correct event and contact details being provided. Any changes to event and contact details shall be communicated to: exhibitorservices@ocec.om

Exhibition Name		Deadline Date	14 Days before move-in
Exhibition Stand Name		Stand No.	
Company Name		Contact Name	
Contact Details - Email		Contact Number	
Billing Address			

For AV quotation please
send the filled form to

ocec-av@ocec.om

 Notes

Payment: All payments shall be in Omani Rials (OMR) and be received in advance:

Payment Option 1: Electronic Funds Transfer (EFT)	Transfer total amount due to:
Bank Account Name:	Oman Convention and Exhibition Center
Bank Name:	Sohar International - Qurum
Bank Account Number and Swift Code:	Account Num. 005020045872 Swift Code. BSHROMRU

Kindly email proof of payment (Bank transfer confirmation/remittance) to: exhibitorservices@ocec.om Quote: Exhibition name and stand number as the reference.

Terms and Conditions:

- All services are subject to availability, and shall be considered confirmed and only be delivered upon full payment.
- All equipment and furniture remain OCEC property unless otherwise specified and shall be installed and removed by authorised OCEC staff only.
- All OCEC equipment and furniture shall remain within the OCEC and be returned in the same condition as delivered. Any damages or loss thereof shall be charged.
- Cancellation of services shall be made within 48 hours of the scheduled delivery date; cancellation thereafter shall incur a cancellation fee up to full price.
- Claims/Disputes shall only be considered prior to an events close.

Thank you for your business!

Return this service order form to: OCEC Exhibitor Services.

Email: exhibitorservices@ocec.om | **Fax:** +968 2413 0701 | **OCEC Exhibitor Services Order Form 2020.**