

Furniture for hire 1

Chairs + Tables

Hall:	Stand No.:
Exhibitor:	

Order Form 2011

Deadline: 2 weeks prior to the event

Construction + Service: Fax: +49(0)30/3067-2018

Mailing address: MB Capital Services GmbH, Standbau + Service, Thüringer Allee 12/12A, 14052 Berlin, Germany

For queries: Phone.: +49(0)30/3067-2015 or 3038-5780; E-Mail: info@mb-capital-services.de

Qty	Order No	Description (WxDxH) / Other furniture upon request	Price each	Price / total
Chairs				
.....	10101	Plastic chair, white, 54x53x78 cm	9.00 EUR EUR
.....	10200	Upright chair, chrome/anthracite, 52x44x45/77 cm	27.00 EUR EUR
.....	12565	Plastic chair „Dr. No“., white, 51x66x46/78 cm	27.00 EUR EUR
.....	12539	Chair Alina, black, 54x58x78 cm	34.00 EUR EUR
.....	1205.	Chair Viento, plastic, with perforated back, 51x66x46/78 cm <input type="checkbox"/> 0 white <input type="checkbox"/> 1 anthracite grey <input type="checkbox"/> 2 orange <input type="checkbox"/> yellow <input type="checkbox"/> 4 blue	31.00 EUR EUR
.....	15605	Conference chair, chrome/black/grey, 51x53x47/81 cm	18.00 EUR EUR
.....	132..	Chair Trav, leather, 52x44x44/83 cm <input type="checkbox"/> 0 white <input type="checkbox"/> 01 grey <input type="checkbox"/> 02 black	18.00 EUR EUR
.....	110..	Bistro chair, no upholstery, 38x38x35/85 cm <input type="checkbox"/> 31 white <input type="checkbox"/> 40 black	14.00 EUR EUR
.....	12030	Chair Balloon,chrome/beechn, 42x47,5x45/86,5 cm	14.00 EUR EUR
.....	125..	Chair Breeze, alu polished/plastic, 50x40x45/70 cm <input type="checkbox"/> 40 blue <input type="checkbox"/> 42 black <input type="checkbox"/> 44 red	28.00 EUR EUR
Tables				
.....	26000	Bistro table, round, chrome/white, Ø 70 cm, height 72 cm	22.00 EUR EUR
.....	25000	Bistro table, round, white/white, Ø 70 cm, height 72 cm	25.00 EUR EUR
.....	25151	Bistro table, round, black/beechn, Ø 70 cm, height 72 cm	33.00 EUR EUR
.....	26010	Bistro table, round, chrome/black, Ø 70 cm, height 72 cm	25.00 EUR EUR
.....	21004	Bistro table, black/black, 80x80x72 cm	25.00 EUR EUR
.....	22210	Bistro table, chrome/beechn, 80x80x72 cm	33.00 EUR EUR
.....	210..	Conference table, chrome, 80x80x72 cm <input type="checkbox"/> 01 white <input type="checkbox"/> 02 black	29.00 EUR EUR
.....	210..	Conference table, chrome, 120x80x72 cm <input type="checkbox"/> 21 white <input type="checkbox"/> 22 black	33.00 EUR EUR
.....	210..	Conference table, chrome, 160x80x72 cm <input type="checkbox"/> 70 white <input type="checkbox"/> 42 black	49.00 EUR EUR
.....	27065	Couch table, black/glass, 70x70x40 cm	59.00 EUR EUR
.....	27053	Couch table, chrome/glass, 100x60x40 cm	51.00 EUR EUR
.....	27050	Couch table, chrome/glass, rund, d: 70 cm, height 40 cm	51.00 EUR EUR

The mentioned prices are subject to a premium equivalent of 5 % of hire charge for insurance. They are subject to statutory value-added tax. By signing the order you acknowledge the stipulated conditions as listed overleaf. Orders on site will only be accepted under reserve of the availability (§5 of General Terms).

Payment by credit card:

Credit card No.: _____ valid until: _____

Card holder:

VISA MasterCard Amex

.....
Legally binding signature

**Please note: Please clarify the internal PO number for your company/your client for these services.
For later alteration of invoices 30.00 EUR plus VAT will be charged in addition.**

Name and address of recipient of invoice:

Vat Reg. No.:

Contact for queries:

Phone:

Telefax:

E-Mail:

Your order number for the invoice:

We are only ordering by order and on account of the exhibitor
(services will be charged to the exhibitor; a written confirmation is available).

Legally binding signature and company stamp:

Date:

Name of the customer (in block letters):

General Terms of Business and Conditions of Hire of MB Capital Services GmbH

As of: January 1, 2010

1. Contract

- (1) The following General Terms of Business and Conditions of Hire of MB Capital Service GmbH (in the following: lessor) apply to all hire contracts for movable items and construction. Any conflicting conditions of the lessee are hereby repudiated. Any divergence from these terms and conditions, or ancillary agreements, are only valid if confirmed in writing by the lessor.
- (2) All orders for hire equipment must be in writing. The lessor will confirm all orders prior to the event, provided that such orders have been submitted before the prescribed deadline for applications as stated in the order forms contained in the Exhibitors's Service Folder. If exhibitors do not receive written confirmation of their orders, provided that such orders have been submitted on time, they should notify the lessor immediately.
- (3) The lessor reserves the right to execute services ordered or deliver items for hire only upon receipt of payment.

2. Details about the loan of items

- (1) The lessee is aware that the items available for hire are usually used several times at exhibitions and may not always be new.
- (2) The items for hire will only be made available for the agreed purpose and for the duration of the event. They are for the use of the lessee only at the agreed place of hire.
- (3) No hired item may be transferred to third parties. Plans, designs, drawing, production and assembly documents and all rights thereto remain the property of the lessor, even when given to the lessee.
- (4) The lessee should ascertain whether the hired items are in a suitable condition, safe to use and complete when they are handed over.
- (5) By his acceptance of the items entrusted to his care the lessee acknowledges that they do not contain any defects, unless he immediately notifies the lessor of such defects in writing.
- (6) Deliveries within the stipulated period of all items ordered from the lessor will be made promptly, to ensure that the hired items are available at the start of the event.
- (7) In the absence of any stand personnel when the hired items are delivered, they will be considered to have been correctly delivered when left on the stand.
- (8) The lessor is not obliged to check the credentials of the personnel on the stand when delivering the hired items.
- (9) No delivery times or special requirements will be considered effective unless confirmed in writing by the lessor.

3. Warranty

- (1) If the lessee makes use of his right to notify the lessor of any defects, the lessor's warranty is limited solely to making the necessary improvements, provided that the defective items is one that has already been used. The lessor may supply a replacement if he thinks fit.

4. Hire charges

- (1) The charges as listed are net, subject to statutory value added tax plus an insurance premium of 5 % of the hire charge for items hired 4 % of the hire charge for the complete stand incl. equipment. The charges are valid for the duration of the event.
- (2) The cost of delivery to and removal from the exhibition grounds, and for any assembly or dismantling that may be required, are included in the hire charge.

5. Orders placed after the application deadline

- (1) If the lessee places an order after the expiry of the deadline for applications, of which he has been notified (generally 4 resp. 2 weeks prior to the start of the event), the lessor cannot guarantee prompt or complete deliveries. Above in such cases no guarantees can be provided that the items can be supplied as ordered.
- (2) If delivery within the stipulated deadline is possible, the additional costs incurred by the delayed order will be charged to the lessee in the form of a 20 % surcharge on the original hire charge.

6. Deviations from the details in catalogue

- (1) All the dimensions stated in the catalogue are approximate. The lessor reserves the right to make reasonable alterations to dimensions, shape and colour of the items ordered for hire. The items supplied must be equal or superior to those ordered.

7. Terms of payment

- (1) Upon submission of the invoice the sum due, including statutory value-added tax if not otherwise stated in the invoice, is payable no later than the start of the event. Payment should be made to one of the accounts of the lessor without deduction.
- (2) If the lessor has no record that the payment has been received by a date four weeks prior to the start of the event at the latest, it is entitled to withdraw from the agreement.
- (3) Order received by the lessor two weeks prior to the start of the event, or later, will only be accepted if accompanied by payment in advance (a cheque should be enclosed with the order).

8. Failure to make use of previously ordered hire items

- (1) If the lessee will not make use of previously ordered hired items and give notice in writing no later than 4 weeks prior to the event, the lessor charges 5 % of rental charge. If notice is given no later than 7 days prior to the event, 10 % of hire charge will be charged.
- (2) For orders worth more than 10,000.00 EUR or involving a stand construction area in excess of 100 m², if notice of withdrawal is given in writing no later than 10 weeks prior to the start of the event, a sum equivalent to 10 % of the rental charge/value of the order will be charged. This sum will increase to the equivalent to 20 % of the rental charge/value of the order if the written notification is received within 6 weeks of the start of the event.
- (3) If non-defective hire items cannot be handed over to the lessee on the agreed delivery date or if he does not take delivery of the items as agreed, the lessee shall be liable for payment of the full hire charge. If delivery date is not been expressly agreed, stand construction will be handed over to the lessee or his representative at the stand no earlier than 5 days but no later than 3 days, other hire items usually 2 days prior to the event. If another lessee can be found for the hire items that have not been delivered, the original lessee shall only be required to pay 25 % of the invoice sum to meet additional expenses.
- (4) In cases as mentioned in 8.1 and 8.2, the onus shall be on the lessee to prove that the lessor has not incurred the flat rate charges as invoiced. The lessor is entitled to assert the actual damage incurred.

9. The liability of the lessee

- (1) The liability of the lessee for any damage to or loss of the items hired to him commences with the hand over and ceases with collection by the lessor after the end of the event at the latest.
- (2) Liability also applies to the lessee's employees and to third persons, but only in cases of negligence on the part of the lessor or its employees. The lessor only bear liability in cases deliberate and malicious damage.
- (3) The lessee is obliged to handle the hired items with care. Nothing may be stuck, nailed or painted onto these items, nor may they be damaged in any other way.
- (4) Without prior approval of the lessor the lessee is not permitted to alter the items in his care. Any particular distinguishing marks that may exist may not be removed. Damages should be reported to the lessor immediately.
- (5) The hired items must be made ready and available for collection immediately following the end of the event.
- (6) Should the lessee delay in returning the hired items, The lessor is entitled to prepare such items for removal at the lessee's expense, subject to the lessee's approval.
- (7) The lessee will be informed immediately if the lessor finds any defects on the hired items being returned. Such statements will be considered acknowledged if the lessee does not contest them in writing within one week.

10. The liability of the lessor

- (1) The lessor accepts no liability for any kind of personal injury or damage to property, unless such injury or damage is due to deliberate and malicious damage on the part of the lessor or his employees.
- (2) If the lessor is delayed in providing its service it will not be held liable for slight negligence. This also applies in cases where it proves impossible to provide the required services.

11. Insurance

- (1) The objects and equipment offered for hire must be insured. The insurance premium for the hired items and equipment shall amount to 5 % of the hire charge. This insurance shall cover replacement in the event of loss. The lessee is not entitled to a replacement. A replacement during the event shall only be provided if ordered and paid for by the lessee.
- (2) The premium for insuring the hired modular stand, incl. stand equipment and hired items, shall amount to 4 % of the hire charge. If no insurance cover is taken out for the hired modular stand, the lessee shall be liable for damage to or loss of the hired items.
- (3) The following shall be excluded from the insurance: artwork, water and electricity connections, an on-site services.

12. Federal Data Protection Law (BDSG)

- (1) In accordance with §§ 28 and 29 BDSG, personal data concerning our business associates will be stored and processed for the purposes of the contractual agreement.

13. Final provision

- (1) The validity of the „General Terms of Business and Conditions of Hire“ is not affected by the invalidity of any individual regulations or clauses.
- (2) Only the German Version is legally binding.
- (3) Provided no agreement has been made to the contrary the regulations contained in the Civil Code of the Federal Republic of Germany apply.
- (4) The legal venue and place of jurisdiction is Berlin-Charlottenburg.

Furniture for hire 2

Bar stools + Upright tables

Armchairs + Sofas

Hall:	Stand No.:
Exhibitor:	

Order Form 2011

Deadline: 2 weeks prior to the event

Construction + Service: Fax: +49(0)30/3067-2018

Mailing address: MB Capital Services GmbH, Standbau + Service, Thüringer Allee 12/12A, 14052 Berlin, Germany

For queries: Phone.: +49(0)30/3067-2015 or 3038-5780; E-Mail: info@mb-capital-services.de

Qty	Order No	Description (WxDxH) / Other furniture upon request	Price each	Price / total
Bar stools				
.....	161..	Bar stool Z, 37 x 80 cm <input type="checkbox"/> 01 white <input type="checkbox"/> 00 black	22.00 EUR EUR
.....	166..	Bar stool Skoop, polyethylen, 43x75x53/71 cm <input type="checkbox"/> 50 white <input type="checkbox"/> 51 grey <input type="checkbox"/> 52 orange <input type="checkbox"/> 53 yellow	35.00 EUR EUR
.....	16110	Bar stool Oily, chrome/beechn, 37x75 cm	33.00 EUR EUR
.....	16010	Bar stool Shaker, chrome/beechn, 49x53x87 cm	24.00 EUR EUR
.....	16625	Bar stool Aline, chrome/black, 50x61x105	71.00 EUR EUR
.....	16630	Bar stool Breeze, alu polished/plastic, black, 50x40x75/109	23.00 EUR EUR
Upright tables				
.....	29080	Upright table, chrome/white, Ø 70 cm, height 112 cm	35.00 EUR EUR
.....	29090	Upright table, chrome/black, Ø 70 cm, height 112 cm	38.00 EUR EUR
.....	29020	Upright table Marble, black, Ø 40 cm, height 112 cm	38.00 EUR EUR
.....	29400	Upright table, chrome/grau, Ø 70 cm, height 112 cm	49.00 EUR EUR
.....	29083	Upright table, chrome/beechn, 80x80x107 cm	48.00 EUR EUR
.....	29086	Upright table, white, 80x80x107 cm	36.00 EUR EUR
.....	29440	Upright table, oval, lightgrey, 180x100x107 cm	102.00 EUR EUR
Armchairs, sofas				
.....	156..	Conference armchair, synthetic leather, 62x60x46/85 cm <input type="checkbox"/> 04 white <input type="checkbox"/> 03 black	26.00 EUR EUR
.....	15...	Club armchair, 74x66x47/78 cm <input type="checkbox"/> 100 white <input type="checkbox"/> 000 black	49.00 EUR EUR
.....	154..	Armchair Ravello, leather/chrome, 59x65x45/80 cm <input type="checkbox"/> 10 orange <input type="checkbox"/> 11 pigeon blue	195.00 EUR EUR
.....	15010	Club sofa, 122x60x47/78cm <input type="checkbox"/> 11 white <input type="checkbox"/> 10 black	92.00 EUR EUR
.....	152..	Armchair Coupé, leather/chrome, 69x73x75 cm <input type="checkbox"/> 20 white <input type="checkbox"/> 10 black	295.00 EUR EUR
.....	15400	Armchair Zarutti, chrome/black, 87x77x40/70 cm	72.00 EUR EUR
.....	15500	Sofa Zarutti, chrome/black, 145x77x40/70 cm	123.00 EUR EUR

The mentioned prices are subject to a premium equivalent of 5 % of hire charge for insurance. They are subject to statutory value-added tax. By signing the order you acknowledge the stipulated conditions as listed overleaf. Orders on site will only be accepted under reserve of the availability (§ of General Terms).

Payment by credit card:

Credit card No.: valid until:

Card holder:

VISA MasterCard Amex

.....
Legally binding signature

Please note: Please clarify the internal PO number for your company/your client for these services.

For later alteration of invoices 30.00 EUR plus VAT will be charged in addition.

Name and address of recipient of invoice:

Vat Reg. No.:

Contact for queries:

Phone:

Telefax:

E-Mail:

Your order number for the invoice:

We are only ordering by order and on account of the exhibitor
(services will be charged to the exhibitor; a written confirmation is available).

Legally binding signature and company stamp:

Date:

Name of the customer (in block letters):

General Terms of Business and Conditions of Hire of MB Capital Services GmbH

As of: January 1, 2010

1. Contract

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2. Details about the loan of items

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- (3) No hired item may be transferred to third parties. Plans, designs, drawing, production and assembly documents and all rights thereto remain the property of the lessor, even when given to the lessee.
- (4) The lessee should ascertain whether the hired items are in a suitable condition, safe to use and complete when they are handed over.
- (5) By his acceptance of the items entrusted to his care the lessee acknowledges that they do not contain any defects, unless he immediately notifies the lessor of such defects in writing.
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- (8) The lessor is not obliged to check the credentials of the personnel on the stand when delivering the hired items.
- (9) No delivery times or special requirements will be considered effective unless confirmed in writing by the lessor.

3. Warranty

- (1) If the lessee makes use of his right to notify the lessor of any defects, the lessor's warranty is limited solely to making the necessary improvements, provided that the defective items is one that has already been used. The lessor may supply a replacement if he thinks fit.

4. Hire charges

- (1) The charges as listed are net, subject to statutory value added tax plus an insurance premium of 5 % of the hire charge for items hired 4 % of the hire charge for the complete stand incl. equipment. The charges are valid for the duration of the event.
- (2) The cost of delivery to and removal from the exhibition grounds, and for any assembly or dismantling that may be required, are included in the hire charge.

5. Orders placed after the application deadline

- (1) If the lessee places an order after the expiry of the deadline for applications, of which he has been notified (generally 4 resp. 2 weeks prior to the start of the event), the lessor cannot guarantee prompt or complete deliveries. Above in such cases no guarantees can be provided that the items can be supplied as ordered.
- (2) If delivery within the stipulated deadline is possible, the additional costs incurred by the delayed order will be charged to the lessee in the form of a 20 % surcharge on the original hire charge.

6. Deviations from the details in catalogue

- (1) All the dimensions stated in the catalogue are approximate. The lessor reserves the right to make reasonable alterations to dimensions, shape and colour of the items ordered for hire. The items supplied must be equal or superior to those ordered.

7. Terms of payment

- (1) Upon submission of the invoice the sum due, including statutory value-added tax if not otherwise stated in the invoice, is payable no later than the start of the event. Payment should be made to one of the accounts of the lessor without deduction.
- (2) If the lessor has no record that the payment has been received by a date four weeks prior to the start of the event at the latest, it is entitled to withdraw from the agreement.
- (3) Order received by the lessor two weeks prior to the start of the event, or later, will only be accepted if accompanied by payment in advance (a cheque should be enclosed with the order).

8. Failure to make use of previously ordered hire items

- (1) If the lessee will not make use of previously ordered hired items and give notice in writing no later than 4 weeks prior to the event, the lessor charges 5 % of rental charge. If notice is given no later than 7 days prior to the event, 10 % of hire charge will be charged.
- (2) For orders worth more than 10,000.00 EUR or involving a stand construction area in excess of 100 m², if notice of withdrawal is given in writing no later than 10 weeks prior to the start of the event, a sum equivalent to 10 % of the rental charge/value of the order will be charged. This sum will increase to the equivalent to 20 % of the rental charge/value of the order if the written notification is received within 6 weeks of the start of the event.
- (3) If non-defective hire items cannot be handed over to the lessee on the agreed delivery date or if he does not take delivery of the items as agreed, the lessee shall be liable for payment of the full hire charge. If delivery date is not been expressly agreed, stand construction will be handed over to the lessee or his representative at the stand no earlier than 5 days but no later than 3 days, other hire items usually 2 days prior to the event. If another lessee can be found for the hire items that have not been delivered, the original lessee shall only be required to pay 25 % of the invoice sum to meet additional expenses.
- (4) In cases as mentioned in 8.1 and 8.2, the onus shall be on the lessee to prove that the lessor has not incurred the flat rate charges as invoiced. The lessor is entitled to assert the actual damage incurred.

9. The liability of the lessee

- (1) The liability of the lessee for any damage to or loss of the items hired to him commences with the hand over and ceases with collection by the lessor after the end of the event at the latest.
- (2) Liability also applies to the lessee's employees and to third persons, but only in cases of negligence on the part of the lessor or its employees. The lessor only bear liability in cases deliberate and malicious damage.
- (3) The lessee is obliged to handle the hired items with care. Nothing may be stuck, nailed or painted onto these items, nor may they be damaged in any other way.
- (4) Without prior approval of the lessor the lessee is not permitted to alter the items in his care. Any particular distinguishing marks that may exist may not be removed. Damages should be reported to the lessor immediately.
- (5) The hired items must be made ready and available for collection immediately following the end of the event.
- (6) Should the lessee delay in returning the hired items, The lessor is entitled to prepare such items for removal at the lessee's expense, subject to the lessee's approval.
- (7) The lessee will be informed immediately if the lessor finds any defects on the hired items being returned. Such statements will be considered acknowledged if the lessee does not contest them in writing within one week.

10. The liability of the lessor

- (1) The lessor accepts no liability for any kind of personal injury or damage to property, unless such injury or damage is due to deliberate and malicious damage on the part of the lessor or his employees.
- (2) If the lessor is delayed in providing its service it will not be held liable for slight negligence. This also applies in cases where it proves impossible to provide the required services.

11. Insurance

- (1) The objects and equipment offered for hire must be insured. The insurance premium for the hired items and equipment shall amount to 5 % of the hire charge. This insurance shall cover replacement in the event of loss. The lessee is not entitled to a replacement. A replacement during the event shall only be provided if ordered and paid for by the lessee.
- (2) The premium for insuring the hired modular stand, incl. stand equipment and hired items, shall amount to 4 % of the hire charge. If no insurance cover is taken out for the hired modular stand, the lessee shall be liable for damage to or loss of the hired items.
- (3) The following shall be excluded from the insurance: artwork, water and electricity connections, an on-site services.

12. Federal Data Protection Law (BDSG)

- (1) In accordance with §§ 28 and 29 BDSG, personal data concerning our business associates will be stored and processed for the purposes of the contractual agreement.

13. Final provision

- (1) The validity of the „General Terms of Business and Conditions of Hire“ is not affected by the invalidity of any individual regulations or clauses.
- (2) Only the German Version is legally binding.
- (3) Provided no agreement has been made to the contrary the regulations contained in the Civil Code of the Federal Republic of Germany apply.
- (4) The legal venue and place of jurisdiction is Berlin-Charlottenburg.

Furniture for hire 3

Office furniture, Kitchen equipment

Hall:	Stand No.:
Exhibitor:	

Oder Form 2011

Deadline: 2 weeks prior to the event

Construction + Service: Fax: +49(0)30/3067-2018

Mailing address: MB Capital Services GmbH, Standbau + Service, Thüringer Allee 12/12A, 14052 Berlin, Germany

For queries: Phone.: +49(0)30/3067-2015 or 3038-5780; **E-Mail:** info@mb-capital-services.de

Qty	Order No	Description (WxDxH) / Other furniture upon request	Price each	Price / total
Desks, Office chairs				
.....	21100	Desk, chrome/white, with container, 120x80x72 cm	56.00 EUR EUR
.....	21110	Desk, chrome/white . with container, 160x80x72 cm	66.00 EUR EUR
.....	14000	Revolving chair, black/anthracite, 44x44x44/52 cm	25.00 EUR EUR
.....	14010	Revolving chair, black/anthracite, 48x44x44/52 cm	29.00 EUR EUR
.....	14100	Counter chair, black, 48x46x54-75/125 cm	38.00 EUR EUR
Filing cabinets, containers, others				
.....	50018	Sideboard, black, aluminium frame, doors, 45x45x52 cm	51.00 EUR EUR
.....	50044	Sideboard, white, with sliding doors, 100x50x72 cm	46.00 EUR EUR
.....	50045	Sideboard, lightgrey, with sliding doors, 100x50x72 cm	46.00 EUR EUR
.....	500..	Container, removable, 45x45x52 cm	33.00 EUR EUR
		<input type="checkbox"/> 51 white <input type="checkbox"/> 50 black		
.....	502..	Shelving, low, 77x40x110 cm	23.00 EUR EUR
		<input type="checkbox"/> 01 white <input type="checkbox"/> 02 black		
.....	502..	Shelving, high, 70x40x200 cm	46.00 EUR EUR
		<input type="checkbox"/> 12 white <input type="checkbox"/> 11 black		
.....	50402	Locker column, 4 partitions, grey,	78.00 EUR EUR
Kitchen equipment				
.....	60300	Refrigerator, 140 litres, white, 55x60x85 cm	69.00 EUR EUR
.....	60310	Refrigerator for bottles, 300 litres, 60x62x175 cm	123.00 EUR EUR
.....	60000	Coffee machine, 23x28x35 cm	15.00 EUR EUR
.....	65040	Refuse container, metal	18.00 EUR EUR
.....	60200	Micro well, white, 52x38x35 cm	74.00 EUR EUR
.....	60500	Kitchenette, white, 100x60x90 cm, (water installation required)	217.00 EUR EUR

The mentioned prices are subject to a premium equivalent of 5 % of hire charge for insurance. They are subject to statutory value-added tax. By signing the order you acknowledge the stipulated conditions as listed overleaf. Orders on site will only be accepted under reserve of the availability (§5 of General Terms).

Payment by credit card:

Credit card No.: valid until:

Card holder:

VISA MasterCard Amex

.....
Legally binding signature

**Please note: Please clarify the internal PO number for your company/your client for these services.
For later alteration of invoices 30.00 EUR plus VAT will be charged in addition.**

Name and address of recipient of invoice:

Vat Reg. No.:

Contact for queries:

Phone:

Telefax:

E-Mail:

Your order number for the invoice:

We are only ordering by order and on account of the exhibitor
(services will be charged to the exhibitor; a written confirmation is available).

Legally binding signature and company stamp:

Date:

Name of the customer (in block letters):

As of: July 2010/Subject to alteration/Legal venue and place of jurisdiction is Berlin-Charlottenburg

General Terms of Business and Conditions of Hire of MB Capital Services GmbH

As of: January 1, 2010

1. Contract

- (1) The following General Terms of Business and Conditions of Hire of MB Capital Service GmbH (in the following: lessor) apply to all hire contracts for movable items and construction. Any conflicting conditions of the lessee are hereby repudiated. Any divergence from these terms and conditions, or ancillary agreements, are only valid if confirmed in writing by the lessor.
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- (3) The lessor reserves the right to execute services ordered or deliver items for hire only upon receipt of payment.

2. Details about the loan of items

- (1) The lessee is aware that the items available for hire are usually used several times at exhibitions and may not always be new.
- (2) The items for hire will only be made available for the agreed purpose and for the duration of the event. They are for the use of the lessee only at the agreed place of hire.
- (3) No hired item may be transferred to third parties. Plans, designs, drawing, production and assembly documents and all rights thereto remain the property of the lessor, even when given to the lessee.
- (4) The lessee should ascertain whether the hired items are in a suitable condition, safe to use and complete when they are handed over.
- (5) By his acceptance of the items entrusted to his care the lessee acknowledges that they do not contain any defects, unless he immediately notifies the lessor of such defects in writing.
- (6) Deliveries within the stipulated period of all items ordered from the lessor will be made promptly, to ensure that the hired items are available at the start of the event.
- (7) In the absence of any stand personnel when the hired items are delivered, they will be considered to have been correctly delivered when left on the stand.
- (8) The lessor is not obliged to check the credentials of the personnel on the stand when delivering the hired items.
- (9) No delivery times or special requirements will be considered effective unless confirmed in writing by the lessor.

3. Warranty

- (1) If the lessee makes use of his right to notify the lessor of any defects, the lessor's warranty is limited solely to making the necessary improvements, provided that the defective items is one that has already been used. The lessor may supply a replacement if he thinks fit.

4. Hire charges

- (1) The charges as listed are net, subject to statutory value added tax plus an insurance premium of 5 % of the hire charge for items hired 4 % of the hire charge for the complete stand incl. equipment. The charges are valid for the duration of the event.
- (2) The cost of delivery to and removal from the exhibition grounds, and for any assembly or dismantling that may be required, are included in the hire charge.

5. Orders placed after the application deadline

- (1) If the lessee places an order after the expiry of the deadline for applications, of which he has been notified (generally 4 resp. 2 weeks prior to the start of the event), the lessor cannot guarantee prompt or complete deliveries. Above in such cases no guarantees can be provided that the items can be supplied as ordered.
- (2) If delivery within the stipulated deadline is possible, the additional costs incurred by the delayed order will be charged to the lessee in the form of a 20 % surcharge on the original hire charge.

6. Deviations from the details in catalogue

- (1) All the dimensions stated in the catalogue are approximate. The lessor reserves the right to make reasonable alterations to dimensions, shape and colour of the items ordered for hire. The items supplied must be equal or superior to those ordered.

7. Terms of payment

- (1) Upon submission of the invoice the sum due, including statutory value-added tax if not otherwise stated in the invoice, is payable no later than the start of the event. Payment should be made to one of the accounts of the lessor without deduction.
- (2) If the lessor has no record that the payment has been received by a date four weeks prior to the start of the event at the latest, it is entitled to withdraw from the agreement.
- (3) Order received by the lessor two weeks prior to the start of the event, or later, will only be accepted if accompanied by payment in advance (a cheque should be enclosed with the order).

8. Failure to make use of previously ordered hire items

- (1) If the lessee will not make use of previously ordered hired items and give notice in writing no later than 4 weeks prior to the event, the lessor charges 5 % of rental charge. If notice is given no later than 7 days prior to the event, 10 % of hire charge will be charged.
- (2) For orders worth more than 10,000.00 EUR or involving a stand construction area in excess of 100 m², if notice of withdrawal is given in writing no later than 10 weeks prior to the start of the event, a sum equivalent to 10 % of the rental charge/value of the order will be charged. This sum will increase to the equivalent to 20 % of the rental charge/value of the order if the written notification is received within 6 weeks of the start of the event.
- (3) If non-defective hire items cannot be handed over to the lessee on the agreed delivery date or if he does not take delivery of the items as agreed, the lessee shall be liable for payment of the full hire charge. If delivery date is not been expressly agreed, stand construction will be handed over to the lessee or his representative at the stand no earlier than 5 days but no later than 3 days, other hire items usually 2 days prior to the event. If another lessee can be found for the hire items that have not been delivered, the original lessee shall only be required to pay 25 % of the invoice sum to meet additional expenses.
- (4) In cases as mentioned in 8.1 and 8.2, the onus shall be on the lessee to prove that the lessor has not incurred the flat rate charges as invoiced. The lessor is entitled to assert the actual damage incurred.

9. The liability of the lessee

- (1) The liability of the lessee for any damage to or loss of the items hired to him commences with the hand over and ceases with collection by the lessor after the end of the event at the latest.
- (2) Liability also applies to the lessee's employees and to third persons, but only in cases of negligence on the part of the lessor or its employees. The lessor only bear liability in cases deliberate and malicious damage.
- (3) The lessee is obliged to handle the hired items with care. Nothing may be stuck, nailed or painted onto these items, nor may they be damaged in any other way.
- (4) Without prior approval of the lessor the lessee is not permitted to alter the items in his care. Any particular distinguishing marks that may exist may not be removed. Damages should be reported to the lessor immediately.
- (5) The hired items must be made ready and available for collection immediately following the end of the event.
- (6) Should the lessee delay in returning the hired items, The lessor is entitled to prepare such items for removal at the lessee's expense, subject to the lessee's approval.
- (7) The lessee will be informed immediately if the lessor finds any defects on the hired items being returned. Such statements will be considered acknowledged if the lessee does not contest them in writing within one week.

10. The liability of the lessor

- (1) The lessor accepts no liability for any kind of personal injury or damage to property, unless such injury or damage is due to deliberate and malicious damage on the part of the lessor or his employees.
- (2) If the lessor is delayed in providing its service it will not be held liable for slight negligence. This also applies in cases where it proves impossible to provide the required services.

11. Insurance

- (1) The objects and equipment offered for hire must be insured. The insurance premium for the hired items and equipment shall amount to 5 % of the hire charge. This insurance shall cover replacement in the event of loss. The lessee is not entitled to a replacement. A replacement during the event shall only be provided if ordered and paid for by the lessee.
- (2) The premium for insuring the hired modular stand, incl. stand equipment and hired items, shall amount to 4 % of the hire charge. If no insurance cover is taken out for the hired modular stand, the lessee shall be liable for damage to or loss of the hired items.
- (3) The following shall be excluded from the insurance: artwork, water and electricity connections, an on-site services.

12. Federal Data Protection Law (BDSG)

- (1) In accordance with §§ 28 and 29 BDSG, personal data concerning our business associates will be stored and processed for the purposes of the contractual agreement.

13. Final provision

- (1) The validity of the „General Terms of Business and Conditions of Hire“ is not affected by the invalidity of any individual regulations or clauses.
- (2) Only the German Version is legally binding.
- (3) Provided no agreement has been made to the contrary the regulations contained in the Civil Code of the Federal Republic of Germany apply.
- (4) The legal venue and place of jurisdiction is Berlin-Charlottenburg.

Furniture for hire 4

Brochure stands, Cordon posts, Miscellaneous

Hall:	Stand No.:
Exhibitor:	

Order Form 2011

Deadline: 2 weeks prior to the event

Construction + Service: Fax: +49(0)30/3067-2018

Mailing address: MB Capital Services GmbH, Standbau + Service, Thüringer Allee 12/12A, 14052 Berlin, Germany

For queries: Phone.: +49(0)30/3067-2015 or 3038-5780; E-Mail: info@mb-capital-services.de

Qty	Order No	Description (WxDxH) / Other furniture upon request	Price each	Price / total
Rattan furniture				
.....	16802	Rattan cane bar stool, natural, with back	28.00 EUR EUR
.....	18300	Rattan Group 2 armchairs, natural, 75x72x40/77 cm, 1 Sofa, natural, 112x72x40/77 cm (with upholstery each), 1 table, round, 75x56 cm, natural/glass top	298.00 EUR EUR
.....	18140	Rattan armchair, no upholstery, natural, 60x60x44/73 cm	46.00 EUR EUR
.....	18201	Rattan table, round, natural plain, 53x52 cm	30.00 EUR EUR
Brochure stands				
.....	50820	Brochure stand, revolvable, 40x40x170 cm	61.00 EUR EUR
.....	50810	Brochure stand, zig zag, birch natural, 40x50x160 cm	92.00 EUR EUR
.....	50825	Brochure stand Easy, foldable, 5xA4 shelves, alu/acrylic, 27x37x144 cm	76.00 EUR EUR
.....	50840	Brochure stand „Pi“, silver/black, 35x40x131 cm	61.00 EUR EUR
Mirrors and coat racks				
.....	30301	Stand mirror, chrome, 45x45x180 cm	43.00 EUR EUR
.....	30000	Coat rack, small, chrome, 100x150-190 cm	20.00 EUR EUR
.....	30001	Coat rack, big, chrome, 130-190 x 160 cm	25.00 EUR EUR
.....	30005	Coat rack, chrome, with 24 hooks, 130-190x160 cm	25.00 EUR EUR
.....	30002	Coat hanger	1.00 EUR EUR
.....	30110	Coat and hat stand, chrome, Ø 45 cm, height 185 cm	15.00 EUR EUR
Cordon posts and ropes				
.....	33030	Cordon post, chrome, Ø 30 cm, height 100 cm	15.00 EUR EUR
.....	44011	Cordon post, lightgrey, Ø 30 cm, height 100 cm	15.00 EUR EUR
.....	44044	Cordon post, incl. rope, 2 m, steel, black, 32x96 cm	43.00 EUR EUR
.....	44050	Cordon post, inkl. rope, 2 m, black/blue, 31x93 cm	23.00 EUR EUR
.....	44010	Chain, plastic grey, 200 cm	3.00 EUR EUR
.....	44025	Rope, velvet, 180 cm	8.00 EUR EUR
<input type="checkbox"/> black <input type="checkbox"/> white <input type="checkbox"/> red <input type="checkbox"/> blue <input type="checkbox"/> green <input type="checkbox"/> natural				

The mentioned prices are subject to a premium equivalent of 5 % of hire charge for insurance. They are subject to statutory value-added tax. By signing the order you acknowledge the stipulated conditions as listed overleaf. Orders on site will only be accepted under reserve of the availability (§5 of General Terms).

Payment by credit card:

Credit card No.: valid until:

Card holder:

VISA MasterCard Amex

.....
Legally binding signature

**Please note: Please clarify the internal PO number for your company/your client for these services.
For later alteration of invoices 30.00 EUR plus VAT will be charged in addition.**

Name and address of recipient of invoice:

Vat Reg. No.:

Contact for queries:

Phone:

Telefax:

E-Mail:

Your order number for the invoice:

We are only ordering by order and on account of the exhibitor
(services will be charged to the exhibitor; a written confirmation is available).

Legally binding signature and company stamp:

Date:

Name of the customer (in block letters):

As of: July 2010/Subject to alteration/Legal venue and place of jurisdiction is Berlin-Charlottenburg

General Terms of Business and Conditions of Hire of MB Capital Services GmbH

As of: January 1, 2010

1. Contract

- (1) The following General Terms of Business and Conditions of Hire of MB Capital Service GmbH (in the following: lessor) apply to all hire contracts for movable items and construction. Any conflicting conditions of the lessee are hereby repudiated. Any divergence from these terms and conditions, or ancillary agreements, are only valid if confirmed in writing by the lessor.
- (2) All orders for hire equipment must be in writing. The lessor will confirm all orders prior to the event, provided that such orders have been submitted before the prescribed deadline for applications as stated in the order forms contained in the Exhibitors's Service Folder. If exhibitors do not receive written confirmation of their orders, provided that such orders have been submitted on time, they should notify the lessor immediately.
- (3) The lessor reserves the right to execute services ordered or deliver items for hire only upon receipt of payment.

2. Details about the loan of items

- (1) The lessee is aware that the items available for hire are usually used several times at exhibitions and may not always be new.
- (2) The items for hire will only be made available for the agreed purpose and for the duration of the event. They are for the use of the lessee only at the agreed place of hire.
- (3) No hired item may be transferred to third parties. Plans, designs, drawing, production and assembly documents and all rights thereto remain the property of the lessor, even when given to the lessee.
- (4) The lessee should ascertain whether the hired items are in a suitable condition, safe to use and complete when they are handed over.
- (5) By his acceptance of the items entrusted to his care the lessee acknowledges that they do not contain any defects, unless he immediately notifies the lessor of such defects in writing.
- (6) Deliveries within the stipulated period of all items ordered from the lessor will be made promptly, to ensure that the hired items are available at the start of the event.
- (7) In the absence of any stand personnel when the hired items are delivered, they will be considered to have been correctly delivered when left on the stand.
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- (3) Provided no agreement has been made to the contrary the regulations contained in the Civil Code of the Federal Republic of Germany apply.
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Mobiliar zur Miete / Furniture for Hire

Illustration 1

10101 Schalenstuhl
Plastic chair



10200 Objektstuhl
Upright chair



12565 Dr. No (Kunststoff)
Dr. No (plastic)



12539 Alina
Alina



12051 Viento, grau
Viento, grey



15605 Konferenzstuhl
Conference chair



13201 Trav, grau
Trav, grey



11040 Bistrotstuhl, sw
Bistro table, black



12030 Balloon, Buche
Balloon, beech



12544 Breeze, rot
Breeze, red



26000 Bistrotisch,
Bistro table



25000 Bistrotisch
Bistro table



25151 Bistrotisch
Bistro table



26010 Bistrotisch
Bistro table



21004 Bistrotisch
Bistro table



22210 Bistrotisch
Bistro table



21021 Besprechungstisch
Conference table



27065 Couchtisch, Glas
Couch table, glass



27053 Couchtisch, Glas
Couch table, glass



27050 Couchtisch, Glas
Couch table, glass



Rückfragen/Queries:

MB Capital Services GmbH, Thüringer Allee 12/12A, 14052 Berlin, Deutschland/Germany
Tel. +49(0)30/3067-2015 oder/or 3038-5780, Fax: +49(0)30/3067-2018 oder/or 58, E-Mail: info@mb-capital-services.de

16101 Barhocker Z
Bar stool Z



16651 Barhocker Skoop
Bar stool Skoop



16110 Barhocker Ollly
Bar stool Ollly



16010 Barhocker Shaker
Bar stool Shaker



16625 Barhocker Aline
Bar stool Aline



16630 Barhocker Breeze
Bar stool Breeze



29080 Stehtisch
Upright table



29090 Stehtisch
Upright table



29010 Stehtisch
Upright table



29400 Stehtisch
Upright table



29083 Stehtisch
Upright table



29086 Stehtisch
Upright table



29440 Stehtisch
Upright table



15604 Konferenzsessel
Conference Armchair



15100 Clubsessel
Club armchair



15410 Sessel Ravello
Armchair Ravello



15011 Clubsofa
Club sofa



15210 Sessel Coupé
Armchair Coupé



15400 Sessel Zarutti
Armchair Zarutti



15500 Sofa Zarutti
Sofa Zarutti



Rückfragen/Queries:

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Mobiliar zur Miete / Furniture for Hire

Illustration 3

21100 Schreibtisch
Desk



21110 Schreibtisch
Desk



14000 Drehstuhl
Revolving chair



14010 Drehsessel
Revolving chair



14100 Counterstuhl
Counter chair



50018 Sideboard
Sideboard



50044 Sideboard
Sideboard



50045 Sideboard
Sideboard



50050 Rollcontainer
Container removable



50207 Aktenregal, niedrig
Shelving, low



50212 Aktenregal, hoch
Shelving, high



50402 Schließfachsäule
Locker column



50820 Prospektständer
Brochure stand



50810 Zickzack



50825 Easy



50840 Pi



30301 Standspiegel
Stand mirror



30005 Konfektionsständer
Coat rack



30110 Garderobenständer
Coat hanger



44050 Absperrständer
Cordon post



Rückfragen/Queries:

MB Capital Services GmbH, Thüringer Allee 12/12A, 14052 Berlin, Deutschland/Germany
Tel. +49(0)30/3067-2015 oder/or 3038-5780, Fax: +49(0)30/3067-2018 oder/or 58, E-Mail: info@mb-capital-services.de

Weiteres Mobiliar auf Anfrage, z.B: / Other Furniture upon request. e.g.:

12560 Piuma

Alu poliert, gepolstert, anthrazit
 alu polished, upholstered, anthracite
 44x46x48/80 cm



12011 Arne Jacobsen

chrom, Farben auf Anfrage/chrome,
 colours on request, 47x53x45/84 cm



12553 Blueswinger

chrom, Auflage blau/chrome
 cover blue
 50x50x46/85 cm



16004 / 05 Jack Nase „077“

chrom, Buche o. sw./chr., beech o black
 48x41x81/101 cm



28105 Angolo

chrom, Glas/chrome, glass
 d: 45 cm, h: 53 cm

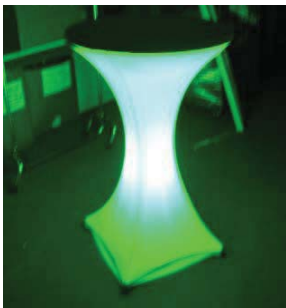


27040 Glastisch/Glass table

Aluminium, Glas/aluminium, glass
 180x85x72 cm



**Beleuchtete Stehtische
 Illuminated upright tables**



**Stehhilfen
 Stand-ups**



**Barhocker
 Bar stools**



**Beleuchtete Präsentationselemente
 Illuminated Presentation Elements**



**Lanccounter
 Long counters**



**Beleuchtete Counter
 Illuminated counters**

