



ESMO 2019

Meet the Investigator Studio Order Form

DEADLINE FOR CONFIRMATION OF SERVICE AND NUMBERS: 2th September 2019

esmocatering.satellites@firabarcelona.com



Drink base options

Coffee, teas, milk, smoothie, boxed water, orange juice brick and soft drinks

Price per person for 30min: 11,10 €



Extra items:

Milky drink	2,60€ / unit
Fresh fruit glass	2,90€ / unit
Piece of fruit	1,90€ / unit
Individual cake	3,90€ / unit
Individual bag of potato crisps	1,90€ / unit
Snacks: Individual bag of almonds, peanuts, pistachios, chips	1,90 € / unit
Cereal bar	1,90 € / unit

Prices do not include VAT

F&B SERVICE WILL BE ALWAYS LOCATED INSIDE THE ROOM ON A TABLE
COFFEE WILL BE SERVED IN FLASKS AND IN A TRESTLE TABLE
PRICES INCLUDE SET UP, HIGH QUALITY DISPOSABLE MATERIAL AND STAFF
MAXIMUM CATERING ORDER NUMBER WILL DEPEND ON ROOM SET UP CAPACITY





Confirmation of services and payment

GASTROFIRA SALES CONTACT: Alba Herrero +34 93 233 28 06 esmocatering.satellites@firabarcelona.com

ORDERING DEADLINES:

• CONFIRMATION OF SERVICE AND MINIMUM NUMBERS: 2nd September 2019

- Clients may choose from any of the methods of payment included in the application form (bank transfer or credit card payment)
- 7 days before the beginning of the requested service 100% of the invoice has to be paid
- Under no account shall services be supplied if all the invoices issued by Fira de Barcelona have not been paid prior to taking out the service

Services details :

- Coffee breaks services minimum order: minimum service of 12 people.
- If the event is delayed and there is a need to extend the catering time, there will be an additional charge of 27,50 euros per hour per service staff.

The prices include:

- Set up for bar counters and catering tables necessary for each occasion and according to the possibilities within the space available.
- All the cutleries and utensils required for the delivery of the catering service.
- Delivery of the food items to the catering area indicated by the Exhibitor
- Set up and dismantling of the tables/counters/ materials used for the catering service.
- Kitchen and service staff. The number of kitchen and service staff will be determined by the caterer.

The prices exclude:

- Construction or set up and dismantling of kitchen area in catering area indicates by the Exhibitor
- Carpeting, electricity and water requirements, extra Staff, flower arrangements.
- VAT (prices do not include VAT. In each case, the corresponding VAT will be applied)

Cancellations conditions

- All cancellations must be made in writing.
- Cancellations made up to the 9th September shall not be subject to penalties.
- For cancellations made between the 10th September and the 17th September 2019, Fira de Barcelona shall be entitled to 50% of the service cancelled, as a penalty.
- For cancellations made from the 18th September 2019, Fira de Barcelona shall be entitled to 100% of the service cancelled as a penalty.

DATA PROTECTION.

In accordance with LOPD (Data Protection Law) 15/1999, LSSICE (Information Society and Electronic Commerce Law) 34/2002, and other legal instruments, clients are informed that the personal data voluntarily supplied, including e-mail addresses, shall be added to FIRA DE BARCELONA's automated database. By sending their data, clients give their express authorisation for the use of such by FIRA DE BARCELONA, including correspondence via e-mail, for the purposes of advertising and informing clients of the activities it organises and/or for supporting its logistics services. Furthermore, clients are informed that their data may be made known, under the strictest terms of confidentiality, to FIRA DE BARCELONA's business partners, providing that such measures be necessary for the purposes of the latter to provide the service requested. Clients are likewise informed of the possibility of exercising their rights to access, modify, delete and object to the data, in which case they should address themselves in writing to FIRA DE BARCELONA, DEPARTAMENTO ADMINISTRATIVO COMERCIAL (DAC), Avenida Reina M^a Cristina s/n, Palacio n^o 1 (Barcelona 08004), or via e-mail to datos@firabarcelona.com





SERVICE ORDER FORM ESMO 2019 - MEET THE INVESTIGATOR STUDIO

Details	Location	Hall/ Level	Auditorium name
Contact	Contact Person	Phone during the show	E-mail
Invoice	Company Name	VAT number	
	Address		
	Zip Code	Telephone	

DATE	# PEOPLE	TYPE OF SERVICE	DELIVERY TIME	REMOVAL TIME
			:	:
			:	:
			:	:
			:	:
			:	:
			:	:
			:	:
			:	:
			:	:



SERVICE ORDER FORM ESMO 2019 - MEET THE INVESTIGATOR STUDIO

PAYMENT METHODS

Please choose from the different methods of payment:

Credit card

Bank Transfer

Credit Card

CARD HOLDER NAME

CREDIT CARD NUMBER

EXPIRY DATE

CREDIT CARD TYPE

VISA / EC/ MC

AMEX/DINERS

I have read and accept the conditions / ordering deadline

Confirmation of service and minimum numbers: 2nd September 2019

SPECIAL DIETS AND OTHER COMMENTS

Once you send us the filled form we will forward you the firm order for your final approval.

