

# STAND BOOKING REQUEST



DATE

CONTRACT NUMBER

DD / MM / AA

Fill out the following form with the required information, and send it to [interzumbogota@koelnmesse.co](mailto:interzumbogota@koelnmesse.co) from Koelnmesse SAS. In addition to this form, please send to the Commercial Department of Koelnmesse SAS, duly signed by the Legal Representative, along with a photocopy of the Tax ID Number and a photocopy of the passport of the company's Legal Representative. This information will be included in THE OFFICIAL CATALOG OF THE FAIR, and in THE IDENTIFICATION OF NATIONAL AND INTERNATIONAL BUYERS, AND PRE-ENROLLMENT OF THE BUSINESS MATCHMAKING once the respective hire contract has been signed.

For the purpose of taking part in interzum bogota, which will take place in Bogota, D.C. from May, 14th to 17th 2024 and acting in the name of and representing the company, we hereby reserve our place, agreeing to the provisions contained in the Participation Regulations for this event and others to the Commercial Department of CORFERIAS set forth by the Executive Board of CORFERIAS.

## I. EXHIBITOR GENERAL INFORMATION

ID Number	Company name			Commercial acronym	
Address		City	Country	Telephone	Fax
CIU Code (Uniform International Industrial Classification) ONLY FOR Colombian companies	Corporate e-mail			Website	
E - mail E-Billing 1			Responsible(s) Electronic Invoicing		Telephone
2					

## Legal Representative and Directors information

Identification Number	Legal Representative Name	Position	Telephone	Cell phone	E-mail
Identification Number	Directors' Full Name	Position	Telephone	Cell phone	E-mail
		General Manager			
		Sales Manager			

## Those responsible for participation

Identification Number	Full names	Position	Telephone	Cell phone	E-mail

Requires cornice installation (basic assembly) in the Stand

☐ YES

☐ NO

Commercial Name of the Company for publication in the **Catalog of Exhibitors**

If you selected **YES**, write the name of the business that should appear in the cornice of the stand:

## For this event we have booked the following exhibition areas

Hall	Level	Stand #	Unit rate	amount sqm (sqm)	Sub Total	VAT 19%	Total Rate

Notes:

## Stand construction

Please indicate your preference of stand construction (tick only one)

- ☐ Basic Assembly (standard shell scheme included in the rental price)  
☐ Premium standard shell schemes (price upon request)  
☐ Individual stand construction with own stand constructor

If you selected **BASIC ASSEMBLY** or in case you have individual stand construction and want a fascia board with your company name, write the name of the company that you would like to appear on the **fascia board**:

## II. CLASSIFICATION OF THE EXHIBITING COMPANY

Please identify the **Economic Activity** of your company

- |   |  |  |   |
|---|--|--|---|
| <input type="checkbox"/> AG Agricultural          | <input type="checkbox"/> CY Wholesale Marketer | <input type="checkbox"/> FB Manufacturer | <input type="checkbox"/> SS Social Services |
| <input type="checkbox"/> AP Public Administration | <input type="checkbox"/> CN Retail Marketer    | <input type="checkbox"/> IM Importer     | <input type="checkbox"/> RE Representative  |
| <input type="checkbox"/> CA Consultant            | <input type="checkbox"/> DT Distributor        | <input type="checkbox"/> PC Livestock    | <input type="checkbox"/> Other (Specify)    |
| <input type="checkbox"/> CT Construction          | <input type="checkbox"/> EX Exporter           | <input type="checkbox"/> SR Services     |   |

Origin of the Company: <input type="checkbox"/> National with Colombian Tax ID Number <input type="checkbox"/> Multinational with Colombian Tax ID (Number) <input type="checkbox"/> Joint Participation w/Companies with Foreign Tax ID (Number)												<input type="checkbox"/> National Representation w/ Colombian Tax ID (Number) <input type="checkbox"/> International with Foreign Tax ID (number)											
Size of the company <input type="checkbox"/> Microbusiness (fewer than 10 employees) <input type="checkbox"/> Small (11 to 50 employees) <input type="checkbox"/> Medium (51 to 200 employees) <input type="checkbox"/> Large (more than 200 employees) <input type="checkbox"/> Multinational						Type of company <input type="checkbox"/> PR Private <input type="checkbox"/> EO Official Entity - Government <input type="checkbox"/> GA Guild - Association <input type="checkbox"/> OI International Body <input type="checkbox"/> EM Embassy <input type="checkbox"/> CC Chamber of Commerce If your company belongs to a Guild - Association, please indicate which one.																	
<b>III. PRODUCTS AND SERVICES</b>																							
Please indicate your products and/or services in the following classification																							
<b>1. Machines and auxiliary machines for woodworking, furniture production and construction</b>																							
1		Machines and technical equipment for primary wood processing (e.g. extraction machines)	2		Machines and technical equipment for secondary processing (e.g. cutting, laminating, gluing, forming)	3		Forest machines	4		Machines and technical equipment for assembly and joining												
5		Multipurpose machinery, workshop equipment	6		Plants for prefabricated house construction/wood frame construction; plants for timber construction	7		Machines for furniture production and wood interiors (stationary)	8		Machines for specialized manufacturing												
9		Machines for the manufacturing of windows, doors and gates	10		Machines for flooring manufacturing	11		Plants for the conditioning of wood, wood materials and surfaces	12		Auxiliary machines and products for the equipment of machines												
<b>2. Materials &amp; Nature</b>																							
13		Materials for furniture production	14		Surface treatment, finishing products and wood finishes (Sealants, lacquers and catalyzed inks, acrylic paintings, abrasives, adhesives and tapes, rubber cements)	15		Solid wood	16		MDF and triplex boards, agglomerates												
17		Immunized wood	18		Floors (parquet, cork, other wooden floorings)	19		Doors, gates, windows and accessories	20		Finished parts for interior fittings; materials for interior fittings												
21		Prefabricated building industry (construction materials, construction systems, dry and prefab construction)	22		Melamine	23		Other materials															
<b>3. Function &amp; Components</b>																							
24		Semi-finished products for cabinet, office and modular furniture	25		Furniture fittings and structures	26		Build-in parts	27		Lighting systems for furniture and interior works												
28		Finished parts for interior fittings (architectural fittings)	29		Furniture parts	30		Decorative Surfaces	31		Architectural Finishes, Interior Architecture, Architectural Design												
<b>4. Textiles, Upholstery, Padding and Machinery</b>																							
32		Fabrics for upholstered furniture and mattresses	33		Upholstery materials, upholstery articles and accessories	34		Semi-finished products for upholstery, mattress and bed manufacturing industry	35		Machines and components for upholstery industry processing												
<b>5. Hardware, Tools and Machinery</b>																							
36		Portable machines, hand tools, power tools, equipment and aids for furniture production and wood interiors (e.g. cutting and sharpening machines, drills, screwdrivers and polishers, circular and vertical saws etc.)	37		Machines, equipment and aids for surface treatment (e.g. brushing machines, applicators)	38		Fastening and fixing technology	39		Occupational safety and safety technology												
40		Installation tools	41		Hardware and tools for the industry																		

6. Forestry Technology							
42	Forestry operators	43	Rinds and pulps	44	Seeds and harvest for reforestation	45	Energy from wood; use of residual wood (dust, chips, firewood, bark)
46	Software and digital solutions for industry	47	Furniture Design Software	48	3D printing software	49	Security, networks, digital solutions
7. Services, Organizations/ Entities and Media							
50	IT software (CAD, ERP, production planning, material management)	51	Consultancy	52	Associations and organisations	53	Training
54	Services	55	Maquila	56	Government entities	57	Partnerships
58	Leasing and financial entities	59	Trade press	60	Other, please specify below		
<b>OTHER PRODUCTS AND/OR SERVICES (SPECIFY)</b> * Please use this field in case you do not find your product in the items described previously *							
Please provide details of the <b>Products and/or Services</b> that you will exhibit at the Fair*							
Please specify the product <b>Brands</b> that you will exhibit at the Fair*							
Please specify <b>the Countries of Origin</b> of the products that you will exhibit at the Fair*							
IV. POTENTIAL NATIONAL AND INTERNATIONAL BUYERS							
<b>Note: Please fill this information in precisely to identify and invite potential national and/or international buyers that you would like to see at the Fair.</b>							
Indicate the purpose of your participation as an Exhibitor at the fair							
1-							
2-							
3-							
National Buyers							
Please give further information on <b>Potential National Buyers</b> that you would like to contact (you may attach the list) as follows:							
Company	Economic activity	Contact/Position	Telephone	E-mail	City		
If you do not have information regarding national companies, please describe the profile of the potential national buyer or national company that you would like to contact							
Select the Size of the Company that you would like to contact <input type="checkbox"/> Microbusiness <input type="checkbox"/> Small <input type="checkbox"/> Medium <input type="checkbox"/> Large <input type="checkbox"/> Multinational							
Foreign Buyers							
Production capacity, the Exhibitor's import and export products in Colombia					Distribution of national and international sales of the Exhibitor (%)		
Product	Production		Imports Value (\$)	Exports Value (\$)			
	Units	Value					
					National Market Sales %		
					International Market Sales %		
Countries where the Exhibitor has or will carry out Exports and Imports							
Export Countries	%	Import Countries	%				

Please give further information on the <b>Potential International Buyers</b> that you would like to contact (you may attach the list) as follows:					
Company	Economic activity	Contact/Position	Telephone	E-mail	City/Country
If you do not have information regarding international companies, please describe the profile of the potential national buyer or international company that you would like to contact					
<b>V. METHOD OF PAYMENT</b>					
<b>National payments</b> 40% upon contract signature 30% before May 30, 2023 30% before March 15 of 2024			<b>International payments</b> 30% upon contract signature 70% before March 15, 2024		
<b>National payments</b>  <b>Payee: CORPORACION DE FERIAS Y EXPOSICIONES S.A.</b> <b>Account number: 4818-0000-0756</b> <b>Savings Account: Bancolombia Panamá</b> <b>Trade Fair Code: 57-03</b>			<b>International payments</b>  <b>Name or Beneficiary:</b> Corporación de Ferias y Exposiciones S.A. <b>Beneficiary's address:</b> Carrera 37 No.24-67 Bogotá Colombia <b>Beneficiary's account number:</b> 80100004590 <b>Bank:</b> Bancolombia Panamá <b>Bank's address:</b> Plaza Marbella Calle 47 y Aquilino de la Guardia Apartado 0816-03320 Panamá <b>Swift Code:</b> COLOPAPA  <b>Intermediary Bank:</b> Citibank New York <b>Swift Code Intermediary Bank:</b> CITIUS33		
<b>Terms and Conditions</b> 1. The subscriber guarantees and agrees that the products registered in the present Stand Booking, are the only products that will be exhibited in the hired area and are related to the theme of the fair or event. 2. The subscriber declares that the information provided is truthful, complete, accurate, update-to-date and authorizes that this information is provided to the operators and those who use it, with commercial intentions: <input type="checkbox"/> YES <input type="checkbox"/> NO 3. The subscriber states and warrants that the activities developed through his company have all permits and licenses required for execution. 4. The subscriber agrees that in case of withdrawal or cancellation of this reservation, the amount delivered as an advance payment, without exceeding the 30% from the total value of the contract, shall be property of Corferias, without prejudice legal actions that may be held. 5. This document provides executive merit for the parties involved. 6. I hereby permit the transfer of my personal data to Koelnmesse GmbH, as well as its responsible subsidiary abroad and its commercial agents, to send me information by e-mail about future similar trade fairs/events/platforms that are organized in Germany and abroad. A list of the subsidiaries and commercial agents of Koelnmesse GmbH, as well as further details about data protection, can be accessed at any time at <a href="http://www.koelnmesse.com/data-protection-notice">www.koelnmesse.com/data-protection-notice</a> .  I can withdraw my consent at any time in the future (by sending an e-mail to <a href="mailto:datenschutz@koelnmesse.de">datenschutz@koelnmesse.de</a> ).  By signing this document, it is understood that the subscriber agrees to transfer the data registered here that can be personal data, either his own or from third parties such as: employees and / or dependents, of whom you have the authorization to deliver their personal data within the framework of this Stand Booking Request.					
7. Please check the box(es) if you want to receive information about the following trade fairs:		a. interzum (Cologne, Germany)		b. interzum guangzhou (China)	
Type of Exhibitor <input type="checkbox"/> New <input type="checkbox"/> Former <input type="checkbox"/> Past, renewing  Years of Participation: _____		Exhibiting Company Legal Representative Signature:			
		Full names:		ID:	
<b>FOR USE EXCLUSIVELY BY THE CORPORATION</b>					
Corferias Sales Coordinator Name		Report Date MM/ DD / YY Time:		Notes:	