

Dear Exhibitor:

Welcome and thank you for your participation in **GREEN SOLUTIONS @COP16**.

The exhibition will be performed from December 5 to 8, 2010, in Coral Rooms, at the **Fiesta Americana Grand Coral Beach, Cancún, Quintana Roo, Mexico**.

It is a pleasure to present an event of excellence where the smallest detail has been looked after, Green Solutions @COP16. Events such as these are a great opportunity for companies and industry, to know and compare the advances in the field of services, solutions and technology and necessary equipment in order to keep an international competitive level in their establishments.

Thank you again for your participation and we wish you the best of success.

Sincerely,

ORGANIZING COMMITTEE

GREEN SOLUTIONS @COP16



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GENERAL INFO

1. Address

Fiesta Americana Grand Coral Beach
Blvd. Kukulcán Km. 9.5 lote 6
Zona Hotelera
77500 Cancún, Q. Roo
México

Tel. + 52 (998) 881 3200

Fax + 52 (998) 881 3276

2. Contact phone numbers

Organizer's Office (before exhibition)

Patricia Beltrán C.

Tel. + 52 55 52685862

Fax + 52 55 52682004

pbeltran@remexexpos.com

Hector Gual F.

Tel. + 52 55 52682191

Fax + 52 55 52682004

hgual@remexexpos.com

3. Website

www.greensolutionscop16.com

4. Opening hours

Day	Setup / Breakdown	Hall doors opening	Opening hours Organizer's Office	Opening hours Fair
Friday 3	8:00 – 24:00 hrs.		8:00 – 20:00 hrs.	
Saturday 4	00:01 – 19:00 hrs.		8:00 – 20:00 hrs.	
Sunday 5		13:00 – 19:00 hrs.	8:00 – 19:30 hrs.	13:00 – 19:00 hrs.
Monday 6		10:00 – 17:00 hrs.	9:00 – 17:30 hrs.	10:00 – 17:00 hrs.
Tuesday 7		10:00 – 17:00 hrs.	9:00 – 19:30 hrs.	10:00 – 17:00 hrs.
Wednesday 8	18:00 – 24:00 hrs.	10:00 – 17:00 hrs.	9:00 – 21:00 hrs.	10:00 – 17:00 hrs.
Thursday 9	00:01 – 15:00 hrs.			

5. Setup

All setup must be completed by 24:00 on Saturday, December 4, as aisle carpeting will then be laid. Once the aisle carpeting is in place, goods may only be transported to the stand by means of small sack barrows with rubber wheels. The aisles must also be cleared of stand equipment and packaging.



6. Breakdown

Stand breakdown must not start before the exhibition ends at 18:00 on Wednesday, December 8th.

7. Stand supplies

Deadline for ordering stand supplies is November 5th, 2010. All order forms must be sent to **Creatividad y Espectáculos, S.A. de C.V. (CREA)**, by fax + 52 55 52682004 or as scanned document enclosed in an e-mail. Please note that CREA may invoice all stand supplies before the exhibition, so that everything is paid before set up.

8. Stand inclusions

Included in the price of participation is the grey carpet, white outer walls, one double outlet of 110V / 1000 W, 1 slim line lamp, one table, two chairs, one trash can. Please fill out form 2 to ask for all this equipment.

9. Exhibitor's badges

Stand personnel must wear a visible exhibitor badge including their name and company. The badges can be collected from the Organizer's Office.

Exhibitor's badges will be available at the Green Solutions venue from December 3. You are offered 5 exhibitor 's badges per 9 square meter booth area. Additional passes can be ordered. Exhibitor's badges can soon be ordered filling out **Form 4 Mandatory**.

10. Work Passes

Work passes are only valid during the stand setup and breakdown phase, and are intended for the use of hauliers and others persons who will not be on stand during opening hours. The passes are free, valid for one day, and issued by entrance security



1. Power / lighting

Your stand includes one electrical socket. Additional electricity, other than the one 1000 W110V outlet included in the stand, can be ordered separately. **Please see form 7.**

2. IT / network

Wireless high speed, USD\$10 per hour, USD\$20.00 per 24 hours per computer, IVA included. **Please see form 8.**

3. AV equipment

Will you be using a microphone or TV? **CREA** can arrange supply, installation and removal. **Please see form 6.**

4. Security

To limit the risk of theft, we recommend that movables and valuables be packed away and removed from the stand when unmanned and when closed.

Attention is drawn to the fact that Fiesta Americana Coral Beach accepts no responsibility for exhibitors' property. No facilities exist at Fiesta Americana Coral Beach for storage of moneyboxes or cash.

With the most respect we ask you not to bring valuable objects to the stand such as: Lap Tops, Cellular Phones, Palms, etc.

If you really need to bring one of these gadgets we remind you this Committee IS NOT RESPONSIBLE in any moment of subtractions or lost inside the Fiesta Americana Coral Beach, therefore we recommend you be careful with these valuable objects all the time.

Since CREA or the Fiesta Americana Coral Beach is not responsible for any lost during the assembly, event and disassembly we suggest NOT to get away from your personal belongings and equipments.

The hotel offers the Security guards service, **Please see form 9.**

5. Cleaning

The responsibility for stand cleaning during the exhibition lies with the individual exhibitor. We therefore recommend ordering daily stand cleaning. The cleaning service includes emptying garbage and vacuuming the stand area. Cleaning can only be ordered for the complete exhibition period. Vacuum cleaners are not available for loan. **Please see form 10.**

6. Refreshments

Refreshments can be ordered through Fiesta Americana Grand Coral Beach – **Please see form 11.** Info for more details. Sandwiches and drinks can be purchased from the Fiesta Americana Grand Coral Beach during stand setup, event and tear down.

7. Hotel & flights

Fiesta Americana Coral Beach has special agreement for Green Solution @ COP16 exhibitors. To use this hotel, please contact Turismo y Convenciones directly. To ensure you are charged the correct price, when booking accommodation remember to inform Turismo y Convenciones that you are a Green Solutions @COP16 exhibitor and state your stand number. We recommend booking in plenty of time. **Please see form 12.**

8. Shipping Instructions

Exhibitors are at liberty to arrange shipment of their goods through any forwarder of their own choice.

However, please note that all on-site handling in Fiesta Americana Coral Beach can only be performed by the shipping company. Fiesta Americana Coral Beach will not accept delivery of any goods prior to the move-in date of the exhibition (Dec. 3rd). All shipments (incl. courier shipments) must be delivered to RIGOLETTO advance warehouse prior to the exhibition. All questions regarding shipping must be directed to Jessica Chavez. **Please see form 11.**

9. Hostess

You know the situation all too well – everything has been planned down to the last detail, and still there are a hundred and one things to be attended to: telephones to be answered, guests to be registered, drinks to be ordered. A multitude of tasks which can tax your resources to the maximum. A Hostess could well be the solution you are looking for. She knows the venue and her way around it, two vital points in helping you make the impossible happen. You, consequently, will be able to devote your time and energy to other important areas. **Please see form 13.**



10. Activities Schedule

DECEMBER 2010 ACTIVITIES	FRI. 3	SAT. 4	SUN. 5	MON. 6	TUE. 7	WED. 8	THRU. 9
COMMON AREAS SECURITY	FROM 8:00 HRS	24 HRS.	24 HRS	24 HRS	24 HRS.	24 HRS.	TILL 15:00 HRS
SET UP FOR EMPTY SPACES	8:00 TO 24:00 HRS	00:01 TO 24:00 HRS.					
SET UP FOR EQUIPPED SPACES		8:00 TO 24:00 HRS					
EXHIBITOR'S BADGES DELIVERY	10:00 TO 19:00 HRS	10:00 TO 19:00 HRS	8:00 TO 13:00 HRS		PLACE: GROUPS REGISTER, FIESTA AMERICANA GRAND CORAL BEACH		
GENERAL CLEANING			10:00 TO 13:00 HRS	8:00 TO 10:00 HRS	8:00 TO 10:00 HRS	8:00 TO 10:00 HRS	
VISITOR'S REGISTER			12:00 TO 18:30 HRS	9:30 TO 16:30 HRS	9:30 TO 16:30 HRS	9:30 TO 16:30 HRS	
OPENING CEREMONY			14:00 HRS	PLACE: FIESTA AMERICANA GRAND CORAL BEACH			
OPEN EXHIBITION			13:00 TO 19:00HRS	10:00 TO 17:00HRS	10:00 TO 17:00HRS	10:00 TO 17:00HRS	
FREE ACCESS FOR EXHIBITORS SHOWING BADGE	8:00 HRS	00:01 HRS.	12:00 HRS.	9:00 HRS.	9:00 HRS.	9:00 HRS.	00:01 HRS.
CLOSING						17:00 HRS	
DISMANTLING FOR ALL STANDS						18:00 TO 24:00HRS	00:01 TO 15:00 HRS.
OFFICE HOURS	8:00 TO 20:00 HRS	8:00 TO 20:00 HRS	8:00 TO 19:30 HRS	9:00 TO 17:30 HRS	9:00 TO 17:30 HRS	9:00 TO 21:00 HRS	8:00 TO 15:00 HRS
A RESPONSIBLE MUST BE AT BOOTH	8:00 TO 24:00 HRS.	00:01 TO 24:00 HRS	8:00 TO 19:00 HRS	9:00 TO 17:30 HRS	9:00 TO 17:30 HRS	9:00 TO 24:00 HRS	00:01 TO 15:00 HRS.
SECURITY SERVICE ENDS							15:00 HRS



11. Whom can you consult in case of any doubt?

DOUBTS ON...	CONTACT TO:	PHONE:	E-MAIL:
<ul style="list-style-type: none"> • STAND: SIZE, NUMBER, PAYMENTS, STATUS, CONTRACT. • SET UP – DISMANTLING • OPERATIONS • VENUE LOGISTICS • EXHIBITOR'S MANUAL AND FORMS • EXHIBITOR BADGES • LABELING 	CREA SALES EXECUTIVES: PATRICIA BELTRAN C. HECTOR GUAL F.	+52 55 52685862 +52 55 52682191	pbeltran@remexexpos.com hgual@remexexpos.com
<ul style="list-style-type: none"> • FURNITURE RENTAL • AUDIOVISUAL AND COMPUTING EQUIPMENT RENTAL • ELECTRICITY 	CREATIVIDAD Y ESPECTACULOS, S.A. DE C.V. FERNANDO GOMEZ	+52 55 11050300 XT. 200	jfgomez@cie.com.mx
<ul style="list-style-type: none"> • FLIGHT RESERVATION • HOTEL RESERVATION 	TURYCON: LAURA ENRIQUEZ	+52 55 51487509	lenriquez@turycon.com.mx
<ul style="list-style-type: none"> • HOSTESS AND INTERPRETERS 	MMAS MODELS RENE REVUELTA	+52 9981853781	rene@mmasmodels.com
<ul style="list-style-type: none"> • TELEPHONE LINES • INTERNET SERVICE • CLEANING SERVICE • REFRESHMENTS 	FIESTA AMERICANA GRAND CORAL BEACH: LAURA ROBLES LIZBETH GARCIA	Conmutador: (998) 881 3200 (998) 881 3305 (998) 881 3308	gruposfacb@posadas.com grupos2facb@posadas.com
<ul style="list-style-type: none"> • FREIGHT, CUSTOMS • EQUIPMENT IMPORT 	RIGOLETTO JESSICA CHAVEZ	+52 55 2158 3058	jessica@rigoletto.com.mx



12. Form Delivery Schedule (Deadlines)

SERVICES	FORM	BACK TO	DEAD LINE
SPACE OPTIONS	1	CREA	AS SOON AS YOU RECEIVE YOUR EXHIBITOR'S MANUAL
DATA & DESCRIPTION FOR INCLUSION IN THE DIRECTORY	2	PROMEXICO / CREA	NOVEMBER 1ST, 2010
PRODUCT INDEX	3	CREA	NOVEMBER 5TH, 2010
EXHIBITOR'S BADGES	4	CREA	NOVEMBER 5TH, 2010
ADDITIONAL FURNITURE RENTAL SERVICE	5	CREA	NOVEMBER 19TH, 2010
AUDIOVISUAL AND COMPUTER EQUIPMENT RENTAL	6	CREA	NOVEMBER 12TH, 2010
ELECTRICITY RENTAL REQUISITION	7	CREA	NOVEMBER 19TH, 2010
INTERNET ACCESS REQUISITION	8	F.A. GRAND CORAL BEACH	NOVEMBER 30TH, 2010
PRIVATE SECURITY SERVICE REQUISITION	9	F.A. GRAND CORAL BEACH	NOVEMBER 30TH, 2010
STAND CLEANING SERVICE REQUISITION	10	F.A. GRAND CORAL BEACH	NOVEMBER 30TH, 2010
REFRESHMENTS	11	F.A. GRAND CORAL BEACH	NOVEMBER 30TH, 2010
HOTEL AND FLIGHT RESERVATION	12	TURYCON	DECEMBER 3RD, 2010
INTERPRETERS AND HOSTESS SERVICE	13	MMAS MODELS	NOVEMBER 26TH, 2010
SHIPPING INSTRUCTIONS	14	RIGOLETTO	NOVEMBER 15TH, 2010



13. Facilities Ubication Plane

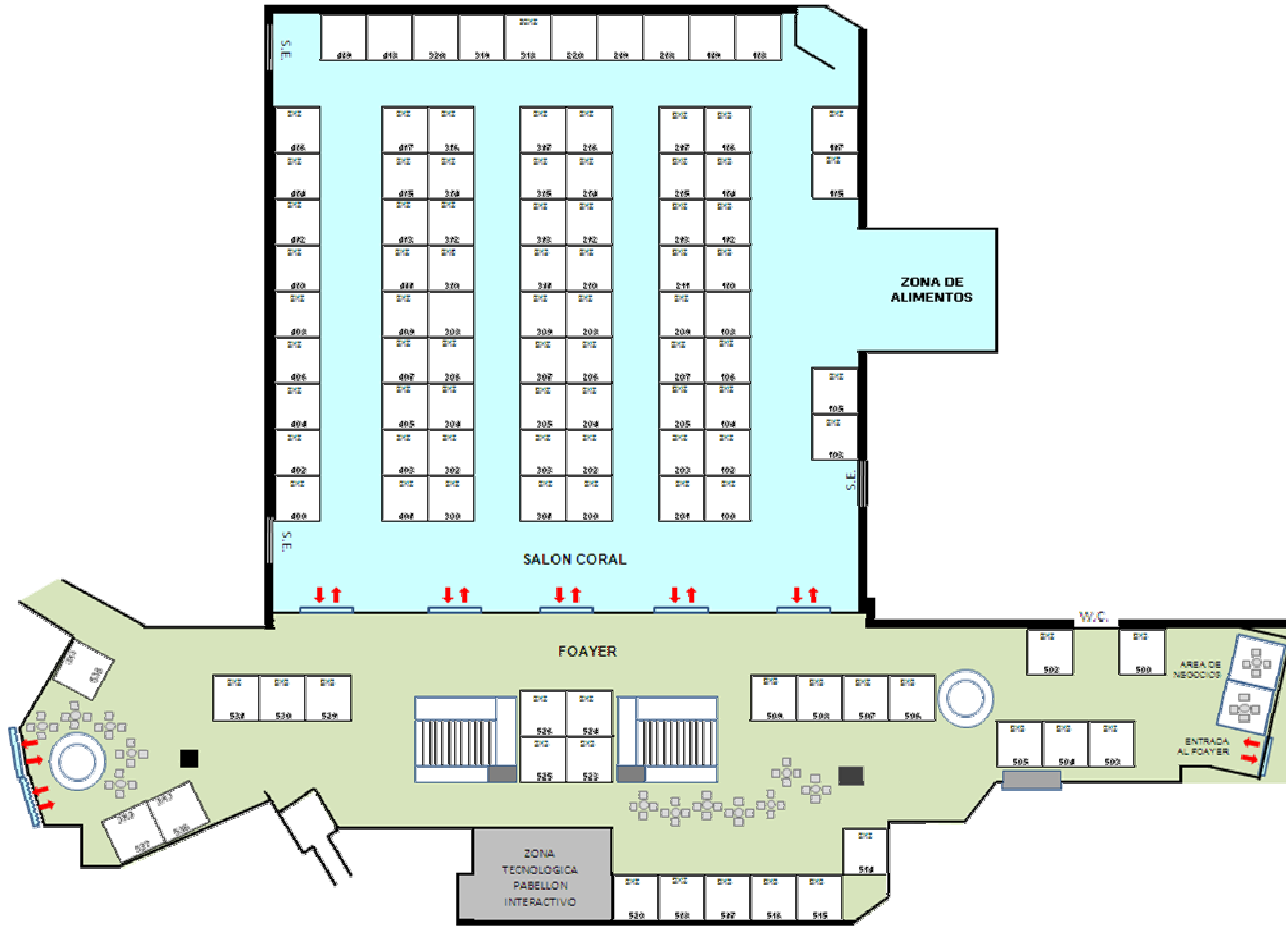


Fiesta Americana Grand Coral Beach
Blvd. Kukulcán Km. 9.5 lote 6 Zona Hotelera
77500 Cancún, Q. Roo, Mexico
Tel. + 52 (998) 881 3200
Fax + 52 (998) 881 3276



PRACTICAL INFO

14. Floor Plan



Following you will find the general rules for this exhibition. These rules are part of your contract.

We suggest you to review the contract and read the following points in order to avoid unnecessary mishaps:

1. The maximum height allowed for designed stands for publicity is 4.0 m.

No publicity can surpass your stand limits.

2. The Exhibitors who wanted empty spaces are responsible for installing the rear and/or dividing walls of their stand. The rear face of such walls needs to be finished and aesthetically acceptable.

If the walls are not aesthetically acceptable, the Organizing Committee will provide the suitable material for finishing this space with charge to the Exhibitor. If you have any question, please contact the Organizing Committee.

All electric installations in your stand have to be done with heavy-duty cable, according to the charging capacity.

The use of POT or DUPLEX cable is forbidden. Any kind of illumination has to be adequately installed with its bases or lamps.

We also inform you that the Organizing Committee, as well as the official supplier will not be responsible for damages caused to equipment due to electrical lines overcharge. For safer operation of your equipment, we recommend that you bring voltage regulators.

3. It is strictly forbidden to paint, stick on or drill the walls and floor provided by the official contractor. If any damages are caused to the aluminum, structures and panels, there will be a charge to the Exhibitor's account. If you need to place posters on the walls, we suggest you to do it with Velcro or double face adhesive tape.
4. The usage of dangerous material (solvents, sprays and flammable substances or materials, etc.) is **NOT** allowed. If this is necessary as a part of your exhibition, you have to request it in writing to the REMEX Operations Department, **before** the event.
5. **It is forbidden to handout brochures, publicity, promotional materials, food or samples out of the facilities. If this were the case, please ask to your executive about the prices and benefits of an sponsorship.**
6. It is the Exhibitor explicit responsibility to contract damage and loss insurance for the exhibition equipment during the mounting, the event, and the dismounting (see section "Safety Regulations").



GENERAL REGULATIONS

7. We kindly require your presence at the stand an hour before the exhibition is opened to the public.

If you need to enter before the exhibition, or to stay after the exhibition schedule, you have to request authorization in writing to the Organizing Committee one day before.

8. During the event, all the Exhibitors must maintain professional behavior at all times. Otherwise, the Organizing Committee will take the most convenient correcting steps.
9. Raffles and drawings will not be allowed without previous written authorization by the Secretaría de Gobernación and the Organizing Committee Office.
10. **Noise is not allowed.**
11. Concession of food and beverage is strictly concessioned to Fiesta Americana Grand Coral Beach. It is not allowed introduce food or beverages from other site, during set up, event, and dismantling.

If it is required, please see form 11.



SECURITY RULES

1. You are not allowed to take in any kind of material, equipment or furniture, or make any changes during the exhibition time. This can only be done one-hour before the exhibition opening.
2. Exhibitor will be responsible for any kind of anomalies (disorder, fires, burglaries, damages to the equipment, etc.) in his/her stands during set-up, exhibition, and tear down. **We recommend you not to leave your stand unattended .**
3. We suggest you **DO NOT** leave your equipment and personal items (cellular phone, palm, suitcase, wallet, etc.) out of your sight. Neither the Organizing Committee nor the security company will be responsible for your equipment during the mounting, the event or the dismounting.
4. The temporarily imported equipment in the exhibition zone cannot be removed from the facilities under any circumstances. A list of companies in this situation will be handed out to the Security Coordinator, as well as to the guard and the exit door. Any exception will have to be approved by the Organizing Committee .
5. Everyday before leaving, you should close your stand with several strips of your own tape lock the items that you consider valuable.
6. After closing the event, the facility doors will be closed. Entrance will not be allowed to any person other than the Organizing Committee. If you need Special Security for your stand, you must request it by Form No. 9 (Security Service), and send it before the deadline to the event official supplier.
7. When Dismounting you must fill out a Departure Sheet with the inventory of items that you remove from the exhibition. This Format must be signed by the person responsible for the stand and hand in to the Security Staff at the exit.



Form 1 Mandatory

Space options

Company :	
Phone: ()	Fax: ()
Booth No. :	
Contact Name:	
E-mail:	

The services included on the booth (for every 9 sq mt) are the following, please select the equippe you require for set up.

AREA
9m2

3.00m

3.00m

COMPANY NAME

2.50m

EQUIPPED SPACE

	YES	NO
• Perimetral walls (white).....	<input type="checkbox"/>	<input type="checkbox"/>
• Gray carpet floor.....	<input type="checkbox"/>	<input type="checkbox"/>
• Booth illumination (1 slim line lamp).....	<input type="checkbox"/>	<input type="checkbox"/>
• Labeling on the breathwork.....	<input type="checkbox"/>	<input type="checkbox"/>
• Double electrical outlet (1000 watts / 110 V).....	<input type="checkbox"/>	<input type="checkbox"/>
• 1 table.....	<input type="checkbox"/>	<input type="checkbox"/>
• 2 chairs.....	<input type="checkbox"/>	<input type="checkbox"/>
• 1 trash can.....	<input type="checkbox"/>	<input type="checkbox"/>

LABELING ON THE BREATHWORK (no more than 24 characters)

Additional services such as electricity, water, telephone lines, compressed air, etc. not above mentioned, must be requested by the exhibitor to the official service provider, according to the specific form.

It is very important to send the forms on time, to offer you the best of our services, doing easier your participation in this important event.

PLEASE EMAIL THIS FORM TO:
CREA
Patricia Beltrán Calvillo
Ph: +52 55 52685862
E-mail:
pbeltran@remexpos.com

Form 2 Mandatory

Data & Description for Inclusion in Directory

Please type your information exactly as you want it to appear in the directory

Company:		
Contact Person:		
Position:		
Adress:		
City:		
State:	Z.C.	Country:
Phone: ()	Fax: ()	
Booth No.		
E-mail:		
Web Page:		

1. Write **only 5 brands or manufacturers** that you are representing in the exhibition.

Brands or Manufacturers	Origin

2. Describe in not more than **50 words** the services of your company that will appear in the directory. The more concise and objective you are the best results you will get from this publication.

In case we do not receive this format in or before deadline, your information will NOT appear in the directory.

**PLEASE EMAIL THIS FORM TO:
PROMEXICO / CREA**

Itziar Gomez y Patricia Beltrán
Ph: +52 55 5447 7000 ext. 1652 y +52 55 52685862
E-mail:
itziar.gomez@promexico.gob.mx
pbeltran@remexexpos.com

Deadline: November 1st, 2010

Form 3 Mandatory

Product Index

Company :	
Phone: ()	Fax: ()
Booth No. :	
E-mail:	

3. Write here the name an origin of your 5 most important products of your company.

1.	
2.	
3.	
4.	
5.	

4. Point out your marketing objectives for showing in this exhibition.

Search for agents, distributors, representatives

New product launching (Which?)

Others:

PLEASE EMAIL THIS FORM TO:

CREA

Patricia Beltrán Calvillo

Ph: +52 55 52685862

E-mail:

pbeltran@remexexpos.com

Deadline: November 5th, 2010



Form 4 Mandatory

Exhibitor's Badges requisition

Company :	
Phone: ()	Fax: ()
Booth No. :	
E-mail:	

IMPORTANT: Exhibitor badges will be distributed to your executive personnel according to the number of meters contracted. That is, **5 badges per each first 9m² contracted** and 2 badges per each additional 9 m².

	Name on the badge	Job Position
	1.	
	2.	
	3.	
	4.	
	5.	
	6.	
	7.	
	8.	
	9.	
	10.	
	11.	
	12.	
	13.	
	14.	
	15.	

<p>Badges</p> <p>Example:</p> <p>9m² = 5</p> <p>18m² = 7</p> <p>27m² = 9</p> <p>36m² = 11</p> <p>54m² = 15</p>
--

PLEASE PRESENT AN ID OF YOUR COMPANY WHEN PICKING THE BADGES.

<p>PLEASE EMAIL THIS FORM TO:</p> <p>CREA</p> <p>Patricia Beltrán Calvillo</p> <p>Ph: +52 55 52685862</p> <p>E-mail:</p> <p>pbeltran@remexpos.com</p>

Deadline: November 5th, 2010

Form 5

Furniture rental

Company:			
Contact Person:			
Position:			
Address:			
City:		TAX ID	
State:	Z.C.	Country:	
Phone: ()		Fax: ()	
Booth No.			
E-mail:			

EQUIPMENT	BEFORE EVENT (USD)	QTY	TOTAL
OCTANORM COUNTER (.93 X.80X. 45 M) WITHOUT DOORS	\$100.00		
OCTANORM COUNTER (.93 X.80X. 45 M) WITH DOORS AND LOCK	\$111.00		
CABINET WITH DOORS AND LOCK	\$133.30		
TABLE LIFETIME (1.83 x .77 x .73 M)	\$44.40		
TABLE LIFETIME (1.83 x .77 x .73 M) WITH TABLECLOTH (A DEPOSIT OF \$1,000.00 IS REQUIRED)	\$44.40		
STACKING CHAIR LIFETIME	\$21.00		
STACKING WOODEN CHAIR	\$21.00		
LOW TABLE (.72 M HIGH)	\$61.00		
HIGH TABLE (1.05 M HIGH)	\$61.00		
LOW TABLE (.72 M HIGH) WITH GRAY TABLE CLOTH (A DEPOSIT OF \$1,000.00 IS REQUIRED)	\$72.20		
HIGH TABLE (1.05 M HIGH) WITH GRAY TABLE CLOTH (A DEPOSIT OF \$1,000.00 IS REQUIRED)	\$72.00		
HIGH WOOD STOOL WITH CHROME BASE	\$30.00		
LIVING ROOM SET (FOR 8 PEOPLE)	\$288.80		
LIVING ROOM SET (FOR 8 PEOPLE) RED OR BROWN	\$322.20		
FRIDGE	\$100.00		
STANCHION (PER PIECE- 2.00 M LONG x 1.00 M HIGH)	\$27.20		
SHELVES (SET OF 2)	\$27.00		
FLOW WALL PANEL (1/2 WALL) .93 x 1.22 M	\$55.50		
HANGERS (SET OF 4) FOR FLOW WALL PANEL	\$11.00		
OCTANORM WALL -L 1m X H 2.5 m	\$15.00		
PLASTIC TRASH CAN	\$6.60		
PLASMA SCREEN SAMSUNG 42" WITH PEDESTAL	\$133.30		
PLASMA SCREEN SAMSUNG 42"	\$107.40		
DVD	\$27.70		

Note:

Prices does not include I.V.A.
Full payment is required before deadline.
Subject to availability.

SUBTOTAL	
I.V.A 16%	
TOTAL	

PLEASE EMAIL THIS FORM TO:

CREA
Fernando Gómez
Ph: +52 55 11050300 ext.. 200
E-mail:
jfgomez@cie.com.mx

Deadline: November 19th, 2010

Form 6

Audiovisual and Computer Equipment Rental

Company:		
Contact Person:		
Position:		
Adress:		
City:		TAX ID
State:	Z.C.	Country:
Phone: ()		Fax: ()
Booth No.		
E-mail:		

EQUIPMENT	ADVANCED RATE (USD)	STANDARD RATE AFTER DEADLINE (USD)	QTY.	TOTAL
20" PC SCREEN	\$43.55	\$54.40		
17" PC SCREEN	\$32.66	\$43.55		
VHS AND DVD COMBO	\$43.55	\$54.40		
VIDEO PROJECTOR SONY 2,200 LUMENS	\$239.55	\$304.80		
WHITE BLACKBOARD	\$48.96	\$65.30		
FAST FOLD SCREEN 4.15 X 3.15 MARCO	\$87.11	\$108.80		
FAST FOLD SCREEN 2.65 X 3.75 MARCO	\$76.22	\$98.00		
FAST FOLD SCREEN 2.44 X 2.44 TRIPIE	\$48.96	\$65.30		
FAST FOLD SCREEN 2.44 X 1.83 MARCO	\$59.85	\$76.22		
EQUIPO DE SONIDO PARA STAND	\$163.33	\$206.80		
WIRELESS MICROPHONE; HAND	\$108.80	\$136.00		
WIRELES MICROPHONE LAVALIER	\$108.80	\$136.00		
LAP TOP	\$76.22	\$98.44		
A&V TECHNICIAN (8 hrs. SHIFT)	\$196.00	\$196.00		
			SUBTOTAL	
			I.V.A 16%	
			TOTAL	

Note:
Prices does not include I.V.A.
Full payment is required before deadline.
Subject to availability.

PLEASE EMAIL THIS FORM TO:

CREA

Fernando Gómez

Ph: +52 55 11050300 ext. 200

E-mail:

jfgomez@cie.com.mx

Deadline: November 12th, 2010



Form 7

Electricity Rental Requisition

Company:		
Contact Person:		
Position:		
Adress:		
City:		TAX ID
State:	Z.C.	Country:
Phone: ()		Fax: ()
Booth No.		
E-mail:		

ELECTRICITY SERVICE	ADVANCED RATE	STANDARD RATE AFTER DEADLINE	QTY.	TOTAL
SWITCH 3 X 30 A 220 V (NO OUTLETS)	\$148.15	\$185.20		
SWITCH 3 X 60 A 220 V (NO OUTLETS)	\$288.88	\$348.15		
SWITCH 3 X 100 A 220 V (NO OUTLETS)	\$481.49	\$585.20		
SWITCH 3 X 150 A 220 V (NO OUTLETS)	\$729.70	\$870.00		
SWITCH 3 X 30 A 480 V (NO OUTLETS)	\$303.70	\$362.96		
SWITCH 3 X 60 A 480 V (NO OUTLETS)	\$600.00	\$770.38		
SWITCH 3 X 100 A 480 V (NO OUTLETS)	\$1,074.07	\$1,237.10		
1000WATT DOUBLE ELECTRICAL OUTLET MONOPHASIC 110 V 10A	\$72.60	\$85.19		

SUBTOTAL	
I.V.A 16%	
TOTAL	

Note:
Prices does not include I.V.A.
Full payment is required before deadline.
Subject to availability.

PLEASE EMAIL THIS FORM TO:
CREA
Fernando Gómez
Ph: +52 55 11050300 ext. 200
E-mail:
jfgomez@cie.com.mx

Deadline: November 19th, 2010



Form 8

Internet Access Requisition

Company:		
Contact Person:		
Position:		
Adress:		
City:		TAX ID
State:	Z.C.	Country:
Phone: ()		Fax: ()
Booth No.		
E-mail:		

DIRECT INTERNET ACCESS	PRICE	QTY	TOTAL
HIGH SPEED CONNECTION WITH ACCESS IN ROOMS AND PUBLIC AREAS - PER 1 HOUR -	\$ 10.00		
HIGH SPEED CONNECTION WITH ACCESS IN ROOMS AND PUBLIC AREAS - PER 24 HOURS -	\$ 20.00		
		SUBTOTAL	
		TOTAL	

Note:
Prices includes 11% I.V.A.

PLEASE EMAIL THIS FORM TO:
FIESTA AMERICANA GRAND
CORAL BEACH
 Lizbeth García
 Ph: + 52 (998) 881 3308
 E-mail:
 grupos2facb@posadas.com

Deadline: November 30th, 2010



Form 9

Private Security Service Requisition

Company:		
Contact Person:		
Position:		
Address:		
City:		TAX ID
State:	Z.C.	Country:
Phone: ()		Fax: ()
Booth No.		
E-mail:		

SERVICE	PRICE PER 1 HOUR	QTY	TOTAL
1 SECURITY POSITION	\$ 165.00		
		SUBTOTAL	
		I.V.A 11%	
		TOTAL	

PLEASE EMAIL THIS FORM TO:
FIESTA AMERICANA GRAND
CORAL BEACH
 Lizbeth García
 Ph: + 52 (998) 881 3308
 E-mail:
 grupos2facb@posadas.com

Deadline: November 30th, 2010



Form 10

Cleaning Service Requisition

Company:		
Contact Person:		
Position:		
Adress:		
City:	TAX ID	
State:	Z.C.	Country:
Phone: ()	Fax: ()	
Booth No.		
E-mail:		

SECURITY	PRICE	QTY	TOTAL
CLEANING SERVICE PER BOOTH PER DAY	\$ 35.00		
Please perform the cleaning during the following days: _____	SUBTOTAL		
	I.V.A 11%		
	TOTAL		

PLEASE EMAIL THIS FORM TO:
FIESTA AMERICANA GRAND
CORAL BEACH
 Lizbeth García
 Ph: + 52 (998) 881 3308
 E-mail:
 grupos2facb@posadas.com

Deadline: November 30th, 2010

Should you have any meal requirements, please do contact the hotel.
They will be pleased to forward you the entire menu variety.

Laura Robles

Groups and Conventions Director

e-mail: gruposfacb@posadas.com

Conmutador: (998) 881 3200 Ext. 3800

Phone: (998) 881 3305

Nextel: 72*788837*3

Lizbeth García

Groups and Conventions Manager

e-mail: grupos2facb@posadas.com

Conmutador: (998) 881 3200 Ext. 3408

Phone : (998) 881 3308

Nextel: 72*788837*6

Fiesta Americana Grand Coral Beach
Blvd. Kukulcán Km. 9.5 lote 6 Zona Hotelera
77500 Cancún, Q. Roo, Mexico
Tel. + 52 (998) 881 3200
Fax + 52 (998) 881 3276

Deadline: November 30th, 2010

HOTEL FIESTA AMERICANA GRAND CORAL BEACH

Blvd. Kukulcán Km. 9.5 lote 6. Zona Hotelera,
Cancún, Q. Roo,
México 77500

RESERVATIONS:

Turismo & Convenciones

Laura Enríquez

Reservations Manager

e-mail: lenriquez@turycon.com.mx

Phone: +5255 51487509 al 11

Special Rate:

\$239.40 USD, JR Suite, single o double.

Rate per room, per night, european plan, plus tips.

Please mention you join Green Solutions Group.

Form 13

Interpreters & Hostess Service Requisition

Company:		
Contact Person:		
Position:		
Address:		
City:		TAX ID
State:	Z.C.	Country:
Phone: ()		Fax: ()
Booth No.		
E-mail:		

SERVICE	PRICE PER HOUR (USD)	QTY.	TOTAL
HOSTESS AAA: EXCELENT PRESENTATION, HIGH PREPARATION LEVEL, EXHIBIT SUPPORT AND PROMOTION OF ANY PRODUCT, 90% ENGLISH	\$25.00		
HOSTESS AA: GOOD LOOKING, TRUSTWORTHY AND PREPARED TO ECHIBITOR SUPPORT OR ANY PRODUCT PROMOTION, 50% ENGLISH	\$20.00		
		SUBTOTAL	
		I.V.A 16%	
		TOTAL	

PLEASE EMAIL THIS FORM TO:
MMAS MODELS MANAGEMENT,
S. DE R.L. DE C.V.
 René Revuelta
 Ph: +52 9981853781
 E-mail:
 rene@mmasmodels.com

Deadline: November 26th, 2010



Rigoletto Servicios has been appointed as International Freight Forwarder for Exhibitors participating in

EXPO GREEN SOLUTIONS 2010 – FIESTA AMERICANA GRAND CORAL BEACH – CANCUN – December 5-8, 2010

SHIPPING INSTRUCTIONS

Kindly note the following deadlines and other important facts:

DEADLINES:

- Arrival of Goods to Cancun Airport: **November 25, 2010**
- Documents for revision: **November 15th, 2010.**

Do not ship food, beverages, wearing apparel, cosmetics, toiletries, medical or textile material to this event without first checking with our office in Mexico City. Fax/email documents for revision before shipping.

We invite you to contact us directly, so we can help you step by step with a personalized and reliable service from your door to your booth at the show, where we will be assisting you.

Rigoletto Servicios, S.A. de C.V.

Bosques de Austria 58-A

Bosques de Aragon

Mexico, 57170

Ph: (5255) 2158 3058

Fax: (5255) 2651 5404

Ctc: Jessica Chavez

jessica@rigoletto.com.mx

Mobile: (5255) 4604 1887

ID: 62*259947*4



Dead line: November 15th, 2010