

# STAND BOOKING REQUEST



DATE	CONTRACT NUMBER
DD / MM / YY	

Fill out the following form with the required information, and send it to Mr. Carlos Cujar ccujar@corferias.com Commercial Department of CORFERIAS, at Carrera 37 N° 24 - 67, Bogotá D.C, KOELNMESSE alimentec@koelnmesse.co as soon as possible, duly signed by the Legal Representative, along with the Certificate of Incorporation and Management, a photocopy of the Tax ID Number and a photocopy of the Citizenship Card of the company's Legal Representative. This information will be included in THE OFFICIAL CATALOGUE 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 Alimentec 2024, which will take place in Bogotá, D.C. from June 18th to 21st, 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 set forth by the Executive Chair of CORFERIAS.

## I. EXIBITHOR GENERAL INFORMATION

Tax ID Number	Company name	Commercial acronym			
Address	City	Country	Telephone	Fax	
ISIC CODE (International Standard Industrial Classification) If applicable	Corporate e-mail	Website			
E - mail E-Billing	Responsible(s) Electronic Invoicing		Telephone		
1					
2					

## Legal Representative and Directors information

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

## Those responsible for participation

Identification	Full names	Position	Telephone	Cell phone	E-mail

Requires cornice installation (basic assembly) in the Stand  <input type="checkbox"/> YES <input type="checkbox"/> NO	Commercial Name of the Company for publication in the <u>Catalog of Exhibitors</u>
	If you selected <b>YES</b> , 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							
Pavilion	Level	Stand	Unit rate	amount sqm (M <sup>2</sup> )	Sub Total	VAT (19%)	Total Rate

Notes:

**Stand Construction**

Please indicate your preference of stand construction (tick only one):	If you selected <b>Basic Assembly</b> or in case you have individual stand construction and want a fascia board with <b>your company name</b> , write the name of the company that you would like to appear on the fascia board:
<input type="checkbox"/> Basic Assembly (standard shell scheme included in the rental price)	
<input type="checkbox"/> Premium standard shell schemes (price upon request)	
<input type="checkbox"/> Individual stand construction with own stand constructor	

**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"/> National Representation w/ Colombian Tax ID (Number)
<input type="checkbox"/> Multinational with Colombian Tax ID (Number)	<input type="checkbox"/> International with Foreign Tax ID (number)
<input type="checkbox"/> Joint Participation w/Companies 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.
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**III. PRODUCTS AND SERVICES**

Please indicate your products and/or services in the following classification

**A. FOOD & BEVERAGE, FOOD SERVICE**

**1. FINE FOOD**

1	General provision and staple foods (e.g. additives, sugar, salt, starches, flour, etc.)	2	Nutrients (e.g. rice, pasta, potatoes, grains, cereals, etc.)	3	Canned food	4	Ready-meals and soup products (e.g. seasonings, non-chilled ready-meals, soup stocks, etc.)
5	Delicatessen sauces and seasonings (e.g. vinegar, mayonnaise, essences, herbs, etc.)	6	Dried fruits and vegetables	7	Oils and fats	8	Confectionery and other groceries (e.g. salty and sweet snacks)
9	Spreads (e.g. jams, honey, fruit jellies, maple syrup, peanut butter, etc.)	10	Craft made regional products	11	Spices, condiments and salts	12	Fine wines and liqueurs

2. CHILLED, FROZEN AND FRESH FOOD							
13	Frozen food and vegetables	14	Frozen ready-meals (e.g. frozen fast food, pizza, etc.)	15	Frozen baked goods (e.g. cakes, breads, desserts, salty snacks, etc.)	16	Ice cream
17	Frozen dairy products	18	Raw ingredients and auxiliary agents for frozen products	19	Frozen fish and seafood	20	Cut fruits and vegetables
21	Specialty salads	22	Fresh side dishes/ ingredients (e.g. fresh soups, fresh stews, fresh sauces and dressings, fresh deserts, etc.)	23	Fresh ready-meals (e.g. fresh ready-meals, fresh pizzas, fresh pasta, sandwiches, etc.)	24	Raw ingredients and auxiliary agents for chilled foods (e.g. aromas)
25	Other chilled products (e.g. fresh juice, chilled baked goods, etc.)	26	freshly cut fruit	27	Fresh fish, shellfish and seafood		
3. MEAT							
28	Meat (unprocessed) (e.g. chicken, pork, beef, veal, lamb, etc.)	29	Meat products (e.g. sausages, salami, smoked products, etc.)	30	Preserves containing meat	31	Meat-based products (e.g. marinated meat, Barbecue preparations, ready-meals with meat)
32	Raw ingredients and auxiliary agents for butchers (e.g. seasoning mixtures and marinades, etc.)	33	Meat substitutes (e.g. soy-based, wheat-based, etc.)	34	Frozen meat (e.g. chicken, pork, veal, lamb)	35	Ingredients, Technological Additives
4. DAIRY FOOD AND EGGS							
36	Milk and dairy products, milk substitute products (e.g.milk, yogurt, soy milk, etc.)	37	Cream and cream products	38	Cheese	39	Butter
40	Desserts (e.g. custard, dessert sauces, etc.)	41	Dried milk products	42	Eggs and egg-based products		
5. BREAD AND BAKERY							
43	Bread (fresh, partly baked)	44	Small baked rolls	45	Fine baked products	46	Long-life baked goods
47	Raw materials, ingredients, auxiliary agents for baking	48	Gluten-free baked products				
6. DRINKS AND HOT BEVERAGES							
49	Non-alcoholic drinks (e.g. water, soft drinks, juices, energy drinks, etc.)	50	Beer and mixed beer drinks	51	Wine and sparkling wine	52	Spirits
53	Raw materials, reagents and additives	54	Coffee (e.g. coffee extract, coffee pads/capsules, instant hot beverages, etc.)	55	Tea	56	Cocoa (e.g. cocoa powder and mixtures, raw cocoa, cocoa butter, etc.)
7. FRUITS, VEGETABLES AND ORGANICS							
57	Organic delicatessen products, gourmet, general provisions and health food	58	Frozen organic products	59	Organic proteins	60	Organic fresh convenience and fish products
61	Organic milk and dairy products	62	Organic bread, baked goods, spreads and hot beverages	63	Organic beverage	64	Fruit preparations/ ingredients/ raw materials/ auxiliary agents

8. SWEETS, SNACKS, CONFECTIONERY AND ICE CREAM							
65	Chocolate and chocolate products	66	Confectionery	67	Biscuits and cookies	68	Variety of Snacks
69	Cereals in bar	70	Salty snacks	71	snacks based on fruit and vegetable	72	Ice cream and frozen confectionery
9. FOOD SERVICE & HOSPITALITY							
73	Kitchen technology (e.g. industrial kitchens, ovens, pots and pans, stoves, microwaves, kitchen machines and equipment, scales, working clothing, etc.)	74	Refrigeration equipment and technology (e.g. refrigerators and freezers, ice makers, shock frosters, refrigeration and/or freezing counters, cabinets, units, etc.)	75	Rinsing, cleaning and disposal technology (e.g. glass-washing machines and devices, cleaning agents and detergents, dishwashing and mobile units, separation and disposal systems, etc.)	76	Distribution / transport systems
77	Vending machines	78	Kitchenware: crockery, glassware, cutlery, etc).	79	Mobilization, transport, storage and logistics equipment	80	Construction technology, furnishing and equipment (e.g. ceiling and wall systems, extractor hoods and ventilation technology, air purification, lighting, decoration, flooring, furnishings and accessories, outdoor catering equipment, sales carts, etc.)
81	Information and billing systems	82	Food and Safety, Quality Management	83	Associations and organizations	84	Services, IT
85	Concepts and services (e.g. Consulting, advertising, franchising, marketing, etc.)						
OTHER PRODUCTS AND/OR SERVICES (SPECIFY)							
* 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 **Potential National Buyers** 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  
 Microbusiness     Small     Medium     Large     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 (\$)	National Market Sales	%
	Units	Value				

Countries where the Exhibitor has or will carry out Exports and Imports				
Export Countries		%	Import Countries	%

Please give further information on the **Potential International Buyers** 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

**Exhibitor's Delegates for International Negotiations and Business Matchmaking**

ID	Full names	Contact/Position	Telephone	Cell phone number	E - mail

V. METHOD OF PAYMENT		
40% upon signature of the contract	30% remaining before July 28th 2023	30% remaining before April 26th 2024
<b>National payments</b>  Payee: Corporación de Ferias y Exposiciones SA Account number: 481800000780 Savings Account: Banco Davivienda Trade Fair Code: 76-09		<b>International payments</b>  <b>Nombre o Beneficiario de la cuenta:</b> Corporación de Ferias y Exposiciones S.A. <b>Dirección Beneficiario:</b> Carrera 37 No.24-67 Bogotá Colombia <b>Cuenta No:</b> 80100004590 <b>Banco:</b> Bancolombia Panamá <b>Dirección del Banco:</b> Plaza Marbella Calle 47 y Aquilino de la Guardia Apartado 0816-03320 Panamá <b>Swift Code:</b> COLOPAPA  <b>Banco Intermediario:</b> Citibank New York <b>Swift Code Banco Intermediario:</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: 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.		
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: