

Koelnmesse Service GmbH  
 Postfach 21 07 60  
 50532 Köln  
 Germany  
 Tel. +49 221 821-3998  
 Fax +49 221 821-3999  
 marketing-services@koelnmesse.de  
 www.koelnmesse-service.com

Customer no. (from your stand confirmation)

--	--	--	--

--	--	--	--	--	--	--	--

Name of trade fair

/2008

Hall / Aisle / Stand no.

Company	Department / contact
Full address, postal code, town, country	
Tel., fax	e-mail

### Information

Koelnmesse Service offers you the entire spectrum of media and public relations services – with one-stop, on-site services. From press releases to press events:

We offer all the services you would expect from a full-service PR agency.

Koelnmesse Service will also create a PR Service Package tailored to meet your needs. Koelnmesse Service will be delighted to provide you with expert advice, on +49 221 821-3998.

### Order

We hereby order the following services as indicated:

#### 1 Basic package: Compiling press releases, translation, distribution, dispatch

- Researching and compiling a press release in German (1 page) or incorporating an existing press release and editing
- Press release translation into English
- Compiling an international electronic distribution list
- Dispatch, with pictures on request, via e-mail or fax (without pictures)

Complete price: 960 euros

per additional language, per page 95 euros

- French
- Spanish
- Italian

#### 2 Large PR package : Press kit and press conference

- Individual consulting
- Researching and compiling a press kit in German, 4 to 5 pages (press release on a product, background information on the company, interview, or as agreed in individual consulting) or incorporation of existing material and editing
- Press kit translation into English
- Compiling an international electronic distribution list
- Dispatch, with pictures on request, via e-mail or fax (without pictures)
- Organising a press conference during the trade fair with trade or business journalists
- Press conference host
- Follow-up

Complete price: 3,480 euros

All listed prices are net prices. The VAT applicable to each item will be charged at the valid rate.

Further information is available at:  
[www.koelnmesse-service.com](http://www.koelnmesse-service.com)

Koelnmesse Service GmbH is entitled to contract a partner company to carry out the service ordered. This company will operate in the name and on behalf of Koelnmesse Service GmbH.

By signing this form, we hereby declare that we accept as binding the General Terms and Conditions of Koelnmesse Service GmbH and — subordinate and supplemental to them — those of the respective service partner. These terms and conditions can be requested from Koelnmesse Service GmbH by calling +49 221 821-3998. The General Terms and Conditions of Koelnmesse Service GmbH can also be downloaded from [www.koelnmesse-service.de](http://www.koelnmesse-service.de).

Place of performance and jurisdiction is Cologne.

Date, legally binding signature and company stamp

