

# FORM 3: BOOTH BUILDING UP SERVICE REGISTRATION – Outside Contractor

Deadline and payment: 31/01/2024

Event title: \_\_\_\_\_  
 Date of event: \_\_\_\_\_  
 Outside contractor name: \_\_\_\_\_  
 Name of person in charge: \_\_\_\_\_  
 Telephone number/ Mobile phone number: \_\_\_\_\_  
 Exhibitor name: \_\_\_\_\_  
 Booth number: \_\_\_\_\_

Description	Quantity	Unit price	Amount (VND)
Deposit	.....m2	1.100.000 VNĐ/m2	
Building up service (management fee)	.....m2	120.000 VNĐ/m2	
<b>Worker Pass</b> - Registration and payment before 31/01/2024, no surcharge - Registration and payment after 23/02/2024 will incur a 5% surcharge. - Registration and payment after 26/02/2024 will incur a 20% surcharge - Registration and payment on the day of staging and exhibition will incur a 50% surcharge.	.....person	110.000 VNĐ/Pass	
<b>Total</b>			

Company's name to be issued the Red Invoice: \_\_\_\_\_  
 Address (registered at Tax Office): \_\_\_\_\_  
 Tax code: \_\_\_\_\_

Payer

Approved by SECC

Receiver

Name:	Sales Dep.:	Accounting Dep.:
Date:	Confirmed date:	Date:

**Note:**

- Please read the EXHIBITION HALL REGULATION and WORK REGULATION carefully.
- The deposit will be refunded around 7 days after the event if the outside contractor has not violated any SECC's regulations hands over the premises back at the original status.

For more information, please contact:  
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