
ORDER FORM (E-FORM)

Contact

bcc Berlin Congress Center GmbH
Alexanderstr. 11
10178 Berlin
Germany
+49 30 238060

Please send us the completed form to exhibitor@bcc-berlin.de.

Details

Event title: _____

Exhibitor or stand name: _____

Stand no.: _____

Name of orderer: _____

Telephone number of orderer: _____

E-mail address of orderer: _____

Name of contact person on-site: _____

Telephone of contact person on-site: _____

Contract address incl. company name: _____

Invoice address incl. company name (if
different from contract address): _____

VAT registration number: _____

Desired purchase order number: _____

Please Note

- Payment is made in advance (bank transfer).
- Orders placed on-site must be paid in cash or by EC or credit card.
- Payment by credit card is only possible during the event. Exclusively Visa and MasterCard will be accepted.
- The person drawing benefits is automatically the tax payer.
- Businesses from EU countries are to prove their business status with their VAT registration number.
- If a business's legal domicile is located outside of the European Union, a form signed and stamped by the Federal Ministry of Finance (such as the U70 form or a Certificate of Registration for VAT) or an equivalent fiscal authority must be sent to the bcc GmbH.
- All prices are excl. VAT.
- By sending the order form to the bcc the selected amounts have been ordered bindingly.
- Please indicate specific catering times in the comment field on the order form. If no times are specified, ordered catering will be delivered at the beginning of the event.
- The order is subject to the Terms and Conditions of the bcc. These are examinable at <http://www.bcc-berlin.de/en/gtc> and will be sent to the client if requested. If the order is cancelled more than 30 days before the contractual date that the service is to be provided, the bcc GmbH is entitled to charge a cancellation fee of 50 % of the total compensation agreed upon. If the order is cancelled any later than that, the cancellation fee shall amount to 90 % of the total compensation agreed upon. If the cancellation takes place on-site, the cancellation fee amounts to 100 % of the compensation agreed upon. In the event of cancellation due to a prohibition of the event by a regulation or official order based on the German Law for the Prevention and Control of Infectious Diseases of Humans (e.g. COVID-19), as well as in the event that the event should take place digitally or in a hybrid format without an on-site exhibition, the bcc GmbH is entitled - regardless of the time of cancellation - to charge a cancellation fee in the amount of 50 % of the total compensation agreed upon.