



## **MILIPOL QATAR 2014**

**From 20 to 22 October 2014  
Doha Exhibition Centre  
QATAR**

### ***EXHIBITOR TECHNICAL GUIDE***

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## 1 USEFUL CONTACTS

### 1.1 Milipol offices addresses

MILIPOL QATAR OFFICE IN DOHA  
Ministry of Interior  
Administrative Annex Building  
West Bay – P.O. Box 22284  
Doha, Qatar

**Tel.:** + 974 4441 18 18 / 4484 95 20

**Fax:** + 974 4441 62 62

**E-mail:** [milipol@qatar.net.qa](mailto:milipol@qatar.net.qa)

[www.milipolqatar.com](http://www.milipolqatar.com)

MILIPOL QATAR OFFICE IN PARIS  
COMEXPOSIUM SECURITY  
Immeuble Le Wilson  
70 avenue du Général-De-Gaulle  
92058 Paris La Défense  
France

**Tel:** +33 (0)1 76 77 13 14

**Fax:** + 33 (0)1 53 30 95 40

[www.milipolqatar.com](http://www.milipolqatar.com)

### 1.2 Milipol Team contacts

Operations Team:

Mrs Maren KIESEL

Ms Amor DEL MUNDO

[operations@comexposium-me.com](mailto:operations@comexposium-me.com)

[a.delmundo@comexposium-me.com](mailto:a.delmundo@comexposium-me.com)

After sales & administration:

Ms Emilie DARIUS

[emilie.darius@comexposium.com](mailto:emilie.darius@comexposium.com)

Catalogue & communications tools:

[milipolqatar@j2c-communication.fr](mailto:milipolqatar@j2c-communication.fr)

Communications:

Mrs Vanessa GALVEZ

Mrs Hakima ABDELLAOUI

[v.galvez@milipol.com](mailto:v.galvez@milipol.com)

[h.abdellaoui@milipol.com](mailto:h.abdellaoui@milipol.com)

Sales team:

Mrs Flavie ROLLAND

Mrs Maria BARRILLET

Mr Karen GALSTYAN

[f.rolland@milipol.com](mailto:f.rolland@milipol.com)

[m.barrillet@milipol.com](mailto:m.barrillet@milipol.com)

[k.galstyan@milipol.com](mailto:k.galstyan@milipol.com)

Exhibition Director:

Mrs Muriel KAFANTARIS

**To access to your Exhibitor's area online:**

**[www.milipolqatar.com](http://www.milipolqatar.com)**

<http://services.milipolqatar.com/plateforme/do/fo/accueil>

Catalogue access :

My communication > My catalogue registration

Communication tools access:

My communication > Promotion & Marketing

New products access:

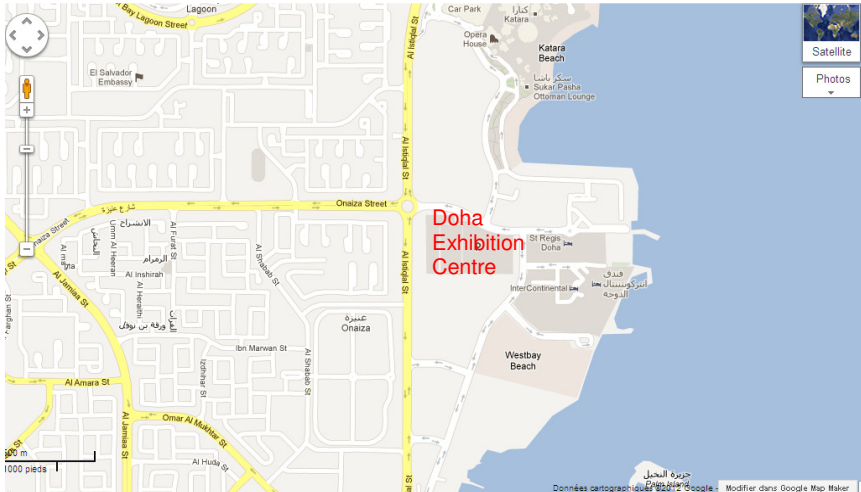
My communication > New products registration

Badges & invitation cards:

Button on the right hand side of the screen

### 1.3 Access to Doha exhibition centre

**Doha Exhibition Centre,**  
P.O. Box 24624, Doha, Qatar  
**Tel:** + 974 4499 74 99  
**Fax:** + 974 4499 19 29  
**E-mail :** [info@qatartourism.gov.qa](mailto:info@qatartourism.gov.qa)



#### By car

Driving to Doha Exhibition Centre is very easy. The Doha Exhibition Centre is located on the North side of the city in Doha's developing West Bay area, near to the InterContinental Hotel and close to Katara, Doha Cultural Village.

There is a parking for over 1,500 cars. A newly located free exhibitor car parking is also available adjacent to the venue for private car drivers facing the South side of the venue.

#### By taxi

The national transport company Mowasalat operates the taxi service Karwa.  
To book a taxi: Tel: + 974 4458 8888



## 2 TIMETABLE FOR ON SITE OPERATIONS

### 2.1 Move-in and build up period

- Tuesday 14 October 2014      Access only granted to the main contractor.
- Wednesday 15 October 2014      Access on derogation and on request for a few space only exhibitors.
- Thursday 16 October 2014      Exhibitors having reserved a space only booth are allowed to enter the exhibition hall from 8:00 a.m. to 8:00 p.m.
- Friday 17 until Sunday 19 October 2014  
Open for all types of exhibitors from 8:00 a.m. to 8:00 p.m.  
The installation must be finalized no later than 10:00 p.m. on Sunday 19 October 2014.

Time of operation of **electrical supplies**: 24h a day

During the show dates electricity is provided from the time of opening until end of the show.

### 2.2 Exhibition opening hours & official opening ceremony

- Monday 20 October 2014**                      from 10:00 a.m. to 6:00 p.m.  
**Official opening at 10.00 a.m.**
- Tuesday 21 October 2014**                      from 10:00 a.m. to 6:00 p.m.
- Wednesday 22 October 2014**                      from 10:00 a.m. to 5:00 p.m.

Time of operation of **electrical supplies**: from 10:00 am to 6:00 pm

MILIPOL QATAR 2014 will be opened by the **Prime Minister and Minister of State for Interior Affairs, HE Sheikh Abdulla Bin Nasser Bin Khalifa Al Thani.**

### 2.3 Move-out and dismantling period

- Wednesday 22 October 2014      From 5:30 p.m. to 10:00 p.m.

For safety reasons and to respect the other exhibitors still working, exhibitors are not allowed to start **dismantling their booth and to move out any equipment before 5:30 p.m. on 22 October 2014.**

All main supplies will be **switched off at 6:00pm on 22 October 2014**

- Thursday 23 October 2014**      From 8:00 a.m. to 8:00 p.m.
- Friday 24 October 2014**              From 8:00 a.m. to 12:00 p.m. (noon).

**No equipment**, whatsoever belonging to the exhibitors or their contractors, must remain in the exhibition premises **after 12:00 p.m. (noon) on Friday 24 October 2014.**



## 3 VENUE

MILIPOL QATAR 2014 will be held at:

**Doha Exhibition Centre:**

Qatar Tourism Authority  
Doha Exhibition Centre  
P.O. Box 24624, Doha, Qatar  
**Tel:** + 974 4499 74 99  
**Fax:** + 974 4499 19 29  
**E-mail:** [info@qatartourism.gov.qa](mailto:info@qatartourism.gov.qa)



**All exhibitors are kindly requested to keep their contractors informed with the specifications stated in this essential paragraph.**

### 3.1 Useful information about Doha Exhibition Centre

- Maximum available height for equipment on display: 7.50m.
- Maximum booth building and decoration height allowed (including signage and lighting): 6.00m.
- Before building a booth, the floor of the exhibition hall must be protected with hardboard, nylon-reinforced or any efficient protection.
- Maximum floor loading: 2,500 kg per sq.m.
- Unloading and loading area:
  - o 1 large tarmac yard along the East side of the exhibition building.
  - o 3 concrete access ramps.
  - o 3 hydraulic platforms to level the deliveries (weight capacity: 2,500 kg each).The unloading and loading area is only to be used by trucks that must move out after unloading or loading.
- Goods entry doors (6 + 2)
  - o 6 goods entry doors on East side of the building 4.00m Wide x 3.50m High.
  - o 2 goods entry doors on South and North sides: 6.15m Wide x 6.70m High.

Nota: The 2 doors located on South and North side of the hall are dedicated to the Civil Defence use and may only be used shortly, for quick delivery or over-sized and heavy equipment. Their access must remain free at any time.

- Electrical supply:
  - o 220 Volts single phase, 50 Hertz.
  - o 415 Volts Three phase, 50 Hertz.

According to the booth location, the power supply may come from the ground (under floor distribution boxes) or from the ceiling. In both cases the running of the power cables may cause some trouble to the exhibitors but the organiser cannot be held responsible for such a difficulty.

- Air conditioning system: Average temperature of 72° F (22° C) operative during the exhibition period.
- Water supply not available.
- Public address: A public address system will be operative throughout the exhibition hall. Please note that this is for official and security announcements only and is not available to exhibitors or visitors.
- Parking: Around 1,500 parking spaces are available beside the exhibition hall. The exhibitor parking area is located behind the exhibition hall (facing East side), beyond the loading area.

## Compulsory prescriptions from the Doha Exhibition Centre

Strictly prohibited inside the exhibition hall:

- The use of a compressor for spray painting.
- The cutting of wood.
- The cutting and welding of iron.
- The use of diesel forklifts (electrical or gas forklifts only allowed).
- The use of a carpet double sided tape not approved by the Doha Exhibition Centre. The Doha Exhibition Centre recommend to use the following product, specifically made for exhibition temporary fixing: "Eurocel 704 yellow" from Eurocel Sicad Group ([www.sicadgroup.com](http://www.sicadgroup.com)) or similar.
- Hanging any equipment, light truss, flag, banner or signboard from the exhibition hall ceiling.
- The storage of any equipment, packing material or empty case inside the exhibition hall during the event.
- The introduction of gas cylinders without the written permission from the Security Section of Doha Exhibition Centre according to specific conditions of the sector.
- Smoking is strictly prohibited inside each room and facilities of the Doha Exhibition Centre.

### 3.2 Hall floor and walls

Your booth area must be restored to its original condition. **Any rubbish (carpet, adhesive, etc) must be removed.** Any damage reported during the dismantling period will be invoiced to the responsible exhibitor. **The exhibitor is personally responsible for his/her suppliers: decorators, installers, contractors, etc.**





## 4 GENERAL INFORMATION

### 4.1 Welcome exhibitor's desk

Our team will be present at the organizer's office and we will be pleased to answer all your technical and commercial requests.

### 4.2 Admission for visitors, journalists, VIPs:

MILIPOL QATAR 2014 is a trade only exhibition. It is only accessible for visitors and VIP up to 16 years old with an official invitation card from an exhibitor or from the organiser. Anybody having an invitation card will collect a visitor badge valid throughout the exhibition. Invitation cards are **free of charge (see order form n°4)**.

- Do not hesitate to send **visitor invitation cards** to all your clients and contacts, and invite them to come and meet you on your stand. Please note visitor invitation cards are free of charge, but you have to order them online in your exhibitor private area.
- **VIP invitation cards** are exclusively meant for your high ranking guests (officials, company chairmen, high ranking officers, ambassadors, personalities). Please order them on your exhibitor private area. VIP invitation cards are free of charge, but their allocation is quantitatively limited.

### 4.3 e-invitations (free of charge)

The e-invitations module allows each exhibitor to invite their clients or prospects by means of a personalised e-mail.

The e-invitation takes the form of an e-mail for which the general structure is standard apart from certain elements that can be customized by the exhibitor such as logo, text, booth number.

The contact that receives the e-invitation is able, by clicking on the link, to register directly using the online registration form.

The list of contacts may be entered by hand or imported directly from an Excel file.

**(See Exhibitor's area online)**

### 4.4 Exhibitor and VIP badges (free of charge)

Exhibitor badges are nominative, and the identity of each bearer is checked at the exhibition entrance. Therefore, badges cannot be exchanged or lent. You are kindly requested to fill out the relevant order form n° 3 in order to provide the organiser with the necessary information in time (see deadline page 38). Please note that the badges will not be sent to the exhibitors but can be collected on the spot, at the entrance of the exhibition hall.

**IMPORTANT: Do not forget to ask for Exhibitor VIP badges for the CEO and Directors of your company. Please note that the "Order form for exhibitor and Exhibitor VIP badges" must be filled out and sent on the Exhibitor's area online.**

## 4.5 Catalogue

Each exhibitor, except the “Represented companies”, having paid the registration fees will have one free entry page in the Official Exhibition Catalogue. This entry is to be used by the exhibitor to present, in English, the exhibiting company and its products or services. This free entry is named “Free catalogue entry”. This is not an advertisement.

**(See Exhibitor’s area online)**

## 4.6 Communications tools

Milipol Qatar 2014 proposes you to optimise your participation at the show thanks to various communication tools.

Stand out in the different publications and in the aisles of the exhibition:

- Visibility on the official catalogue (ad or bookmark)
- Promotional items
- Show visibility (aisle letters, floor tiles, pocket floor plan)
- Web opportunities (button, banner, visual)

Do not miss our special visibility pack offers!

**(See Exhibitor’s area online)**

## 4.7 Daily News 2014

In partnership with **NIMROD media consultant specialized in the fields of Security and Defence, Milipol Qatar edits the official Show Daily, 20-22 October 2014.**

**Advertising opportunities** are reserved for Milipol Qatar 2014 exhibitors.

For any question related to advertising opportunities, please contact Franck Mirmont

Tel : +33 (0)1 55 28 76 15

[milipol.news@gmail.com](mailto:milipol.news@gmail.com)

**Press releases and editorial queries** should be forwarded to :

Francois de Saint-Exupéry

Tel : +33 (0)6 10 38 11 44

[francois@daily-news.fr](mailto:francois@daily-news.fr)

## 4.8 Press Agency

Action Qatar, part of the Action Global Communications Group, operates from offices in downtown Doha. The Qatar team has a strong journalism background, and is vastly experienced at handling bi-lingual (English/Arabic) Public Relations and Event Management campaigns. Action Global Communications’ network is comprised of 40+ offices in total, with its worldwide headquarters located in Cyprus; the GCC Regional Office is located in Dubai. Award-winning Action UAE is a founding member of the Middle East Public Relations Association (MEPRA). For more information about Action Global Communications, please visit our website at: [www.actionprgroup.com](http://www.actionprgroup.com)



Please contact them to **improve your visibility towards journalists:**

**For Media Enquiries please contact:**

Salwa Ghorayeb, Account Manager

Action Qatar

Tel: 00974 44361499

Email: [salwa.g@actionprgroup.com](mailto:salwa.g@actionprgroup.com)

**Or**

Elise Zwein, Country Manager  
Action Qatar  
Tel: 00974 44361499  
Email: [elise.z@actionprgroup.com](mailto:elise.z@actionprgroup.com)

## **4.9 General exhibition surveillance**

The organizer will take care of general exhibition surveillance. However, in spite of our efforts, all difficulties cannot be avoided completely. The exhibitor is responsible for his/her own booth, should take all necessary measures to protect his/her equipment and personal belongings at any time.

## **4.10 Insurance**

According to the standard terms and conditions of exhibition floor space letting and booth equipment (document included in your Application Form, see Article 7), each exhibitor agrees to take out a policy covering all liabilities connected to its activity at the exhibition with a known and sound insurance company. All exhibits must be insured while they are off the premises of the exhibitor and until they are stored again. The organiser declines any responsibility in the case of loss, theft, damage and disappearance of exhibits on display.

On request, the exhibitor agrees to provide the organiser with the corresponding insurance certificate or to take out an insurance policy with the following company:

**Without this certificate, the set-up of the booth won't be authorized.**

### **QATAR INSURANCE COMPANY**

P.O. Box 666  
Doha, Qatar  
**Tel:** + 974 4496 2222  
**Fax:** + 974 4483 1569  
**E-mail:** [gatarins@qic.com.qa](mailto:gatarins@qic.com.qa)

Contacts:

Mr. C.M. UNNIKISHNAN, Executive Vice President – Property & Commercial Risks  
**Tel:** + 974 4496 2402  
**Fax:** + 974 4483 1569  
**E-mail:** [unni.cm@qic.com.qa](mailto:unni.cm@qic.com.qa)

Mr. RAGHU MENON, Vice President – Property & Commercial Risks  
**Tel:** + 974 4496 2418  
**Fax:** + 974 4483 1569  
**E-mail:** [raghu.menon@qic.com.qa](mailto:raghu.menon@qic.com.qa)

## 4.11 Booth cleaning

This service is included in the booth rental rate and covers the following:

- Vacuum, sweep and mop booth floor and aisles.
- Empty and clean all wastepaper bins.

The cleaning service is carried out once daily either before the opening or after the exhibition closes. Such a service is provided to all booths. Nothing is done inside the locked rooms. The cleaning staff is not allowed to clean any exhibit on display.

Any specific additional requirement (permanent service, cleaning of an exhibit, etc.) on any booth can be dealt directly with the cleaning contractor at the exhibitor's expense. In case such a service is required by an exhibitor, please contact the following contractor:

### **Qatar Cleaning Company W.L.L.**

P.O. Box 5772

Doha, Qatar

T: + 974 4466 2695 / 4466 9753 / 4466 9737

F: + 974 4466 9760

e-mail [gccclean@qatar.net.qa](mailto:gccclean@qatar.net.qa)

Contact: Mr. Khaled HANAFY (Projects Manager) mobile phone: + 974 5551 1794

**It is essential to note that all exhibitors having a space only booth and using the services of a booth builder must ask their contractor to take away all carpenters scrap, wood or building debris from the exhibition premises.**

## 4.12 Handling

To manage easily the setting-up and dismantling operations, please do not forget to book your handling service by contacting our recommended clearing agent, on-site goods handling contractor and freight forwarder: PREMIER SHOWFREIGHT LIMITED. (See details in paragraph 5.3).

## 4.13 Delivery address

Qatar Tourism Authority

Doha Exhibition Centre

P.O. Box 24624, Doha, Qatar

**Tel:** + 974 4499 7499

**Fax:** + 974 4499 1929

**IMPORTANT:** In addition to the above address, when preparing your shipment: for any equipment to be displayed, do not forget to state on each label of each case (check with your freight forwarder):

- MILIPOL QATAR 2014
- Your Company name
- Your booth number

## 4.14 Goods to the fairground

- Exhibitors must consign their own exhibits/goods to forwarders. The organiser will not be responsible for any forwarding matters. **Do not consign exhibits to the organiser or the Doha Exhibition Centre.**
- Arrival of goods. Make sure that you are at the booth when the goods arrive. The organiser will not take responsibility for any loss or damage to unattended goods.

## 4.15 On-site catering

A cafeteria “Costa Café” is located in the lobby of the Doha Exhibition Centre. A mobile distribution counter could be installed inside the exhibition hall.

A catering service will be available on site to place orders for exhibition stands.

## 5 GENERAL SERVICES

### 5.1 Accommodation

Even considering the number of new hotels in and around Doha, the number of accommodation facilities is still small compared to the number of events held in Doha. Then it is strongly recommended to reserve your accommodation at the soonest.

The following hotels in Doha have granted a privileged rate to MILIPOL QATAR 2014 exhibitors and visitors:

- Four Seasons Hotel
- InterContinental Hotel & Resorts Doha
- Kempinski Residences & Suites
- Mercure Grand Hotel Doha
- Retaj Al Rayyan Hotel
- Safir Doha Hotel
- W Doha Hotel & Residences
- Movenpick Tower & Suites Doha

**IMPORTANT:** To take advantage of the privileged rates granted by the above and hereunder listed hotels, **do not forget to precise that you are an exhibitor at MILIPOL QATAR 2014** when registering.

It is an open choice to book at your preferred hotel by your own source.

## 5.1.1 FOUR SEASONS HOTEL



**FOUR SEASONS HOTEL**  
*Doha*

### GUEST ROOM RESERVATION FORM

#### MILIPOL QATAR 2014

Sunday, 19 October 2014 to Wednesday, 22 October 2014

Please return this form fully completed by **Sunday, 05 October 2014** to:  
Four Seasons Hotel Doha, Reservations Office  
Facsimile: +974 4494 8222 or e-mail [reservations.doh@fourseasons.com](mailto:reservations.doh@fourseasons.com)

#### GUEST – ROOM RATE

GROUP EVENT NAME: *MILIPOL QATAR 2014*

Room Type	Single Rate	Double Rate
Deluxe Room	QAR 1,100	QAR 1,200
Premier Room	QAR 1,350	QAR 1,450
Four Seasons Suites	QAR 2,300	QAR 2,400
Ambassador Suites	QAR 3,000	QAR 3,100

- Please note that the above rates are quoted per room, per night and are quoted on **room & buffet breakfast only** including **standard internet** access.
- Above group rates are NET and in Qatari Riyals (QAR). Currently no service charge or taxes are applicable; however, this is subject to change according to the prevailing government law without prior notice.

#### PERSONAL DETAILS

Guest Name (Passport): \_\_\_\_\_ Telephone/ Fax: \_\_\_\_\_  
 Title (Mr./Mrs./Ms./Dr): \_\_\_\_\_ Email: \_\_\_\_\_  
 Designation: \_\_\_\_\_ Company Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Postal code: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Nationality: \_\_\_\_\_ Passport Number: \_\_\_\_\_

#### ROOM REQUIREMENTS

Arrival Date: \_\_\_\_\_ Departure Date: \_\_\_\_\_  
 Special Request: \_\_\_\_\_  
 Room Preference:  Smoking  Non Smoking

#### ARRIVAL & TRANSPORTATION DETAILS

Flight Number: \_\_\_\_\_ Flight Arrival Time: \_\_\_\_\_  
 Transportation Request:  YES  NO Visa Assistance:  YES  NO

We highly recommend that you arrange airport transfers prior to your arrival in Doha. We offer BMW 7-series limousines at the rate of QAR 330 each way.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

THE CORNICHE, P.O. BOX 24665 DOHA, QATAR  
 TEL: +974 4494 8888 FAX: + 974 4494 8505 [www.fourseasons.com](http://www.fourseasons.com)



## 5.1.2 InterContinental Hotel & Resorts Doha

This luxury hotel is granting the following rates for MILIPOL QATAR 2014 delegates, subject to room availability at the time of booking:

Type of room	Milipol Qatar special rate in QR
Superior Room inclusive breakfast and in-room internet	<b>1,250.00 per night</b>

To complete your information and to book your accommodation, please contact the Reservation Department:

**Lamya Affi**  
**Director of Sales- Meetings & Events**  
INTERCONTINENTAL DOHA

### Room reservation:

Tel: +974 4 484 4444

DDI: +974 4 484 4034

Fax: +974 4 484 4033

Email: [groupr.icdoha@ihg.com](mailto:groupr.icdoha@ihg.com)

Or copy this link:

[https://www.ihg.com/intercontinental/hotels/gb/en/reservation/book?qAdlt=1&qBrs=6c.hi.ex.rs.ic.cp.in.sb.cw.cv&qChld=0&qCiD=19&qCiMy=092014&qCoD=23&qCoMy=092014&qDest=Al+Isteglal+Road%2C+West+Bay+Lagoon+Doha+Qatar&qFRA=1&qGRM=0&qGrpCd=MP1&qHtlC=DOHHA&qIta=99801505&qPSt=0&qRRSrt=rt&qRef=df&qRms=1&qRpn=1&qRpp=10&qRtP=6CBARC&qSHp=1&qSIH=DOHHA&qSmP=3&qSrt=sBR&qWch=0&srb\\_u=1&method=redirect&icdv=99801505](https://www.ihg.com/intercontinental/hotels/gb/en/reservation/book?qAdlt=1&qBrs=6c.hi.ex.rs.ic.cp.in.sb.cw.cv&qChld=0&qCiD=19&qCiMy=092014&qCoD=23&qCoMy=092014&qDest=Al+Isteglal+Road%2C+West+Bay+Lagoon+Doha+Qatar&qFRA=1&qGRM=0&qGrpCd=MP1&qHtlC=DOHHA&qIta=99801505&qPSt=0&qRRSrt=rt&qRef=df&qRms=1&qRpn=1&qRpp=10&qRtP=6CBARC&qSHp=1&qSIH=DOHHA&qSmP=3&qSrt=sBR&qWch=0&srb_u=1&method=redirect&icdv=99801505)



### 5.1.3. Kempinski Residences & Suites

This five star hotel is granting the following rates for Milipol Qatar 2014 delegates, subject to room availability at the time of booking:

<b>Group Milipol</b>	<b>Rates valid from 18 to 23 October</b>
	<b>Price</b>
Superior 1 BR Suite (max 1 person)	QAR 1,000.00
Superior 2 BR Suite (max 2 persons)	QAR 1,800.00
Superior 3 BR Suite (max 3 persons)	QAR 2,500.00
Breakfast per Person	Included in the above rate

To complete your information and to book your accommodation, please contact the Reservation Department:

**Francisco Sá Teixeira**  
**Sales Executive**

Kempinski Residences & Suites, Doha  
Al Qassar Street · Al Dafna, West Bay · P.O Box 32129 · Doha · Qatar  
Tel +974 4405 3319 · Mobile +974 5566 1148  
francisco.sateixeira@kempinski.com

[www.kempinski.com/doha](http://www.kempinski.com/doha) · Hoteliers since 1897

A member of Global Hotel Alliance · [www.gha.com](http://www.gha.com)

### 5.1.4. Mercure Grand Hotel Doha

This hotel is granting the following rates for Milipol Qatar 2014 delegates, subject to room availability at the time of booking:

Special Rates for guests participating:

Single Room: QAR 450 net per room per night (Normal Rate QAR 900 net)

Double Room: QAR 500 net per room per night (Normal Rate QAR 950 net)

Above rates are with Buffet Breakfast

Transport to the Doha Exhibition Center and back during the Exhibition.

#### OTHER BENEFITS

- Welcome Drink on arrival
- Complimentary Airport-Hotel-Airport transfers on the hour, every hour.
- Complimentary wireless internet connectivity
- Complimentary tea/coffee facilities in the room
- Bottle of mineral water daily
- Upgrade to Superior Room subject to availability

To complete your information and to book your accommodation, please contact the Reservation Department:

Gabriel Fernandes  
Director of Sales & Marketing  
MERCURE GRAND HOTEL -  
DOHA

---

P O BOX 7566  
DOHA  
QATAR

---

T +974 4446 2009  
F +974 4443 9186  
E-mail : sales@mercure.com.qa  
mercuredoha.com  
accorhotels.com



### 5.1.5 Retaj Hotel

This hotel is granting the following rates for MILIPOL QATAR 2014 delegates, room request will be subject to availability:

Type of room	Milipol Qatar special rate in QR	
	Deluxe Single Room	Double Room
Rates including breakfast & internet	<b>525</b>	<b>600</b>

To complete your information and to book your accommodation, please contact the Reservations Department:

Mohammed Rami  
Assistant Director Of Sales

T : +974 4420 44 44  
F : +974 4420 44 45  
M :+974 66506678  
P.O. Box 25556 Doha, QATAR  
Dafna, Diplomatic District  
[www.retaj-hotels.com](http://www.retaj-hotels.com)  
[www.retajhotels.net](http://www.retajhotels.net)



## 5.1.6 Safir Doha

This hotel is granting the following rates for MILIPOL QATAR 2014 delegates, room request will be subject to availability:

Type of room	Milipol Qatar special rate in QR		Instead of (rack rate)	
	Single rate	Double rate	Rack single rate	Rack double rate
Superior room	<b>400</b>	<b>500</b>	<b>700</b>	<b>800</b>
Deluxe room	<b>550</b>	<b>650</b>	<b>850</b>	<b>950</b>
Executive Suite		<b>810</b>		<b>1 100</b>

\* The above rates are NET per room per night and quoted on a bed basis (breakfast not included).

\* Check-in time at 14:00 pm and check-out time at 12:00 noon.

To complete your information and to book your accommodation, please note the reservations department details:

**Tel.:** + 974 4445 5333

**Fax:** + 974 4445 5334

**E-mail:** [reservations.doha@safirhotels.com](mailto:reservations.doha@safirhotels.com)

**Web site:** [www.safirhotels.com](http://www.safirhotels.com)

### 5.1.7 W Doha Hotel & Residences

The 5 star luxury hotel reserves 40 rooms and suites for MILIPOL Qatar 2014 from 20-22 October 2014. Room and rates are subject to availability upon time of booking.

Type of Room	MILIPOL Special Rate in QAR		Instead of (Rack Rate)	
	Single Rate	Double Rate	Single Rate	Double Rate
Spectacular Room (20)	1090	1190	2000	2100
Marvelous Room (20)	1300	1400	2300	2400
Cool Corner Suite (10)	1600	1700	2700	2800

- Above rates are net and quoted on a bed, breakfast and internet basis
- Marvelous and Suite rates also include complimentary access to our WIP lounge.
- To book your hotel accommodation, please contact Manager Group Sales:

Pamela Ferrie

Tel. No.: +974 44535019

Fax No.:+974 44535350

[Email: pamela.ferrie@whotels.com](mailto:pamela.ferrie@whotels.com)

Or Contact Reservations Department

Tel. No.: +974 44535342 -47

Fax No.: +974 4453 5350

[Email: wdoha.reservations@whotels.com](mailto:wdoha.reservations@whotels.com)

## 5.1.8 Movenpick Tower & Suites Doha



### GUEST ROOM RESERVATION FORM

Milipol 2014  
20<sup>th</sup> – 22<sup>nd</sup> October 2014

**Please use one form for each room**

#### GUEST'S DETAILS

*Please complete in capital letters*

<b>First Name:</b> _____	<b>Title (Mr./ Mrs./ Ms)</b> _____
<b>Family Name:</b> _____	<b>Company:</b> _____
<b>Fax Number:</b> _____	<b>Phone Number:</b> _____
<b>Arrival Date:</b> _____	<b>Departure Date:</b> _____

Number of nights (Please specify)	Room type:	Room rate Net per night
	Deluxe Single	650.00
	Deluxe Double	750.00
	Executive Single	850.00
	Executive Double	950.00

- The room rates are including Buffet Breakfast, Internet and 2 way airport transfers by shuttle bus.
- Numbers of rooms are limited and will only be confirmed at the point of reservation. Should the above category be sold out, the next available category will be available at the best available rate at the point of reservation.
- The rates are valid up to three days prior and three days after the event. Subject to availability.
- Cancellation not permitted. No-show will be charged full stay. Any changes in dates shall be subject to fees upon availability.

#### ADDITIONAL SERVICES

- Visa entry to Doha QAR250 net per person

Do you require an entry Visa: YES  NO

If yes, please specify send your passport copy, Visa requires 5 working days

- Airport pick-up QAR90 net person YES  NO

#### FLIGHTS DETAILS

Arrival dates, arrival time and flight number:

Departure dates, departure time and flight number:

#### PAYMENT DETAILS

Room reservations & visa requests not guaranteed by credit card **will not be accepted**

<b>Name of Cardholder:</b>
<b>Credit Card Number:</b>
<b>Expiry Date:</b>
<b>Type of Credit Card:</b>

Please fax the completed form to +974 44966602 or by e-mail to [reservation.doha.tower@moevenpick.com](mailto:reservation.doha.tower@moevenpick.com)

## 5.2 Booth building

The booth building company selected to be the official contractor is CIRCLE QATAR Ltd. Please note the following details and feel free to contact them for any additional facilities such as booth design, partitioning, lighting, carpet, audiovisual equipment or furniture:

**Circle Qatar Ltd.**

1<sup>st</sup> Floor, Building # 54

Ibn Seena Street

Al Muntazah Area

P.O. Box 22374,

Doha, Qatar

**Tel:** + 974 4435 5812 and 4437 5808

**Fax:** + 974 4442 6084

**General e-mail:** [info@circlegatar.com](mailto:info@circlegatar.com)

The return contact for the order forms (fascia name, electrics, furniture) is Mr Jonathan Young.  
e-mail: [jyoung@circlegatar.com](mailto:jyoung@circlegatar.com)

For space only exhibitors requiring design solutions, please contact Mr. Charbel Matar.

Tel.: + 974 4437 5808

Fax: + 974 4442 6084

e-mail: [charbel.matar@circlegatar.com](mailto:charbel.matar@circlegatar.com) .

## 5.3 Customs & forwarding

The goods imported for the purpose of exhibition are treated as temporary imports and exempted from customs duty. All the exhibitors are advised to contact their usual freight forwarder (or the company stated and hereunder) in order to collect the relevant and reliable information and procedures from a professional.

The 3 following remarks are essential to avoid any difficulty:

- You are advised not to carry any exhibit to be displayed as hand luggage when entering Qatar.
- Please note that any weapons shipment must be re-exported 100% to the exhibitor in the country of origin.
- In addition, please note also that selling, swapping or trading of weapons at the exhibition is strictly prohibited.

According to international trade exhibition regulations in use all over the world, please note that the selling of exhibits on display is forbidden on a trade show such as MILIPOL (see the Article 15 of the standard terms and conditions).

The temporary import procedure facilities granted to the exhibitors implies that all the goods imported for the purpose of an exhibition must be re-exported in the country of origin after the show is closed.

To ensure a smooth follow up of your logistics, we recommend you to use the service of a professional forwarding company aware of the Qatar customs procedures. We have selected the following company as our recommended clearing agent, on-site goods handling contractor and freight forwarder:

**Premier Showfreight Ltd**

Unit 7 Valley Point Industrial Estate

Beddington Farm Road

Croydon, Surrey, CR0 4WP

United Kingdom

Tel: +44 (0) 20 3256 1270

Fax: +44 (0) 20 8683 0126

Website: [www.premiershowfreight.com](http://www.premiershowfreight.com)

General Email: [info@premiershowfreight.com](mailto:info@premiershowfreight.com)

**Contacts:**

**Jim Huggins**

Direct Line: +44 (0) 20 3256 1271

Email: jim@premiershowfreight.com

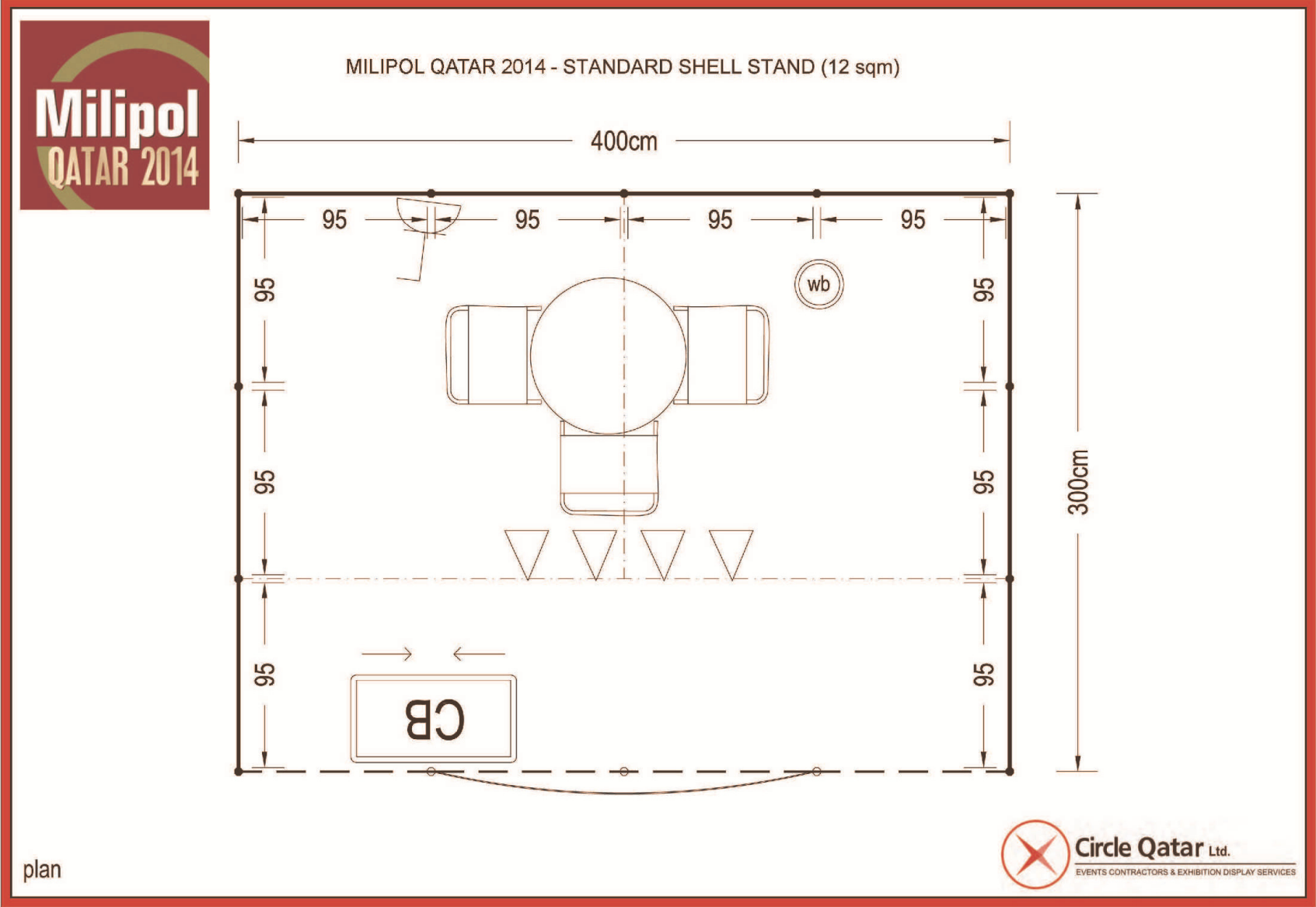
**Joanne Curtis**

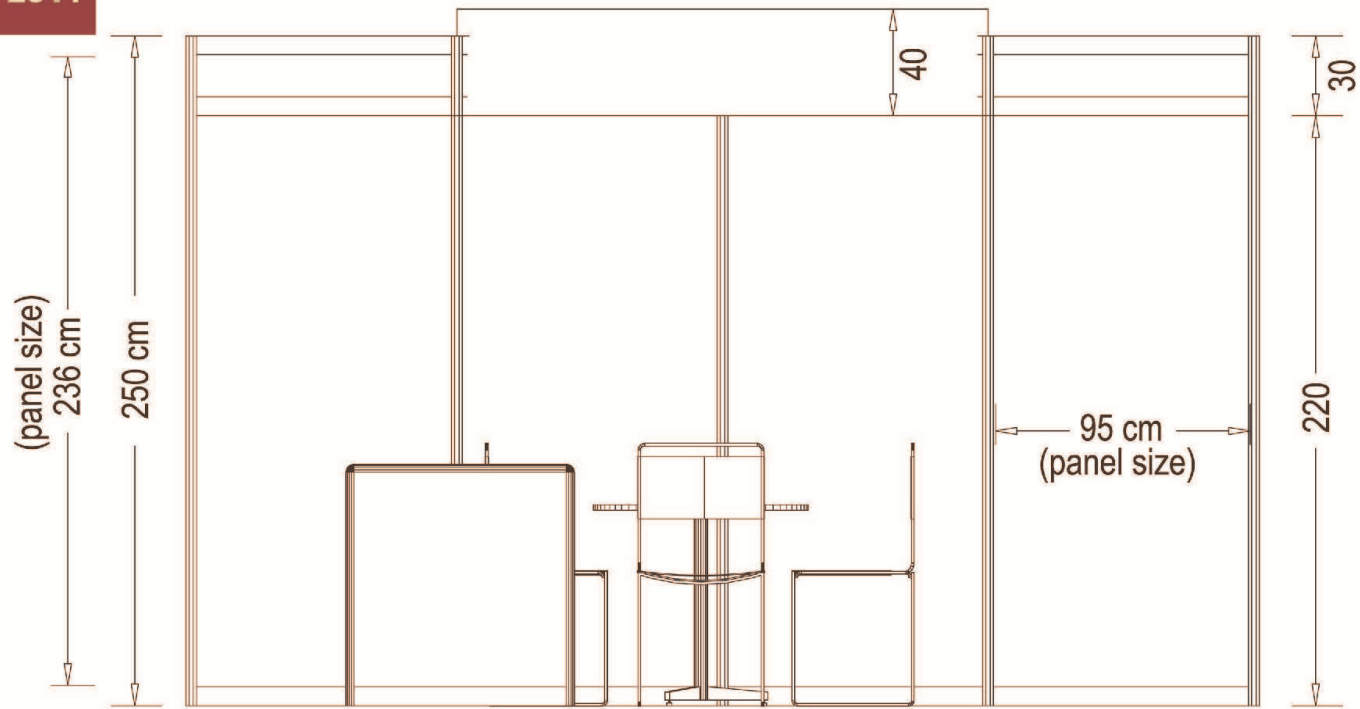
Direct Line: +44 (0) 20 3256 1278

Email: joanne@premiershowfreight.com



**SHELL SCHEME STAND VISUAL & SPECIFICATIONS**





elevation



MILIPOL QATAR 2014 - STANDARD SHELL STAND (12 sqm)



perspective





## 6 BOOTH INSTALLATION AND SERVICES

### 6.1 Space only booth description (minimum: 24 sq.m.)

Equipment included in the rental of your area:

- Booth ground marking without partition, walls nor any carpeting nor electricity,
- Daily cleaning of your booth during the period of exhibition

The steps of your preparation:

Once your booth location has been validated by our sales department, you have access to your Exhibitor's area (<http://services.milipolqatar.com/plateforme/do/fo/accueil>) and then type your login/password.

- Order the technical services (telephone, fax, internet, furniture, power supply, handling equipment, special cleaning) from the relevant contractor or service provider.
- Booth design submission for approval: It is mandatory to send the dimensioned drawings of your booth design project (floor plan and section plan with all measurements) at least one month before the opening of the show, i.e. before 7 September 2014, to our technical department:  
[a.delmundo@comexposium-me.com](mailto:a.delmundo@comexposium-me.com)

### 6.2 Shell Scheme Booth description (minimum: 12 sq.m.)

Equipment and services included in the rental of your area:

- Felt carpet on the ground (grey colour), no raised floor.
- The infill partition panels are white colour.
- The aluminium structure is silver colour.
- Fascia surrounding the booth.
- 1 fascia name per open side of the booth. This standard signboard shows the exhibitor's name in English and Arabic, the booth number and the nationality flag.
- 1 electric socket 220 volts, 13 Amp.
- Lighting with 4 x 100 W track mounted spotlights for a 12 sq.m. booth (one spot per each 3 sq.m.).
- Furniture: 1 table + 3 chairs + 1 low lockable cupboard + 1 paper wastebasket.
- Daily booth cleaning during the period of exhibition.

The steps of your preparation:

Once your booth location has been validated by our sales department, you have access to your Exhibitor's area (<http://services.milipolqatar.com/plateforme/do/fo/accueil>) and then type your login/password.

- Order the technical services (telephone, fax, internet, furniture, power supply, handling equipment, special cleaning) from the relevant contractor or service provider.

### 6.3 Electricity

Any electrical equipment or installation on booths should be protected at the source from excess and earth fault current. All metallic masses should be interrelated and also related to the earth connection of the connection panel on the booth.

All current connections should be placed inside derivation boxes. There should be an easy access to all disconnection devices at any time.

Shell scheme booths are delivered with one 13 A socket for each 12 sq.m. Shell scheme booths of 24sq.m. will be fitted with 2 power sockets, etc. For additional requirements, **please see the order form 6.**

All exhibitors on space only booths are required to order their electrical connection **through the order form n°6. Please bring as many international adapters as you may need.**

## 6.4 Telephone

Each booth may be equipped with one or several telephone lines available for telephone or fax (QRs 500.00 per connection). Qatar land lines calls are absolutely free of charge.

If you wish to call mobile phones or international numbers, a refundable deposit (QRs 5 000.00) must be paid prior to the opening of the exhibition. The potential refund of the deposit (if not spent in communications) may not be made before several months after the exhibition is finished.

In case an exhibitor wishes to rent one or several telephone lines, please contact the Doha Exhibition Centre in order to get the updated information:

Mr JEELANI, IT Specialist, Direct phone: + 974 4499 8265      Fax: + 974 4499 1919  
Switchboard: + 974 4499 7499      e-mail: [jeelanimunawar@qatar-tourism.gov.qa](mailto:jeelanimunawar@qatar-tourism.gov.qa)

## 6.5 Internet

The internet access is wireless during the exhibition and absolutely free of charge. The available connection is 20 MB. According to this information, it is strongly recommended to limit the use of the connection for professional communications only. The downloading of files may cause an important reduction in the connection quality.

A cable connection can be ordered (QRs 250.00 per connection) with a 3 meter long cable CAT6. For any longer cable, the exhibitor or his contractor must provide the cable to Doha Exhibition Centre.

In case an exhibitor wishes to rent one or several internet connections, please contact the Doha Exhibition Centre in order to get the updated information:

Mr JEELANI, IT Specialist, Direct phone: + 974 4499 8265      Fax: + 974 4499 1919  
Switchboard: + 974 4499 7499      e-mail: [jeelanimunawar@qatar-tourism.gov.qa](mailto:jeelanimunawar@qatar-tourism.gov.qa)



## 7 RULES

### 7.1 Decoration rules

#### 7.1.1 Booth design project submission

**VERY IMPORTANT:** To avoid disputes, it is mandatory to submit for approval the dimensioned booth design project (plan and elevation) before **7 September 2014**. Please send your documents to our Technical Department: [a.delmundo@comexposium-me.com](mailto:a.delmundo@comexposium-me.com)

**In case an exhibitor, or his contractor, does not submit his booth design project or if the project build at the exhibition site is not in accordance with the decoration rules, the organiser may oblige the exhibitor or the builder to dismantle his construction.**

#### 7.1.2 Booth decoration

In case of an unbalanced booth structure, stabilization must be done in holding the said structure on a heavy sole because screwing, drilling, nailing or painting on the floor, walls, pillars or any part of the exhibition hall is strictly forbidden.

Slings are also forbidden because it is not possible to hang anything from the hall ceiling structure.

If your booth is an island one (surrounded by 4 aisles) or open on several aisles, please avoid closing one or more of your sides with partitions. **Each open side of a booth cannot be closed on more than one third of its length.**

It is strictly forbidden for any exhibitor/group to build or add any structure, put flags, banners, signs or lights over the aisles or anywhere outside the booked area.

#### 7.1.3 Presentation of exhibits

Exhibits on display must not disturb nor damage the neighbouring booths. No exhibit may exceed its booth limits. No part of any structure (including lighting fixture) may extend beyond the booth limits.

#### 7.1.4 Equipment in motion

For any equipment exhibited in motion, a protection area should be reserved for its manoeuvres so that there will be a minimum distance of 1.00m between the equipment and visitors. This minimum distance can be increased according to the characteristics of the equipment on display.

### 7.2 General rules and regulations

We remind you that the "Standard terms and conditions of exhibition floor space letting and booth equipment" and the "General terms of sale of communication tools" are available on the last pages of the exhibition application form that you have signed to register as an exhibitor. This information is also available on the web site and we thank you to pay attention to it.



## 8 MILIPOL QATAR EXHIBITS NOMENCLATURE

### 8.1 Types of activity / product

#### **1 Transmissions - Communication - Positioning**

- 1.1 Communications
- 1.2 Interception and jamming
- 1.3 Tracking

#### **2 Authentication - Access control - Surveillance**

- 2.1 Authentication
- 2.2 Access control and physical security
- 2.3 Integrated systems and control rooms for video surveillance

#### **3 Information technology**

- 3.1 Data processing and analysis software
- 3.2 Image analysis and processing software
- 3.3 Encryption
- 3.4 Information system security
- 3.5 High-security operating systems
- 3.6 Rugged computers

#### **4 Optics – Optronics**

- 4.1 Sighting equipment
- 4.2 Image capture
- 4.3 Observation
- 4.4 Lighting
- 4.5 Radar

#### **5 Consultancy - Training – Services**

- 5.1 Consultancy
- 5.2 Training
- 5.3 Services

#### **6 Mobility**

- 6.1 Manufacturers
- 6.2 Equipment

#### **7 Weapons – Ammunition**

- 7.1 Weapons
- 7.2 Ammunition and pyrotechnics

#### **8 Personal equipment - Fabrics**

- 8.1 Personal protective equipment
- 8.2 Clothing
- 8.3 Accessories and other equipment

#### **9 Major risks - Crisis management - Civil emergencies**

- 9.1 Specific communication and transmissions
- 9.2 Victim rescue
- 9.3 Logistic support equipment
- 9.4 Emergency service equipment

#### **10 Specific transverse technologies**

- 10.1 Drones & robotics
- 10.2 Materials, fibres and fabrics
- 10.3 Measurement and analysis equipment

## 11 Corporate and media

11.1 Government authorities, groups, associations

11.2 Media

### 8.2 Classification by theme

<b>A</b>	Data protection - Information and Communication systems
<b>B</b>	Economic and Industrial Intelligence
<b>C</b>	Systems integration
<b>D</b>	Risk analysis and management
<b>E</b>	CBRN
<b>F</b>	Civil Defence
<b>G</b>	Forensic science services
<b>H</b>	Law enforcement
<b>I</b>	Anti-terrorism - Special Forces
<b>J</b>	Protection of industrial and sensitive sites
<b>K</b>	Fight against organised crime
<b>L</b>	Security of public places - Urban Security
<b>M</b>	Transport security
<b>N</b>	Port and airport security - Border control
<b>O</b>	Road safety
<b>P</b>	Security of financial systems
<b>Q</b>	Prison sector
<b>R</b>	Oil and gas sector





## ORDER FORM CHECK LIST

	<b>To send back to</b>	<b>Deadline</b>
<b>Catalogue registration, communication tools and new products</b>		
<b>Free Catalogue entry</b>	Exhibitor's area online	19 August 2014
<b>Communication tools</b> (Catalogue, ad, promotional items, show visibility and web opportunity)	Exhibitor's area online	depends on products
<b>New Products sheet</b>	Exhibitor's area online	19 August 2014
<b>Access to the exhibition</b>		
<b>Exhibitor badges</b>		1 October 2014
<b>Exhibitor VIP badges</b>	Exhibitor's area online	5 September 2014
<b>e-invitation</b>		15 October 2014
<b>Free invitation cards</b>	Milipol – FORM 1	15 September 2014
<b>Stand preparation</b>		
<b>Fascia name</b>	Circle QATAR - FORM 2	15 September 2014
<b>Power mains, audio visual, Electrical appliances and fitting</b>	Circle QATAR - FORM 3	15 September 2014
<b>Rental of Furniture &amp; appliances</b>	Circle QATAR - FORM 4	15 September 2014
<b>Services</b>		
<b>Exhibits insurance</b>	Qatar Insurance Company – FORM 5	15 September 2014
<b>Visa application form</b>	Your hotel – FORM 6	24 September 2014
<b>Badge readers</b>	Tech Event – FORM 7	26 September 2014



## Form 1 – Free invitation cards

**Deadline: 15 September 2014**

<b>Company name :</b> .....	<b>Booth number :</b> .....
<b>Contact name :</b> .....	
<b>Address :</b> .....	
.....	
<b>Country :</b> .....	
<b>Tel :</b> .....	<b>Fax :</b> .....
<b>E-mail :</b> .....	

MILIPOL is a trade exhibition. Admittance is only possible with an official invitation from an exhibitor or from the organiser.

Please note Milipol Qatar proposes you to send e-invitations that can be personalised with your logo, stand number and sent to your contacts data base. Free of charge (see form #3).

### Quantity of sets required:

**Visitor invitation cards = \_\_\_\_\_ sets x 125 cards**

**VIP invitation cards = \_\_\_\_\_ sets x 50 cards**

### **VISITOR and VIP INVITATION CARDS DELIVERY ADDRESS:**

Mr  Mrs  Ms

First name  Middle name  Last name

Telephone  E-mail

Company name

Address

**(Please do not indicate a PO box)**

Additional address

Post Code  City  Country

**Please send back this form to:  
emilie.darius@comexpodium.com**

Comexpodium Security  
Immeuble Le Wilson – 70 avenue du Général De Gaulle - 92058 Paris la Défense  
Cedex – France  
Tel : +33 (0)1 76 77 15 32



## **Form 2 – Fascia name board**

### **Deadline: 15 September 2014**

#### **Fascia name board**

FASCIA: this is the sign with your company name which appears above your stand

This form must **ONLY** be completed by Fitted Shell Scheme Exhibitors

**MILIPOL QATAR 2014: 20 – 22 OCTOBER**  
**Fascia Name Board / Booth Sign**

Please type the name of your company in the box below in English & Arabic with a maximum of 26 characters.

Company Name:	Stand No:
Contact Person:	Tel. No.:
	E-mail:
Fax No:	Date:

**The deadline to submit this form and graphic text is on September 15, 2014.**

Kindly submit your orders to  
[orders@circleqatar.com](mailto:orders@circleqatar.com)  
Tel: +974 44418510  
Fax: +97444426084

**Note:**

**Without any answer from the exhibitor, the fascia name board will be identical to the company name written on the application form.**



**Form 3 – POWER MAINS, AUDIO VISUAL, ELECTRICAL APPLIANCES AND FITTING**

**Deadline: 15 September 2014**

**Electricity Supply & Lighting**

**It is compulsory for space only exhibitors to complete this form.**  
**Fitted Shell** may complete this form only if they require additional electricity and/or lighting.

**MILIPOL QATAR 2014: 20-22 October**

Company Name:	Stand No :
Contact Person:	Tel No:
Address:	E-mail:
Fax No:	Date:

#	Furniture and Appliances	Qty	Price / Sqm / Piece Qr	Total / QR
32	32 Amp single phase power main with DB		2,300.00	
33	15 Amp three phase power main with DB		3,350.00	
34	32 Amp three phase power main with DB		5,750.00	
35	Additional 13 Amp socket (shell scheme booths only)		140.00	
36	Spotlight on track light system: 100watt (shell scheme booths only)		125.00	
37	Spotlight with arm: 100watt (shell scheme booths only)		155.00	
38	Halogen floodlight: 300watt (shell scheme booths only)		175.00	
39	Multi-pin plug		15.00	
40	Extension Cord with multi-plug		65.00	
41	32 inch LCD screen with DVD/R player & stand		1,650.00	
42	42 inch LCD screen with DVD/R player & stand		2,000.00	
43	Laptop 15inch		800.00	

Payment for all services can be made by cheque or bank transfer to:  
 Account Name: CIRCLE QATAR LTD  
 Bank: HSBC Bank Middle East Limited  
 IBAN QAR Account: QA25BBME00000000001579093001- Qatari Riyals  
 IBAN USD Account: QA97BBME00000000001579093063- US Dollars  
 Swift Code: BBMEQAQX

**Payment in full must accompany this order**

The deadline for orders is September 15, 2014. 20% surcharge will be added to all orders received after this date & before October 6, 2014. From October 7, 2014 orders will only be accepted on site during the set-up & will be subjected to 50% additional charge and availability.

Kindly submit your orders to  
[orders@circlegatar.com](mailto:orders@circlegatar.com)  
 Tel: +974 44418510  
 Fax: +974 44426084



**Form 4 – RENTAL OF FURNITURE & APPLIANCES**  
**Deadline: 15 September 2014**

**Furniture and Appliances**

**MILIPOL QATAR 2014: 20-22 October**

Company Name:	Stand No :
Contact Person:	Tel No:
Address:	E-mail:
Fax No:	Date:

#	Furniture and Appliances	Qty	Price / Sqm / Piece Qr	Total / QR
1	Carpet. Please contact Circle Qatar Ltd. For color & availability		37.00	
2	Acrylic panel 1 x 2.5m within Octanorm system		310.00	
3	Additional Wall panel 1 x 2.5m within Octanorm system		175.00	
4	Lockable Hinged Door (within wall panel) within Octanorm System		385.00	
5	Folding door (within wall panel) within Octanorm System		420.00	
6	High table; beech laminated, 800x800x750mm high		140.00	
7	High table; beech laminated round top D800, H750mm		150.00	
8	Cocktail table; beech laminated round top D600, H1000mm		170.00	
9	Coffee table; black top, 600x600x400mm		125.00	
10	Upright chair; black with chrome frame		115.00	
11	Wooden chair; beech		130.00	
12	Lounge chair; black fabric upholstery		220.00	
13	Lounge chair; blue fabric upholstery		220.00	
14	Lounge chair; grey fabric upholstery		220.00	
15	Lounge chair; red fabric upholstery		220.00	
16	Lounge chair; white leather upholstery		255.00	
17	Bar Stool; chrome frame with black upholstery		130.00	
18	Bar Stool; bombo design, white		170.00	
19	Bar Stool; bombo design, black		170.00	
20	Lockable cupboard; 1000 x 500 x 900mm high		250.00	
21	Flat shelf; white laminated 1040 x 300mm deep mounted on Octanorm System		60.00	
22	Sloping shelf; white laminated 1040 x 300mm deep mounted on Octanorm System		60.00	
23	Exhibit Display Plinth; 500 x 500 x 500mm high/white		140.00	
24	Exhibit Display Plinth; 500 x 500 x 750mm high/white		155.00	
25	Exhibit Display Plinth; 500 x 500 x 900mm high/white		165.00	
26	Counter glass showcase; 1000 x 500 x 1000mm high/white base		455.00	
27	Tall glass showcase; 1000 x 500 x 2000mm high/white base		875.00	
28	Wall mounted single literature holder; 3 x A4 mounted on Octanorm System		115.00	
29	Wooden free standing literature holder; 4 x A4		200.00	
30	Refrigerator; 140liter		320.00	
31	Waste Basket		20.00	

Payment for all services can be made by cheque or bank transfer to:  
 Account Name: CIRCLE QATAR LTD  
 Bank: HSBC Bank Middle East Limited  
 IBAN QAR Account: QA25BBME0000000000001579093001- Qatari Riyals  
 IBAN USD Account: QA97BBME0000000000001579093063- US Dollars  
 Swift Code: BBMEQAXX

**Payment in full must accompany this order**

The deadline for orders is September 15, 2014. 20% surcharge will be added to all orders received after this date & before October 6, 2014. From October 7, 2014 orders will only be accepted on site during the set-up & will be subjected to 50% additional charge and availability.

Kindly submit your orders to  
[orders@circleqatar.com](mailto:orders@circleqatar.com)  
 Tel: +974 44418510  
 Fax: +974 44426084

## FURNITURE AND APPLIANCES BROCHURE

			
1	2	3	4
Carpet	Acrylic panel 1 x 2.5m	Additional wall panel 1 x 2.5m	Lockable hinged door (within wall panel)
			
5	6	7	8
Folding door	Table; beech laminated, 800x800x750mm high	Table; beech laminated round top D800, H750mm	High cocktail table; beech laminated round top D600, H1000mm
			
9	10	11	12
Coffee table; black top 600x600x400mm	Upright chair; black with chrome frame	Wooden chair; beech	Lounge chair fabric upholstered; black
			
13	14	15	16
Lounge chair fabric upholstered; blue	Lounge chair fabric upholstered; grey	Lounge chair fabric upholstered; red	Lounge chair leather upholstered; white

 17	 18	 19	 20
Bar stool; black leather with chrome frame	Bar stool; white bombo style	Bar stool; black bombo style	Lockable cupboard with shelf; 1000x500x900mm H.
 21	 22	 23	 24
Flat shelf white laminated; 1040x300mm depth	Sloping shelf white laminated; 1040x300mm depth	Exhibit display plinth; 500x500x500mm high / white	Exhibit display plinth; 500x500x750mm high / white
 25	 26	 27	 28
Exhibit display plinth; 500x500x900mm high / white	Counter glass showcase; 1000x500x1200mm high /white	Tall glass showcase; 1000x500x2000mm high with lights	Wall mounted single literature holder; G.I. painted in white with plastic (4 x A4 size paper)
 29	 30	 31	
Wooden free standing literature holder; grey (4 x A4 size paper)	Refrigerator; small 140 liter without socket	Waste basket	



**POWER MAINS, AUDIO VISUAL, ELECTRICAL APPLIANCES AND FITTINGS**

 <p>35</p>	 <p>36</p>	 <p>37</p>	 <p>38</p>
<p>Additional 13 amp socket (shell scheme booths only)</p>	<p>Spotlight on track light system: 100 Watt (shell scheme booths only)</p>	<p>Spotlight with arm: 100 Watt (shell scheme booths only)</p>	<p>Halogen floodlight: 300 watt (shell scheme booths only)</p>
 <p>39</p>	 <p>40</p>	 <p>41</p>	 <p>42</p>
<p>Multi-pin plug</p>	<p>Extension cord with multi plug</p>	<p>32 inch LCD screen with DVD/R player and stand</p>	<p>42 inch LCD screen with DVD/R player and stand</p>
 <p>43</p> <p>Laptop 15 inches</p>			







**Form 6 – Visa application form**  
**Deadline: 24 September 2014**

<b>Company :</b> .....	<b>Booth number :</b> .....
<b>Contact name :</b> .....	
<b>Address :</b> .....	
<b>Country :</b> .....	
<b>Tél :</b> .....	<b>Fax :</b> .....
<b>E-mail :</b> .....	

**Important:** Please attach to this form a clear photocopy of the first four pages of your passport for necessary formalities.

Surname	
First names	
Date of birth	
Place of birth	
Nationality	
Passport number	
Date of issue	
Date of expiry	
Place of issue	
Arrival date in Qatar	
Date	
Signature and company stamp	

**You may duplicate this form according to the number of required visas.**

**To be returned by fax or by e-mail to your hotel**



## TERMS OF USE FOR THE BADGE READER OFFER / MILIPOL QATAR 2014

Deposit	Payment
<p>A compulsory deposit, credit card, is required upon pick up:</p> <ul style="list-style-type: none"> <li>- 500€, including VAT per Mobile Event</li> <li>- 650€, including VAT per Pack Event</li> </ul>	All orders are due.
The deposit must be done by credit card to Tech-Event.	Ordering deadline is September, 26 <sup>th</sup> 2014. After this date, any additional order will be directly managed on-site at MILIPOL QATAR 2014.
The deposit will be returned to the tenant by TECH-EVENT once the leased equipment is returned in the same condition as that observed at the beginning of the lease.	Orders cannot be processed until payment has been received.
The company TECH-EVENT reserves the right to keep the deposit if the equipment is unreturned.	

Withdrawal and return of badge readers	License of use
The badge readers will be available to the exhibitors the day before the opening of MILIPOL QATAR 2014 on Sunday, October 19 <sup>th</sup> from 2pm at the TECH-EVENT's premises in the organization office.	The license granted by code to the application TRACK EVENT is valid for the 2014 edition of MILIPOL QATAR only.
The badge readers must be returned at the TECH-EVENT premises the last day of the event, on Wednesday, October 22 <sup>nd</sup> 2014.	1 license per device. In case of failure, it is possible to "liberate" the TRACKEVENT' s application license on a Smartphone in order to assign it to a new device.
	<p><b>CAUTION:</b>  <u>If the exhibitor removes the TRACKEVENT's application on a smartphone, without ensuring that the recorded information is sent to the Web platform (see the smartphone screen), all data will be definitely lost.</u></p>

Data sent to the exhibitors	Various information
The "Smartphone" offer includes a web platform accessible via a login and a password. This web platform enables exhibitors to access the contact list recorded on their device in real time during the event (only subject to connection to the 3G network or Wifi).	With the Smartphone offer, the data is transferred to the platform thanks to the 3G network and / or WIFI. Communication costs are included in the rental price.
The contact data is related to the data provided by visitors and subject to the show organizer's will. TECH-EVENT can not made responsible for the quality of the information provided.	TECH-EVENT can not made responsible for the coverage of the 3G and / or WiFi network during the event.
The QR Code encoded on the badges is encrypted and can be only decoded by the TRACKEVENT's application available by TECH-EVENT.	The printer is an additional option and only available with the offer PACK EVENT offer (badge reader provided by TECH-EVENT).
Any device misuse (Phones, printers, abusive consumption and 3G data outside the scope of the rental ...) may be subject to additional fees.	The purchase of contact sheets for printers is possible during the show.

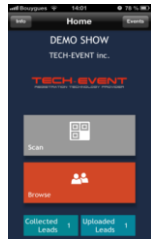
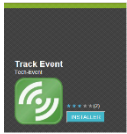
## « Badge readers » by TECH-EVENT

The Badge readers are a key tool to dynamise your contact- management during a professional Show! To order for, download the order below and select the offer that best suits you.

Each offer will allow you to:

- **Set up and customize questions** in order to qualify, as you wish to collect, your future contacts on-site: interest for products/services, sales representative contact, ...etc. To do so, you will have access to a web plateform before the Show.
- **Get your contact files at any moment during the Event** until one month after the Show

### New-generation offers :



#### ⇒ « Mobile Event » : OFFER 1

Upon receipt of your order, TECH-EVENT will send to you the link of the web platform. You will have access to the Badge-reader Module of your exhibitor area.

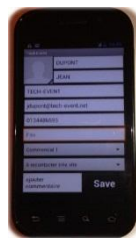
- Customize your forms before the show with the information you wish to collect
- View your contacts and use their data in real time
- Export xls files of your contacts before and after the show for your marketing operations

During the Show, you can use the Smartphone Badge reader to:

- Read your visitors' badges, thanks to the QR Code
- Complete your custom forms
- View all your forms, modify contact information and provide additional information in real time

#### ⇒ « Pack Event » : OFFER 2

Similar at the offer "Mobile Event", the Smartphone Badge reader comes with a Bluetooth printer. You can connect the rented Smartphone to a Bluetooth printer to print your contacts details thanks to the "print" button.



**ORDER FORM – to be returned before : September, 26th 2014**

Download the order form: [ORDER FORM](#)

**Set up your questionnaire and get your files: LeadRetrieval Leteur – before October, 22th 2014**

- Access the customizable questionnaire for you future contacts
- Download your contact files at any moment during the Event until one month after the Show  
<http://www.mybadgeonline.com/TrackEvent/LoginExh.aspx?IdSalon=MILIPOLQATAR>

**Need additional information ? Any question ?**

TECH-EVENT

By phone: +33 1 43 84 90 17

By email: [badgereader@tech-event.net](mailto:badgereader@tech-event.net)