

Deadline : Friday, 30 April 2010

Return Form to :

ML CONSULTING PTE LTD

10 Anson Road #29-08 International Plaza, Singapore 079903

Tel : (65) 6220 1288

Fax : (65) 6222 5195

Attn : Ms Angela Leong

Email: mlpc@mlpc.com.sg

Form E9

TEMPORARY STAFF

Contracted Exhibitor Details :

Company Name : _____ Stand No : _____
Address 1 : _____ City : _____
Address 2 : _____ State : _____
Address 3 : _____ Postal Code : _____
Tel : _____ Country : _____
E-mail : _____ Fax : _____
Authorised By : _____ Title : _____

Temporary personnel are available on hire to the exhibitors. If required, please complete and return this Form by the deadline shown above.

ROLE	COST PER DAY	DATE		NO. OF STAFF	COST (S\$)*
		FROM	TO		
Stand Attendant / Receptionist - English speaking	S\$ 90.00				
Stand Attendant / Receptionist - English / Mandarin speaking	S\$ 140.00				
Secretary without ability to take short-hand - English Speaking	S\$ 120.00				
Secretary with ability to take short-hand - English Speaking	S\$ 140.00				
Personnel - English speaking & a foreign language Please select Japanese, German, French or Italian	To Quote Upon Request				
* Subject to 7% GST				Sub-total	
				Add 7%GST	
				TOTAL COST	

For other Requirements, please specify here. The contractor will contact you on your additional request.

PLEASE NOTE:

- (1) The above costs are package prices for working during from 0900 to 1800 hours and includes a lunch break of 1 hour. Overtime charges will apply at the rate of 1.5 times if staff is required to work outside the above-specified hours, and if the staff is required to report for work before 0730 hours or when the work ends after 2200 hours a transport allowance will be charged at S\$18.00 per trip.
- (2) ML Consulting Pte Ltd will not be responsible for any loss of cash or other valuables entrusted to our temporary staff by Exhibitors. Exhibitors will be responsible for the safety of temporary staff whilst at their stands and the Show Manager/Organiser and Manpower Agent will not be responsible for any losses or damages caused by such personnel.
- (3) A cancellation fee of one (1) full day hire per personnel will be levied for cancellation received after **Friday, 7 May 2010**.
- (4) Orders are valid only when accompanied by full remittance. Payment should be made to "ML Consulting Pte Ltd" by local bank cheques or telegraphic transfer only. If payment is drawn in a foreign currency, please include the bank commission and please also note if the final amount received is less than the invoiced amount due to exchange rate variance, the Exhibitor will be reasonable for reimbursing the relevant beneficiary.