

## SECURITY SERVICE ORDER FORM

Please submit and make a payment before: \_\_\_\_\_

This form must be completed and returned before deadline to  
Operations Department, Royal Paragon Enterprise Co.,Ltd.(HQ)  
991 Siam Paragon Shopping Center, Rama 1 Road, Pathumwan, Bangkok 10330  
Tel: (662) 610 8011 Fax: (662) 610 8040  
Tax ID No. 0105549030305

Contact Name: \_\_\_\_\_ Telephone No: (662) \_\_\_\_\_ Fax No. : (662) 610 8040 Email : \_\_\_\_\_

|   |                       |
|---|-----------------------|
| Event Name : _____  | Event Date : _____    |
| Company Name : _____  | Booth No. : _____     |
| Name (Mr./Mrs./Miss) : _____  | Email : _____         |
| Company Address : _____   |                       |
| Telephone No. : _____   | Facsimile No. : _____ |
| Issue receipt on behalf of : <input type="checkbox"/> Juristic person(please indicate Tax ID No.) _____ |                       |
| <input type="checkbox"/> Natural person(please indicate Passport No.) _____                             |                       |

| Date | Shift                    |                            | Service Fee/Person/Shift (Baht) |                | No. of Order<br>(Person) | Amount<br>(Baht) |
|------|--------------------------|----------------------------|---------------------------------|----------------|--------------------------|------------------|
|      | Day Shift<br>10.00-22.00 | Night Shift<br>22.00-10.00 | Before Deadline                 | After Deadline |                          |                  |
|      |                          |                            | 1,100.-                         | 1,400.-        |                          |                  |
|      |                          |                            | 1,100.-                         | 1,400.-        |                          |                  |
|      |                          |                            | 1,100.-                         | 1,400.-        |                          |                  |
|      |                          |                            | 1,100.-                         | 1,400.-        |                          |                  |

**Remark:**

- Overtime charges of Baht 120.-/pax/hour is applicable after 12 hours. (not exceeding 2 hours)

|                    |  |
|--------------------|--|
| Sub Total          |  |
| VAT 7%             |  |
| <b>Grand Total</b> |  |

**Terms & Conditions**

1. **Placing of Orders:** Orders will only be accepted when made in writing and accompanied with full payment by :
  - Cash, Company cheque or Transfer before \_\_\_\_\_ in favor of :  
A/C Name: Royal Paragon Enterprise Co.,Ltd.  
A/C No: 855-0-04894-9 (Saving)  
Bank's Name : Bangkok Bank, Siam Paragon Branch                      SWIFT Code : BKKBTHBK
 and please submit a copy of evidence of your payment to fax no. (662) 610-8040 before \_\_\_\_\_.
2. Any transaction fee and/or bank charge will be responsible by exhibitor.
3. Please apply the exchange rate on the payment date.
4. **No. of security staff in stand depends on space size as below :**
  - 9 - 50 sq.m. (1 Pax)
  - 51 - 100 sq.m. (2 Pax)
  - 100 sq.m. up (3 Pax)
5. **On-site order:** Service may not be provided.
6. **Alterations to Orders:** Alterations made in writing to any order after \_\_\_\_\_ will be handled as a late order.
7. **Cancellation of Orders:** Cancellation of orders will only be accepted when made in writing to Operations Department before \_\_\_\_\_. Late cancellation of order after \_\_\_\_\_ is subject to a charge at a half of Before Deadline Rate.
8. Royal Paragon Hall shall not be responsible for the damage or of such the following properties e.g. bank notes, gold, gems/jewelry, antiques, valuable works of art, coins, blue prints, important documents, debt securities or financial documents, credit cards, cheques, book accounts and all other business documents.
9. Royal Paragon Hall is entitled to add, alter, or amend these terms and conditions at its sole and absolute discretion without prior notice.
10. Should the negligence of security personnel was proved caused any losses or damages to properties, A.E.C. Guard Co.,Ltd. will Indemnify the customer against such damage in the maximum of 20,000 baht per 1 employed security personnel.

|   |  |
|---|--|
| (Signature) : _____<br>Requested By : _____<br>Date : _____ | (Signature) : _____<br>Acknowledged and Confirmed By : _____<br>Date : _____ |
|---|--|