

IPS 2024

United Under the Sky

Warehouse Storage Order Form

To return before 9 July 2024

For safety reasons, there is limited on-site storage. Any packaging or cardboard boxes must be removed from the Arena before conference delegate check-in begins on Sunday 21 July at 15:00. The Arena has an adjacent building – without air conditioning – with a limited amount of storage available for shipping and packing materials (e.g. crates, pallets, shipping cases). The Arena will have security personnel on the property, but not specifically in this building. As indicated in the exhibitor guide, please ensure that all goods are comprehensively insured.

If you wish to store materials in this this building during the conference, please complete and submit this form by **Tuesday, 9 July 2024**. Add more rows as needed to provide complete information. The price for storage is 47.60€ (40€ + 19% VAT) per square meter (rounded up) of floor space. For example, 4.2 square meters should be calculated as requiring 5 square meters of space.

Materials stored in this building may not be accessible during the conference. Such materials should be stored at your booth or in the storage container.

Please send the order from to:

Paul Tetu

E-Mail: ptetu@ips2024.org

Company	Department / Contact person
Street, postal code, city	Country
Telephone, fax	E-Mail address
Stand number	

Description and material (e.g. wood crate, wood pallet, plastic case, cardboard box, etc.)	Dimensions in cm (L x W x H)	Floor space required in cm (L x W = m2)	Totals
Total floorspace (rounded up in m2) for all items			
Storage cost (incl 19% VAT) per m2			x 47.60€
Total, incl 19% VAT (€)			

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Billing details

Invoice address:	
Street address / P.O. Box:	
Postcode, city, country:	
Contact person:	
VAT Number:	
Place, date:	
Legally binding signature, company stamp	

Payment details:

Payment will be made in advance after invoicing.

Invoice will be sent by Stiftung Planetarium Berlin, Prenzlauer Allee 80, 10405

Please note:

Invoices are in EURO

All invoices include 19% VAT.