

The Global Summit 2018

13-15 June 2018, Singapore



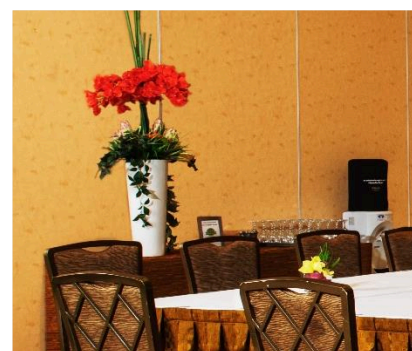
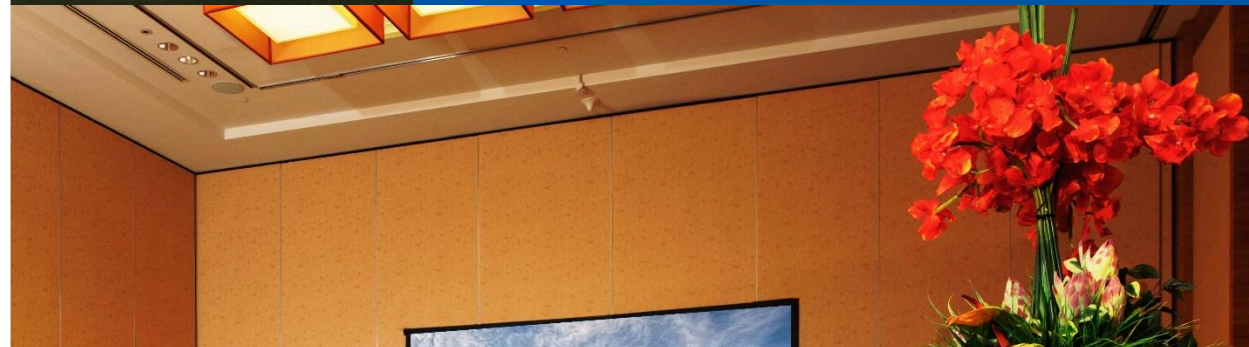
MEETING ROOM RENTAL REQUEST

AT THE SANDS EXPO & CONVENTION CENTRE





- Sands Expo & Convention Centre (part of the Marina Bay Sands Complex)
- 10 Bayfront Avenue, Singapore
- <http://www.marinabaysands.com/expo-events-and-convention-centre.html>



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The 2018 Global Summit will take place at the Sands Expo & Convention Centre in Singapore.

We have reserved the 5th floor on an exclusive basis where all official Business Events will take place:

- Plenary Sessions
- Special Sessions
- Networking Breaks
- Delegate Lunches
- Exhibition
- Governance Meetings
- Delegate Registration





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The Place to do Business

We have reserved a number meeting rooms for our Summit partners and member companies.

- Rooms are conveniently located on the 4th & 5th floor of the Convention Centre, easily accessible from the Plenary Sessions and the Networking Area
- Rooms are accessible to guests who are not registered to the Summit
- The rooms have either 50 m² or 100 m² and are identical in design and equipment
- None of the meeting rooms have daylight

ROOM TYPES & CAPACITIES



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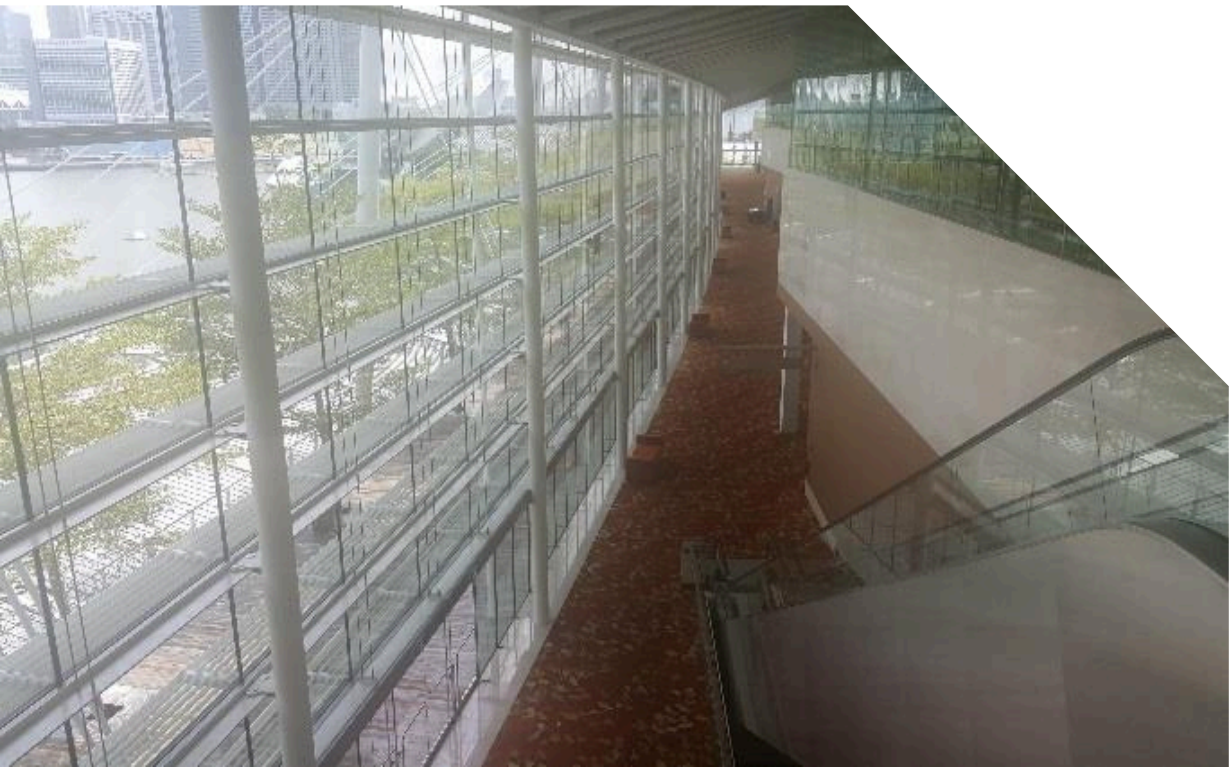
SMALL

Dimensions	From 46m ² to 59 m ² Height = 6m
Rounds	40 – 50 pax
Board Room	~20 pax
Only available on the 4 th Floor	



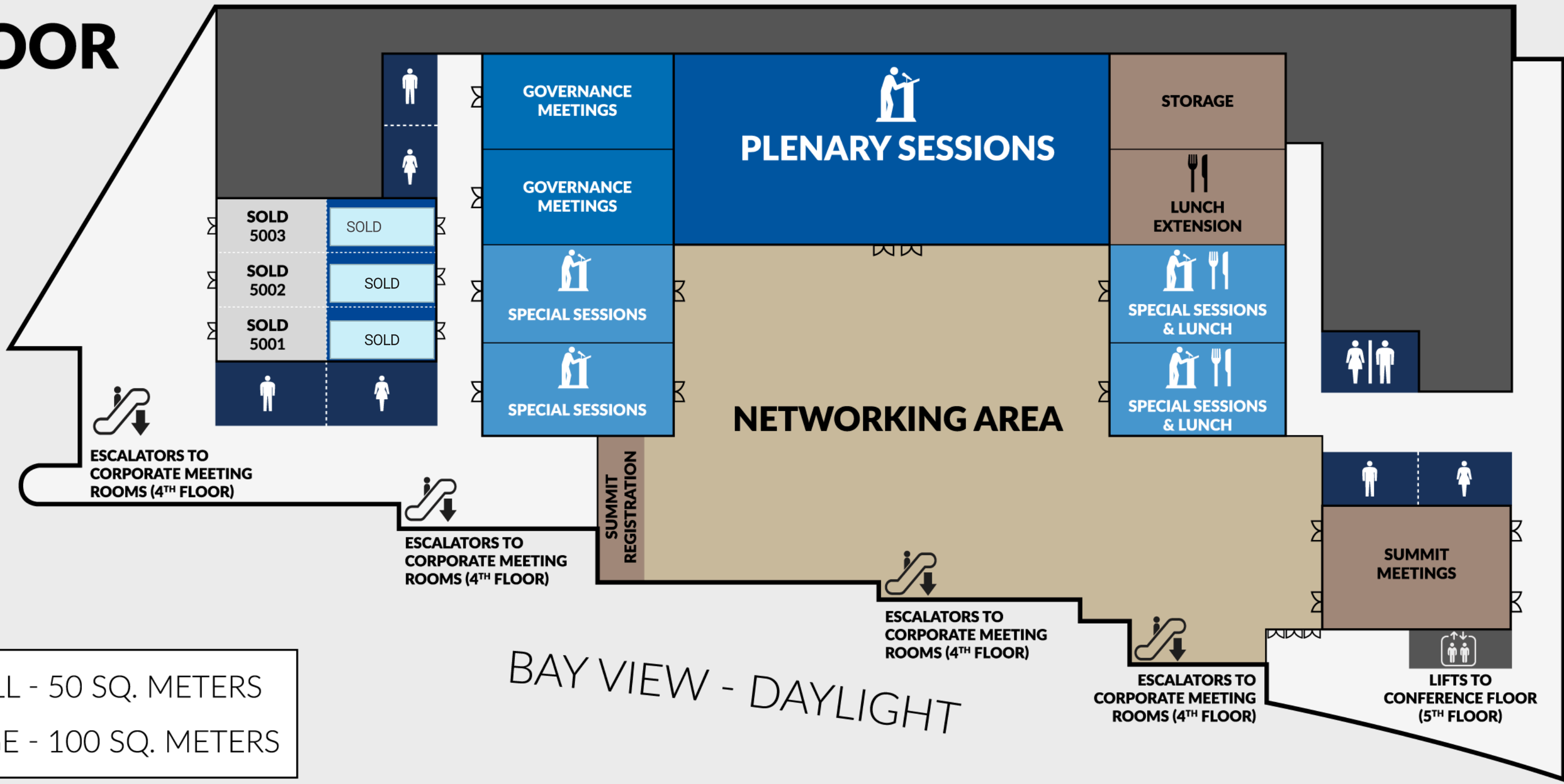
LARGE



Dimensions	From 100m ² to 120 m ² Height = 6m
Rounds	80 – 90 pax
Board Room	~40 pax



- Meeting rooms can be rented from Monday 11th to Friday 15th June
- Possibility to combine & to connect rooms
- Room set up must be done within the rental period
- Furniture packages to personalise rooms will be available shortly
- Rooms can be accessible to guests who are not registered to the Summit

5TH FLOOR



-  SMALL - 50 SQ. METERS
-  LARGE - 100 SQ. METERS

4TH FLOOR

Meeting rooms in orange and purple are already booked.

NOT AVAILABLE

ESCALATORS TO
SUMMIT REGISTRATION
(5TH FLOOR)

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SUMMIT REGISTRATION
(5TH FLOOR)

ESCALATORS TO SUMMIT
(REGISTERED DELEGATES ONLY)

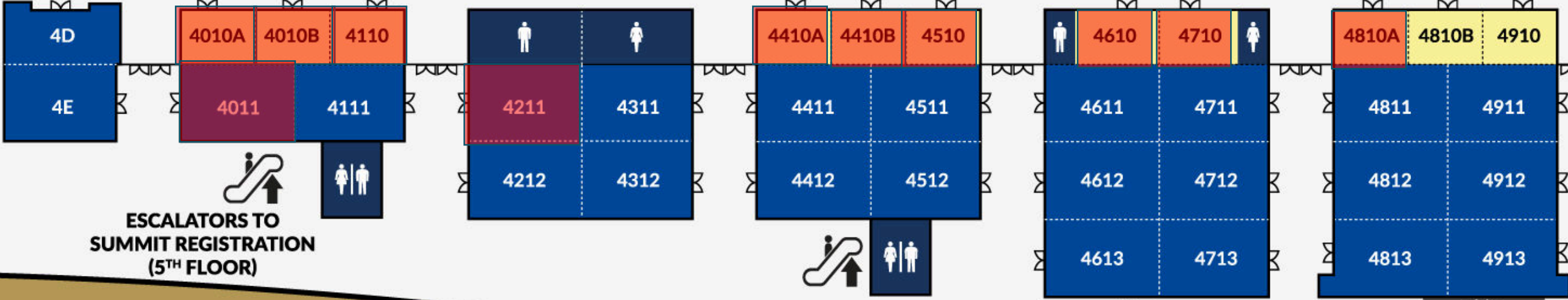
ELEVATOR TO SUMMIT
(REGISTERED DELEGATES ONLY)

GARDEN WALK

BAY VIEW - DAYLIGHT

- SMALL - 50 SQ. METERS
- LARGE - 100 SQ. METERS

LOTUS JUNIOR MELATI JUNIOR ORCHID JUNIOR PEONY JUNIOR ROSELLE JUNIOR SIMPOR JUNIOR



GENERAL CONDITIONS



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- To reserve a meeting room at the Sands Expo & Convention Centre, please complete the form on page 8 and send it to Sophie Appell at the Consumer Goods Forum s.appell@theconsumergoodsforum.com
- Meeting rooms will be allocated on a first-come first-served basis but please note that official sponsors have priority.
Please indicate alternative rooms in case your preferred choice is no longer available.
- After sending your “Meeting Room Rental Request Form”, you will receive a confirmation from The Consumer Goods Forum together with the invoice to be settled upon receipt.
- The price indicated excludes VAT & all local business taxes.
- We will then hand over to the Sands Expo & Convention Centre which will handle all operational aspects for your event such as set-up, catering, AV, WiFi.
- For companies who want to personalise the space CGF will prepare some special furniture packages (including lounge furniture, light package, branding & displays)
- For room set-up, food & beverage orders, audio-visual equipment or internet access please contact: **Kristy Tan, Senior Sales Manager, Tel: +65 6688 3075, cell: +65 8328 0704, kristy.tan@marinabaysands.com**
- In case of cancellation, we grant a full refund until 13 April, 50% refund until 18 May. No refund can be made after 18 May. If CGF can resell the room, no cancellation fee will apply.
- In the event of cancellation of the Summit, any cost paid to The Consumer Goods Forum shall be refunded.



MEETING ROOM RENTAL REQUEST FORM



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I hereby confirm the rental of a Meeting Room at the Sands Expo Convention Centre during the 2018 Global Summit.

Meeting Room Type:	<input type="checkbox"/> Large (approx. 100m ²) at 5, 000€/per day <input type="checkbox"/> Small (approx. 50m ²) at 2, 500€/ per day		
Preferred floor:	<input type="checkbox"/> 5 th floor (only large rooms) <input type="checkbox"/> 4 th floor		
Date(s) – please tick all days if you need an extra day for set up please include it in your day count	<input type="checkbox"/> Monday <input type="checkbox"/> Tuesday	<input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday	<input type="checkbox"/> Friday N° of Days : _____
Preferred location on the 4 th Floor:	<input type="checkbox"/> Simpor Junior <input type="checkbox"/> Orchid Junior	<input type="checkbox"/> Roselle Junior <input type="checkbox"/> Melati Junior	<input type="checkbox"/> Peony Junior <input type="checkbox"/> Lotus Junior
Please print company name and contact name:			
Signature on behalf of COMPANY NAME:			
Please print invoicing details: (include PO number if necessary)			
VAT number:			

Please return this signed form to Sophie Appell by email s.appell@theconsumergoodsforum.com
Upon receipt of payment we will transfer your file to the hotel who will handle all of the operational aspects

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Date(s) – please tick all days if you need an extra day for set up please include it in your day count	<input type="checkbox"/> Monday <input type="checkbox"/> Tuesday	<input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday	<input type="checkbox"/> Friday N° of Days : _____
I would like to reserve one of the following rooms <i>(we will do our best to respect your first choice, if the room is no longer available we will go for your second or third choice. If no alternative rooms are provided, CGF will allocate a room)</i>	<input type="checkbox"/> First choice: <input type="checkbox"/> Second Choice <input type="checkbox"/> Third Choice:		
Please print company name and contact name:			
Signature on behalf of COMPANY NAME:			
Please print invoicing details: (include PO number if necessary)			
VAT number:			

Please return this signed form to Sophie Appell by email s.appell@theconsumergoodsforum.com
Upon receipt of payment we will transfer your file to the hotel who will handle all of the operational aspects