

# WELCOME TO MICE SHOW ASIA 2019

16 - 18 OCTOBER 2019, SINGAPORE

**mice**  
SHOW ASIA

## EXHIBITORS' OEM CHECKLIST

### SHELL SCHEME

S/N	SERVICE FORMS	MANDATORY / OPTIONAL	CATEGORY	DEADLINE	CONTACT PERSON	SUBMITTED
1	<a href="#">Rental of Leads Scanner &amp; Subscription</a>	Optional	On-Floor Lead generation	16-September-2019	Ace:Daytons Direct (International) Pte Ltd	
2	<a href="#">Rental of Enterprise Router</a>	Optional	Internet and Telecommunication Services	16-September-2019	ELGONET Pte Ltd	
3	<a href="#">Booth Catering</a>	Optional	F&B Booth Catering & Equipment	04-October-2019	Marina Bay Sands - Banquet Operations	
4	<a href="#">H3 - Floral Decoration &amp; Plant</a>	Optional	Furniture, AVs, Office Equipment for Hire	18-September-2019	PICO Art International Pte Ltd	
5	<a href="#">H7.1 - Furniture for Hire (Chairs)</a>	Optional	Furniture, AVs, Office Equipment for Hire	18-September-2019	PICO Art International Pte Ltd	
6	<a href="#">H7.2 - Furniture for Hire (Barstools)</a>	Optional	Furniture, AVs, Office Equipment for Hire	18-September-2019	PICO Art International Pte Ltd	
7	<a href="#">H7.4 - Furniture for Hire (Table &amp; Pedestals)</a>	Optional	Furniture, AVs, Office Equipment for Hire	18-September-2019	PICO Art International Pte Ltd	
8	<a href="#">H7.5 - Furniture for Hire (Others)</a>	Optional	Furniture, AVs, Office Equipment for Hire	18-September-2019	PICO Art International Pte Ltd	
9	<a href="#">H8 - Video &amp; Audio Visual Equipment</a>	Optional	Furniture, AVs, Office Equipment for Hire	18-September-2019	PICO Art International Pte Ltd	
10	<a href="#">F7 - Shell Scheme / Package Stand - Fascia Name</a>	<b>Mandatory</b>	Stand Construction/ Equipment	18-September-2019	PICO Art International Pte Ltd	
11	<a href="#">H4 - Flooring &amp; Carpeting</a>	Optional	Stand Construction/ Equipment	18-September-2019	PICO Art International Pte Ltd	
12	<a href="#">D2 - Electrical Fittings</a>	Optional	Stand Construction/ Equipment	18-September-2019	PICO Art International Pte Ltd	
13	<a href="#">H2 - Host, Hostess, Interpreters for the Stand</a>	Optional	Stand Personnel	18-September-2019	PICO Art International Pte Ltd	
14	<a href="#">Freight Form</a>	Optional	Freight Service	18-September-2019	Ms Yee Puay Shan (Schenker Singapore)	
15	<a href="#">Fibre Optics / CAT 6 Order Form</a>	Optional	Internet and Telecommunication Services	04-October-2019	Sands Expo & Convention Centre - MICE Service Centre	
16	<a href="#">Internet Services</a>	Optional	Internet and Telecommunication Services	04-October-2019	Sands Expo & Convention Centre - MICE Service Centre	
17	<a href="#">Telecommunication Services</a>	Optional	Internet and Telecommunication Services	04-October-2019	Sands Expo & Convention Centre - MICE Service Centre	
18	<a href="#">Rigging (Hanging Sign) - Form 13B</a>	Optional	Stand Construction/ Equipment	04-October-2019	Sands Expo & Convention Centre - MICE Service Centre	
19	<a href="#">Rigging (Hanging / Truss Labor) - Form 13A</a>	Optional	Stand Construction/ Equipment	04-October-2019	Sands Expo & Convention Centre - MICE Service Centre	
20	<a href="#">Cleaning Services</a>	Optional	Stand Services	04-October-2019	Sands Expo & Convention Centre - MICE Service Centre	
21	<a href="#">Logistics Services</a>	Optional	Stand Services	04-October-2019	Sands Expo & Convention Centre - MICE Service Centre	
22	<a href="#">Plumbing / Compressed Air / Water / Drain Services</a>	Optional	Stand Services	04-October-2019	Sands Expo & Convention Centre - MICE Service Centre	

### GENERAL FORMS FOR MBS

1	<a href="#">Service Location Plan</a>	Optional		To be sent along with services	Sands Expo & Convention Centre - MICE Service Centre	
2	<a href="#">Credit Card Authorisation / Method payment form</a>	Optional		To be sent along with services	Sands Expo & Convention Centre - MICE Service Centre	