

Dear Exhibitor
Welcome to PAACE AUTOMECHANIKA 2007
Centro Banamex.

In House Services of Centro Banamex, welcomes you!!!.

In preparation for this Exhibition we are glad to help you with:

- Phone line, single and multi-line service
- Line for Terminal to Point of Sale (POS),
- Internet,
- Cleaning booth,
- Water and drain,
- Compressed air,
- Electricity,
- Hanging (Banners and Elements),
- Storage of empty packages,
- Food and Beverage at your Booth,
- Audio and Video,
- Furniture

Remember that the services ordered in place during set-up, event and move-out of the event, are subject to availability and times of response can vary.

The invoice of ordered services, you will be able to pick it up in the In House Services Office, during the set-up, event and move-out of the Exhibition. 30 days after the end of the event, it will be sent by ordinary mail without any responsibility for Centro Banamex

WE WANT TO GIVE YOU THE BEST SERVICE!

HELP US WITH THE FOLLOWING POINTS:

- IF YOU HAVE ORDERED THE LINE FOR TERMINAL POINT OF SALE SERVICE (POS), IT WILL BE NECESSARY TO BE IN CONTACT WITH YOUR BANK (WITH 15 DAYS OF ANTICIPATION), TO REQUEST THE CORRECTLY CONFIGURATION. ALL THE TELEPHONE LINES OF CENTRO BANAMEX ARE COMMUTATED; TO MAKE PHONE CALLS, IT IS NECESSARY TO MARK DIGIT 8 BEFORE TO DIAL TELEPHONE NUMBER.
- If you ordered a Telephone Line, please be kind to request the extension number and code access at our In House Services Office.
- The hanging of banner's ordered, during set-up and event are subject to availability and should include frame and upper tuck well vulcanized and location's diagram.
- For hanging elements over 50 kgs weight(110 pounds), please include steel cable of 1/8" and brackets of pressure "dogs" (Centro Banamex does not provide these accessories).
- We remember you that the Centro Banamex policies, **do not** allow access of external Food and Beverage, during set-up, event and move-out; contact us and it will be a pleasure to give you different options of Food and Beverage for you and your staff & visitors.
- To proceed the installation of the ordered services, it **will be necessary to have full payment** of the ordered services, Centro Banamex will not have any responsibility in the installation of the services that you ordered and not paid.

Our In House Services Office is located in Palacios de la Canal level (between room 4 and 5) our schedule of service is 8:00 to 21:00 hours from Monday to Sunday.

If you have any doubt or if you require some special service, please do not hesitate to contact us from Mexico City please dial 5268-2050 and National toll free number dial **01 800 202-2050** and from USA and Canada toll free number dial **1-866 406-1626 Ext. 2050 Fax. Ext. 2052**

DEAR EXHIBITOR

WELCOME TO CENTRO BANAMEX!!!

We invite you to visit our new "**BUSINESS CENTER**", located in Palacio de la Canal (first floor, next to room 11), where we have for you eight **Executive Rooms** with capacity from **5 to 20 people**, ideal for meetings with your potential clients!!!

You will be able to hire this service from one hour, with preferential prices for Exhibitors.

Services included when you hire an Executive Room as:

- **Bilingual Attention**
- **Secretarial Support**
- **Teleconference System**
- **Local phone calls (long distance charge will apply)**
- **Video Projection**
- **Wireless Internet**
- **Waiting room with Food and beverages Service, TV sign and newspapers**



Business Center CB

Come and experience a completely innovative concept in service for your company.

Eight Executive Rooms

- Bilingual service coordinator.
- Secretarial support.
- Teleconference system.
- Video projector.
- Access to Wi-Fi Internet.
- Sanitary services integrated in the Executive Rooms.
- Waiting Room with food and beverage bar service, TV signal (news) and newspapers.

52 68 2000 / Toll free 01 800 202 2000

EXHIBITIONS MEETINGS CONGRESSES SOCIAL EVENTS

Av. Conscripto 311, Lomas de Sotelo C.P. 11200, México D.F.
info@centrobanamex.com
www.centrobanamex.com

Centro Banamex

For any information, please call us, we will be pleased to attend you.

From Mexico City, 5268-2000 ext. 2115

Toll National free number **01800- 202-2000 ext. 2115**

Toll free number form **U.S.A. and Canadá 1-866-406-1626 ext. 2115**

E-mail: cnegocios@centrobanamex.com