



**The Preferred Place To Meet**

**EVENT DETAILS**

Name of Event: \_\_\_\_\_ Hall No.: \_\_\_\_\_ Booth No.: \_\_\_\_\_

**CONTACT DETAILS**

Exhibitor/Company Name: \_\_\_\_\_ Exhibitor/Company Address: \_\_\_\_\_  
 \_\_\_\_\_

Contact No.: \_\_\_\_\_ Email Address: \_\_\_\_\_  
 (Mobile) \_\_\_\_\_ (Office) \_\_\_\_\_

On-site Contact Person: \_\_\_\_\_ On-site Mobile No.: \_\_\_\_\_

**PAYMENT DETAILS**

**I have read and acknowledged the terms and conditions below.**

Ordered by: (Name) \_\_\_\_\_ (Signature & date) \_\_\_\_\_

**Please charge the total amount\* of this order to the credit card below.**

Name on Credit Card: \_\_\_\_\_ Signature: \_\_\_\_\_

Credit Card Type: AMEX / DINERS / MASTER / VISA

Credit Card No.: | | | | | | | | | | | | | | | | | | | | | |

Credit Card Expiry Date (MM/YY): | | / | | V-CODE/CVV: | | | |

(Client must provide a front and back photocopy of the above credit card)

**\*All orders are subject to 10% service charge and 7% GST.**

- Terms and conditions
- Orders must be placed 14 working days before the event start date
  - Please email all orders and enquiries to **booth\_catering@suntecsingapore.com**
  - Please note that orders are confirmed only when payment is received and an official invoice is issued
  - All food and beverage orders exclude provision of service staff
  - The above orders exclude the provision of disposable ware, unless otherwise stated
  - All confirmed orders are non-refundable and non-returnable
  - All standard terms and conditions apply



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**ORDER DETAILS**

No.	Delivery Date	Delivery Time	Menu Code	Unit Price (\$/box or pack)	Quantity	Total Price
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
<b>Total Amount*:</b>						

**\*All orders are subject to 10% service charge and 7% GST.**

**I have read and acknowledged the terms and conditions.**

Ordered by: (Name) \_\_\_\_\_ (Signature & date) \_\_\_\_\_

**Terms and conditions**

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Suntec Singapore Convention & Exhibition Centre  
1 Raffles Boulevard, Suntec City, Singapore 039593  
+65 6337 2888



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## SNACK MENU

### COLD/SWEET SELECTION<sup>#1</sup>

Menu Code	Item	Pcs/box	Unit Price (\$/box)
EB01	Mini Sandwiches with Chicken Roll & Cheese	24	\$50
EB02	Mini Tortilla Wraps with Tuna & Cheese	24	\$50
EB03	American Cheesecake	24	\$50
EB04	Assorted Macaroons	24	\$60
EB05	Chocolate Brownies with Walnut & Strawberry	24	\$50
EB06	Tutti Frutti in Pastry Shell	24	\$60

### HOT SELECTION<sup>#1</sup>

Menu Code	Item	Pcs/box	Unit Price (\$/box)
EB07	Chicken Frank Rolls	24	\$50
EB08	Chicken Karaage	24	\$50
EB09	Mushroom Quiche with Cheese	24	\$50
EB10	Seafood Cake with Vanilla Chilli Dip	24	\$50
EB11	Soy-glazed Teriyaki Chicken Skewers	24	\$50

<sup>#1</sup> Each food order includes 12 sets of plastic plates, plastic forks and napkins. Additional utensils are chargeable.

### DISPOSABLE WARE

Menu Code	Item	Pcs/pack	Unit Price (\$/pack)
EB12	Plastic Forks 6"	12	\$7
EB13	Plastic Plates 9"	12	\$8
EB14	Cocktail Napkins	250	\$8

### CHINAWARE & CUTLERY

Menu Code	Item	Unit	Unit Price (\$/unit)
EB15	Dessert Plates	12 pcs	\$20
EB16	Dessert Forks	12 pcs	\$20
EB17	Dessert Knives	12 pcs	\$20
EB18	Dessert Spoons	12 pcs	\$20

### SERVICE STAFF

Menu Code	Item	Staff	Unit Price (\$/pax)
EB19	Service (Minimum 4 hours)	1	\$140
EB20	Additional service (per hour)	1	\$35

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## BEVERAGE MENU

### CHAMPAGNE & WINE

Menu Code	Item	Unit	Unit Price (\$/unit)
EB21	House Red Wine	75cl/bottle	\$55
EB22	House White Wine	75cl/bottle	\$55
EB23	Sparkling Wine	75cl/bottle	\$80
EB24	House Champagne	75cl/bottle	\$140

### BEER & STOUT

Menu Code	Item	Unit	Unit Price (\$/unit)
EB25	Anchor Beer (330ml/can)	24 cans/carton	\$140
EB26	Tiger Beer (330ml/can)	24 cans/carton	\$170
EB27	Tiger Beer (Approx. 90 glasses per barrel) <sup>#2</sup>	1 barrel	\$700
EB28	ABC Stout (330ml/can)	24 cans/carton	\$190
EB29	Guinness Stout (330ml/can)	24 cans/carton	\$250

<sup>#2</sup> Price includes rental of 1 unit beer dispenser and 90 beer glasses per day, however client must provide 1 x 13Amp power supply

### NON-ALCOHOLIC BEVERAGES

Menu Code	Item	Unit	Unit Price (\$/unit)
EB30	Suntec SG Bottled Water (330ml/bottle)	48 bottles/carton	\$50
EB31	Evian Mineral Water (330ml/bottle)	24 bottles/carton	\$80
EB32	Badoit Sparkling Water (330ml/bottle)	24 bottles/carton	\$85
EB33	Fanta Orange (330ml/can)	24 cans/carton	\$50
EB34	Coca-Cola (330ml/can)	24 cans/carton	\$50
EB35	Sprite (330ml/can)	24 cans/carton	\$50
EB36	Orange Juice (250ml/bottle)	24 bottles/carton	\$80

### COFFEE & TEA<sup>#3</sup>

Menu Code	Item	Unit	Unit Price (\$/unit)
EB37	Coffee Airpot (Approx. 10 cups)	1 airpot	\$40
EB38	Tea Airpot (Approx. 10 cups)	1 airpot	\$40
EB39	Coffee Canister (Approx. 45 cups)	1 canister	\$180
EB40	Tea Canister (Approx. 45 cups)	1 canister	\$180

<sup>#3</sup> Prices include stirrers, creamers, sugar sachets and paper cups (8oz)

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## BEVERAGE MENU (CONTINUED)

### BEVERAGE EQUIPMENT

Menu Code	Item	Unit	Unit Price (S\$/unit)
EB41	Water Dispenser #4	1 unit per day	\$130
EB42	Coffee Machine #5	1 unit per day	\$250
EB43	Coffee & Cappuccino Machine #6	1 unit per day	\$300

#4 Price includes 100 paper cups & Drinking Water Tub (18.9L)

#5 Price includes coffee beans (500gm), 60x stirrers, 60x creamers, 120x sugar sachets, 60x paper cups (8oz), client to provide 1x 13Amp power supply

#6 Price includes coffee beans (500gm), 60x stirrers, 60x creamers, 120x sugar sachets, 60x paper cups (8oz), client to provide 2x 13Amp power supply

### GLASSWARE & MISCELLANEOUS ITEMS

Menu Code	Item	Unit	Unit Price (S\$/unit)
EB44	Paper Cups (8oz/pc)	12 pcs	\$7
EB45	Plastic Stirrers	50 pcs	\$3
EB46	Coffee Cups (include teaspoons and saucers)	12 pcs	\$20
EB47	Water Goblets	25 pcs	\$40
EB48	Champagne Flutes	36 pcs	\$40
EB49	Highball Glasses	36 pcs	\$40
EB50	Wine Glasses	25 pcs	\$40
EB51	Wine Opener	1 pc	\$10
EB52	Drinking Water Tub (18.9L)	1 tub	\$30
EB53	Coffee Beans (500gm/pack)	1 pack	\$25
EB54	Tea Bags (100 sachets/box)	1 box	\$25
EB55	Brown Sugar (250 sachets/pack)	1 pack	\$15
EB56	White Sugar (250 sachets/pack)	1 pack	\$15
EB57	Creamer (240 sachets/box)	1 box	\$25
EB58	Fresh Milk (1L/pack)	1 pack	\$5
EB59	Ice Cubes (provided in a Styrofoam box)	2 kg	\$10
EB60	Peanuts (500gm/pack)	1 pack	\$10
EB61	Potato Chips (500gm/pack)	1 pack	\$15

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