

**ADDITIONAL SERVICES REQUEST**

Dear customer, in this document you can find the complete list that Centro Citibanamex makes available to you for the mounting, event and dismounting of your event.



**No outside food or drinks is allowed for own or third party consumption during the mounting phase, event and dismounting phase.**

Event Name:	<b>WORLD GLASSTECH, WORLD DOORS &amp; WINDOWS MEXICO 2022</b>	Event Dates:	<b>Nov 30 - Dic 02, 2022</b>
Deadline to send service form with payment receipt by email: November 14, 2022			

Booth Name		<b>#Booth</b>
Company Name		
Address 1		
Address 2		
City	Z.C.	
State	TAX id/ VAT number	
Phone number	Country	
On site contact	E-mail:	

**Payment Method**

Bank:	Citibank NA	Note: Please send order form & payment transaction to adicionales-CCB@ocesa.mx
Swift Code:	CITIUS33	
ACCOUNT:	36314909	
Beneficiary:	Representaciones de Exposiciones México SA de CV	
ABA:	21000089	
AMEX	_____	Credit Card Number
VISA	_____	_____
MASTERCARD	_____	_____
BANAMEX	_____	_____

I hereby authorize charging any unpaid balance to my credit card

Printed Name of Card Holder \_\_\_\_\_

Card Holder's Signature / I hereby authorize used of my financial data \_\_\_\_\_

**SERVICE INFORMATION**

Days the service is required: \_\_\_\_\_ No. Of people to attend: \_\_\_\_\_

Please indicate the time service must be delivered: \_\_\_\_\_

**NOTICE OF PRIVACY**

"Representaciones de Exposiciones México, SA de CV, at Avenida Conscripto numero 311, Colonia Lomas de Sotelo, C.P. 11200, Delegacion Miguel Hidalgo in Mexico City, will use your personal data collected here to provide the services required by you and To comply with obligations contracted by our clients For more information about the treatment and rights that can be enforced, you can access the full Privacy Notice at [www.centrocitibanamex.com/es/aviso-de-privacidad](http://www.centrocitibanamex.com/es/aviso-de-privacidad)." "

Please be sure to include the complete information on your credit card. The charge will be done in Mexican Currency, and your bank statement will reflect the exchange rate applied at the time of the transaction; therefore prices may vary at the end.

**TO MAINTAIN FOOD QUALITY PLEASE DO NOT EXPOSE THEM MORE THAN 4 HRS IN YOUR BOOTH**

**A FRESH START**

30	1	2	Total Q.	ITEM DESCRIPTION	PORTION or SERVING SIZE	Item Price without taxes	Total Price without taxes
				Sliced fresh fruit tray (Pineapple, 2 types of melons and papaya)	10 pieces	USD\$ 45.79	
				Seasonal whole fruit basket (apples, pears, plums, bananas, grapes)	20 pieces	USD\$ 45.79	
				Orange Juice Unico	200 ml	USD\$ 1.95	
				Assorted Homemade Danish Pastries Basket	20 pieces	USD\$ 37.47	
				Assorted Homemade Cookies	80 pieces	USD\$ 42.00	
				Gourmet Cookies Seleccion	40 pieces	USD\$ 36.05	
				Regular or decaffeinated Coffee Thermo	15 cups	USD\$ 34.68	
				Regular or decaffeinated Coffee Thermo	56 cups	USD\$ 108.95	
				Regular or decaffeinated Coffee Thermo	100 cups	USD\$ 181.95	
				Dolce Gusto with 30 pieces	30 pieces	USD\$ 69.74	
				Nespresso with 30 pieces	30 pieces	USD\$ 78.32	
				Paq with 20 pieces of Nespresso	20 pieces	USD\$ 44.79	
<b>30</b>	<b>1</b>	<b>2</b>	<b>Total Q.</b>				

**SPECIAL PACKAGES**

				Packages No. 1: Mineral Water (5), Soft Drinks (5), 1 Regular Coffee Thermo (15 cups), 1 Gourmet Cookies Seleccion (40 pcs), 1 Fresh Juice Pitcher	USD\$ 103.21	
				Packages No. 2: Mineral Water (5), Soft Drinks (5), 1 Regular Coffee Thermo (15 cups), Donuts (5)	USD\$ 53.37	

				Packages No. 3: Mineral Water (10), Soft Drinks (10), 1 Mexican Dry Snack mix (peanuts, Nugget seeds, spicy Chickpeas) (1Kg), 1 Wine Corkage service (includes ice and wine glasses), 1 Assorted Candies Bowl (700 grs)	USD\$ 114.21	
				Packages No. 4: 1 Regular Coffee Thermo (15 cups), Mineral Water (10), Soft Drinks (10), 1 Vegetables sticks Bowl (Cucumber, Carrot and jicama with dip) for 8 pax, 1 Peanuts Bowl 1 KG (japanese, salted and spacy), 1 Mini french Pastry Tray (40 grs per piece)	USD\$ 165.58	
				Packages No. 5: 1 Regular Coffee Thermo (15 cups), Mineral Water (15), Soft Drinks (15), 1 Goat Cheese with Oregano Mini Ciabatta Tray (20 pieces), 1 Mexican Dry Snack mix (peanuts, Nugget seeds, spicy Chickpeas) (1Kg), 1 Assorted Candies Bowl (700 grs)	USD\$ 173.21	
				Packages No. 6: Mineral Water (10), Soft Drinks (10), 1 American style Cold Cuts Tray (includes 5 varieties: York Ham, Turkey Breast, Turkey Ham, Salami, Pastrami with sliced bread) 2.450 kgs, 1 Liquor corkage service (includes per bottle 8 soft drinks, ice and glassware), 1 Vegetables sticks Bowl (Cucumber, Carrot and jicama with dip) for 8 pax	USD\$ 165.47	
				Packages No. 7: Mineral Water (20), Soft Drinks (20), 1 Goat Cheese with Oregano Mini Ciabatta Tray (20 pieces), 1 Liquor corkage service (includes per bottle 8 soft drinks, ice and glassware), 1 Assorted Mini sandwiches Tray (3 chef's choices) 21 pieces, 1 Vegetables sticks Bowl (Cucumber, Carrot and jicama with dip) for 8 pax, 1 Wine Corkage service (includes ice and wine glasses), 1 Assorted Candies Bowl (700 grs)	USD\$ 310.74	
				Packages No. 8: 1 Regular Coffee Thermo (15 cups), Mineral Water (15), Soft Drinks (15), 1 Assorted Finger Sandwiches Tray (28 pieces), 1 Mexican Dry Snack mix (peanuts, Nugget seeds, spicy Chickpeas) (1Kg), 1 Wine Corkage service (includes ice and wine glasses), 1 Ham and Turkey breast in cubes (500 grs)	USD\$ 209.00	

**SANDWICH PLATTERS**

30	1	2	Total Q.	ITEM DESCRIPTION	PORTION or SERVING SIZE	Item Price without taxes	Total Price without taxes
				Ham and Cheese Finger Sandwiches Tray	28 pieces	USD\$ 60.95	
				Tuna Fish salad Finger Sandwiches Tray	28 pieces	USD\$ 60.95	
				Surimi salad Finger Sandwiches Tray	28 pieces	USD\$ 60.95	
				Turkey Breast and Cheese Finger Sandwiches Tray	28 pieces	USD\$ 60.95	
				Assorted Finger Sandwiches Tray	28 pieces	USD\$ 60.95	
				Goat Cheese with Oregano Mini Ciabatta Tray	20 pieces	USD\$ 65.79	
				Serrano ham Mini Focaccia Tray	20 pieces	USD\$ 81.11	
				Tuna salad with Diced olives in bread roll Tray	20 pieces	USD\$ 65.79	
				Mustard Chicken Salad in Telera bread Tray	20 pieces	USD\$ 65.79	
				Assorted Mini sandwiches Tray (3 chef's choices: goat cheese with oregano mini ciabatta, mostar chicken salad in telera bread, tuna salad with diced olivs in bread)	21 pieces	USD\$ 67.89	

**SNACKS**

30	1	2	Total Q.	ITEM DESCRIPTION	PORTION or SERVING SIZE	Item Price without taxes	Total Price without taxes
				Vegetables sticks (Cucumber, Carrot and jicama with dip)	8 Individual pieces	USD\$ 36.58	
				Homemade Popcorns Bowl, lime and Picante valentina's sauce	6 individual pieces	USD\$ 9.63	
				Potatoes chips Tray, Lemon and Picante Valentina's sauce	10 individual pieces	USD\$ 30.16	
				Mexican Dry Snack mix (peanuts, Nugget seeds, spicy Chickpeas)	10 individual pieces	USD\$ 25.95	
				Pop Corn Machine with 500 orders	500 pcs	USD\$ 473.32	
				Refill 500 orders Pop Corn	500 pcs	USD\$ 360.79	
				Premium Dry Snacks (Mix of almonds, pistachio, Cashew nuts and pecans)	10 individual pieces	USD\$ 77.05	
				Ham and Turkey breast in cubes	10 orders	USD\$ 14.79	
				Cheese and cold cuts in cubes	10 orders	USD\$ 14.79	
				Cheese in cubes (Manchego type and Panela)	10 orders	USD\$ 14.79	

**COLD HORS D'OEUVRES AND MORE**

30	1	2	Total Q.	ITEM DESCRIPTION	PORTION or SERVING SIZE	Item Price without taxes	Total Price without taxes
				Regular Cold Hors d'oeuvres (see in third page the selection included)	Total 100 pieces	USD\$ 154.89	
				Premium Cold Hors d'oeuvres (see in third page the selection included)	Total 50 pieces	USD\$ 131.68	
				Oriental Cold Hors d'oeuvres (see in third page the selection included)	Total 50 pieces	USD\$ 131.68	
				Italian Cold Hors d'oeuvres (see in third page the selection included)	Total 50 pieces	USD\$ 82.32	
				Spanish Cold Hors d'oeuvres (see in third page the selection included)	Total 50 pieces	USD\$ 131.68	

**SWEETS**

30	1	2	Total Q.	ITEM DESCRIPTION	PORTION or SERVING SIZE	Item Price without taxes	Total Price without taxes
				Assorted candies bowl	14 pieces	USD\$ 36.68	
				Mini french Pastry Tray (40 grs per piece)	20 pieces	USD\$ 40.26	

**BEVERAGES**

Services and Food & Beverages Items received during Event Setup, are subject to availability

30	1	2	Total Q.	ITEM DESCRIPTION	PORTION or SERVING SIZE	Item Price without taxes	Total Price without taxes	
				<b>WHITE WINE</b>				
				Blanc de Blancs (Pedro Domecq)	Bottle	USD\$ 17.68		
				Chenin Blanc (LA Cetto)	Bottle	USD\$ 20.21		
				Concha y Toro	Bottle	USD\$ 28.42		
				<b>RED WINE</b>				
				Cabernet Sauvignon (LA Cetto)	Bottle	USD\$ 21.05		
				Concha y Toro	Bottle	USD\$ 26.21		
				Cabernet Sauvignon Monte Xanic	Bottle	USD\$ 41.84		

**Note: If you need another wine choice please ask us to send a special Proposal**

30	1	2	Total Q.	Spirits (each bottle includes 8 soft drinks)				
				<b>Whisky</b>				
				William Lawson's 5 años	3/4 Lt Bottle	USD\$ 85.26		
				Johnnie Walker etiqueta roja	3/4 Lt Bottle	USD\$ 108.32		
				Johnnie Walker etiqueta negra	3/4 Lt Bottle	USD\$ 134.26		
				J&B	3/4 Lt Bottle	USD\$ 108.32		
				<b>Rum and Brandy</b>				
				Rum Bacardi Blanco	3/4 Lt Bottle	USD\$ 48.95		
				Rum Bacardi Añejo	3/4 Lt Bottle	USD\$ 58.16		
				Rum Appleton Oro	3/4 Lt Bottle	USD\$ 65.05		
				Brandy Torres 10	3/4 Lt Bottle	USD\$ 90.16		
				<b>Cognac</b>				
				Martell Medallon V.S.O.P.	3/4 Lt Bottle	USD\$ 136.95		
				<b>Vodka</b>				
				Smirnoff	3/4 Lt Bottle	USD\$ 57.89		
				Wyborowa	3/4 Lt Bottle	USD\$ 82.37		
				Absolut Azul	3/4 Lt Bottle	USD\$ 82.37		
				<b>Tequila</b>				
				Jimador	3/4 Lt Bottle	USD\$ 77.74		
				Herradura Reposado	3/4 Lt Bottle	USD\$ 121.42		
				Don Julio Blanco	3/4 Lt Bottle	USD\$ 122.74		
				Domestic Beers Package (Corona or Modelo)	12 cans	USD\$ 42.00		
<b>30</b>	<b>1</b>	<b>2</b>	<b>Total Q.</b>	<b>NON ALCOHOLIC BEVERAGES</b>				
				Soft Drinks Package (coke, diet coke ,Apple,	12 cans	USD\$ 27.42		
				Mineral water Package	12 bottles of 600 ml.	USD\$ 27.42		
<b>30</b>	<b>1</b>	<b>2</b>	<b>Total Q.</b>	<b>SERVICE STAFF</b>				
				Waiter (service in your booth during 8 hrs)		USD\$ 64.53		
				Waiter (service in your booth during 7 hrs)		USD\$ 56.89		
				Waiter (service in your booth during 4 hrs)		USD\$ 38.16		

30	1	2	Total Q.	<b>CORKAGE FEES</b>				
				Liquor corkage service (includes per bottle 8 soft drinks, ice and glassware)				USD\$ 16.95
				Wine Corkage service (includes ice and wine glasses)				USD\$ 9.16

Prices subject to 15% service charges & 16% Vat

If the exchange rate rises to \$ 21.00 pesos, prices are subject to change

**NOTE: Orders received the same day of service will be subject to availability.**

Food Subtotal	USD\$ 0.00
Beverages Subtotal	USD\$ 0.00
Others Subtotal	USD\$ 0.00
General Subtotal	USD\$ 0.00
15% Service Charge	USD\$ 0.00
16% VAT	USD\$ 0.00
<b>GRAND TOTAL</b>	<b>USD\$ 0.00</b>

Regular	Premium	Italian	Spanish	Oriental
Pistachio crust topped w/Feta Cheese an Onion Marinated	Fresh Salmon Tartar	crispy Bruscetta topped with Olive Tapenade	Bread with Tomato Spread Tapa	Surimi Maki Roll
Coliflower Croquette in Almond Crust	Little Bun Filled Roquefort, Pear and Pecan	Italian Style Vegetables in Crispy Tart	Toast w/ Serrano ham & Pear	Shrimp an Avocado Maki Roll
Toasted Tuna Fish Panini	Costrini Bread w/ Muchroom and Smoked Tuna	Prosciutto w/ Melon Pearl	Tomato and Anchovies Tapa	Smoked Salmon Temaki Sushi
Pastrami and Spinach Wrapp	Fried Camembert Breaded with Almond	Spinach and Cream Cheese Crispy Ravioli	Spanish Potato Tortilla Omelette	Tuna Temaki Sushi
Corn Shell filled w/ Chicken Salad & Avocado Hummus	Grissini Stick w/ Parmesan Cheese	Tarte filled w/ Ricotta Cheese and Sundried Tomato	Sauteed Oystermushroom Tapa	Japanes Sushi Omelette w/ Wakame Seaweed
Roast beef and Caper Toast	Toast w/ Shrimp w/ Chilli Garlic Butter	Cherry Tomato Seasoned w/Basil Rapped in Mozzarella Cheese	Sour Boqueron Anchovies over Tomato Tapa	Crispy Surimi Ravioli
Pastry Shell filled w/ Turkey, Old Style Mustard Salad	Baguette Bread topped w/ Country Style Pate and Fig Marmelade	Seared Bell Pepper Bruscetta	Agged Manchego Cheese Montadito Tapa	Roast beef roll filled w/Wasabi Cream Cheese
Tortilla Chip topped w/Spicy Achiote Pork	Tapa of Serrano Ham en Tomato	Marinated Salmon Carpaccio	Little Bun Filled Piquillo Pepper Mousse	Dim Sum Ravioli filled w/ ginger Chicken
Fried Wonton Skin Filled Japaeño pepper Cheese	Baguette loaf topped w/ Smoked Salmon and Chive Cream Cheese	Sundry Tomato Paste over Golden Cracker	Turkey Breast Roll Filled w/ Paprika Cheese	Crispy Gyosa stuffed w/ Veggie & Meat

**Note: The Hors d'Oeuvre Order Include the 10 variety described per Theme**

Please send this form and payment to:

Servicios Adicionales  
[adicionales-CCB@ocesa.mx](mailto:adicionales-CCB@ocesa.mx)

Tel: (55) 5268 2054

**No outside food or drinks is allowed for own or third party consumption during the mounting phase, event and dismantling phase.**

**Event Name:** WORLD GLASSTECH, WORLD DOORS & WINDOWS MEXICO 2022 **Event Dates:** Nov 30 - Dic 02, 2022  
**Deadline to send service form with payment receipt by email:** November 14, 2022

Booth Name \_\_\_\_\_  
 Company Name \_\_\_\_\_  
 Address 1 \_\_\_\_\_  
 Address 2 \_\_\_\_\_ Z.C. \_\_\_\_\_  
 City \_\_\_\_\_ TAX id/ VAT number \_\_\_\_\_  
 State \_\_\_\_\_ Country \_\_\_\_\_  
 Phone number \_\_\_\_\_  
 On site contact \_\_\_\_\_ E-mail: \_\_\_\_\_

#Booth

**FORMA DE PAGO**

**Bank:** Citibank NA  
**Swift Code:** CITIUS33  
**ACCOUNT:** 36314909  
**Beneficiary:** Representaciones de Exposiciones México SA de CV  
**ABA:** 21000089

**Note: Please send order form & payment transaction to adicionales-CCB@ocesa.mx**

Credit Card Number

I hereby authorize charging any unpaid balance to my credit card

AMEX  Code \_\_\_\_\_  
 VISA  \*Important \_\_\_\_\_  
 MASTERCARD  Expire Date \_\_\_\_\_  
 BANAMEX

Printed Name of Card Holder

Card Holder's Signature / I hereby authorize used of my financial data

**NOTICE OF PRIVACY**

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30	1	2	Total	FAST FOOD TICKETS FOR SELFSERVICE	Order	Item Price without taxes	Total Price
			0	Fast Food: Cheeseburger or 4 cheese torta or baguette club, potato chips and 1 soft drink	1 person	USD\$ 8.71	\$ -
			0	Delis Café : Ham and Cheese Croissant or Tuna Sandwich or Turkey Ham Sandwich or Ciabatta Cold Cuts, Potato Chips and 1 soft drink	1 person	USD\$ 8.71	\$ -

**It will be necessary to collect the coupons the at the In House Services Office, If you do not pick them up, there is no refund.**

**If the exchange rises to \$ 21.00 pesos, prices are subject to change**

Prices subject to 16% Vat

Sub Total	\$ -
16% VAT Tax	\$ -
<b>Total Amount</b>	<b>\$ -</b>

COMENTARIOS

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Please send this form and payment to:

Servicios Adicionales  
[adicionales-CCB@ocesa.mx](mailto:adicionales-CCB@ocesa.mx)

Tel: (55) 5268 2054

**PRE SALE ONLY - Services and Food & Beverages Items received during Event Setup, are subject to availability**

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Event Name: **WORLD GLASSTECH, WORLD DOORS & WINDOWS MEXICO 2022** | Event Dates: **Nov 30 - Dic 02, 2022**  
 Deadline to send service form with payment receipt by email: November 14, 2022

Booth Name		<b>#Booth</b>
Company Name		
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Address 2		
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On site contact	E-mail:	

**FORMA DE PAGO**

Bank:	Citibank NA	Note: Please send order form & payment transaction to adicionales-CCB@ocesa.mx
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ACCOUNT:	36314909	
Beneficiary:	Representaciones de Exposiciones México SA de CV	
ABA:	21000089	
	Credit Card Number	
	I hereby authorize charging any unpaid balance to my credit card	
AMEX	<input type="checkbox"/> Code	
VISA	<input type="checkbox"/> *Important	Printed Name of Card Holder
MASTERCARD	<input type="checkbox"/> Expire Date	
BANAMEX	<input type="checkbox"/>	Card Holder's Signature / I hereby authorize used of my financial data

\* FAVOR DE INCLUIR LOS DATOS COMPLETOS DE SU TARJETA DE CRÉDITO.

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30	1	2	Total	EXPOSITOR FOOD AT YOUR STANDS	Order	Item Price without taxes	Total Price
			0	Soup, main Course with rice and beans, tortillas and glass of water	1 persona	USD\$ 5.02	\$ -

<b>Check availability with Additional Services before making your Payment</b>	Sub Total	\$ -
Prices subject to 15% service charges & 16% Vat	15% Service Fee	\$ -
If the exchange rises to \$ 21.00 pesos, prices are subject to change	16% VAT Tax	\$ -
	<b>Total Amount</b>	<b>\$ -</b>

COMENTS

Servicios Adicionales  
[adicionales-CCB@ocesa.mx](mailto:adicionales-CCB@ocesa.mx)

Tel: (55) 5268 2054

**Pre sale - Services and Food & Beverages Items received during Event Setup, are subject to availability**