

ORDER DATE:

COMPANY (INVOICE DETAILS):

.....

VAT / TAX ID NUMBER (INVOICE DETAILS):

.....

CONTACT PERSON AT THE EVENT / STAND:

PHONE:

E-MAIL:

FULL NAME:

Please review the arrangements set out below and confirm your approval.

Please sign the order form and return a scanned copy by email to: patryk.stanczyk@belvedere.com.pl

ORDER DEADLINE:

1. Orders must be duly completed, signed, and submitted to Belvedere by **Thursday, October 1, 2026**, via email.
2. Orders received after **Thursday, October 1, 2026**, will be subject to a **20% late-order surcharge**.
3. Orders received after **Thursday, October 8, 2026**, will be accepted and fulfilled **subject to availability**.

BILLING INSTRUCTIONS:

In consideration of the services provided, the Client agrees to pay Belvedere 100% of the fee in the amount of: PLN net / PLN gross by by bank transfer or credit card. VAT has been added to the above amount in accordance with applicable law. Any additional conference catering orders may only be placed by: and must be paid in full on the same day by credit card against a pro forma invoice issued by Belvedere.

CANCELLATION POLICY

If, for any reason, the event cannot be held on the scheduled date and it is not possible to reschedule it with Belvedere, the following cancellation policy shall apply:

- If the event is cancelled fewer than **10 days prior to the function date**, the Client shall remain liable for **100% of the minimum guaranteed value of the function**.

Date:
For Belvedere Catering

Date:
For the Client

Event Details:

WSAVA 2026 Congress

Space / stand / floor name:

Date:

Order delivery time:

Equipment collection time (e.g. coffee machine):



ORDER AND COSTS – Appendix No. 1

Provided by Belvedere – other items (e.g. paper napkins, cocktail tables, waiter service, others)

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Provided by the Client:

.....
(e.g. dessert trays)

Date:
For Belvedere Catering

Date:
For the Client