

BREAKBULK

ASIA 18-19 NOVEMBER 2026

EXHIBITOR ORDER FORM

Event Staffing & Support Services | Breakbulk Asia 2026 | 18-19 November 2026

REFIX Pte Ltd | 10 Ubi Crescent, #03-07 Ubi Techpark, Singapore 408564 | Tel: +65 8168 1457 | Email: valencia@wearerefix.com

EXHIBITOR DETAILS

Company Name		Booth Number	
Contact Person		Designation	
Mobile Number		Email Address	

EVENT SUPPORT CREW

Category	Description	Exhibitor Rate (SGD) before GST
Basic Crew	Front-of-house support for registration, ushering, information counters, surveys, product sampling and general booth support.	\$125 (up to 5 hours), subsequent hours at \$25.00/hour
Experienced Crew	Experienced event personnel capable of handling guest enquiries, lead capture, customer engagement and higher-touch exhibitor support.	\$150 (up to 5 hours), subsequent hours at \$30.00/hour
Senior / Premium Crew	Senior event personnel suitable for VIP engagement, team leadership, protocol management and premium brand representation.	\$200 (up to 5 hours), subsequent hours at \$40.00/hour
Brand Ambassadors / Models	Talent-based promotional staff. Pricing depends on height, look, experience and outfit requirements.	\$275 (up to 5 hours), subsequent hours at \$55.00/hour
Conversational Interpreter / Translator	For basic language support and exhibitor-booth communication.	From \$300 (up to 5 hours), subsequent hours from \$60/hour. Price is dependent on type of language and interpretation/translation required
Event Manager / Onsite Lead	Ideal for exhibitors requiring a dedicated supervisor to manage booth staffing, coordinate schedules, oversee crew performance, handle onsite contingencies, and liaise directly with event organisers where required.	From \$350.00 (up to 5 hours), subsequent hours at \$55/hour

LOGISTICS & MEALS

Category	Description	Exhibitor Rate (SGD)
Crew Meal(s)	Breakfast: Reporting time before 0800h Lunch: For shifts that run past 1400h Dinner: For shifts that run past 1900h	\$15.00/meal
Transportation Allowance(s)	Early Mornings: For reporting timings before 0800h Late Nights: For shifts that end after 2230h	\$35.00/trip

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SERVICE REQUEST						
Date	Start Time	End Time	Role / Category	Qty	Scope / Notes	Subtotal before GST

IMPORTANT TERMS & CONDITIONS

Prevailing Taxes

- All prices quoted are in Singapore Dollars and are exclusive of the prevailing Goods & Services Tax (GST).

Late Orders / Rush Fees

To ensure sufficient time for recruitment, briefing, scheduling and manpower deployment, the following rush fee surcharges shall apply to all orders confirmed within the periods stated below prior to the first show day:

- 14 working days (29 October 2026) or less prior to show day:** 20% surcharge on the total manpower charges
- 7 working days (10 November 2026) or less prior to show day:** 50% surcharge on the total manpower charges
- 3 working days (13 November 2026) or less prior to show day:** 100% surcharge on the total manpower charges

Payment and Confirmation of Manpower

- All manpower requests are subject to availability and are not confirmed upon submission of this order form. A Confirmation Note and invoice will be issued upon receipt and review of the completed order form. Full payment must be received prior to deployment confirmation.
- Refix Pte Ltd reserves the right to withhold confirmation, release reserved manpower resources, decline, or cancel any request without liability should payment not be received within the stipulated payment period or where suitable manpower resources are unavailable. The payment of any applicable rush fee surcharge does not guarantee manpower availability. Only bookings confirmed in writing by Refix Pte Ltd shall be deemed accepted and secured.

AUTHORISATION			
Name		Designation	
Company		Date	
Signature & Company Stamp		REFIX Confirmation	