**Service purchase order**

Billing data ................................................................................................................................................

……………………………………………………………………………………………………………………….

………………..……………………………………………………………………………………………………..

Tax registration no/NIP .............................................................................................................................

Contact person .........................................................................................................................................

Phone/mobile ............................................................................................................................................

e-mail: ………………………………………………………. or ………………………………………………….

**We hereby order the following items for the following date: ……………………………………………………….**

|  |
| --- |
| **Auditorium (nett price per hour \*):****🞏** Auditorium for **up to 40 people** (300 PLN)  **number of hours ...........****🞏** Auditorium for **41 up to 100 people** (500 PLN) **number of hours ...........** **🞏** Auditorium for **101 up to 150 people** (600 PLN) **number of hours ...........****🞏** Auditorium for **over 150 people** (700 PLN) **number of hours ...........****🞏** Room 9 in the Sport-Didactic Hall for **260 people** (800 PLN) **number of hours ...........****🞏** Computer lab for **25 up to 40 people** (400 PLN) **number of hours ...........**\* *prices per 60 minutes* **Other spaces:****🞏** advertising surfaces in CUE buildings – 500 PLN nett/m²/d**ay** **number of days ..............****🞏** other advertising surfaces within the CUE campus – 300 PLN nett/m²/**day****number of days ..............****🞏** client’s own advertising structure up to 3m², display stand, roll-up etc.3 000 PLN PLN/1 **week****🞏** marketing activities within the CUE campus, mobile stand, hallways, open-air, etc. **– individual quote**  |

|  |
| --- |
| **Poster displays within CUE campus (nett prices per 1 week):****🞏** A0, B0 posters – 600 PLN, up to max. 10 pcs.**🞏** A1, B1 posters – 450 PLN, up to max. 10 pcs.**🞏** A2, B2 posters – 350 PLN, up to max. 10 pcs.**🞏** A3, B3 posters – 200 PLN, up to max. 10 pcs.**🞏** A4, B4 posters – 150 PLN, up to max. 10 pcs.The maximum display period is 7 days. |

**TOTAL ORDER VALUE PLN + VAT**

Student Career Centre offers **free** promotion of events organized in the rented rooms. Events are promoted via online service at [kariery.uek.krakow.pl](http://www.kariery.uek.krakow.pl) run by Students Career Centre.

**Cracow University of Economy does not guarantee attendance for events organized in the rented rooms.**

**Service purchase order should be sent to SCC no later than 2 weeks prior to the event.**

*I hereby authorise Cracow University of Economics to issue a VAT invoice without a signature.*

|  |  |
| --- | --- |
| **Signed for the Ordering Party**.........................................................signature and company stamp | **Order confirmed****by Student Career Centre**...............................................................SCC employee signature |

**Please, e-mail your application to Student Career Centre:**

* **e-mail:** **kariery@uek.krakow.pl**