**Service purchase order**

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

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

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

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

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

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

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| **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** |

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| **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**](mailto:kariery@uek.krakow.pl)