



**Remarks:**

Extra receiver:	HK\$50 per set
Loss or unreturned receivers:	HK\$1,200 each receiver
Loss or unreturned headphone:	HK\$100 each receiver
Extra set up and dismantling:	HK\$1,500 per time
Set-up time:	to be advised

**Distribution of receivers:**

It is the sole responsibility of the hirer to distribute the rented receivers to their participants at the meeting. Polyglot Translations normally shall hand over the amount of rented received to the hirer 1 hour prior to the commencement of the meeting. Earlier delivery of the rented receivers is possible on the previous day through prior arrangement. The hirer shall return the same quantity of rented receivers to Polyglot Translations at the close of the meeting. The hirer shall be charged for any receiver unreturned to us in accordance to the amount in Hong Kong dollars stipulated in our SI service quotation.

**Terms of payment:**

50% advance deposit upon confirmation, balance within 30 days against invoice.

Yours sincerely,

Kristin Yang  
Project Manager



Confirmed & Accepted by:

Authorized Signature

Name in Block: Kenneth Kwok  
Marketing Manager  
Holly's International (HK)  
Auctions. Co.,. Ltd.

Date : 5<sup>th</sup> May, 2019

Bank: HSBC  
A/C Name: Polyglot Translations Ltd.  
A/C No: 848-746012-001