

Space Contract Form 2015



8 - 11 June - Tehran Permanent Fairground / Tehran - Iran

COMPANY INFORMATION

Manager: _____
 Position: _____
 Company: _____
 Street: _____
 P.O. Box: _____
 Postcode, City: _____ Country: _____
 Telephone: _____ Fax: _____
 Email: _____
 Website: _____

EXHIBITION COORDINATOR

Please enter here the details of the person who will be coordinating your exhibition participation

Name: _____
 Company: _____
 Telephone: _____ Fax: _____
 Email: _____

AT THE FOLLOWING PAYMENT TERMS:

• 50% on application of either items above Euro € _____
 • Balance due 1 month prior to show opening Euro € _____
 TOTAL: Euro € _____

DESCRIPTION OF EXHIBITS:

We agree to abide by and be subject to the Rules and Regulations set out overleaf and in the exhibitors' manual, receipt of which we hereby acknowledge and any amendments which may be made by the Organisers or relevant authorities. We agree to pay the above total amount as per the agreed mode of payment

SIGNED BY: _____

POSITION: _____ **DATE:** _____

SIGNATURE: _____

COMPANY SEAL: _____

ACCEPTED FOR AND ON BEHALF OF THE ORGANIZERS:
 (To be completed by the Organizers) _____ **DATE:** _____

STAND NO: _____ **SIGNATURE:** _____

Please sign this form and return it to the following address:

IFP Bldg., # 57, Str. 801, Hazmieh, ML 12103, P.O.Box: 55576, Beirut - Lebanon,
 T: +961 5 959 111 - Ext. 133, F: +961 5 955 361,
 E: francoise.nehme@ifpexpo.com, www.ifpexpo.com

INSIDE AREA

> Space Only > Shell Stand

1 - SPACE ONLY Minimum Space to book: 12sqm Euro € 320 per SQM

> Bare-floor space > Build your own stand

2 - BASIC SHELL SCHEME WITH FITTINGS
 Minimum Space to book: 12sqm Euro € 350 per SQM

Perspective View

- > 2 Wall Shelves
- > 1 Table
- > 2 Chairs
- > Carpet Flooring
- > 1 Lockable Cabinet
- > Aluminum System
- > White Panel
- > Fascia Board With Exhibitor Name
- > 13 Amps Outlet
- > 1 Spotlight For Every 3SQM

Location Plan

3 - UPGRADED SHELL SCHEME WITH FITTINGS
 Minimum Space to book: 12sqm Euro € 370 per SQM

Perspective View

- > Country Features
- > 2 Wall Shelves
- > 1 Table
- > 2 Chairs
- > Carpet Flooring
- > 1 Lockable Cabinet
- > Aluminum System
- > White Panel
- > Fascia Board With Exhibitor Logo
- > 13 Amps Outlet
- > 1 Spotlight For Every 3SQM

Location Plan

OUTSIDE AREA

3 - SPACE ONLY Minimum Space to book: 24sqm Euro € 160 per SQM

> Bare-floor space > Build your own stand

SPACE & STAND FITTINGS REQUIREMENTS

INSIDE AREA	Space Type	Price in Euro €/SQM	Space Requested	Total SQM	Total Price Euro €
	Space Only	320	x m		
	Basic Shell Scheme With Fittings Table, Chairs, Cabinet, Spots, Socket, Shelves, Fascia	350	x m		
	Upgraded Shell Scheme With Fittings Table, Chairs, Cabinet, Spots, Socket, Shelves, Fascia, Country Features, Logo	370	x m		

OUTSIDE AREA	Space Type	Price in Euro €/SQM	Space Requested	Total Price Euro €
	Space Only	160	x m	
				Total Price
				VAT 8%
				Total Including VAT

Quoted rates are applicable to local exhibitors only

REGISTRATION FEE	Per Exhibitor	250 Euro €
		Total Price 250 Euro €

GENERAL TERMS & CONDITIONS

1. Application for space at the Exhibition shall be made on the form overleaf and shall be duly signed by the Exhibitor or a person authorized by him. Following receipt of the Application together with initial payment, the Organizers reserve the right to refuse any Application at their absolute discretion without necessarily giving the reasons for such refusal
2. Unless otherwise agreed overleaf, the payment schedule for space only or shell stand is as follows:
 - (i) 50% with submission of Application + related VAT.
 - (ii) 50% by date specified on the Application.Where the application is made after the final payment date specified on the Application, the total shall be payable with the Application. The total price represents only the payment for the space, details of which are set out overleaf. All other goods and services required by the Exhibitor shall be paid by the Exhibitor in addition thereto. Exhibitors will not be allowed to take over their space or stands if the payment terms specified on the Application are not honored.
Interest at the rate of 2% per month shall be charged on all amounts outstanding for a period exceeding 14 (fourteen) days after the due date of payment until settlement is made.
3. In addition to the space price, (and stand fitting service when applicable), Exhibitors will be billed for optional services requested; such as hired furniture, power supply, telephone lines, show catalogue advertisements and other.
4. In the event the Organizers agree to a cancellation of the space contract, the Exhibitor will be liable for all, or part of the contract price depending on when the cancellation request was received and acknowledged:

- If 90 days prior to the exhibition's opening date	50% OF TOTAL AMOUNT
- If 30 days prior to the exhibitions opening date	70% OF TOTAL AMOUNT
- If within 30 days prior to the exhibitions opening date	100% OF TOTAL AMOUNT

The date of the cancellation request is the one on which the Organizers receive written notice by courier or fax, and acknowledge receipt of same to the Exhibitor. In addition to the cancellation charges, the Exhibitor will be liable for any specific consequent amount incurred on the Exhibitor's behalf by the Organizers. These terms cannot be varied under any circumstances.
5. An Exhibitor who fails to exhibit for any reason without having been released from the Agreement by the Organizers shall be liable for the full amount of the contract plus additional amounts incurred by the Organizers on the Exhibitor's behalf
6. In the event an Exhibitor declares bankruptcy or the exhibitor is in receivership and is being liquidated, the contract with such an exhibitor shall be cancelled and any moneys already paid shall be retained by the Organizers.
7. The Organizers, their servants or agents shall not be liable for the safety of Exhibitors, their staff, agents, contractors or invitees during the Exhibition, and will not be liable for any exhibits, articles or other property of whatever kind brought into the Exhibition by Exhibitors, their servants, agents, contractors or invitees or members of the public.
8. All contracts and additional services provided by the Organizers are subject to these Terms and Conditions irrespective of any reservations expressed by the Exhibitor. The Organizers reserve the right to alter, add to, or amend any of these conditions, and the decision of the Organizers is binding should any disagreement on the interpretation of these regulations arise.
9. Exhibitors shall ensure that they are fully covered by insurance including, but not restricted to, all risks on their property, exhibits or articles brought to the exhibition, or any kind of public liability and comprehensive protection against any loss or damage caused by any circumstance whatsoever whether by reason of fire, water, theft, accident or any other cause. The Exhibitor shall insure against, indemnify and hold the Organizers harmless in respect of all amounts, claims, demands and expenses to which the Organizers may in anyway be subject as a result of any loss or injury arising to any person (including members of the public or the Organizers' staff, agents or contractors) or property howsoever caused as a result of any act or default of the Exhibitor, his servants, agents or contractors or invitees. If the Organizers so demand the Exhibitor shall provide proof to the Organizers that the Exhibitor has adequate insurance cover. Exhibitors must ensure that their temporary staff and the staff of their servants, agents or contractors are insured against claims for workman's compensation. The period for which such insurance shall be maintained shall run from the time the Exhibitor and/or any of his servants, agents or contractors first enter the Exhibition grounds, and until the Exhibitor and any of his servants, agents or contractors leave the grounds at the end of the event period and all his exhibits and property have been removed.
10. The Organizers shall not in any event be held responsible for any restrictions or conditions which prevent the construction, erection, completion, alteration or dismantling of stands or the entry, placement or removal of exhibits or for the failure of any service or amenities provided by the hall landlords or other third parties.
11. The contracted party for a group stand is responsible for ensuring that all Exhibitors within their group are fully aware of, and agree to abide by, these Terms and Conditions and by the Rules and Regulations of the exhibition as detailed in the Exhibition Manual.
12. The Exhibitor must not transfer, dispose of, part with or otherwise sublet all or any part of his exhibition space, whether for financial consideration or otherwise. The Exhibitor must, if he is an agent, distributor or licensee, state at the time of Application the names of the Principals to be represented. This does not prohibit an Exhibitor displaying the products of a principal for whom he becomes a distributor or licensee after the time of Application, with the prior written permission of the Organizers.
13. The Organizers shall not be liable to the Exhibitor by reason of any cancellation or part-time opening of the exhibition, either in whole or in part, for any non-performance of their obligations under this Application or any amendments or alterations to all or any of the Rules and Regulations of the exhibition in each case to the extent that such occurrence is due to any circumstances not within the control of the Organizers.
14. If the Organizer does not exercise, or takes time in exercising, any of its rights set under this Agreement, this shall not constitute by any means a waiver by the Organizer of that particular right.