

EXHIBITION STAND BOOKING – TERMS & CONDITIONS

1. **Definition**
In these rules and regulations the term Exhibitor includes all employees or agents of such and the term Exhibitor shall be deemed to mean the exhibition on the Contract for Stand Space.
2. **Charges for Space**
Charges include the cost of steel stands, only where specified. The charges and any contract arising there from are based on current labour rules and may be subject to alteration in the event of substantial changes therein.
3. **Stand Construction**
The Organisers have appointed Official Contractors who will be the sole contractor for the construction and erection of the shell scheme stands.
4. **Allotment of Space**
When space has been defined each Exhibitor is required to give a formal acceptance of the area assigned and the terms and conditions in the rules and regulations forming part of the contract between the Organizers and the Exhibitor. The Stand Application form must contain all the information requested.
5. **Revision of Layout**
Should it be necessary to revise the layout of the Exhibition for any purpose the Organisers reserve the rights to transfer the Exhibitor to an alternative suitable site mutually acceptable.
6. **Completion of Exhibits**
All stands and their exhibits must be completed by the opening time on the first day of the exhibition.
7. **Dismantling of Exhibits**
Exhibits must not be removed and displays must not be dismantled either partially or totally before the closing time on the last day of the exhibition. All stands and display material must be returned as soon as possible after official closing.
8. **Unoccupied space**
Where the Exhibitor does not occupy space applied for and granted, the Exhibitor shall pay the Organizer a sum in liquidated damages equal to the reservation cost. The Organizers reserve the right to re-allocate or offer another deal with this space as they so decide.
9. **Prohibition of Transfer**
Exhibitors may not assign sub-let or grant licences in repeat of the whole or any part of the space entitled to them without express permission of the Organizers.
10. **Advertising Matter**
The Exhibitor may distribute advertising and printed material from his stand, but must not distribute such material in the neighbourhood of entrances and exits nor in such a manner as to cause annoyance or disturbance to other Exhibitors. In the event of other devices, which emit sound, they must be operated and entitled to that there is no disturbance to other Exhibitors.

11. Electrical Fittings and Supplies

Additional lighting, power plugs, power mains and motors will be available at charges obtainable from the Organisers and the Official Contractors appointed by them. Full detailed, plus orders of changes will be issued to the Exhibitor prior to the Exhibition.

12. Storage

The Exhibitor shall be responsible for the removal from the Exhibition properties and storage of all orders and empty contents not required on the stand.

13. Admission

Admission to the exhibition will be restricted to those exhibitors who in the opinion of the Organisers have a legalized professional interest in the subject of the Exhibition. The organisers reserve the right to refuse applicants to entitle without assigning any reason.

14. Right of Registration

Exhibits are admitted to the Exhibition, and shall remain there solely on strict compliance with these Rules and Regulations. The Organisers reserve the right to prohibit in whole or in part and reject any Exhibitor or his representation in the case of failure to comply with the Rules and Regulations. There shall be no return of payment if such rejection or prohibition is denied necessary by the Organisers.

15. Cancellation of Space

All exhibition space contracted for must be paid in full irrespective of whether or not the Exhibitor uses the space. No spaces are assignable without written support of the Organisers.

16. Conduct of Exhibitors and Representatives.

Annoyance: The Organisers reserve the rights to stop any activity on the part of any Exhibitor that may cause annoyance to other Exhibitors or visitors. Business must be conducted only from the Exhibitors own stand and under no circumstances may this be carried out from a gangway or elsewhere in the Exhibition.

Microphones: The use of microphones is permitted but the volume must not be such as to cause any annoyance to other Exhibitors. The Organisers reserve the right to prohibit their use, as in the Organisers opinion an annoyance is being caused.

Gangways: Any encroachment upon gangways or passage shall be deemed to be a breach of contract and articles or goods found therein during the period of the Exhibition may be restricted by the Organisers or their agents and the Organiser shall not be responsible for any loss thereto occasioned by such removal.

Publicity Material: Any publicity material shall be displayed and /or given away only from the Exhibition and stands.

17. Amendment of Rules

The Organisers reserve the rights to alter, add to, or amend any of the Rules and Regulations. Should any question arise, whether provided for these conditions or not, the decision of the Organisers shall be final. The description headings to these Rules and Regulations are merely for reference and to not form part of the Contract between the parties.