

# Space Application Contract

**5-7** DECEMBER

## EXHIBITOR

COMPANY:

ADDRESS:

CITY: ZIP CODE: COUNTRY:

TEL: FAX:

COMPANY E-MAIL: WEBSITE:

PRIMARY CONTACT NAME: E-MAIL: MOBILE:

MARKETING CONTACT NAME: E-MAIL: MOBILE:

COMMERCIAL REGISTRATION NUMBER - VAT:

## INVOICE ADDRESS *(if different from the above)*

COMPANY:

ADDRESS:

CITY: ZIP CODE: COUNTRY:

TEL: FAX:

VAT:

## APPLICATION

	COST	SQM	AMOUNT DUE
<b>INDOOR SPACE ONLY</b> <small>This option is for those companies who decide to build their own stand and therefore no equipment and electricity is provided</small>	USD 320.00/sqm		USD
<b>OUTDOOR SPACE ONLY</b> <i>(Minimum 12sqm)</i>	USD 90.00/sqm		USD
<b>SPACE &amp; SHELL SCHEME</b> <small>(Includes for 12sqm: space, back and side walls, carpet, 3 spotlights, 1 electrical socket, one table, two chairs and fascia with exhibitor name and stand number)</small>	USD 385.00/sqm		USD
<b>ADVERTISING PAGE INSIDE EVENT CATALOGUE:</b> <input type="checkbox"/> HALF PAGE: USD 900.00 <input type="checkbox"/> FULL PAGE: USD 1,200.00			USD
	<b>TOTAL DUE</b>		USD

Please send me further details about: *(please tick all appropriate boxes)*

Custom-build stand service  Event sponsorship options  Other relevant IES events

## CONFIRMATION OF SPACE

We hereby confirm our participation at SAUDI TRANSTEC 2017, and we confirm our acceptance of the attached Rules and Regulations which form part of this contract. The execution of this contract and its receipt by the Exhibition Organiser / IES Srl is deemed conclusive evidence of the Applicant's agreement to pay the full fees due. This contract is non-cancellable by the Applicant, who agrees to all the booking conditions stated in this contract and in the attached Rules & Regulations.

AUTHORISED SIGNATURE & COMPANY STAMP:

NAME (IN CAPITAL LETTERS):

EXHIBITING COMPANY:

DATE:

Notes:

### Payment by Bank Transfer upon invoice receipt to:

Beneficiary: IES S.r.l.  
Bank: CREDITO VALTELLINESE  
Address: Via Belardinelli, 5 - 00123 Rome, ITALY  
Account N. 5001 - SWIFT BIC: BPC VIT 2S - IBAN: IT 63 K 05216 03221 ES 0100005001

### Payment Terms:

- 40% Deposit of Contract Value Due with contract: USD \_\_\_\_\_  
- 60% Balance Due within 16th June 2017: USD \_\_\_\_\_

After 16th June 2017, 100% payment required.

Next Steps....  
Thank you for completing your space application contract. We will process your order and issue an invoice. Your deposit payment must be returned upon receiving the INVOICE.

 Please return to:  
IES SRL  
Address: Via Anton Giulio Bragaglia 33  
00123 Rome - ITALY  
Email: dz@ies.co.it  
Fax: +39 06 30883040

# RULES AND REGULATIONS

## 1) TITLE AND SUBJECT OF THE EXHIBITION : SAUDI TRANSTEC 2017

**2) ORGANISER** - The exhibition is co-organised by IES srl and Dhahran International Exhibitions Co., hereinafter named the Organiser.

**3) PLACE AND DATE OF THE EXHIBITION** - The exhibition will take place in Saudi Arabia from 5 to 7 December 2017.

**4) ADMISSION TO THE EXHIBITION** - The following categories are admitted as exhibitors:

a) Companies which are exhibiting their products or services in the various sectors provided for at the Exhibition. Should the producing companies not be present at the Exhibition, their concessionaires, agents or exclusive general representatives can be admitted.

b) those Associations, Public Companies and Organisations which undertake promotion, study, information initiatives in the sectors provided for at the Exhibition.

The Organiser reserve the right to also admit to the Exhibition companies, associations and organisations not covered by the preceding paragraphs;

to exclude from the Exhibition certain services, products or samples; and to prohibit the presentation of products, samples or services by a single company in more than one stand in a single exhibiting sector.

**5) ACCEPTANCE OF / MODIFICATIONS TO THE EXHIBITION REGULATIONS** - By signing the application to take part, the exhibitor agrees to accept the general regulations and approves the stand assigned to him/her. Any integrating rules and provisions of a general or technical nature, as set out in the "Technical Regulations", which form an integral part of the present general regulations, are taken as accepted by the signing of the application to take part.

**6) FEES, PAYMENTS, RESOLUTORY CLAUSE** - Participation fee and registration fee are indicated in the Space Application Contract for participation.

On receiving the application form the Organiser, or its representatives, will send out an invoice for the sum specified in the application form, and payment must reach the Organiser, or its representatives, by the period indicated on the invoice. The issue of an invoice does not bind the Organiser to accept any application for participation. Should an application not be accepted the above mentioned sum will be returned without any payment of interests. If an application is accepted the Organiser will give formal written notice to the applicant and will issue an invoice for further sums due according to the spaces assigned.

The relative payment must then reach the Organiser, or its representatives, within the period indicated on the invoice: should this not occur the contract may be considered null and void without the need to serve notice to the applicant or to obtain a judicial ruling but simply by communicating the fact.

In this case the Organiser, is released from all contractual obligations and may assign the exhibiting space to other applicants. The Organiser also has right to retain any sums already received and is legally entitled to any outstanding contractual payments. The Organiser's right to any further damage compensation payment remains unaffected.

**7) REGISTRATION OF REPRESENTED COMPANIES AND SINGLE EXHIBITORS TAKING PART COLLECTIVELY** - The exhibitors agree to specify the company names and relevant information on all those represented.

**8) CONFIRMATION OF ADMISSION** - The Organiser, or its representatives, will issue written acceptance of the application with official notice of confirmation.

This is valid only for the exhibitor to whom it is addressed. The total or partial transfer of the stand assigned is prohibited, even when free of charge. If this condition is not adhered to, the goods displayed may be removed at the expense of the holder of the exhibitor. Those responsible for unauthorised transfer of the stand will also be subject to a fine equivalent to the total admission fee.

**9) CANCELLATION/REFUND** - The Exhibitor shall have the right to cancel this license agreement by notice in writing to be delivered to IES SRL by 16th June 2017.

All payments made by the Exhibitor and all amounts due to IES SRL up to the date of notice of cancellation shall be deemed earned by IES SRL and all deposits received shall be non-refundable and non-transferable. In the event that the Exhibitor notifies IES SRL after 16th June 2017 that it wishes to cancel this license agreement, 100% of the contract value is due to the organisers.

Where applicable, the terms used in this clause have the same meaning as set out in the accompanying Space Application Contract.

**10) ENTRY VISA FOR SAUDI ARABIA** - The Organisers cannot be held responsible for any exhibitor who fails to obtain a visa as they are issued entirely at the discretion of the Saudi Arabian Authorities. Therefore, no refund will be made to companies that were not able to obtain the ENTRY VISA.

**11) ISSUE OF STANDS** - The distribution of the stands will be decided upon by the Organiser in accordance with the general interests of the exhibition. The exhibitor accepts the right of the Organiser to alter the positions and setting up of the stands, to change the layout or reduce the dimensions at any time prior to the opening of the exhibition.

**12) CONSIGNMENT OF STANDS** - Stands will be made available to the exhibitors two days before the inauguration of the Exhibition. Stands must be fully set up by 14.00 the day before the inauguration of the Exhibition. Should this not occur, the contract may be declared null and void due to the non observance on the part of the participant of the procedures and consequences laid down in article 5.

**13) RETURN OF STANDS** - At the end of the exhibition, and not before, having first obtained an exit voucher from the Organiser, the exhibitors must remove their products and materials and leave the Exhibition Premises. The exit voucher cannot be issued to exhibitors who have not paid all their debts, either direct or indirect, to the Organiser; its issue, however, does not constitute acquittance of payment of any amounts owed for participation in the Exhibition and it is valid only for the car indicated on the exit voucher. The stands must be cleared away by 19.00 on the second day after the closure of the Exhibition. The participant expressly authorises the Organiser to check that, on leaving the Exhibition Premises, there are no products or materials in the vehicles or luggage of the exhibitors and/or their associates which are different from those which were installed in their stand and listed on their exit voucher, authorising the Organiser to prevent the removal of products and materials not listed on the exit voucher.

The Organiser cannot be held in any way responsible for goods, materials or anything else left by the exhibitors on the Exhibition Premises without supervision.

Should any stand not be cleared away within the period stipulated above, the exhibitor responsible will be legally obliged to reimburse the Organiser for removal and/or clearing away and storage expenses. At the end of 60 days following the closure of the exhibition, the Organiser may proceed with the selling of any uncollected objects or materials by whatever procedure they consider to be most suitable. The net proceeds, after the payment of any outstanding debts owed to the Organiser and after the payment of all expenses, including fiscal expenses or professional fees, will be credited to the exhibitor.

**14) SURVEILLANCE AGAINST THEFT - RESPONSIBILITY FOR THEFT AND DAMAGE** - During the exhibition opening hours the exhibitors must keep watch over their stand, either directly or through their associates. The Organiser, while providing a general day and night surveillance service inside the Exhibition Premises for the full duration of the Exhibition, are exempt from all responsibility for any theft or damage which might occur to the detriment of the exhibitor. The exhibitors will also be responsible towards the Organiser for any damage, either direct or indirect, which, by whatever cause, is attributable either to them or to personnel acting on their behalf (including damage caused by fittings or equipment set up either by themselves or by third parties, even if previously inspected by the Organiser).

**15) PHOTOGRAPHS AND DRAWINGS** - The exhibitor may not take photographs or make drawings inside the pavilions unless specifically authorised to do so by the Organiser. The Organiser only may take photographs outside any stand and use them without the obligation to make any recompense.

**16) ADVERTISING** - The distribution of materials illustrating the products on display is permitted only within the stands. No posters may be displayed outside the stands. All other types of advertising outside the stands is forbidden, including the distribution of materials in the corridors, in the streets of the exhibition area and in the immediate neighbourhood. The display and distribution of all graphic materials - written notices, signboards, posters, brochures, leaflets, handouts, maps, plans, etc. linked to the exhibition or whose contents may directly or indirectly be interpreted as a criticism or offence to other countries is forbidden. Advertising - with the exception of that displayed within the individual stands - may be carried out by means of The Organiser in all permitted forms. Failure to adhere to the provisions set out above will give the Organiser the right to exclude those responsible from the exhibition. The contents of this article also apply to third parties who intend to carry out advertising or promotional operations of any kind within the exhibition area.

**17) DAMAGE TO STANDS** - The exhibitor should return the stands in the condition in which they were issued. When specific claims are made by the exhibitor, the Organiser will restore the stands to their original condition at the exhibitor's expense.

**18) UNFORESEEN CIRCUMSTANCES** - Should the exhibition for circumstances beyond reasonable control or in any case beyond the control of the Organiser, not be held, the fees paid by the exhibitors will be returned after the deduction of any sums due for the organisation of the event. Any sums available will be returned to the exhibitors on a proportional basis. Costs for plant and/or special installations ordered by the exhibitors should be paid up in full.

**19) DISPLAY OF PRICES AND SALE OF PRODUCTS** - The display of prices and sale of products with their immediate removal are forbidden.

**20) TECHNICAL AND EXECUTIVE PROVISIONS** - As well as the application to take part, the Organiser will also send the exhibitor the "Technical Regulations" for the event, containing a series of rules which should be strictly adhered to by the stand holder and his/her staff, and/or those operating on his behalf, and concerning: method of entrance; entry permits, tickets and other promotional materials; the use of technical services; the temporary protection of the products and the organisational and logistical operations during the setting up and dismantling stages and the exhibition period.

**21) SPECIFIC WITHDRAWAL CLAUSE** - The Organiser reserve the right to withdraw from the participation agreement with immediate effect, by means of simple written notification to be sent to the exhibitor should he/she fail to adhere to any of the obligations set out in the Rules and Regulations of SAUDI TRANSTEC 2017

**22) ARBITRATION CLAUSE** - Any disputes arising between the contracting parties due to interpretation, validity, execution and/or enforcement of this agreement will be exclusively resolved in accordance with the Rules of Conciliation and Arbitration of the International Chamber of Commerce.

**23) PRIVACY** - By filling this form in, I agree that my data is included in IES mailing lists and may be used by IES only for marketing purposes. I am aware that Article 13 of the Italian Law D.Lgs. 196/2003 entitles to ask for confirmation, change or cancellation of personal data from IES mailing lists, by sending an e-mail to [ies@ies.co.it](mailto:ies@ies.co.it)

Signature for acknowledgement and acceptance \_\_\_\_\_

IMPORTANT: Please sign and date below and return to IES together with your Space Application Form. I hereby confirm that I have received and agree to comply by the terms and conditions set out above:

Signature: \_\_\_\_\_ Name in Capital letters: \_\_\_\_\_ Company: \_\_\_\_\_

IES SRL - Via Anton Giulio Bragaglia 33 - 00123 Rome - Italy

Sign here