

استمارة الحجز المعرض
Exhibition Booking Form

Company Name: _____

Name of in charge: _____ Position: _____

Mailing Address: _____

Country: _____ City: _____ Postal Code: _____

Telephone: _____ Fax: _____ Mobile: _____

Email: _____

Products/Services to be displayed: _____

Booth Option 1: _____ Booth Option 2: _____ Both Option 3: _____

Signature: _____ Date: _____

1. Exhibition Space & Catwalk (Please tick to select the relevant option/s):

Option A

- Standard Shell Scheme
- BHD 120 per m²
- 9 m² and multiples
- Size _____ m² - BHD _____

Option B

- Space only
- BHD 105 per m²
- 9 m² and multiples
- Size _____ m² - BHD _____

Option C

- 15 Minute fashion show of your line
- BHD 150 per show
- For exhibition participants only

Option A includes:

- 2.5 high anodized system post and beams with polykem infill panels
- Spot light behind fascia board.
- White fascia board (300mmHt) with vinyl sticker for the name of the company.
- One single phase power point 13 Amp.
- One reception counter with two chairs.
- One waste paper basket.

Option B includes:

- Space only (does not include any stand construction)
- 220 volt power supply

2. **Payment:** 50% deposit must be paid within 7 days of the invoice and the final 50% on or before 07 January 2014.

Total Amount: BHD _____ (*All prices are in Bahraini Dinars)

By Bank transfer (Please complete the wire transfer to the below account, and send the copyright by fax or email)

Bank Name: Mashreq

Branch: Bahrain

Account Name: Current Account

Account Number: 030990004190

IBAN: BH31BOML00000990004190

3. **Terms of Agreement:**

Until the completed registration form and payment have been received by the Organizer, the Organizer has the right to reallocate the stand space to another exhibitor and your booking will become null and void. Every effort shall be made to allocate the exhibitor with the booth space as requested, however, to facilitate the effective layout of the exhibition and if the Organizer believes that it is in the best interest of the exhibition, the Organizers have the right to reallocate a stand at any time. No changes will be made to the floor plans, booths or layout of the exhibition during or prior to the exhibition without the approval of the Organizer. The exhibitor agrees to abide by the rules and regulations of the Organizer, the exhibit hall and any other applicable rules, regulations, codes or standards of the Kingdom of Bahrain.

Exhibition Space Contract

THIS AGREEMENT is made on this _____ day of _____, 201____ by and between Vallay Media International, and _____, (herein after called "Exhibitor"). Vallay Media International and the Exhibitor therefore agree as follows:

1. Acceptance by the Organizer

Exhibitors and sponsors participation in the event is subject to organizers' approval. The Organizer may withdraw its acceptance at any time by refunding the total fee paid if the organizer determines that the exhibitor or its products are not beneficial to the event. The organizer makes no guarantees of any kind, express or implied, regarding the event or the number of persons who will attend the event, Event dates, hours and venue may be modified by information provided to Exhibitors/sponsors in writing.

2. Cancellation/Termination by the Exhibitor

All fees are deemed fully earned and non-refundable. Termination by the exhibitor must be in writing and will be effective upon receipt by Vallay Media International. No cash refunds will be given. Vallay Media International will issue a 50% Credit of the total value of the exhibit space only. The credit may be used for one year from written receipt of cancellation notice at any Vallay Media International Event. Terms and conditions apply.

3. Cancellation by Organizer

The organizer may cancel all or any part of the event for any reason beyond its reasonable control, including but not limited to natural or public disaster, act of God, venue construction, insufficient participation, market fluctuations, government regulation or similar reasons, in which case the organizer will refund to the exhibitor the full amounts of any space fees already paid to the organizer after which the exhibitor will have no further recourse against the organizer. A change in the name of the event does not constitute a cancellation by the organizer.

4. Benefits and License Grant

Vallay media International will provide exhibit space at the event for the exhibitor/sponsor to display its qualified products and services. The exhibitor may only display and take future bookings for its products and services and no direct sales may be made, under no circumstances may there be exchange of monies or cash transactions made at any time during the exhibition. The total fee includes use of space and any other benefits as specified in the application. The exhibitor/sponsor grants the organizer the right to use the exhibitors name and/or logo in connection with the promotion and production of the event. The exhibitor/sponsor may use the event name before and during the event to solely promote its participation in compliance with guidelines produced by Vallay Media International.

5. Space Assignment, Use, Installation, Occupancy and Dismantling

Vallay Media International will assign exhibit and sponsor space. Vallay Media International may reassign the space or alter the event layout or venue at any time. The space is for the exhibitor/sponsor's use only. The exhibitor/sponsor may not share, sell, assign, sublease or charge admission for entry to any portion of the space. The exhibitor/sponsor must fully occupy the space and must provide their own displays, equipment, products etc. other than that which is provided by the Organizer as stipulated in this agreement. An Exhibitor or advertising company contracted by the Exhibitor who wishes to set up a booth or exhibit of their own design and construction must first submit sketches and plans with a statement of color schemes of such a booth or exhibit to the Organizer. The Organizer reserves the right to demand changes in such booths or exhibits should safety regulations, technical requirements, or the responsibility of preserving or obtaining the best possible overall image for the exhibition, as judged by the Organizer, so require. The side and back walls of all stands should be finished on the outside as well as the inside. Exhibitors must avoid obstructing the view of or access to neighboring booths. Special care must be taken to avoid the use of lights or spotlights that may annoy visitors or neighboring booths. Should an exhibitor not follow the directives of the Organizer or not carry out such directives punctually, the Organizer reserves the right to take the necessary steps at the cost of the Exhibitor. The Organizer reserves the right to close or obstruct unused entrances or exits to the exhibition rooms and the right to direct the Exhibitor to another space in the exhibition hall if necessary even if this directive conflicts with previous written agreements. The Organizer also reserves the right to rent floor space of a booth not finished on time to another applicant. In such a case, the Exhibitor is responsible for all costs arising from cancellation. Under no circumstances may the exhibitor/sponsors dismantle their exhibit displays, including related equipment prior to the close of the event. Exhibitors/Sponsors who violate these guidelines shall be subject to a penalty. Any exhibits supplied by the exhibitor/sponsor must be constructed safely using sound engineering practices and must be installed before, occupied during and dismantled after the event in accordance with Vallay Media Internationals schedule. Exhibitor/Sponsor activities must be confined within their exhibit space and must be in support of products and services identified on the application form and directly related to Exhibitors normal business activities. Vallay Media International may refuse permission to exhibit any products or services Vallay Media International deems objectionable or unsuitable for the event.

6. Maintenance of booths and exhibition area:

Exhibitors are responsible for the proper care of the floors, walls and storage rooms as well as the hired booths and furnishings. Hired booths and furnishings must be returned in an orderly condition and in an orderly way. To avoid scratches and furrows on floors as the result of sliding heavy packing cases, exhibitors are required to use protective coverings. Exhibitors and their shipping agents, on specific orders from the exhibitor, must take special care when transporting heavy packing cases and heavy loads.

(Therefore, the parties hereto have executed this agreement on the date first written above by:)

Sign: _____

Name: _____

Title: _____

Vallay Media International

Sign: _____

Name: _____

Title: _____

Company: _____

*** This agreement must be signed by an authorized officer of the exhibiting company.**

Exhibitors who wish to display extra heavy exhibits demanding special supports or foundations must request prior permission specifically in this matter from the Organizer. It is not permitted to drive nails or hooks into the walls of the exhibition hall, to install electric wiring or to cut or drill holes in the walls of the rented booths. Empty containers and packing materials must be disposed of at the exhibitor's cost before the start of the exhibition; cleaning the booth is the Exhibitor's responsibility. No part of an exhibition booth may be suspended from the ceiling. No part of an exhibit or of the booth's structure may protrude beyond the allotted area on any side. No signboards may protrude beyond the booth's walls. Police regulations, fire regulations and other official regulations must be observed at all times, also during the construction and dismantling of the exhibits.

7. Co-Exhibiting

The exhibitor/sponsor may not bring in any other company, whether partner supplier, client or other relationship to share their exhibit space without the advance agreement of Vallay Media international.

8. Passes and registration

Exhibitors and there stand staff will be issued with passes upon registration which must be worn at all times in the exhibition hall.

9. Own Risk

The exhibitor/sponsor has sole responsibility for any loss of its equipment or proprietary information, or any other loss including any legal claims by its insurer. Persons visiting, viewing, or otherwise participating in Exhibitor/sponsor space are deemed the invitees or licensees of exhibitor/sponsor and not of organizer.

10. Limitation of Liability; Indemnity

Under no circumstances is the organizer or the event facility liable for lost profits or other indirect, incidental, consequential or punitive damages for any of their acts or omissions in connection with the event, whether or not the organizers or event provider has been appraised of the possibility of such damages or loss of profits. In no event will organizers liability hereunder, or otherwise in connection with the Event, exceed the amount actually paid to it by the exhibitor/sponsor for the space. The Organizer is not liable for any errors in any listing or descriptions or for omitting the exhibitor/sponsor from the event show guide or other materials.

None of the event providers are liable to exhibitor/sponsor for any damage, loss, harm or injury to the person, property, or business of the exhibitor/sponsor or any of its visitors, officers, agents, employees or other representatives resulting from theft, fire, earthquake, water, unavailability of the venue or intermediate staging facilities, insufficient participation, accident or any other reason in connection with the event or any planning meetings, demonstrations or staging, except to the extent such liability arises directly from the willful misconduct of the event provider against whom liability is sought.

11. Third-Party Contractors

The Organizer may require the exhibitor/sponsor to use designated third-party contractors to provide certain "Required Contractors" and Exhibitor/sponsor must then use only the required contractors for such services. Notwithstanding such designation, required Contractors and third-party vendors listed in the manual act solely as independent contractors and the organizer is not responsible for their performance, acts, or omissions. A cost for shipping and insurance of all display materials is the sole responsibility of exhibitor/sponsor.

12. Compliance with Laws and Rules

The exhibitor/sponsor must comply with all applicable laws, regulations and ordinances in connection with the event, including but not limited to rules of the venue and those of the Kingdom of Bahrain.

13. Third Party Proprietary Rights

The exhibitor/sponsor will not violate any proprietary rights of third parties in connection with its participation in the event, including but not limited to the performance, distribution or posting of copyrighted material without license assignment, or either legally effective permission.

14. Release

The exhibitor/sponsor acknowledges that the event may be recorded and reproduced in any form (included but not limited to digital formats) and hereby authorizes the organizer and its designees to record, transcribe, modify, reproduce, publicly perform, display, distributed, redistribute and transmit in any form and for any purpose any such recording of the event, and agrees to execute any additional release presented by the organizer.

15. Terms of Agreement

Vallay Media international reserve the right to terminate this contract immediately by written notice to the exhibitor/sponsor in the event of breach or anticipatory breach by the exhibitor/ sponsor of any of the terms and conditions set forth herein. We the undersigned wish to participate at the above exhibition and declare to have read and accepted the terms and conditions as stated above.

Please complete the agreement and send it back to Vallay Media International.

Tel: 00973 1710 4848 Fax: 00973 1710 4949 Email: info@wfarabia.com P.O. Box 38797 Manama, Kingdom of Bahrain.