



23-24 FEBRUARY, 2018 | EXHIBITION CENTER "EXPOGEORGIA"

8<sup>th</sup> International Exhibition for High and Professional Education, Overseas Education and Students' Services

## REGISTRATION CONTRACT

Company name:

Contact Person:

Address:

City:

Postal Code:

Country:

Telephone:

Fax:

E-mail:

Web Page:

Company name on the stand:

## SPACE REQUIRED

## EQUIPPED STAND

€ 175 1 sq. m.

Minimum 9 sq. m.

Octanorm booth construction (incl:rear and side walls, carpet, 1 lighth spot per 3 sq.m, fascia with company name , 1 info counter and 3 chairs per 9 sq.m, 1 brochure holder, 1 power outlet (220 volt 2 kw) wastepaper basket, general aisle cleaning and security of pavilion

## UNEQUIPPED STAND

€ 135 1 sq. m.

Minimum 10 sq. m.

Octanorm booth construction (incl:rear and side walls, carpet, 1 lighth spot per 3 sq.m, fascia with company name, 1 power outlet (220 volt 2 kw) wastepaper basket, general

## SPACE ONLY

€ 115 1 sq. m.

Minimum 16 sq. m.

carpet, 1 power outlet (220 volt 2 kw), general aisle cleaning and security of pavilion

## STAND TYPES

INLINE BOOTH	Opening onto 1 aisle	No surcharge
CORNER	Opening onto 2 aisle	No surcharge
PENINSULAR	Opening onto 3 aisle	No surcharge
ISLAND	Opening onto 4 aisle	No surcharge

## TOTAL SPACE RESERVED

 sq.m. X €  per sq.m. = € 

## GENERAL TERMS OF PARTICIPATION

## 1. REGISTRATION AND ADMISSION

- 1.1. Delivery/provision to the Exhibitor of the present Registration Contract shall constitute an invitation to make an offer on the part of ExpoGeorgia JSC (hereinafter also referred to as the Organizer).
- 1.2. Submission to the Organizer of the present Registration Contract (or the copy) supplied with an authorized signature of the Exhibitor shall constitute an offer made by the Exhibitor to the Organizer.
- 1.3. In case of acceptance of the offer the Organizer, after receipt of the signed Registration Contract shall issue a confirmation. The Registration shall be valid and the relevant rights and obligations of the parties shall commence from the moment Organizer issues the confirmation. The confirmation is to be issued in a written form, including email and fax.
- 1.4. Confirmation to the offer of the attendant Exhibitor should be made immediately and can be as well done by signing of the Registration Contract by the authorized representative of Organizer.
- 1.5. The organizers are authorized to change the allocation of certain stand and floor space for promotional and/or organizational purposes.

## 2. SUB RENTAL/CHANGES IN RESPECT OF LEASED SPACE

- 2.1. The Exhibitor is not permitted, without written authorization from the Organizer, to sublet or exchange his allocated stand. The sub-exhibitors have to be registered separately by the Exhibitor with full address and description of the products being exhibited. The admission of the sub-exhibitor to the Exhibition is subject to written confirmation by the Organizer.
- 2.2. The Exhibitor is not entitled to exchange allocated exhibition space with another exhibitor or in any way change the area of his space through an agreement with another exhibitor. Any changes in respect of such leased (allocated) space shall require prior written consent of the Organizer.

## 3. CANCELLATION

- 3.1. In the event of cancellation of a valid registration by an Exhibitor the following term shall apply:
- 3.2. In the event the Exhibitor cancels his participation (registration) in the period the registration became valid and the 50th day before the opening of the Exhibition, he shall be paid back 50% of the total participation fee (allocated stand, additional equipment and co-participation fees). If the cancellation is made between 50th and 30th days prior to the opening of the Exhibition 20% of total participation fee shall be returned. Exhibitor shall be entitled to no return of any sum if the cancellation is made within 20 days prior to the opening of the Exhibition. In case at the time of cancellation of the registration participation fee is not paid yet by the Exhibitor he shall be charged with the 50%, 80% and 100% of the participation fee respectively.
- 3.3. Cancellation by the Exhibitor shall be valid if made in writing and delivered to the Organizer.
- 3.4. In the event the Exhibitor fails to occupy the space designated for him 24 hours prior to the opening of the Exhibition (hereinafter referred to as the No-Show Exhibitor), the Organizer shall have right to lease the space of such No-Show Exhibitor to another exhibitor. The No-Show Exhibitor shall be charged with 100% of the total participation and registration fee.

## 4. WORKING HOURS OF THE EXHIBITION

The Exhibition will be working for visitors on February 23 and 24 from 12:00 to 19:00. Exhibitor's representative is obliged to make his appearance on the allocated exhibition space latest 15 minutes before the beginning of the Exhibition and leave the space earliest 15 minutes after the closing time of the Exhibition.

## 5. PRICES, TERMS OF PAYMENT

- 5.1. By signing present Registration Contract the Exhibitor agrees to pay all fees and charges in relation to his participation in the exhibition, as set out by the present Registration Contract. The payment is to be made either in Georgian Lari or in EUR at the rate of the National Bank of Georgia on the payment day.
- 5.2. Exhibitor shall pay the full price of the participation in the exhibition according to the terms and conditions as defined on the front page of this Registration Contract;
- 5.3. In case of outstanding amounts, The Organizer shall have right of retention/lien on the goods owned by the Exhibitor, right to store the

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## REGISTRATION FEE

**€ 350** ✓

Incl: entry in the alphabetical list of exhibition catalogue, one page black/white, English/Georgian, 1 badge per 3 sq.m; invitation cards for visitors; 2 invitations cards to Gala Dinner; car passes; 1 password for WiFi internet connection

## CO-EXHIBITORS

The name and address of co-exhibitors: **€ 245**

Incl: entry in the alphabetical list of exhibition catalogue, one page black/white, English/Georgian; invitation cards for visitor; 2 invitations cards to Gala Dinner ;car passes, password for Wi-Fi internet connection, fascia with company name

## ADVERTISING IN THE OFFICIAL CATALOGUE

Inside front page	<b>€ 280</b>	Back inside page	<b>€ 280</b>
Back cover page	<b>€ 320</b>	Full page	<b>€ 180</b>

## TOTAL COST

Above costs include VAT

€

\* for non residents

## TERMS OF PAYMENT

1. 50% of the full participation charges and 100% of registration fee to be paid on acceptance of invoice
2. 50% balance to be paid no later than 2 weeks prior to the commencement of the exhibition.

Intermediary Bank: DEUTSCHE BANK AG, Frankfurt/Main, Germany, Swift: DEUTDEFF, BLZ:50070010,

Beneficiary's Bank: JSC TBC Bank, Tbilisi, Georgia. Swift: TBCBGE22, IBAN No: Ge64TB0600000120070856, Ben's Name JSC ExpoGeorgia

## THE DEADLINE FOR THE APPLICATION

**20 JANUARY, 2018**

By signing present Registration Contract the Exhibitor acknowledges and accepts all terms and conditions of the General Terms of Participation which are set out on the back side of the present Registration Contract and form its integral part.

Authorised signature \_\_\_\_\_

Company stamp \_\_\_\_\_

Date \_\_\_\_\_

goods at the expense of the Exhibitor and to sell the goods and satisfy the claim from the realized sales price, in case the Exhibitor fails to settle the due indebtedness within the set time period. Executing stated rights, the Organizer shall not be liable for any damaged or lost merchandise.

### 6. SET UP AND DISMANTLE

6.1. The stands must be set up the day before the opening of the exhibition. The set up of the exhibits over the standard height of 2,5 m. must be communicated to the Organizer before the set up is commenced.

6.2. The allocated stand should be dismantled at the exhibition closing day (after exhibition working hours). In case of necessity of additional dismantling day the participant should timely inform the organizer in written. Before the exhibited merchandise can be transported, a Permit to Leave must be issued by the Organizer. An invoice will be forwarded for any damages and/or changes to the furnishings and fittings of the Exhibition hall and Open Air Space incurred by the Exhibitor. No exhibition stand may be dismantled fully or partially before the closing date (time) of the Exhibition.

### 7. EXHIBITION CATALOGUE

The registration fee includes the fee for compulsory inscription in the Exhibition Catalogue, wherewith the Exhibitor is entitled to one advertisement black/white page. The Exhibitor shall deliver to the Organizer complete graphic arrangement, respecting technical standards prescribed by the Organizer, latest 30 days prior to the opening of the Exhibition; otherwise he will lose the right to advertisement page in the Exhibition Catalogue, for which he still will be charged.

### 8. EXHIBITOR'S PASS

The Organizer shall issue to the Exhibitor a certain number of official Exhibitor's passes, depending on the amount of leased space. The official Exhibitor's passes will be issued to the name of the person accredited by the Exhibitor and such nominated person shall be its only authorized user. The Exhibitor's pass shall be presented together with the Photo Identity Card.

### 9. LIGHTING, ELECTRICITY, WATER

9.1. The general lighting arrangements are the responsibility of the Organizer. Per each 3 sq. m. stand the Organizer will install one lighting fixture. Special requests for additional lighting, at the cost of the Exhibitor, must be lodged timely latest one week prior to the opening of the Exhibition.

9.2. The Exhibitor shall be liable for all damages and misuse of energy and water consumption.

### 10. CLEANING EXHIBITION SPACE

Organizer takes in charge cleaning of the Exhibition hall passages, entrances and other commonly used areas. Cleaning the allocated stands, crafts and exhibits is the exclusive obligation of the Exhibitor.

### 11. SECURITY. INSURANCE

11.1. General security will be carried out day/night by the Organizer without liability for loss or damage to the merchandise.

11.2. During the opening hours of the Exhibition the Exhibitor is obliged to stay constantly at the allocated space, taking care of all the exhibits and equipment. Insurance of all crafts and other exhibits is the obligation of the Exhibitor and the Organizer shall not be liable for damage or loss of crafts, equipment or other exhibits.

### 12. DIRECT SALE, PRESENTATION AND OTHER EVENTS DURING THE EXHIBITION

12.1. For direct sale of its goods the Exhibitor is bound to procure all permits and comply with regulations and laws of Georgia and submit for written consent to the Organizer the list of products which the Exhibitor is intending to sell during the Exhibition.

12.2. Written authorization from the Organizer is required for sound equipment, slide presentation, film shows, machinery presentation and Fashion Show. Authorization may be restricted or denied in the interest of maintenance, safety and other considerations of the Organizer.

### 13. FINAL PROVISIONS

13.1. Present General Terms of Participation constitute integral part of the Registration Contract. By signing the Registration Contract the Exhibitor acknowledges and accepts all the terms and conditions set herein.

13.2. Invalidation of any of the parts of the present Registration Contract shall not affect validity of other parts thereto, which will remain in full force.

13.3. The Parties hereto shall attempt to settle all disputes rose between them amicably. If amicable settlement is not possible, the dispute shall be resolved by Georgian courts. Registration Contract and the parties' rights and obligations under it are governed by Georgian law.

Please Contact ExpoGeorgia at  
+995 32 234 11 00; +995 32 235 11 00  
118 Tsereteli Ave., Tbilisi 0119, Georgia  
E-mail: expo@expogeorgia.ge