

**Exhibitor/Sponsor Contract  
2011**

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***FOHEC 2011***

***EXHIBITORS CONTRACT***

**[www.FOHEC.co.uk](http://www.FOHEC.co.uk)**

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# Exhibitor/Sponsor Contract 2011



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## FOHEC 2011 Exhibitors Table Top Reservation Contract

Application for exhibit space at the 2011 FOHEC indicates the applicant's willingness to abide by all the exhibit terms and conditions set forth in this document, which becomes a contract when countersigned by FOHEC exhibit management. Exhibit space is available as a tabletop at the cost of £595.00(ex VAT) per tabletop. The balance of the rental is due within 2 weeks of this application. Places are limited so please register early to avoid disappointment. (EXHIBITOR REGISTRATION DEADLINE : 29<sup>th</sup> APRIL 2011)

*(Please print or type)*

Company Name \_\_\_\_\_  
Address 1 \_\_\_\_\_  
Address 2 \_\_\_\_\_  
City \_\_\_\_\_  
County/Region \_\_\_\_\_ Country \_\_\_\_\_  
Postcode \_\_\_\_\_  
Phone \_\_\_\_\_  
Fax \_\_\_\_\_  
E-Mail \_\_\_\_\_

### Exhibit Contact

Please list the individual who will serve as your company's liaison, receiving pertinent information prior to the conference.

*(Please print or type)*

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_  
Fax \_\_\_\_\_  
E-Mail \_\_\_\_\_

### 35-word description of products or services to be exhibited (This will be published on conference website):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The undersigned party warrants that he/she has authority to bind contractually the organization he/she represents to the terms and conditions set forth in this document.

### Authorised Signature

X \_\_\_\_\_ **Print Name** \_\_\_\_\_  
**Position** \_\_\_\_\_

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### **Application**

To apply please post a signed copy of this application to:

**FOHEC 2011**  
AVoptics Limited  
3 Limber Road,  
Yeovil, Somerset.  
UNITED KINGDOM  
BA22 8RR

### **Payment**

Accepted methods of payment: BACS or Cheque

#### **BACS Payment Details**

Beneficiary:	<b>A V OPTICS LIMITED</b>
Bank:	<b>HSBC, 1 MIDDLE STREET, YEOVIL, BA20 1LR</b>
Sort Code:	<b>40 - 47 - 28</b>
Account No:	<b>71632868</b>

#### **Cheque Payments**

Cheques shall be made payable to '**AVoptics Limited**' and posted with the application.

**For further enquires please contact +44 1935 471606 or email: [info@fohec.co.uk](mailto:info@fohec.co.uk)**

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## Rules and Regulations

**1. CONTRACT:** This application, properly executed by applicant (Exhibitor) shall upon written acceptance and notification of space assigned by Exhibit Management constitute a valid and binding contract.

**2. PURPOSE:** The exhibit will serve to introduce products and services to the market and to educate individuals in these areas with regard to these technologies. Only Exhibitors whose materials are related to those purposes will be allowed to maintain displays. Exhibit Management reserves the right to determine, in its sole discretion, whether Exhibitor's materials relate to the purpose of the exhibit.

**3. ASSIGNMENT OF SPACE:** Space assignments will be based on the requests of the Exhibitors listed on the Exhibit Reservation Contract and the date the contract is received. Every effort will be made to comply with those requests; however, assignment of space is final and shall constitute an acceptance of the Exhibitor's offer to occupy space.

**4. SUBLETTING OF SPACE:** Exhibitor agrees not to assign, sublet or apportion the whole or any part of the space allowed without the knowledge of and written consent of Exhibit Management.

**5. RENTAL FEES -Table Top:** Display includes one draped table, two chairs, sign showing Exhibitor. ....**£595.00(ex-VAT)**

**6. ARRANGEMENTS OF EXHIBITS:** Exhibitor agrees to arrange exhibits so as not to obstruct the general view nor to hide other exhibits. No display material exposing an unfinished surface to neighbouring exhibits or aisles will be permitted.

**7. ADVERTISING MATTER:** Exhibit Management reserves the right to refuse to permit distribution of souvenirs, advertising matter or anything else which it may consider objectionable. Distribution elsewhere than from Exhibitor's display is forbidden.

**8. SAFETY PRECAUTIONS:** Exhibitor agrees to take the necessary measures to safeguard visitors in the exhibit area from any hazards associated with exhibit equipment.

**9. SMOKING:** The Museum is strictly NO SMOKING, however there is an undercover area outside for those that wish to partake.

**10. SIGNAGE:** No signs will be fastened to walled areas without prior consent of the exhibit management.

**11. PAYMENT & CANCELLATION:** Payment of the rental fee is required within 2 weeks of receipt of this application. The space contract agreement may be cancelled by the Exhibitor by written notice to the address set forth in this contract. Additionally, in the event of cancellation, Exhibit Management shall have the right to use said space to suit its own convenience, including selling the space to another Exhibitor, without any rebate or allowance to the defaulting Exhibitor.

**12. OCCUPANCY OF EXHIBIT AREA:** Exhibit Management may terminate this contract in the event the Exhibit Area is destroyed or damaged, or if the exhibit fails to take place as scheduled, is interrupted, discontinued or access is prevented due to any of the following causes; strike, lockout, injunction, emergency, act of God, act of war of any other cause beyond control of the Exhibit Management. In such event, Exhibitor agrees to waive any and all damages and claims for damages and agrees that the sole liability of Exhibit Management and Sponsoring Companies shall be to refund the Exhibitor all payments made for exhibit space, less a proportionate share of all expenses incurred and committed by Exhibit Management and Sponsoring Companies.

**13. INSTALLATION AND DISMANTLING:** The exhibitor will be responsible for installation and dismantling of materials and agrees to abide by all rules and regulations set forth in this document. Exhibitors

will be responsible for all their materials throughout the duration of the conference.

**14. EQUIPMENT SAFETY.** Any equipment provided by the exhibitor shall conform and be used in accordance to the relevant safety directives governed by UK law. Any electrical equipment used shall be accompanied by an up to date PAT tested certificate.

**15. REJECTIONS AND PENALTIES:** Exhibit Management reserves the right to restrict, reject, prohibit or eject any exhibit, in whole or in part, which because of noise, safety hazards or for other prudent reasons, becomes objectionable. If an exhibit or Exhibitor is rejected for violation of these rules and regulations, no return of rental fee shall be made.

**16. INSURANCE AND LIABILITY:** Exhibit Management and Exhibit Area will use reasonable care to protect Exhibitor against loss. However, they will not be liable for damage or loss to property or injury to Exhibitor, his/her agents or employees, through theft, damage for fire, accident or other causes. Exhibitor should insure his/her property against such loss. Exhibitor agrees to make no claim against and to protect, indemnify and hold harmless Exhibit Management, Sponsoring Companies and Exhibit Area against loss, theft or damage to Exhibitor's property or for any injury to persons in Exhibitor's area. In the event that Exhibit Management or Sponsoring Companies shall be held liable resulting from Exhibitor's act of failure to act, Exhibitor agrees to indemnify them and hold them harmless.

**17. DAMAGE:** The Table Top Exhibitor is held responsible for damages caused to the Event property, furniture or fittings by wilful act or neglect..

**18. EXHIBIT MANAGEMENT:** The words "Exhibit Management" and "Sponsoring Companies" as used herein refer to the sponsoring companies and AVoptics Limited. Exhibitor further agrees that the conditions, rules and regulations of Exhibit Management are made a part of this contract and that said Exhibitor agrees to be bound by each and all of these rules and regulations, and agrees that Exhibit Management shall have full power to interpret, amend and enforce all rules and regulations in the best interest of the show.

2011 FOHEC Conference  
AVoptics Ltd,  
3 Limber Road,  
Yeovil, Somerset. BA22 8RR  
Company Registration No: 5654119  
VAT No: GB899951532