

COMPANY INFORMATION

Company: _____

M.O.F nb: _____ CR: _____

Street: _____

P.O. Box: _____ Postcode, City: _____

Country: _____ Telephone: _____

Email: _____

Website: _____

Manager: _____

Position: _____

EXHIBITION COORDINATOR

Please enter here the details of the person who will be coordinating your exhibition participation

Name: _____

Company: _____

Telephone: _____

Email: _____

PAYMENT TERMS

• 50% on application of either items (including Full VAT) US \$ _____

• Balance due 1 month prior to show opening US \$ _____

REMARK

VAT PAYMENT

The VAT shall be paid at Sayrafa Exchange Rate on the date of payment based on the decree number 11230 published in the official gazette number 18 dated April 27, 2023. The final VAT amount shall be computed based on Sayrafa Exchange Rate of the last date of the Exhibition and the difference of the Exchange Rates between the payment date and the last date of the Exhibition, if applicable, shall be paid by either the Exhibitor or the Organizer.

INSIDE AREA

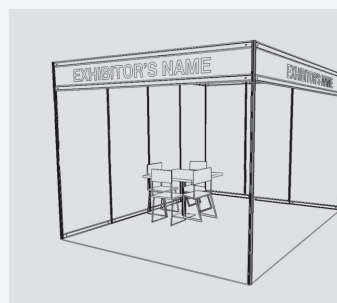
1 - SPACE ONLY

US \$ 320 per SQM

> Bare-floor space > Build your own stand

2 - SHELL STAND WITH FITTINGS

US \$ 360 per SQM



- > 1 Table
- > 4 Chairs
- > Carpet flooring
- > Aluminum system
- > White panel
- > Fascia board with exhibitor name
- > 10 Amps outlet
- > Lighting

SPACE & STAND FITTINGS REQUIREMENTS

INSIDE AREA

Space Type	Price US \$ /SQM	Space Requested	Total SQM	Total Price US \$
Space Only	320	x m		
Shell Stand With Fittings	360	x m		
Total Price				
VAT 11%*				
Total Including VAT				

* The above VAT rate is adjusted for any amendments by the Tax Authorities

We agree to abide by and be subject to the Rules and Regulations set out overleaf and in the exhibitors' manual, receipt of which we hereby acknowledge and any amendments which may be made by the Organizers or relevant authorities. We agree to pay the above total amount as per the agreed mode of payment.

Signed By: _____

Position: _____

Date: _____ Signature: _____

ACCEPTED FOR AND ON BEHALF OF THE ORGANIZERS:
(To be completed by the Organizers)

Stand No: _____ Signature: _____

Date: _____



3rd floor, PG 1776 Bldg, Sin El Fil/Dekwaneh Blvd. P.O.Box. 55576 Beirut, Lebanon

+961 1 511 977

PLEASE SIGN THIS FORM & RETURN IT TO THE FOLLOWING ADDRESS

✉ projectlebanon@ifpexpo.com

🌐 projectlebanon.com

Terms & Conditions

1. Application for space at the Exhibition shall be made on the form overleaf and shall be duly signed by the authorized person for and on behalf of the Exhibitor. Following the receipt of the SCF together with the down payment, the Organizer reserves the right to refuse any SCF at their absolute discretion without necessarily giving the reasons for such refusal.

2. Unless otherwise agreed overleaf, the payment schedule for the booked space is as follow:

- 50% upon signature of SCF + total amount of VAT.
- 50% by date specified on the SCF.

Where the SCF is signed after the final payment date specified on the SCF, the total amount shall be due and paid with the SCF. This total paid amount is for the booked space, details of which are set out overleaf. The Exhibitor will not be allowed to enter or take over their space or stands if the payment terms specified on the SCF are not fully honored. Interests at a rate of 1% per month shall be charged on all outstanding amounts for a period exceeding 14 (fourteen) days after the due date of payment until settlement is made.

3. Any additional equipment and / or services, such as but not limited to furniture, power supply, telephone lines, ordered by the Exhibitor, shall be invoiced separately.

4. In case the Exhibitor cancels or requests to cancel his space booking, he shall be liable to pay the full or part of the amount agreed overleaf according to the following terms:

- 50% of total amount if the cancellation occurs at 90 days prior to the exhibition's opening date.
- 70% of total amount if the cancellation occurs at 30 days prior to the exhibition's opening date.
- 100% of total amount if the cancellation occurs within 30 days prior to the exhibition's opening date.

The cancellation request should be addressed in writing by the Exhibitor to the concerned person(s) working at the Organizer. In addition to the cancellation charges, when applicable, the Exhibitor shall be liable for any specific consequent amount incurred by the Organizer on behalf of the Exhibitor.

5. If the Exhibitor fails to exhibit for any reason, he shall be liable to settle the full amount specified in the SCF plus any additional amount(s) incurred by the Organizer on behalf of the Exhibitor.

6. If the Exhibitor declares bankruptcy or is in receivership and or being liquidated, the SCF shall be rescinded at Exhibitor's responsibility and all monies paid by the Exhibitor will be retained by the Organizer as their absolute right.

7. At all times, the Organizer and all who are associated with him shall not be liable at all for the safety of the Exhibitor, his staff, agents, contractors or attendees, nor shall be liable for any exhibits, articles or any other property of whatever kind brought into the Exhibition by the Exhibitor, his servants, agents, contractors or invitees or members of the public. In all cases, the maximum liability the Organizer shall hold toward the Exhibitor, whether contractual or non-contractual, shall not exceed the value of the SCF.

8. These General Terms and Conditions shall govern the relationship between the Organizer and the Exhibitor and shall apply to all the services, whether current or future, that shall be rendered by the Organizer to the Exhibitor unless otherwise provided for in a separate agreement. The Organizer reserves the right to alter, add to, or amend any of these conditions, and the decision of the Organizer is binding should any disagreement on the interpretation of these regulations arise.

9. The Exhibitor shall ensure that they are fully covered by an insurance policy including, but not restricted to, all risks insurance on their property, exhibits or articles brought to the exhibition, or any kind of public liability and comprehensive protection against any loss or damage caused by any circumstance whatsoever whether by reason of fire, water, theft, accident or any other cause. The Exhibitor shall insure against, indemnify and hold the Organizer harmless in respect of all amounts, claims, demands and expenses to which the Organizer may in anyway be subject as a result of any loss or injury arising to any person (including members of the public or the Organizer' staff, agents or contractors) or property howsoever caused as a result of any act or default of the Exhibitor, his servants, agents or contractors or invitees. If the Organizer so demand, the Exhibitor shall provide proof to the Organizer that the Exhibitor has adequate insurance cover acceptable by the Organizer. The Exhibitor must ensure that his temporary staff and the staff of his servants, agents or contractors are insured against claims for workmen's compensation. The period for which such insurance shall be maintained shall run from the time the Exhibitor and/or any of his servants, agents or contractors first enter the Exhibition grounds, and until the Exhibitor and any of his servants, agents or contractors leave the grounds at the end of the event period and all his exhibits and property have been removed.

10. The Organizer shall not in any event be held responsible for any restrictions or conditions which prevent the construction, erection, completion, alteration or dismantling of stands or the entry, placement or removal of exhibits or for the failure of any service or amenities provided by the hall landlords or other third parties.

11. The contracted party for a pavilion is responsible for ensuring that all exhibitors within the pavilion are fully aware of, and agree to abide by these General Terms and Conditions and by the Rules and Regulations of the venue.

12. The Exhibitor must not transfer, dispose of, part with or otherwise sublet all or any part of his exhibition space, whether for financial consideration or otherwise. The Exhibitor must, if he is an agent, distributor or licensee, mention at the time of Application the names of the Principles whom he shall represent during the exhibition. This does not prohibit an Exhibitor displaying the products of a principal for whom he becomes a distributor or licensee after the time of Application, with the prior written permission of the Organizer.

13. The Organizer shall not be liable to the Exhibitor by reason of any cancellation or part-time opening of the exhibition, either in whole or in part, for any non-performance of their obligations under this Contract or any amendments or alterations to all or any of the Rules and Regulations of the exhibition in each case to the extent that such occurrence is due to any circumstances not within the control of the Organizer. The Organizer undertakes to refund the money paid by The Exhibitor in case the event does not happen due to a force majeure (war, riots, etc.)

14. The Exhibitor should submit to the Organizer all necessary documents for visa application two months before the opening of the show. The Exhibitor will bear any liability, whatsoever, if the two-month deadline is not respected. The Exhibitor will inform the Organizer within the aforementioned deadline of the way adopted for the visa application in case he chooses not to go through the Organizer. The role of the Organizer is to facilitate the application of the visa ONLY. The Organizer will not be held responsible in any way if the request of the visa is declined by the relevant authorities.

15. If the Organizer does not exercise, or takes time in exercising, any of its rights set under this Agreement, this shall not constitute by any means a waiver by the Organizer of that particular right.

16. These General Terms and Conditions shall be governed by the Lebanese laws and the courts of Beirut shall have exclusive jurisdiction to decide on any dispute arising out or in connection with the agreement.

Exhibitor's
Signature: _____

Date: _____