EXHIBITOR TERMS AND CONDITIONS

Allocation of Stand Space
Application for Stand space must be made on the Stand Reservation Form provided by the Organisers. Applications will be dealt with in strict order of receipt save that in the event of a conflict regarding space or other imperative conditions (including without limit a need for the utilities' services), the Organisers shall have the right to allocate space to the Exhibitor, re-arrange the floor plan, and/or relocate any stand at any time before or during the period of the Exhibition. The Organisers shall reserve the right to refuse any application. The Stand Reservation Form must list all firms being represented by the Exhibitor. The Organisers undertake to give the fullest sympathetic consideration to the interests of the Exhibitor provided that any question arises which is not provided for within the terms of these Terms and Conditions. The Organisers' decision must be accepted as final.
Upon the issue by the Organisers of their Confirmation of Stand Application (which allocates the stand space to the Exhibitor) a contract shall be made for the stand space so allocated between the Organisers and the Exhibitor whose entire terms shall be contained in these Terms and Conditions, the Stand Reservation Form, the Confirmation of Stand Application and the Exhibitor's Manual as issued by the Organisers (which the Organisers may amend from time to time).

Charges for Stand Space
The price per stand (net of tax) is shown on the Stand Reservation Form and in the Exhibition Information. Additional requirements may be obtained on request to the Organisers and will incur additional charges. It is essential that the Organisers be advised of these requirements as early as possible as and not later than **26 January 2024.**

Payment for Stand Space
The Exhibitor shall pay **25 per cent** deposit on booking with a further **50 per cent by 29 September 2023** and a final payment of total cost of the stand(s) allocated by **16 February 2024.** If payment is not made by this date the Organisers may re-allocate the booth space to another Company without any liability to the Exhibitor.
Payments must be made by bank transfer or by cheque. All the Organisers' charges are exclusive of any applicable Value Added Tax, for which the Exhibitor shall be additionally liable.
The Organisers shall have the right to refuse to permit the Exhibitor to occupy or use the stand until all sums due to the Organisers from the Exhibitor have been paid.

Cancellation or reduction of space
Notice of cancellation of allocated stand space must be given to the MEG Events Ltd accounts office in writing at the address on the Stand Reservation Form. A cancellation charge of 25 per cent of the total charge for the stand will be made and a refund of any charges already paid in excess of this amount will be made to the Exhibitor.
Cancellations received after **20 October 2023** will be liable to the total charge for the stand. The Organisers will endeavour to re-let the stand space not required by the Exhibitor, but if they shall be unable to do so, the Exhibitor shall remain liable to pay the full charge for the stand space allocated.

Alteration to Stand Space
The Organisers shall be entitled to alter the layout if, in their opinion, this is in the general interest of the Exhibition.

Bankruptcy or Liquidation
In the event of the Exhibitor becoming bankrupt or (being a company) entering into liquidation other than for the purpose of reconstruction or amalgamation, or having a receiver, administrator, or trustee appointed over any of its assets, or entering into any composition or compromise with its creditors, the Organisers shall be at liberty to terminate forthwith the contract with such an Exhibitor and to cancel the allotment of stand space to the Exhibitor, and all sums paid by the Exhibitor under the contract shall be forfeited.

Installation of Exhibits
The Exhibitor will be notified of the hours of installation of exhibits, removal of exhibits and the official opening hours of the Exhibition in the Exhibitor's guide. All stands must be complete and ready for inspection one hour prior to the official opening time. All stands must be open for viewing and staffed during the official opening hours. Removal of exhibits and dismantling of stands may not commence until the official closing time of the Exhibition. The Exhibitor shall remove by the time stated in the Exhibitor's guide all exhibits, displays, stand fittings, materials and other items brought into the Exhibition Hall by the Exhibitor.

Conduct of Exhibitors
Upon being required to do so by the Organisers, the Exhibitor shall cease to employ at the Exhibition any servant or agents of the Exhibitor who shall be guilty of any conduct, which in the opinion of the Organisers, is prejudicial to the proper management of the Exhibition.

Canvassing
No Exhibitor shall place signs or distribute promotional material in any area not designated for such purposes by the Organisers. Any such materials placed in non-designated areas shall be removed. No Exhibitor may conduct surveys or distribute print items, promotional samples or other materials in the exhibit hall unless it is within the parameters of his own booth space.

Stand Construction and Arrangement
The Exhibitor shall submit plans of his stand(s) to the Organisers no later than **12 January 2023** for approval by the venue. No display, stand fitting, or exhibit shall exceed the height specified in the Exhibitor's Manual, without the prior consent of the Organisers.
The contractors appointed by the Organisers are the only persons authorised to carry out movement of, and fixtures to, the shell scheme hired from the Organisers and to carry out any electrical installations and connections.
No exhibit shall exceed a floor loading of **0.5 tonne** per square metre without the prior written consent of the Organisers
All structures and materials, including signs, shall conform to the requirements of the Organisers as laid down by the regulations of the venue and of the event. Carpet flooring installed by the Exhibitor must be laid directly on the floor and securely taped at the edges.
No storage for packing cases or packing materials is provided within the Exhibition Hall. All such cases and materials must be removed from the premises before the Exhibition opens and not brought back before the official closing time.
The Organisers and the venue reserve the right to examine and exclude any exhibit. No Exhibitor will be permitted to install display materials or exhibits, which contravene safety or security regulations as laid down by the Organisers. Gangways must be kept clear and free for passage and must not be littered or obstructed.

Trade Union Labour
It is recommended that all Exhibitors, contractors and sub-contractors within the halls conduct their industrial relations in accordance with good practice and observe Codes of Practice issued from time to time by the relevant authorities. Any person carrying out work contrary to the requirements of the venue and the local regulatory authorities, and of any other competent authority, will be required to stop immediately and may be directed to leave the Exhibition Hall.

Freight and Transport
Exhibits must be addressed to the appropriate booth of the exhibiting company at the Exhibition Hall. Exhibits must not be delivered to the venue before the time and date specified in the Exhibitor's guide.

Electrical Requirements
The Organisers have no responsibility for providing electrical, lighting or power services or for any failure to provide these. However sufficient power sockets are provided throughout the venue An Exhibitor may provide his own electrical fittings, where such fittings are in the form of made-up units, (including showcases and signs), complete and ready for connection to mains supply. All electrical installations must comply with the relevant regulations and are subject to inspection and test.

Stand Cleaning
Stand cleaning is not included in the charge for stand space, but the Exhibitor is responsible to the Organisers for seeing that his stand is maintained in a clean and orderly state. Should goods be left, they will be disposed of or stored by the Organisers who will have the right to charge for such storage.

Dangerous Exhibits and Substances
No exhibit, working demonstration, or special display, such as lasers, which involve substances of a dangerous, explosive or objectionable nature, may be brought onto the premises without prior written consent. The Exhibitor, if granted permission, must indemnify the Organisers against any claims, costs or liabilities arising from the use of such materials and must comply with all local laws, ordinances and regulations concerning the handling and disposal of such materials and bear all costs incurred in the removal and disposal of such materials. Written consent will not be granted unless the Organisers are provided with copies of an insurance policy which provides adequate cover for any claims which may be made by the Organisers under the indemnity in this clause. Oily or dirty exhibits are not permitted unless specifically cleared with the Organisers prior to the Exhibition opening.

Noisy Exhibits / Obstructions
Electrical, mechanical apparatus, video or musical/voice sound must be inaudible to neighbouring booths. Objectionable audible or visual attention-seeking devices or effects and offensive odours from exhibits are strictly prohibited.
No Exhibitor will be permitted to install his display or exhibits in such a manner as, in the opinion of the Organisers, obstructs the light or impedes the view along the open spaces or gangways of the Exhibition Hall. All projection screens and video monitors must be sited a minimum of 1 metre from the aisles or gangways of the Exhibition Hall.

Fire Precautions
The Exhibitor must comply with any instructions given by the venue and the Organisers to avoid the risk of fire. All materials in constructional work and displays must be effectively fire-proofed

Damage to Exhibition Buildings, Fixtures and Fittings and Shell Scheme
No painting is to be carried out in the Exhibition Halls. The fixing of display material(s) to the shell scheme will be permitted only by methods laid down by the Organisers. No nails, screws, or other fixtures may be driven into any part of the Exhibition building, including floors; nor may any part of the Exhibition Building be damaged or disfigured in any way. Should any damage occur, the Exhibitor shall be liable for reparation charges incurred.

Security
The Venue will provide a site security service during the period the Exhibitor is permitted access to the Exhibition site but shall be under no liability for theft of or loss or damage to any property, equipment or materials brought onto the Exhibition site. For the purposes of security, Exhibitor lapel badges will be supplied. Badges must be worn at all times by exhibiting personnel whilst within the venue.

Sub-Letting
Sub-letting or licensing the use of stand space is not permitted, neither may the products or services of firms not exhibiting in their own rights be promoted or displayed as exhibits, except where the Exhibitor is the SOLE selling agent for such products or firms, or express written permission has been obtained from the Organisers.

Public Liability
The Organisers shall not be liable for any claims arising from death or bodily injury or damage to property arising in connection with the erection and dismantling of the Exhibitor's booth and anything permitted, omitted or done thereon or there from during the period of the Exhibition or the construction and dismantling periods caused directly or indirectly by the Exhibitor or any contractor, sub-contractor, servant, agent, licensee or invitee of his or the act, omission or neglect of any such person or by any exhibit, machinery, or other article of the Exhibitor or in the possession of or use of the Exhibitor or any servant or agent of his. The Exhibitor will indemnify the Organisers in respect of each and every such claim and all actions, proceedings, costs, claims and demands in respect thereof. The Exhibitor shall effect adequate insurance in respect of all such claims, and the liability therefore assumed by the Exhibitor. Nothing in these Terms and Conditions shall exclude the Organisers' liability for death or personal injury caused by the negligence of the Organisers, its employees, sub-contractors or agents.

Insurance
The Organisers do not accept responsibility for any theft, loss or damage from any cause whatsoever, in respect of any property brought to the Exhibition premises by the Exhibitor.
The Exhibitor releases from and indemnifies the Organisers against any liabilities in respect of any loss or damage to the exhibits or any other property brought to the venue and the Exhibitor shall effect insurance on a full 'All Risks' basis for a sum insured equivalent to the full value of all exhibits and other property brought to the Exhibition. The Exhibitor shall provide proof of adequate cover to meet the insurance requirements of the clauses concerning Public Liability, Insurance of Exhibits, Postponement or Abandonment, and Failure to Vacate.

Postponement or Abandonment
If the Exhibition is postponed, cancelled or abandoned by reason of war, fire, storm, explosion, pandemic national emergency, labour dispute, strike, lock-out, civil disturbance, actual or threatened violence by any terrorist group, the non-availability, either wholly or partially, of the Exhibition premises, or any other cause not within the control of the Organisers, the Organisers shall be under no liability to the Exhibitor for non performance or delay in performance of its obligations under this contract or otherwise in respect of any actions, claims, losses (including consequential losses) costs or expenses whatsoever which may be brought against or suffered or incurred by the Exhibitor, as the result of the happening of any such events. If, by re-arrangement or postponement of the period of the Exhibition, or by substitution of other premises, or in any other reasonable manner, the Exhibition can be carried through, (save that in those circumstances the Organisers shall not be obliged to take any of such actions) the contracts for space shall be binding upon all parties, except as to the size and position, as to which any modification, substitution or rearrangements considered necessary by the Organisers shall be determined.

Failure to Vacate

If the Exhibitor, should fail to remove all his property or otherwise fail to vacate the Exhibition premises by the official move-out time, due to any cause whatsoever, the Exhibitor shall be fully responsible for any penalties imposed by the venue or any other losses and costs incurred by the Organisers as a result of the Exhibitor failing to vacate the premises by the agreed time and without prejudice to any other right or remedy of the Organisers. The Organisers will remove and may then store any property of the Exhibitor left at the Exhibition Hall by the Exhibitor after the said time and the Exhibitor shall be liable for the costs of such removal and storage and any other incidental costs incurred by the Organisers or their agents. Any such removal and storage will be at the risk of the Exhibitor.

Governing Law
This contract shall be governed by and construed in accordance with English Law.