



INTERNATIONAL BUSINESS CONFERENCE & EXHIBITION

Exhibitor Registration Form (INTERNATIONAL)

28th - 30th October, 2017 (Lahore International Expo Centre) www.ibce.com.pk

Company Name _____

Exhibitor Name _____ Mobile Number _____

Address _____ City _____

Postal Code & Country _____ E-mail _____

TITLE	LOCATION	PRICE IN US DOLLARS	PLEASE INPUT YOUR SELECTION WITH THE RELEVANT PRICE
SPONSORSHIPS			Selected Sponsorship Title : _____ Selected Hall : _____ <div style="border: 1px solid black; padding: 2px; width: fit-content; margin-left: auto;">Selected Sponsorship Total : _____</div>
PLATINUM	HALL 2	20,000	
GOLD	HALL 2	12,000	
SILVER	HALL 2	8,000	
RAW SPACES (INSIDE HALL)			PLEASE INPUT YOUR SELECTION WITH THE RELEVANT PRICE
ISLAND (3m x 3m)	HALL 2	1,000	Island No. : _____ Hall No. : _____ <div style="border: 1px solid black; padding: 2px; width: fit-content; margin-left: auto;">Total : _____</div>
SHELL SCHEMES (3 x 3)			PLEASE INPUT YOUR SELECTION WITH THE RELEVANT PRICE
Cat - A	HALL 2	1,000	
Cat - B	HALL 2	1,000	
Cat - C	HALL 2	1,000	
Cat - D	HALL 2	1,000	Hall No. : _____ Shell No. : _____ <div style="border: 1px solid black; padding: 2px; width: fit-content; margin-left: auto;">Total : _____</div>

EXCLUSIVE CATALOG CORNER	PRICE IN US DOLLARS
Showcase your product catalog in Exhibition Hall	100
PLEASE INPUT YOUR SELECTION WITH THE RELEVANT PRICE	
Location(s) : _____	
No. of Pages : _____	
Prices : _____	Total _____

POINT OF SALES SELECTION Note: For additional POS bookings, please attach an additional form to this form. However, please ensure the total amount mentioned below is for ALL POS bookings

Please select your POS Entry from branding opportunities catalogue which is available in our Marketing Collateral.

POS No : _____ Quantity : _____ Position : _____ Price : _____

POS No : _____ Quantity : _____ Position : _____ Price : _____

POS No : _____ Quantity : _____ Position : _____ Price : _____

Total _____

WEB MARKETING	PRICE IN US DOLLARS
IBCE Website Main Page LOGO Link:	100
	Total : _____

LOGO PLACEMENT	PRICE IN US DOLLARS
LOGO at the Deck of Media Hall:	100
	Total : _____

Any applicable taxes have to be added to the net income

IBCE reserves the right to cancel any and all bookings in case of non receipt of the exact amounts.

YOUR SUB TOTAL	
Add: Any Applicable Taxes	
YOUR GRAND TOTAL	

TOTAL PAYMENT ENCLOSED		
PKR (IN FIGURES) :	<input type="checkbox"/> I accept the terms & conditions of participation in IBCE 2017 and wish to register for it.	
PKR (IN WORDS):		
PAYMENT MODE:	NAME	SIGNATURE & COMPANY STAMP

1. Company Representative Name _____ Mobile _____
National ID Card No. _____ Picture (Attach Picture with this form)
2. Company Representative Name _____ Mobile _____
National ID Card No. _____ Picture (Attach Picture with this form)

GENERAL TERMS & CONDITIONS

- 1- The Organizer reserves the rights to cancel a booking upon due notice to the Exhibitor or agent, if Exhibitor or agent fails to make payments upon the due dates. In such cases payments already paid to the Organizer will be non-refundable and the Organizer reserves the right to demand the remaining balance from the Exhibitor. Any loss incurred by the Organizer, resulting from the Exhibitor's actions must be made up by the Exhibitor to the Organizer.
- 2- In the event of the Exhibitor becoming insolvent, declared bankrupt or facing winding up proceedings, the contract with the Exhibitor shall be deemed void and all monies already paid shall be retained by the Organizer.
- 3- All applications for space must contain details of the proposed exhibit(s) and the name of any other company(s) represented by the Exhibitor whose products/services are to be displayed on the stand.
- 4- The Exhibitor is forbidden to sub-let or assign or grant licenses in respect of any part of the space without the prior written approval of the Organizer. Only the products/services/companies listed on this form may be exhibited. The charges for space are currently exclusive of any applicable national, federal or local government taxes, all of which must be borne by the Exhibitor.
- 5- The organizer will determine the final location of stands, taking into consideration the effective use of halls, the branch grouping and as far as possible, the exhibitors' wishes. The organizer will send the exhibitors a floor plan and stall number showing the location and dimensions of the stand as confirmation of participation.
- 6- No exhibitor is allowed to conduct any commercial transaction of any kind. The management reserves the right to cancel any exhibitor's stall who fails to comply with these guidelines:
 - o Displaying the name of any other party besides the exhibitor, his principals and representatives at a stand is forbidden.
 - o The registration fee or minimum participation fee will be collected for such a display except in the case of a joint stand agreed with the organizer in connection with registration, or unless the registration materials for IBCE define differently.
 - o Distributing any marketing materials besides the exhibitor's own brochures is not allowed.
 - o Advertising or distributing products outside the boundaries of the exhibitor's own stand is not permitted.
- 7- The organizer is responsible for general lighting. The exhibitor will order electricity as well as the necessary installation work for his stand from the organizer or stall fabricator. Electrical installations will be performed by an electrical contractor directed by the organizer. While backup generators will be available, the organizer is not responsible for any damage caused by a power outage.
- 8- The exhibitor is responsible for electrical equipment brought by him to the stand as the occupant.
- 9- With regard to fire safety, exhibitors must comply with current legislation and decrees of the Lahore International Expo Centre. Permission must be obtained from the organizer and venue management in advance to display any equipment which may endanger fire safety. Presentations must not disturb neighbouring stands.
- 10- The exhibitor's staff and sub-contractors must have a pass provided by the organizer during construction and dismantling work and during the fair. Passes must be visibly displayed.
- 11- Exhibitors shall be responsible for attaining visas and customs clearance for their staff, agents, products or services etc.
- 12- In no event will the organizer be held responsible for any loss as a consequence of any logistical problems from the exhibitors' side thereof.
- 13- The Exhibitor shall hold the Organizer safe and harmless from all loss or damage suffered by or arising out of any act or default of any servant, agent, employee or subcontractor of the Exhibitor. Deadlines for dismantling must be strictly adhered to.
- 14- The Organizer shall not be responsible for the loss or damage to any property of the Exhibitor or any other person, for the loss of, or damage or destruction to same by theft or fire or other cause whatsoever or of any loss or damage whatsoever sustained by any Exhibitor by reason of any defect in a building caused by fire, storm, tempest, lightning, national emergency, war, labour disputes, strikes or lockouts, civil disturbances, explosion, inevitable accident, force majeure, or any other cause not within the control of the Organizer, whether ejusden generis or not, or for any loss or damage occasioned, if by reason of the happenings of any such events, the opening of the exhibition is prevented or postponed or abandoned or a building becomes wholly or partially unavailable for the holding of the Exhibition.
- 15- The Exhibitor will be liable for third party claims arising from their own stand fittings and for their proportion of the shell scheme and furthermore for physical loss or damage to the basic shell scheme stand. As the Organizers will accept no responsibility for any of the matters aforesaid, the exhibitor must cover themselves by insurance in respect thereof to any extent available and the Organizer reserves the right to demand sight of such a policy.
- 16- Stands must be properly manned and exhibits displayed during all the time the exhibition is open to visitors. No exhibits may be removed before the end of the exhibition without the written permission of the Organizer which will only be given in exceptional circumstances.
- 17- All exhibits and stand fitting materials must be removed from the Exhibition Building within- and Exhibitor shall not enter, store or carry out any work at the exhibition building prior to - the period stipulated by the Organizer. The Exhibitor will compensate the Organizer for any expenses incurred through failing to comply with this condition.
- 18- The Organizer reserves the right to make an additional charge to the Exhibitor equal to any amount charged to them for any services supplied whether specifically ordered or not. The Organizer accepts no responsibility for breakdown or failure of any the services provided for or in connection with the Exhibition.
- 19- The Exhibitor shall comply and cause third parties as well as invitees to comply with all provisions of law including without limitation legislative enactments, building by-laws and other governmental regulations which, in particular, relate to the use of the exhibition building, the stands and fitting of the stands, the handling and use of materials and displays. Further, the Exhibitor shall comply and cause third parties as well as invitees to comply with all police, fire and health regulations imposed by any governmental authority or insurance underwriters.
- 20- Exhibitor assumes full responsibility for his actions and omissions, as well as for actions and omissions of third parties as well as invitees. Further, the exhibitor is responsible for the stand, the stand fittings, displays and any other material brought to the Exhibition Building.
- 21- The Exhibitor shall not, without the prior written consent of the Organizer, display, and exhibit or bring in to the any explosives, radioactive, flammable, dangerous or hazardous substances or any such item which may cause noxious fumes or make use of or display any materials which may involve a danger to the health or safety of any person.
- 22- The Exhibitor shall indemnify the Organizer against any loss or damage arising out of a breach of this clause. Exhibitor shall remain in care, custody and control of the stand, stand fittings, displays and any other material brought to the exhibition building. All stand fittings and display materials must comply with any local fire, health and safety regulations.
- 23- No Exhibitor may construct anything above 2.5 meters height without the prior written consent of the organizers. All stands built by the Exhibitor must gain approval from the organizer by sending a scale plan and description of the building materials to the Organizer. All display materials and exhibits must be appropriate to the subject matter of the Exhibition in the sole opinion of the Organizer and shall be tasteful and of a suitably high standard and shall not contravene with any local law, moral or custom and if in the opinion of the Organizer the Exhibitor is in breach of this clause the Organizer may direct the Exhibitor to rectify such breach and the Exhibitor shall do so immediately.
- 24- The Organizer reserves the right to alter add to or amend any of these terms and conditions and the decision of the Organizer shall be final. No alteration, addition, amendment or waiver to or of these terms and conditions shall operate to release any Exhibitor from its contract.
- 25- Raw Space will be charged as Rs 9,375/- per SQM for national and US\$ 150/- per SQM for international exhibitors
- 26- Local Companies representing Foreign organizations shall attract international rates
- 27- Full payment must be made within 10 days of the invoice.
- 28- Installment plan is not applicable. All necessary bank charges must be paid.
- 29- Registration will not be processed if the amount is less than the exact specified amount.
- 30- Copy of the bank transfer receipt must be sent to IBCE SECRETARIAT as proof of payment.
- 31- Construction of stalls can only be made by the UMT and Lahore International Expo Centre certified contractors. Any non -approved contractors must follow the rules and regulations of the Lahore International Expo Centre, and must deposit refundable securities PRIOR to sending any material to the venue, and PRIOR to the commencing of any works at the venue.
- 32- These rules are NON NEGOTIABLE and all vendors and fabricators must adhere to the rules of the Lahore International Expo Centre, information of which can be collected from the Lahore Expo itself. The takes no liability for any vendor related issues that may arise as a consequence of non- compliance of the rules herein.
- 33- Organizer hereby reserves the right to exercise any and all options available to him in respect of any breach of terms and conditions

Bank Transfer (Bank draft/Pay order)
Payments can be made through Bank Draft/Pay Order in favor of UMT-IBCE
Bank Account Details
Bank Name: HABIB BANK LIMITED
Account Title: UMT-IBCE
Account Number: 2349-70002800-03
Branch Code: 2349
IBAN A/C No: PK57 HABB 0023 4970 0028 0003
Bank Address: UMT Branch , C-II, Johar Town Lahore , Pakistan