



STEEB 2017

September 17-19, 2017

Bahrain International Exhibition & Convention Center

BOOKING FORM

COMPANY INFORMATION

Company
 Exhibiting As (if different from above).....
 Contact
 Mailing Address.....
 Zip/Postal Code Telephone Fax
 City/Province..... State/Country.....
 Telephone Fax
 E-mail Address..... Website.....

Bank Details

A/C NAME: Arab Gate Expos
 A/C NUM: 516301594961018
 IBAN: BH74 FIBH16301594961018
 BANK: ITHMAR BANK
 PAYMENT METHOD:
 CASH { } TRANSFER { } Cheque { }

BOOTH INFORMATION BOOTH SELECTION

1st Choice # 2nd Choice # 3rd Choice #
 Preferred Dimensions Sqm Sqm Total Area Sqm

** If none of the above choices are available, you will be assigned the best available booth based on your desired square meter. Products to be exhibited (give a generic description for use in preliminary promotional materials)

EXHIBITOR INFORMATION / PROFILE

Water Electricity / Energy Smart Technology Solar Others (Please Specify)

COSTS

- INSIDE SPACE ONLY** BD 165 (435 \$) Allows the flexibility to build your own stand (minimum 18 Sqm).
- SPACE WITH STAND SERVICE** BD 212 (560 \$) Comprises exhibit space, walls, carpet, lighting and fascia name panel per Sqm.
- SPACE WITH WALK-ON PACKAGE** BD 275 (730 \$) Comprises all stand service facilities plus a selection of furniture, display items and electrical socket.

PAYMENT SCHEDULE

Bookings must be accompanied by payment as follow:

- a) 50 % payment after receipt of invoice.
- b) Balance 50% payment will not be later than 12 August 2017

If space is reserved after 4th July 2017, total cost is due upon signing. Failure to adhere to payment schedule will place your booth (size, location, status) in jeopardy.

Cancellation and Reduction of Space Policy: Space canceled or reduced on or before 4th July 2017 will be charged USD 5,000/- as service charges on total registration fees. The full contract price is due, payable and non-refundable for any space or stand (i.e.) is canceled or reduced after 4th July 2017.

Payment Instructions

Please mail original completed contract to AGE. For any inquiries, please call (Amira Al-Qalaf), Contracts Manager, at +973 39 88 9494 or e-mail us on info@steeb2017.com

Acceptance of Terms and Conditions

By signing this Contract, applicant agrees to abide by the above Terms and Conditions that accompany this contract.

NAME: POSITION: DATE:..... SIGNATURE: COMPANY: STAMP:.....

Please complete the application form and send it to: Arab Gate Expos, PO Box 564, Manama - Bahrain or please email: info@steeb2017.com

There is Extra charge for accommodation if you required please fill the form below

| | |
|---------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Requirements for Accommodation | Hotel reservation : <input type="checkbox"/> Yes <input type="checkbox"/> No Check-in: ____/____ (Day/Month), Check-out: ____/____ (Day/Month) Type of Room _____ (Single/Standard room); Quantity of room _____ |
| Flight Information | Arrival Time _____ FLT No _____ Departure Time _____ FLT No _____ |

Notice: After filling the form, please mail, fax or email it along with the scanning of Passport and the photos to the address below before 1st August, 2017. Please contact us to confirm your participation before the Expo opens.

Contact Information: Arab Gate Expos
Address: P. O. Box 14012 Manama, Manama Kingdom of Bahrain. **Tel:** +973 77161012 **Fax:** +973 77151215 **Mob:** +973 39 88 9494
E-mail: info@steeb2017.com **Website:** www.steeb2017.com

GENERAL CONDITIONS FOR PARTICIPATION IN FAIRS AND EXHIBITION

1. Application and Conclusion of Contract

Applications to exhibit at this exhibition must be made on the official printed Application Form, which must be accurately completed and signed in legally effective manner. Such an application constitutes a contractual offer to the organizer. By signing this form, the General Conditions for Participation in Fairs and Exhibitions are recognized as binding by the applicant, who is also responsible and liable for adherence to the said conditions by persons employed by him during the event. In addition, specific on-site regulations related to the trade show and venue are stipulated in the exhibitor manual and become integral part of the contract.

2. Modification

The organizer reserves the right to cancel, postpone or relocate the exhibition, to shorten or lengthen the exhibition. A withdrawal from the contract resulting from these actions will not be accepted.

3. Admission and Stand Space Confirmation

Admission of exhibitors and listed exhibits is a matter for the sole discretion of the organizer, who will confirm same in a written stand space confirmation. The contract comes into force by admission. Reservations or conditions stipulated in the application are invalid without the written confirmation by the organizer. For materially justifiable reasons, especially should the available space be inadequate, the organizer may exclude individuals or suppliers from participation and/or restrict the event to specific groups of exhibitors or suppliers if deemed necessary for attaining the aim and purpose of the event. The organizer is also entitled to restrict the listed exhibits and to effect alterations to the exhibition space for which application has been made. Admission applies only to the listed exhibits, which the exhibitors has specified in the application and the space stated therein. Other items than those listed and admitted cannot be exhibited.

4. Allocation of Space

Allocation of space will be made in accordance with the theme and arrangement of the fair of exhibition concerned and subject to the space available. Location requests made in the application form will be considered as far as possible. Order of receipt of applications will not be the sole deciding factor for the allocation of space. The organizer is entitled, if necessary, to alter the size, shape and position of the allocated space. He will notify exhibitors of the necessity for such alteration immediately and, if possible, offer a comparable space elsewhere in the exhibition: If this entails an alteration in the stand rental, reimbursement or additional payment shall result. Exhibitors are entitled to withdraw their application within one week of receipt of such notification; neither party may claim compensation. Exhibitors must accept since the time of admission; no claim may be made on account of such alterations. Exchange of the allocated space with that of another exhibitor or transfer to a third party, even only in part, is not allowed without the permission of the organizer.

5. Co-exhibitors

Admission of one or more co-exhibitors is subject to a special fee. Responsibility for ensuring that exhibitors fulfil all their commitments shall rest with the principal exhibitor.

6. Stand Rental Fee, Terms of Payment Lien

Stand rental fees are shown on this application form. Payments must be made in accordance with the terms of payment and dates as mentioned on the invoice for the allocated space the allocated space can only be occupied after full payment. Complaints about the invoice will only be considered if they are submitted within 14 days of invoicing. The organizer is entitled to exercise their right of lien and sell any retained property on the open market after written notice of intention. No liability will be accepted for damage to seized items unless deliberate or caused by gross negligence.

7. Advertising

Advertising of all kinds is allowed only within the area rented by the exhibitor for the exhibitor's own firm and only for items produced or distributed by him, insofar as these have been listed in the application form and admitted. The use of apparatus and equipment to increase the advertising effect by optical or acoustical means requires the written consent of the organizer. Advertising of a political nature is forbidden.

8. Photography

The organizer is entitled to have photographs, drawings and films made of the exhibition, exhibits and exhibition constructions and stands and to use these for publicity or press purposes without exhibitors being able to object for any reason. This also applies to photographs produced directly by the press or television with the consent of the organizer. For photographs of exhibition stands against payment, exhibitors shall only use photographers authorized by the organizer and in possession of a relevant permit. Only these exhibition photographers may be commissioned to take photographs before or after the official daily opening hours. Other photographers are not admitted during these hours.

9. Withdrawal of Application

If the exhibitors withdraw after confirmation of the application a compensation of US\$1,000 or the equivalent in other currencies is due. Once admission has been confirmed, the exhibitor must pay the full rental if he withdraws the application within the period of three months prior to the exhibition or even he fails to exhibit.

10. Cancellation of Admission or Stand Space Confirmation

The organizer is entitled to revoke confirmation of admission and re-let the space elsewhere as follows: a) The stand has not been occupied in good time, i.e. at least in the evening of the day before the official opening of the event, b) In case of failure to pay the stand rental at the agreed time, the exhibitors allows a period of grace granted by the organizer to lapse without result, c) The conditions for the space confirmation are not any longer fulfilled by the registered exhibitor or if the organizer receives knowledge of reasons could have justified exclusion if they had been disclosed earlier. d) The exhibitor violates the site regulations. The organizer reserves in such cases the right to claim for damage.

11. Exclusion of Exhibits

The organizer is entitled to demand the removal of items, which have not been listed in the application form or prove to be dangerous or cause annoyance or are otherwise unsuitable. If this demand is not complied with, these items will be removed by the organizer at the expense of the exhibitor.

12. Stand Assembly, Equipment and Design

Exhibition Stands must conform to the overall layout of the exhibition. The organizer reserves the right to reject the erection of exhibition stands, which are unsuitable or to alter them at the exhibitor's expense. Stands must be properly equipped and manned by qualified personnel at the specified times for the entire duration of the fair or exhibition. Stand fitting must be completed latest by the end of the period allowed for stand assembly and stands must be cleared of any packing materials. Removal of exhibits or dismantling of stands before the end of the fair or exhibition is not permitted. Names and addresses of exhibitors must be clearly displayed on the stands. The approval of the organizer is needed if any stand construction exceeds the specified height limits for stands. Consent is also needed for particularly heavy exhibits. Fixing to the hall floor is not permitted. After the official closing of the fair or exhibition, basic items insofar as these have been provided by the organizer must be returned undamaged and in their original condition. Damage caused through negligence or not immediately notified at the time of occurrence must be indemnified by the exhibitor. Exhibits which remain at the stands after the end of the period allowed for dismantling may be removed and stored at the exhibitor's own expense.

13. Force Majeure

If the exhibitor is prevented from participating in the event for reasons for which neither he nor the organizer is responsible (force majeure), the stand rental shall be reduced by half in accordance with the terms of Clause 6, Chapter 2. If the organizer is prevented by force majeure from holding the event, he is required to notify the exhibitors accordingly without delay. Basically, the claim to stand rental is voided, but the organizer may charge the exhibitor for works carried out following his orders to the extent of the costs incurred. Should the organizer be in a position to hold the event at a later date or another venue, he is likewise required to notify the exhibitor to this effect without delay. The exhibitor is entitled to cancel his participation in the event of a new time or venue within one week of receiving such notification. If the organizer is compelled to curtail or cancel an event for reasons of force majeure after it has commenced, the exhibitor has no claim to any refund or cancellation of the stand rental.

14. Exhibitor Passes. Construction Passes

Passes for exhibitors and workmen employed during the period of stand construction and dismantling will be issued to the exhibitors the validity of these is limited solely to the assembly and dismantling periods and does not cover admission during the event. A limited number of exhibitor passes will be issued to exhibitors and their employees for the period of the fair or exhibition. These passes will be made out in the name of the persons concerned. They are not transferable and only valid in conjunction with an Identity card. Misuse of the passes will lead to their withdrawal.

15. Supervision

The organizer will arrange for general supervision in the exhibition Centre. This shall not affect the liability provisions of Clause 16. Exhibitors are strongly recommended to make their own arrangements for the security of their stands and exhibition items and effect appropriate insurance cover. Valuable items which can be easily removed should be locked away at night and when not attended. Additional stand supervision is available at the exhibitor's own expense by using the service contractor engaged by the organizer.

16. Liability, Insurance, Accident Prevention

The organizer is liable to the exhibitor and persons authorized to act on his behalf for demonstrable damage incurred during the event in the exhibition Centre up to a limit of US\$ 5,000 only if such damage is caused by the negligence of the organizer or his staff. The said limit does not apply in cases of deliberate damage or gross negligence. For damage resulting from failure of equipment, operational failures or other incidents having an adverse effect on the event, the organizer is only liable in case of deliberate intent or gross negligence. The organizer is not liable for any damage, the or loss of exhibits and stand equipment and consequential damage. The exhibitor is liable to the organizer in accordance with statutory regulations. Exhibitors are strongly recommended to take out exhibitors' liability insurance the exhibitor is obliged to fit the exhibited machinery and equipment with safety devices complying with the accident prevention rules of the appropriate professional associations. The organizer is entitled to prohibit the exhibition or operation of machinery and/or equipment at his discretion.

17. Protection of Industrial Property

Protection of copyright or other patent rights of exhibits is the responsibility of the exhibitor.

18. Site Regulations, Contravention

Exhibitors shall agree to accept the site regulations during the fair or exhibition in all parts of the exhibition Centre. The instructions of the organizer's authorized employees must be strictly complying with. Non-Compliance with the General Conditions for Participation or instructions within the framework of the site regulations shall entitle the organizer, if such contravention continue after notice has been given, the immediate closure of the stand at the exhibitor's own risk and expense and without claim to compensation.

19. Direct Selling

Direct selling is not permitted unless expressly permitted. Exhibitors are responsible to obtain the necessary permits from the relevant trade and health authorities and comply with domestic regulations.

20. Place of Fulfillment and Jurisdiction is the Kingdom of Bahrain.

I HAVE READ AND UNDERSTAND THIS AGREEMENT, AND I ACCEPT AND AGREE TO ALL ITS TERMS AND CONDITIONS

NAME : COMPANAY : DATE :

SIGNATURE : STAMP :