



ASIA APPAREL EXPO BERLIN

柏林-亞洲服裝及配飾博覽會

20 - 22 • 02 • 2019

Messe Berlin Halls 1.1 & 2.1, Berlin, Germany

STAND SPACE APPLICATION FORM

攤位申請表格

COMPANY INFORMATION 公司資料

PART ONE 第一部份

Please fill in this form carefully as the information provided will be used for listing in the fair Catalogue. (Please fill out in block letter)
請小心填寫此表格，貴公司所提供之資料將刊登於展覽會場刊內。（請以英文正楷填寫）

Name of Company 公司名稱

Address 地址

Postal Code 郵編 Country 國家

Tel No. 電話 Fax No. 圖文傳真

E-mail 電子郵件

Web site 網址

Person to contact concerning your participation in the fair 有關參展事務之聯絡人

Name 姓名 Mr./Miss/Mrs.

Position 職位

EXHIBITS 展品項目

*Please tick appropriate box(es) and specify products 請選擇類別及列明有關產品

- Mens and Womens 男裝和女裝
- Childrenswear 童裝
- Fabrics 紡織面料
- Textiles 面料
- Trimmings and Accessories 服裝輔料
- Fashion Accessories 時尚配飾
- Others 其他

FURTHER COMPANY INFORMATION 更多有關貴公司的背景資料

YEAR THE COMPANY WAS FOUNDED 公司成立年份

DOES YOUR COMPANY BELONG TO A GROUP? 公司是否隸屬於任何行業商會或組織?

NO 否 / YES 是 What is the name of the group 所屬行業商會或組織名稱:

TOTAL NUMBER OF EMPLOYEES 公司員工人數

PRODUCT RANGE 產品檔次

High end products 高端檔次 Medium range products 中檔次 Mass market products 一般普羅檔次

PRODUCTION FORMAT 生產/營運模式

Contract Manufacturing 合約承包製造商 ODM 原創設計生產商
 Private Label 自家品牌生產商 Company own brands / labels 公司品牌生產商

PRODUCTION CAPACITY 生產量: (pieces per month 每月生產件數約為)

CERTIFICATES 已取得之國際認證

What standards /certificates have you obtained? 公司已取得的國際認可標準證書及行業認證包括:

EXPORT MARKETS IN EUROPE 本公司出口至歐洲的主要市場包括:

SIX CURRENT CUSTOMERS 本公司現時六家主要客戶包括:

**Please forward a copy of your company's latest promotional brochure for our reference.
請提供一份貴公司最近期的公司簡介書或市場推廣單張作我們參考之用。**

(Please check the box to indicate your choice 請選擇攤位類別)

<input type="checkbox"/> Hanging Rack Stand 掛架式攤位	<input type="checkbox"/> Furnished Stand 標準攤位
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Booth Size 攤位面積	Price per Booth 攤位費用		No. of Booth(s) 租用攤位數目		Rental 租金
3m(深) x 3m(闊) 九平方米	HK \$ 31,500 (US\$ 4,075)	X		=	
		X		=	
		X		=	

Special Location 特別位置

Surcharge 附加費

Corner Location with 2-side open 邊角位置	5% surcharge on total amount 總面積參展費的百分之五	
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PARTICIPATION FEE & PAYMENT TERMS 參展費用及付款方式

PART THREE 第三部份

Participation Fee & Additional Charge 參展費及附加費用		HK\$ 港幣 / US\$ 美元
Stand Rental 攤位租金		
Special Location Surcharge 特別位置附加費		
Total Amount 總額		

A bank draft / crossed cheque / cash / bank remittance equivalent to the total participation fee payable to **"Comasia Limited"** should be submitted together with this completed application form. Details of payment terms please refer to clause 3 to the attached "Exhibition Rules & Regulations".

Comasia Limited

Address : 16/F., Skyline Tower, 39 Wang Kwong Road, Kowloon Bay, Kowloon, Hong Kong.
Tel : (862) 2700 6726 Fax: (852) 2700 6727 Email: info@comasia.com.hk

We understand and agree that all participation fee paid or payable by us is non-refundable unless otherwise specifically provided in the attached "Exhibition Rules & Regulations"; and our payment obligation for the entire participation fee under this application shall remain in full force and effect once this application is accepted by the Organiser and the Manager irrespective of any subsequent cancellation by us, and that we shall indemnify and keep the Organiser and the Manager fully indemnified for any and all losses or damages as a result of any non-payment or breach or non-compliance with any provisions of the attached "Exhibition Rules & Regulations" by us.

We also understand that the Organiser and the Manager have the absolute discretion to allocate or re-allocate any Stand to us at any time prior to the commencement of the exhibition; and we shall not have any right to object or refuse any such allocation. We also understand that failure to allocate and include a booth number on this application form shall in no event affect the validity of this application and its binding effect on us.

Declaration

- We hereby apply for joining **Asia Apparel Expo-Berlin**. By signing this Application Form, we acknowledge and confirm that we have read all the provisions contained in the attached "Exhibition Rules & Regulations"; and we agree to abide by the provision contained in the attached "Exhibition Rules & Regulations" and acknowledge that such Exhibitions Rules & Regulations shall form part of the agreement with the Organiser and/or the Manager to participate in **Asia Apparel Expo-Berlin**.
- We understand and agree that when this application is accepted by the Organiser and/or the Manager, this application together with all the provisions contained in the attached "Exhibition Rules & Regulations" will constitute valid, binding and enforceable obligations on us in accordance with its terms.
- We also understand that the above information will be included in the Organiser's and the Manager's databank. The Organiser, the Manager and other companies appointed by the Organiser and/or the Manager are permitted to use our information in the promotion of **Asia Apparel Expo-Berlin** or for other trade promotion purposes. We will not hold the Organiser, the Manager and other companies appointed by the Organiser and/or the Manager any responsibility for any errors or omissions.

If you do not wish to have your information included in the promotion of **Asia Apparel Expo-Berlin**, please check the box.

Name of Authorised Person
負責人姓名

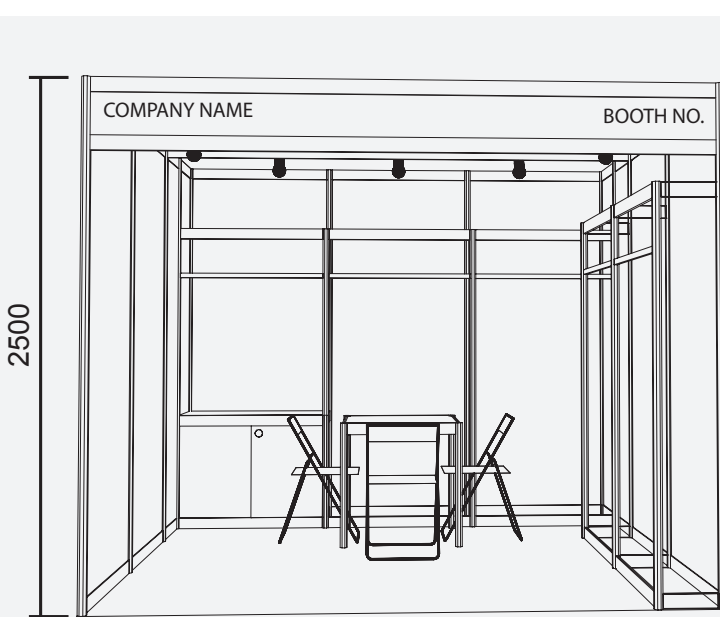
Position
職位

Confirmed Booth No.
確認攤位編號

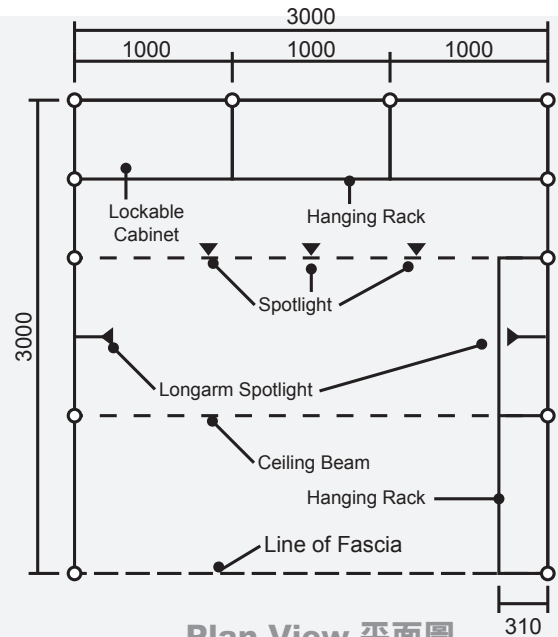
Authorised Signature & Company Stamp
負責人簽署及公司印鑑

Date
日期

□ Hanging Rack Stand 3m(D) X 3m(W) HK\$31,500 (US\$4,075)
 掛架式攤位 3m(深) x 3m(闊) 九平方米港幣三萬一千五百元(美金四千零七十五元)



Perspective View 透視圖

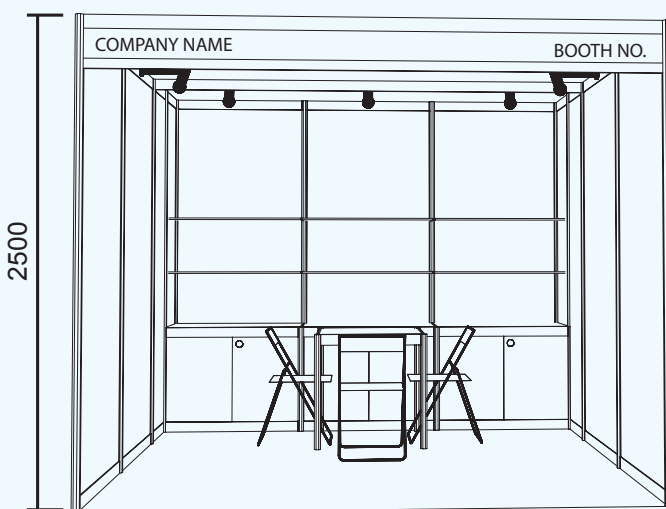


Plan View 平面圖

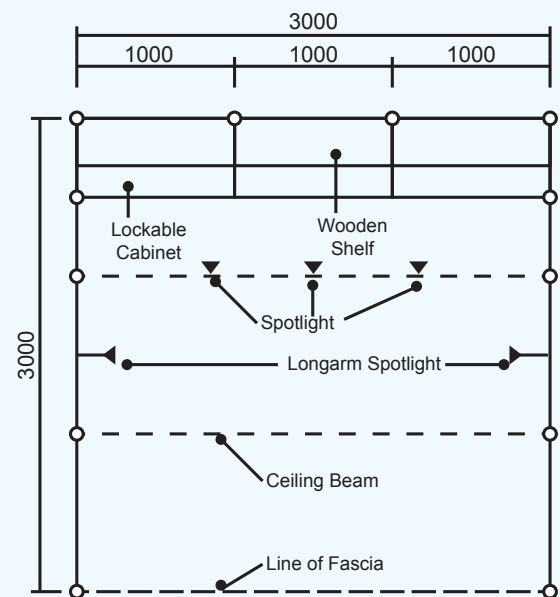
Fascia	公司招牌板
Carpet	地毯
Wall Panels	圍板
1-metre Lockable Cabinet	一米儲物櫃
1 Square Table	一張方檯

2 Longarm Spotlights	兩支長臂射燈
3 Chairs	三張椅子
3 Spotlights	三支射燈
5-metre Hanging Racks	五米掛衣架
6-metre Ceiling Beams	六米天花鋁條

□ Furnished Stand 3m(D) X 3m(W) HK\$31,500 (US\$4,075)
 標準攤位 3m(深) x 3m(闊) 九平方米港幣三萬一千五百元(美金四千零七十五元)



Perspective View 透視圖



Plan View 平面圖

Fascia	公司招牌板
Carpet	地毯
Wall Panels	圍板
3-metre Lockable Cabinets	三米儲物櫃
1 Square Table	一張方檯

2 Longarm Spotlights	兩支長臂射燈
3 Chairs	三張椅子
3 Spotlights	三支射燈
6-metre Display Shelves	六米陳列架
6-metre Ceiling Beams	六米天花鋁條

EXHIBITION RULES & REGULATIONS

1. Definitions

- 1.1 In these Regulations, the following words and expressions shall (except where the context otherwise requires) have the following meanings:
- "Applicant" refers to the sole proprietorship, partnership or limited company whose details are specified in the Application Form;
- "Application Form" refers to the application form for the Applicant to apply for the right to participate at the Exhibition, to which a copy of the Regulations is attached;
- "Appointed Contractor" refers to any other company as appointed by the Licensor and/or the Manager as the contractor to coordinate the overall design, layout and booth construction of the Exhibition;
- "Sub-Contractor" refers to any other company as appointed by the Appointed Contractor to coordinate the overall design, layout and booth construction of the Exhibition;
- "Associates" refers to: (a) any employees, contractors, subcontractors, representatives, or agents of the Exhibitor or its associates; (b) any relatives of the Exhibitor and any company which the Exhibitor and any company which the Exhibitor or its relative is a shareholder or director of such company, if the Exhibitor is an individual or partnership; and (c) any shareholders or directors of the Exhibitor and any relatives of such shareholders or directors and any company which the Exhibitor or its shareholders or directors or any of their relatives is a shareholder or director of such company, if the Exhibitor is a corporate entity;
- "Clean-up Deposit" refers to a sum of Hong Kong Dollars Five Thousand (HK\$5,000.00), being deposit payable by the Exhibitor for each custom-built Stand and is refundable to the Exhibitor (without interest) subject to the deductions as set out in paragraph 6.2(g) below;
- "Complainant" refers to the Exhibitor that files a complaint to the Organiser and/or the Manager in respect of an infringement of intellectual property rights at the Exhibition;
- "Exhibition" refers to the exhibition to be known as the "ASIA APPAREL EXPO-BERLIN" which will be organised by the Licensor at the Exhibition Venue during the Exhibition Period;
- "Exhibition Period" refers to the period in 20-22 February 2019;
- "Exhibition Venue" refers to the Messe Berlin, Berlin, Germany;
- "Exhibitor" refers to the relevant Applicant whom the Organiser and/or the Manager has accepted, in writing, its application to exhibit at the Exhibition;
- "Exhibitor-Appointed Contractor" refers to the independent booth contractor appointed by the Exhibitor, with the prior written approval of the Appointed Contractor (which may be given in the sole and absolute discretion of the Appointed Contractor), for the construction, installation and removal of custom-built Stand;
- "Legal Advisor" refers to the legal advisor as appointed by the Organiser and/or the Manager from time to time;
- "Licensor" or "Organiser" refers to Comasia Limited;
- "Participation Fee" refers to the participation fee specified in Part Three of the Application Form;
- "Products" refers to any goods, products, items, samples or exhibits displayed by the Exhibitor at the Exhibition;
- "Regulations" refers to the provisions contained in these "Exhibition Rules and Regulations";
- "Manager" refers to Comasia (Berlin) Limited appointed by the Licensor as the manager to handle issues of the Exhibition;
- "Security Deposit" refers to a sum of Hong Kong Dollars Five Thousand (HK\$5,000.00), being the deposit payable by the Exhibitor for each custom-built Stand and is refundable to the Exhibitor (without interest) subject to the deduction as set out in paragraph 6.2 (f) below;
- "Space" refers to the area within the Exhibition Venue where the Exhibition will be conducted; and
- "Stand/ Booth" refers to the area within the Space designated to the Exhibitor for the purpose of exhibiting and promoting its Products. This may include the structure and partitioning of the booth as the case may be, but for the avoidance of doubt shall exclude any areas in front of the booth.

2. Application Form

- 2.1 The Exhibitor acknowledges that by signing the Application Form, it has irrevocably agreed and undertaken to comply with all its obligations under the Regulations and any other additional rules and regulations prescribed by the Organiser and/or the Manager under paragraph 19 below.
- 2.2 Notwithstanding payment or acceptance of the Participation Fee or part thereof, submission of the Application Form to the Organiser and/or the Manager does not create, whether express or implied, any rights on the part of the Applicant or any obligation or liability to perform any function or duty on the part of the Organiser/or the Manager.
- 2.3 The Organiser and/or the Manager have the sole and absolute discretion to accept or reject, without giving any reason or explanation, the Applicant's application to exhibit at the Exhibition.
- 2.4 The Organiser and/or the Manager will notify the Applicant in writing whether its application to exhibit at the Exhibition is accepted or rejected not less than TWO months after receipt by the Organiser and/or the Manager of the Application Form (but in any event before the commencement of the Exhibition Period).
- 2.5 Where the Applicant/Exhibitor is a business entity or a corporation, the Organiser and/or the Manager may at any time require the Applicant/Exhibitor to produce copies or certified copies of the Applicant's/Exhibitor's certificate of incorporation, business registration certificate, and/or any other company registration documents.

3. Participation Fee and Payment Terms

- 3.1 The applicant shall pay the Participation Fee to the Organiser in the following manner:
- (a) full amount of the Participation Fee at the time of submission of the Application Form.
- 3.2 The Participation Fee paid by the Applicant shall be non-refundable except:
- (a) when the Organiser and/or the Manager has rejected the Applicant's application to exhibit at the Exhibition, the Organiser will refund in full but without interest that part of the Participation Fee paid by the Applicant; or
- (b) when the Organiser and/or the Manager has cancelled or materially reduced or shortened the Exhibition period under paragraph 18.2 below, the Organiser may in its sole and absolute discretion refund without interest such amount, if any, of the Participation Fee or part of it, paid by the Applicant less the related administrative expenses, marketing, promotional and advertising expenses incurred by the Organiser and/or the Manager, if any, as the Organiser and/or the Manager thinks appropriate. Any refund will be made within TWO months after the Applicant/Exhibitor having been notified in writing that its application has been rejected or the Exhibition is cancelled or materially reduced or shortened, as the case may be.
- (c) All Participation Fee paid or payable by the Applicant shall be non-refundable unless otherwise specifically provided in these Regulations. The Applicant's payment obligation for the entire Participation Fee shall remain in full force and effect once the Applicant's application is accepted by the Organiser and/or the Manager irrespective of any subsequent cancellation by the Applicant or any non-participation in the Exhibition by the Applicant, and that the Applicant shall indemnify and keep the Organiser, the Manager and their associated companies fully indemnified for any and all losses or damages as a result of any non-payment or breach or non-compliance with any provisions of these Regulations.
- 3.3 In the event that the Participation Fee stated in clause 3.1(a) above is paid by cash, the payment shall be made in Hong Kong dollars (HK\$) and/or United State dollars (US\$) only (the "Cash Payment") in Hong Kong. Other than Cash Payment, the Participation Fee shall be settled in the following manner:
- (a) the Participation Fee shall be paid to the Organiser by bank draft / crossed cheque / bank remittance. The Applicant is responsible to complete the relevant formalities or registration(s) as required by the bank or any applicable laws and regulations for the arrangement in regarding the bank remittance of the Participation Fee;
- (b) in the event that excess payment on the Participant Fee was made by the Applicant, the Organiser shall refund the excess payment without interest in accordance with the relevant rules or regulations.
- 3.4 The Applicant shall be responsible for all liabilities resulting from or caused by the Cash Payment and any related arrangement(s).
- 3.5 Participation Fee includes Stand rental, Stand construction and the publicity and promotional arrangement for the Exhibition both overseas and in Hong Kong.
- 3.6 The Organiser, the Manager and the Applicant hereby agree and acknowledge that each party shall be responsible and bear its own tax liability (including all fines, penalties, costs, charges, expenses and interests incidental or relating to taxation) incurred under any applicable jurisdiction in connection with their respective business activities and/or operations conducted in the Exhibition and/or otherwise in connection with the signing of this application form and the application for the right to participate in the Exhibition.

4. Publicity and Promotion for the Exhibition

- 4.1 The Organiser and/or the Manager shall arrange and be responsible for all publicity and promotional arrangements for the Exhibition both overseas and in Hong Kong. The Exhibitor and its Associates must not give or cause to be given any interview, public announcement, press statement, or any other publicity or promotion whatsoever in relation to the Exhibition without the prior written approval of the Organiser and/or the Manager.
- 4.2 The Exhibitor shall permit the Organiser, the Manager and their associated companies and their agents or any companies appointed by the Organiser and/or the Manager to disclose to any third party, for the purpose of publicising and promoting the Exhibition, the following information:-
- (a) the fact that the Exhibitor will be exhibiting at the Exhibition; and
- (b) a description of the products that the Exhibitor intends to exhibit at the Exhibition.
- 4.3 The Organiser, the Manager and their associated companies or any companies appointed by the Organiser and/or the Manager will be allowed and licensed to use the name and the logo

EXHIBITION RULES & REGULATIONS

of the Exhibitor for the purpose of publicising and promoting the Exhibition. This would include without limitation the printing of the name and the logo of the Exhibitor on posters, promotional materials and the Exhibition's official show directory.

- 4.4 The Organiser, the Manager and their associated companies and any companies appointed by the Organiser and/or the Manager shall not be responsible for any errors or omissions relating to the Exhibitor, its equipment, products or services in the listings in the Exhibition's official show directory or in any promotional materials and the Exhibitor agrees to waive all its rights against the Organiser, the Manager and their associated companies and any companies appointed by the Organiser and/or the Manager in respect of any matter arising from such error or omission.

5. Stand Allocation

- 5.1 Before the commencement of the Exhibition Period, the Organiser and/or the Manager will notify the Exhibitor of the location and position of the Stand. The Organiser and/or the Manager have the sole and absolute discretion in allocating and specifying the location and position of the Stand and reserve the right to reallocate and re-specify another Stand different to the one originally allocated to the Exhibitor at any time prior to the commencement of the Exhibition Period. For the avoidance of doubt, failure to allocate and include a booth number on this Application Form shall in no event affect the validity of this Application and its binding effect on the Applicant. The Exhibitor does not have a right to object to such allocation and specification.
- 5.2 The Exhibitor cannot use a name on the Stand that is different from the one specified on the Application Form without the prior written approval of the Organiser and/or the Manager.
- 5.3 The right to use the Stand allocated is specific to the Exhibitor and cannot be transferred, assigned, sub-contracted or otherwise shared with any third party.

6. Construction of the Stand and related works

- 6.1 The Stand will be provided by the Appointed Contractor/Sub-Contractor and is of standard designs. No variation of the fascia board, lettering, fittings, structure or any integral part of the Stand by the Exhibitor shall be permitted without the prior written approval of the Organiser and/or the Manager and/or the Appointed Contractor and/or the Sub-Contractor. The Organiser and/or the Manager and/or the Appointed Contractor and/or the Sub-Contractor reserve(s) the right to make changes to the facilities and Stands provided at any time before the commencement of the Exhibition.
- 6.2 The Exhibitor may appoint an Exhibitor-Appointed Contractor for the construction, installation and removal of custom-built Stand at the Exhibitor's own costs and expenses subject to prior written approval of the Appointed Contractor and/or the Sub-Contractor and to the following provisions:-
- (a) the custom-built Stand must be constructed and installed in accordance with the booth layout plans prepared by the Exhibitor and pre-approved by the Appointed Contractor and/or the Sub-Contractor. The booth layout plans must be clearly drawn, showing full dimensions and including all relevant information such as floor plans, stand elevation, all fittings, colour and materials to be used and must be drawn in a scale not less than 1:100;
- (b) the height of raw space construction shall not exceed 4 metres and standard booth height (under either the basic or furnished booth package) shall not exceed 2.5 metres. Should the aforementioned height limits are to be exceeded, the Exhibitor must obtain a certified surveyor's report to the satisfaction of the Appointed Contractor and/or the Sub-Contractor indicating that the design is safe for the purposes intended;
- (c) the custom-built Stand must be constructed from flame retardant materials approved by the Appointed Contractor and/or the Sub-Contractor;
- (d) all the necessary plans, information and reports must be submitted to the Appointed Contractor and/or the Sub-Contractor for approval not less than ONE month before the commencement of the Exhibition Period. If any of the plans, information or reports is not submitted before the said time, the Appointed Contractor and/or the Sub-Contractor may refuse to accept and consider such request for approval;
- (e) the Exhibitor-Appointed Contractor is deemed to be an agent of the Exhibitor. All actions and omissions of the Exhibitor-Appointed Contractor, its employees and/or its agents are deemed to be the actions and omissions of the Exhibitor;
- (f) the Exhibitor must pay to the Appointed Contractor/Sub-Contractor the Security Deposit before commencing construction of the Stand. The Appointed Contractor and/or the Sub-Contractor shall be entitled to deduct from the Security Deposit any amount sufficient to cover any damage or loss suffered by any person, including without limitation the Appointed Contractor and/or the Sub-Contractor, the Organiser, the Manager, the owner or management of the Exhibition Venue or other exhibitors, as a direct or indirect result of any action or omission, negligence or otherwise, of the Exhibitor-Appointed Contractor in the Exhibition;
- (g) the Exhibitor must pay to the Appointed Contractor/Sub-Contractor the Clean-up Deposit before commencing construction of the Stand. The Appointed Contractor/Sub-Contractor shall be entitled to deduct from the Clean-up Deposit any expenses incurred for removing the custom-built Stand, restoring the area of the Stand to its original state and condition, and/or removing all rubbish and materials, plus such additional fees payable under paragraph 9.5, in the event that the Exhibitor fails to comply with its obligations under paragraph 9. The Clean-up Deposit, less any amount deductible under this paragraph, will be refunded within ONE month after the conclusion of the Exhibition;
- (h) should the amount to be deducted under sub-paragraphs (f) and/or (g) exceed the Security Deposit and/or Clean-up Deposit (as the case may be), the Exhibitor shall fully indemnify and keep indemnified the Appointed Contractor/Sub-Contractor for any such additional amount and shall compensate the Appointed Contractor/Sub-Contractor for any loss or damage suffered.
- 6.3 The Exhibitor and the Exhibitor-Appointed Contractor are prohibited from:-
- (a) adding any fitting or display to the shell of the Stand;
- (b) using any tapes, nails or other fixing mechanisms on the partitions, floor or ceiling of the Stand;
- (c) displaying any free standing fixture (including without limitation names, signs, spotlights, banners, advertising material and logos) that exceeds a height of 2.5 metres or which extends beyond the boundaries of the Stand;
- (d) suspending anything from the ceiling of the Exhibition Venue nor fixing anything to the floor, walls or any other part of the Exhibition Venue;
- (e) installing or altering any electrical equipment except in accordance with paragraph 7 below, or using any electrical socket for more than one electrical appliance; and
- (f) paint spraying, welding or using electrical saws within the Exhibition Venue. The Exhibitor is liable to the Organiser and/or the Manager for any damage caused by the Exhibitor, the Exhibitor-Appointed Contractor and/or their Associates to any parts(s) of the Stand.
- 6.4 The transportation, assembly, dismantlement and removal of custom-built Stands are the responsibility of the Exhibitor. All such work must be carried out according to the arrangements and within the time limits specified in the Regulations or as otherwise specified by the the Organiser and/or the Manager.
- 6.5 Work of any kind carried out by the Exhibitor or its Associates at the Exhibition Venue must conform to all applicable statutes, rules and regulations applicable to the Exhibition Venue and also those specified by the Organiser, the Manager, the Appointed Contractor and/or the Sub-Contractor. The Organiser, the Manager, the Appointed Contractor and/or the Sub-Contractor and their associated companies reserve(s) the right to prohibit or stop any work which contravenes any of such statutes, rules and regulations and the Exhibitor shall have no claim and agrees to waive all its rights against the Organiser, the Manager, the Appointed Contractor and/or the Sub-Contractor and their associated companies or their agents for any other losses or damages.
- 6.6 Work of any kind carried out by the Exhibitor or its Associates at the Exhibition Venue including the decoration of the Stand must be fully completed within the time limits specified by the Organiser, the Manager and/or the Appointed Contractor. The Organiser, the Manager, the Appointed Contractor and/or the Sub-Contractor reserve(s) the right to assemble, install or decorate at the Exhibitor's expense the Stand which is not completed by the specified time and/or allocate use of the Stand to another person, without incurring any liability for refund of the Participation Fee paid by the Exhibitor or for any loss, damage or expense whatsoever to the Exhibitor or its Associates.
- 6.7 The Organiser, the Manager, the Appointed Contractor and/or the Sub-Contractor reserve(s) the right to alter or remove without notice and at the Exhibitor's expense any work which differs from the approved specification or any Stand that does not conform to the required standard or rules and regulations specified by the Organiser, the Manager and/or the Appointed Contractor. The Exhibitor shall have no claim against the Organiser, the Manager, the Appointed Contractor and/or the Sub-Contractor and their associated companies or their agents or any other companies appointed by the Organiser and/or the Manager for any extra cost of replacing the Stand to conform to the specifications of the Organiser, the Manager, the Appointed Contractor and/or the Sub-Contractor or for any other losses or damages.
- 6.8 All repairs or alterations to the Stand or displays can only be carried out by the Exhibitor during the time that the Exhibition is closed from the public and with the prior approval of the Organiser, the Manager, the Appointed Contractor and/or the Sub-Contractor or their agents.

7. Electricity

- 7.1 The Exhibitor must carry out all electrical works at its own expense through the Appointed Contractor and/or the Sub-Contractor. Before any electrical work is carried out, design plans or proposals for electrical installation must be submitted to the Appointed Contractor and/or the Sub-Contractor for approval no later than THREE months before the commencement of the Exhibition Period. The Appointed Contractor and/or the Sub-Contractor may require amendments or variations to be made to the design plan or proposals before approving the same, or may withhold approval at their sole and absolute discretion.
- 7.2 All electrical works, fitting and wiring must be conducted and installed in compliance with the Exhibition Venue regulations.
- 7.3 Only electricity can be used as a source of light or power in the Exhibition Venue.
- 7.4 Electric current will be supplied in 220- volt, single phase; Electric current of a higher voltage, three phases will be supplied subject to prior arrangement having been made with the Appointed Contractor and/or the Sub-Contractor.
- 7.5 The Exhibitor must obtain all electricity supply, whether from the mains, batteries or generators, from the designated contractor appointed by the Appointed Contractor and/or the Sub-Contractor.

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8. Use of Stand

- 8.1 The Exhibitor shall use the Stand and any part of the Space allocated in a manner and format satisfactory to the Organiser and/or the Manager at all times during assembly, installation and disassembly of the Stand and throughout the Exhibition Period. If at any time the Organiser and/or the Manager believe(s) in their sole opinion that the use of the Stand by the Exhibitor is unacceptable or that the Exhibitor has breached any of the Regulations, the Organiser and/or the Manager reserve(s) the right to disqualify the Exhibitor from participating in the Exhibition and/or to request the Exhibitor or any of its Associates to immediately leave the Exhibition Venue and/or to clear all or any part of the Stand or Space at the expense of the Exhibitor. The Exhibitor cannot ask for any refund of monies paid, full or partial, against the Organiser and/or the Manager, should the Organiser and/or the Manager exercise their rights under the Regulations.
- 8.2 The Exhibitor is prohibited from distributing any products, materials or otherwise, or to carry out any advertising, promotion or demonstration activities, or to canvass for business anywhere within the Exhibition Venue other than within the Stand.
- 8.3 The Exhibitor is prohibited from making, producing, or causing any sound or noise, including but not limited to music or sound produced by broadcasting from telephone, television, radio and any apparatus, equipment or instrument capable of creating such sound or noise, or vibration or smoke or offensive odor in the Space which is/are or may be a nuisance or annoyance to the Organiser, the Manager, other Exhibitors or visitors to the Exhibition. Upon request by the Organiser and/or the Manager, the Exhibitor shall immediately cease making such sound or noise or vibration or smoke or offensive odour.
- 8.4 An authorised representative of the Exhibitor must be in attendance at the Stand at all times when the Exhibition is open to the public and in the manner as prescribed by the Organiser and/or the Manager or their agents from time to time.
- 8.5 The Organiser and/or the Manager have the sole and absolute discretion to require the forthwith removal, and to remove, at the Exhibitor's expense, from the Stand or any area within the Exhibition Venue, any goods, materials, publicity material, items or things displayed or placed there without any obligation to give any reason therefore, and without incurring any liability for any loss, damage or expense whatsoever to the Exhibitor or its Associates as a consequence thereof.

9. Move-in and Move-out of Stand Products and Materials

- 9.1 The Exhibitor shall only move products, materials, exhibits, items or things in and out of the Exhibition Venue during the time period and in such manner as specified by the Organiser and/or the Manager from time to time. Under no circumstances the Organiser and/or the Manager shall be responsible for receiving or storing any Products or Stand materials on behalf of the Exhibitor.
- 9.2 On the last day of the Exhibition Period, the Organiser and/or the Manager will issue to the Exhibitor a move-out permit which will specify the time period during which the Exhibitor can move out its Products, materials, exhibits, items or things from the Stand and the Exhibition Venue.
- 9.3 The Organiser and/or the Manager reserve(s) the right to appoint one or more exclusive contractor(s) to handle the transportation of all Products, materials, exhibits, items or things in and out of the Exhibition Venue, whereupon the Exhibitor shall be obliged to hire the services of such exclusive contractor(s).
- 9.4 The Exhibitor shall remove from the Exhibition Venue all Products, goods, materials, items or things of the Exhibitor or its Associates (and if applicable, remove any custom-built Stands and restore the area of the Stand to its original state and condition) within TWO hours after the conclusion of the Exhibition or within such other time as specified by the Organiser and/or the Manager. Any such Products, goods, materials, items, things or custom-built Stands which are not removed from the Exhibition Venue by the specified time may be deemed abandoned and shall be removed and disposed of by the Organiser, the Manager and/or the Appointed Contractor, the Sub-Contractor or their agent at the Exhibitor's expense. The Organiser and/or the Manager and their associated companies, the Appointed Contractor, the Sub-contractor or any companies appointed by the Organiser and/or the Manager shall not be liable for any loss, damage or expense whatsoever suffered by the Exhibitor, its Associates and/or the Exhibitor Appointed Contractor as a consequence thereof.
- 9.5 Notwithstanding paragraph 9.4, the Exhibitor shall be liable to pay and fully indemnify the Organiser and/or the Manager, their associated companies, the Appointed Contractor, the Sub-Contractor or any other companies appointed by the Organiser and/or the Manager for any and all amounts charged by the management company of the Exhibition Venue and/or any loss or damage suffered by the Organiser and/or the Manager as a result of any breach by the Exhibitor under paragraph 9.4.

10. Removal of the Stand or Products

- 10.1 The Exhibitor shall not, without the prior written approval of the Organiser and/or the Manager, dismantle or remove the Products, the Stand or any of its decorations until the Exhibition is officially concluded.

11. Authorised Personnel of the Exhibitor

- 11.1 The Exhibitor (if an individual) and its personnel, agents or representatives are required to wear exhibitor badges, contractor badges, whenever they are within the Space. Any person not wearing a badge will be required to leave the Space.
- 11.2 The Organiser and/or the Manager will provide the Exhibitor with FIVE exhibitor badges (or such number of contractor badges as necessary) for use by the personnel, agents or representatives of the Exhibitor (or the Exhibitor-Appointed Contractor). The Exhibitor may in writing request additional exhibitor badges and the Organiser and/or the Manager may provide such additional exhibitor badges if it considers necessary.
- 11.3 The Exhibitor shall provide the Organiser and/or the Manager, their associated companies or any other company as appointed by the Organiser and/or the Manager with full particulars of all those personnel, agents or representatives of the Exhibitor ("Such Personnel") who will be provided with exhibitor badges before the badges will be issued. The Exhibitor shall procure Such Personnel:-
 - (a) display their exhibitor badges conspicuously whilst in the Exhibition Venue;
 - (b) do not pass or transfer their exhibitor badges to any other person;
 - (c) return the exhibitor badges to the Organiser or the Manager at the end of the Exhibition Period, or upon demand by the Organiser and/or the Manager;
 - (d) comply with all obligations imposed on the Exhibitor or on Such Personnel whether by the Regulations, the Organiser, the Manager or their agents.
- 11.4 The Organiser and/or the Manager will provide the Exhibitor with one vehicle pass issued by the management company of the Exhibition Venue. Only vehicles with such vehicle pass will be permitted to enter into the loading dock at the Exhibition Venue. Prior to the expiration of the time period specified in paragraph 9.4 above, the Exhibitor must return the vehicle pass to the Organiser or the Manager.
- 11.5 The Exhibitor shall provide names and photos (and such other personal data as the Organiser and/or the Manager may reasonably require) of its personnel, agents or representatives for production of the exhibitor's badge. The Organiser and/or the Manager shall not issue any exhibitor badge if the Exhibitor fails to provide such names and photos (and such other personal data) to the Organiser or the Manager 3 months before the commencement of the Show.

12. Admission

- 12.1 Persons under 18 years of age will not be permitted to enter into the Exhibition.
- 12.2 The Organiser and/or the Manager reserve(s) the right to refuse admission to the Exhibition of any persons, including the Exhibitor and its Associates, who the Organiser and/or the Manager in the absolute discretion considers as unfit, intoxicated or in any way likely to create disturbance or discomfort to the Exhibition, other Exhibitors or visitors to the Exhibition, or if such persons are already in the Exhibition Venue to require them immediately leave the Exhibition Venue.

13. Photographing and Video Shooting

- 13.1 The Exhibitor shall not, and shall procure its Associates not to, take any photographs or video recording or record any sound at the Exhibition without the prior written approval of the Organiser and/or the Manager.

14. Liability, Risks and Insurance

- 14.1 The Organiser, the Manager, their associated companies, their agents, representatives, contractors or employees and any companies appointed by the Organiser and/or the Manager shall not be liable in any way whatsoever in respect of any loss, injury or other damages (other than death or personal injury caused by the negligence of the Organiser, the Manager or their employees) suffered by or caused to the Exhibitor or its Associates or the products or other property of the Exhibitor, its Associates or its visitors.
- 14.2 The Organiser and/or the Manager and any companies appointed by the Organiser and/or the Manager shall not be responsible in any manner whatsoever for the consequences of any introduction or commercial transaction made during or as a result of the Exhibition.
- 14.3 The Exhibitor undertakes to indemnify and at all times hereafter to keep indemnified the Organiser and/or the Manager, their associated companies, their agents, representatives and employees and any companies appointed by the Organiser and/or the Manager on demand from and against all liabilities, actions, proceedings, claims, damages, costs and expenses they may suffer or incur by reason howsoever in relation to any agreement with the Exhibitor or its Associates or any breach of the Regulations by the Exhibitor or its Associates.
- 14.4 The Exhibitor shall be responsible for effecting insurance which shall include, but not be limited to, its displays, exhibits and the Stand against loss or damage by theft, fire, public (including occupier's liability) and any other natural causes, and shall produce such policy of insurance to the Organiser and/or the Manager upon request.
- 14.5 The Exhibitor shall take out insurance policies to cover itself against all potential liabilities imposed by the Regulations as well as any possible legal liability for negligence of the Exhibitor and its Associates and shall produce such policy of insurance to the Organiser and/or the Manager upon request. The Exhibitor is fully liable for any loss or damage caused by an act or omission of the Exhibitor and/or its Associates to any property of the Exhibition Venue, the other Exhibitors, the Organiser, the Manager or their associated companies or other companies appointed by the Organiser and/or Manager or the visitors to the Exhibition.
- 14.6 All Products, materials, items or things of the Exhibitor or its Associates that are brought to and removed from the Exhibition Venue are at the sole risk of the Exhibitor and should be safeguarded by the Exhibitor at all times.
- 14.7 The Exhibitor acknowledges and agrees that its participation in the Exhibition is solely at the Exhibitor's own risk.

EXHIBITION RULES & REGULATIONS

- 14.8 The Organiser and/or the Manager reserves the right to exercise a general lien over any property of the Exhibitor in the Exhibition Venue in respect of all monies due to the Organiser and/or the Manager or the Appointed Contractor (including claims for damages) in connection with the Exhibition.
- 14.9 The Exhibitor shall comply with all relevant fire, health and safety legislations and rules and ensure that all its Associates are aware of their duties and responsibilities. Any plant or systems of work which may be used must be certified safe and in good working order.

15. Intellectual Property

- 15.1 The Exhibitor hereby represents and warrants to the Organiser and the Manager that the Products do not infringe or breach in any way any right (including, but not limited to, intellectual property rights) of any person or entity and does not constitute a contravention of any applicable rule or law whether in the country of the Exhibition Venue or any other country.
- 15.2 The Exhibitor shall at all times, and without limit in point of time, indemnify and keep indemnified the Organiser and/or the Manager in full on demand against all liability, loss, damages, costs and expenses (including legal costs and expenses on a full indemnity basis) awarded against or incurred or paid by the Organiser and/or the Manager as a result of or in connection with:-
- the breach of any warranty given by the Exhibitor under paragraph 15.1 above; and
 - any claim that the Products infringe, or their importation, use or resale infringes, the patent, copyright, design right, trademark or other intellectual property rights of any other person or entity.
- 15.3 Any complaints involving infringement of an Exhibitor's intellectual property rights during the Exhibition should be reported to the Organiser's office.
- 15.4 The Complainants should fill out a form available from the Organiser or the Manager and provide the requested information as stated in the form.
- 15.5 The Legal Advisor will meet the Complainant in private, and will request the Complainant to provide documents or evidence to support the complaint.
- 15.6 If the Legal Advisor is satisfied with the submitted documents and considers that there may be a case to answer, the Legal Advisor and a staff member of the Manager and/or the representative of the Organiser will visit the Stand in question with the Complainant.
- 15.7 The Organiser and/or the Manager reserve the right to take photographs of the product/item/graphic or material in dispute. A copy of the photographs will be given to the Complainant and the Exhibitor concerned for record.
- 15.8 The Organiser and/or the Manager shall have the right in their sole and absolute discretion, to request the Exhibitors to remove those of its Products from the Stand which may, or are alleged by any person to, violates any intellectual property rights.
- 15.9 If the Exhibitor involved is subsequently found liable of infringing intellectual property rights, the Organiser and/or the Manager will reconsider the Exhibitor's participation in future exhibitions organised or managed by the Organiser and/or the Manager.
- 15.10 Any opinion or views expressed by the Legal Advisor is intended for general guidance only and should not be regarded as being a complete or definitive statement of law or an indication of the ultimate outcome of any future infringement action. Any opinion provided by the Legal Advisor should be regarded as being a preliminary advice only on the basis of the information presented and not as a substitute for detailed and considered advice in individual cases. If advice concerning individual problems or other expert assistance is required, the parties concerned should seek independent and professional advice.
- 15.11 No liability whatsoever is accepted by the Organiser and/or the Manager or any company appointed by the Organiser and/or the Manager and/or the Legal Advisor for any losses, damages, claims, costs or expenses which any Exhibitor may claim to have suffered or incurred as a consequence of, or as a result of, any decision or action taken or opinion expressed by the Legal Advisor at the Exhibition. The Exhibitor agrees and acknowledges that the Organiser and/or the Manager or any company appointed by the Organiser and/or the Manager and/or the Legal Advisor assume no such liability and the Exhibitor shall make no such claim against the Organiser and/or the Manager or any company appointed by the Organiser and/or the Manager and/or the Legal Advisor.
- 15.12 The Organiser and/or the Manager or their agents act as a witness and mediator only and will not be responsible for any legal liability. It is not the responsibility of the Organiser and/or the Manager or any company appointed by the Organiser and/or the Manager and the Legal Advisor to assist the Complainants and/or the Exhibitors in enforcing their intellectual property rights.

16. Waiver

- 16.1 The waiver by the Organiser and/or the Manager of any of the Regulations will not prevent the subsequent enforcement of the Regulations and will not be deemed to act as a waiver in respect of any subsequent breach.

17. Termination of Right to Exhibit

- 17.1 The Organiser and/or the Manager shall have the right to terminate at any time without notice the right of the Exhibitor to exhibit in the Exhibition and to immediately take possession of the Stand at the Exhibitor's expense in any of the following circumstances:-
- if the Exhibitor or any of its Associates commits a breach (whether capable of remedy or not) of any of the Regulations or any additional rules and regulations prescribed by the Organiser and/or the Manager under paragraph 19 below: or
 - if the Exhibitor, being a body corporate, enters into liquidation whether compulsorily or voluntarily or compounds with its creditors or has a receiver appointed over all or any part of its assets or takes or suffers any similar action in consequence of debt; or
 - if the Exhibitor, being a sole proprietorship or partnership becomes, or one of its members becomes, or one of its members becomes bankrupt or insolvent or enters into any arrangements with its creditors or takes or suffers any similar action in consequence of debt; or
 - if the Exhibitor conducts any activity which, in the sole opinion of the Organiser and/or the Manager, does not conform to the nature and purpose of the Exhibition, or interferes with the rights of other Exhibitors.
- 17.2 The Exhibitor shall have no claim for refund of the Participation Fee (or any part thereof) of any other claim against the Organiser and/or the Manager in the event that its right to exhibit in the Exhibition is terminated under this paragraph 17.

18. Cancellation of Exhibition

- 18.1 The Organiser and/or the Manager reserve(s) the right to change the floor plan, site character or the Exhibition Venue at any time. The Organiser and/or the Manager may in the sole and absolute discretion make proportional allowance for the space allocated to the Exhibitor.
- 18.2 Notwithstanding anything contained in the Regulations or any other documents or agreements between the Exhibitor and the Organiser and/or the Manager, the Organiser and/or the Manager reserve(s) the right to cancel, alter in character or reduce in scale the Exhibition, or to shorten or extend the Exhibition Period in its sole and absolute discretion at any time for whatsoever reason provided always that the Organiser and/or the Manager may in the sole and absolute discretion refund without interest such amount, if any, of the Participation Fee or part of it less the related administrative expenses, marketing, promotional and advertising expenses incurred by the Organiser and/or the Manager, as the Organiser and/or the Manager think appropriate in accordance with paragraph 3 above.
- 18.3 Subject to the discretionary right to refund the Participation Fee under paragraph 18.2 above, the Organiser, the Manager, their associated companies, their agents and representatives and any company appointed by the Organiser and/or the Manager shall not be liable and the Exhibitor shall not make any claim or demand, whether for loss or damage, or return of all or part of any money paid by the Exhibitor, in connection with the Organiser and/or the Manager exercising their rights under this paragraph 18, including without limitation, any cancellation, alteration, reduction, shortening or extension of the Exhibition or the Exhibition Period.

19. Additional Rules and Regulations

- 19.1 The Organiser and/or the Manager reserve(s) the right to interpret, alter and amend any of the Regulations and to issue additional rules and regulations at any time it considers necessary for the orderly operation of the Exhibition. Any and all interpretations of the Regulations and any additional rules and regulations made by the Organiser shall be final and binding on the Exhibitor.

20. Right to Privacy

- 20.1 The Exhibitor is to conduct itself in a courteous manner and respect the rights of all the other Exhibitors and visitors to the Exhibition. The Exhibitor and its Associates are prohibited from entering into the Stands of other Exhibitors unless expressly invited to do so.

21. Governing Law

- 21.1 These Regulations shall be governed by and construed in all respects in accordance with the laws of Hong Kong Special Administrative Region and the Exhibitor irrevocably submits to the non-exclusive jurisdiction of the courts of the Hong Kong Special Administrative Region.