

## A EXHIBITOR (Address for correspondence)

Company / Organization: .....

Company VAT number / registration number .....

Contact Person: .....

Position / Job title: .....

Postal address: .....

Country: ..... Postal code: .....

Telephone: ..... Fax: .....

Email: ..... Website: .....

## B INVOICING OFFICE ADDRESS (If different from above)

Company / Organization: .....

Company VAT number / registration number .....

Contact Person: .....

Position / Job title: .....

Postal address: .....

Country: ..... Postal code: .....

Telephone: ..... Fax: .....

Email: .....

## C I WOULD LIKE TO BOOK THE FOLLOWING (Please fill in and tick all appropriate boxes)

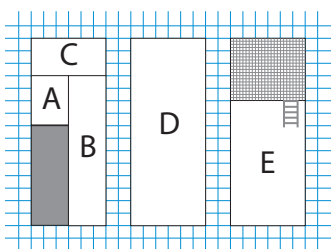
**SPACE ONLY (Minimum 12 sq.m.)** ..... sq.m.@ € 495 = € .....

Includes space, aisle cleaning and pavilion security, listing and description in the Exhibition Catalogue and listing in the 21<sup>ST</sup> WPC Website.

**EQUIPPED SPACE (Minimum 12 sq.m.)** ..... sq.m.@ € 570 = € .....

Includes rear and side partitions, carpet, fascia with company name, 1 table, 4 chairs, storeroom, information counter and bar stool, 3 spotlights, aisle cleaning and pavilion security, listing and description in the Exhibition Catalogue and listing in the 21<sup>ST</sup> WPC Website.

### STAND CONFIGURATION



**A – Inline (open to 1 aisle)** no surcharge = € .....

**B – Corner (open to 2 aisles)** +10% on space only rate = € .....

**C – Peninsular (open to 3 aisles)** +15% on space only rate = € .....

**D – Island (open to 4 aisles)** +20% on space only rate = € .....

**E – Double decker (by request only)** + 50% of space covered = € .....

**OUTDOOR SPACE ONLY (Minimum 30 sq.m.)** ..... sq.m.@ € 250 = € .....

Includes outdoor space only, listing and description in the Exhibition Catalogue and listing in the 21<sup>ST</sup> WPC Website.

**STAND-SHARING COMPANIES** ..... companies @ € 600 = € .....

NOTE: The applicant must provide the organizer with the name of each stand sharer no later than 90 days prior to the event. Includes listing and description in Exhibition Catalogue and in the 21<sup>ST</sup> WPC Website (per company).

**TOTAL COST= €** .....

## D CONTRA AGREEMENT

**9 Sq. m. - complimentary space only GBOC**  
-WPC National Committee Allocation

**9 Sq. m. - complimentary equipped space GBOC**  
-WPC National Committee Allocation

\_\_\_\_\_ **Sq. m. space only PARTNERS**  
-details of agreement will be discussed separately

\_\_\_\_\_ **Sq. m. equipped space PARTNERS**  
-details of agreement will be discussed separately

## E EXHIBITION STAND RULES AND REGULATIONS

The exhibition stand rules and regulations covering liability and risks during the exhibition as well as further rules and regulations pertaining to the exhibition will be found in the Exhibitor Manual and will be available no later than July 2013

## F METHOD AND TIMING OF YOUR PAYMENTS

### Exhibitor who signs the contract BEFORE 31<sup>st</sup> December 2013

- **First 50%:** Due 30 days from the date of invoice
- **Second 50%:** No later than 31<sup>st</sup> December 2013

### Exhibitor who signs the contract AFTER 31<sup>st</sup> December 2013

- **100%:** of full contract price due 30 days from the date of invoice

### Exhibitor who signs the contract AFTER 31<sup>st</sup> March 2014

- **100%:** of full contract price due immediately from the date of invoice

**Payment by Bank Transfer upon invoice receipt to:**  
Beneficiary: IES S.r.l.  
Bank: INTESA SAN PAOLO  
Address: AG 16. VIA G. BRAGAGLIA 19 - 00123 Rome, ITALY  
SWIFT / BIC: BCIT ITMM  
IBAN: IT55 Q030 6903 2201 0000 0002 128  
Account Number: 2128

**Payment by Cheque in Euro**  
Please send your cheque by post to IES S.r.l. at the address under section I

### Payment Condition

If payment terms are not met, the organizer shall be entitled to cease this Contract forthwith and forfeit all sums paid by the Exhibitor. The Exhibitor will not be permitted to start work on his stand until their account has been paid in full. The Organizer reserves the right not to allow the exhibitor to occupy their space or stand unless payment is received in full.

### Cancellation Policy

In the event of cancellation or termination of this contract by the exhibitor, the exhibitor shall pay to the organizer cancellation charges at the following rates.

1. Cancellation more than 120 days before the first day of the event – 50% of contract price
2. Cancellation 60 to 120 days before the first day of the event – 75% of contract price
3. Cancellation less than 60 days before the first day of the event – 100% of contract price

## G NOTES TO THE CONTRACT

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.....

## H DECLARATION

The duly authorized signatory, acting for and on behalf of the exhibitor company, hereby declares that she/he acknowledges and accepts the regulations as set out in this form and agrees to comply with the provisions herein contained.

FOR EXHIBITOR	
Signature:	<input type="text"/>
Name:	.....
Position:	.....
Date:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Place:	.....

ON BEHALF OF ORGANIZER	
Signature:	<input type="text"/>
Name:	.....
Position:	.....
Date:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Place:	.....

## I PLEASE SEND THIS FORM BY POST OR BY EMAIL TO