

18th 21st October 2017

SECC

Ho Chi Minh

Company Name:

Contact Name: Position: Mobile:

Tel: Fax: E-Mail: Website:

Address:

City: Postal Code: Country:

If invoice address is different from above, please provide invoice address separately

Address:

Please tick ☒

Prices: US\$

STAND TYPES

			m ²	Cost
☐ Bare Space (min 36 sqm)	USD 230	per m ² x	=	\$
Includes: space, general aisle cleaning and security of pavilion				
☐ Shell Scheme(min 9 sqm)	USD 260	per m ² x	=	\$
Includes: In addition to the above, wall partitions, company name on fascia, carpeting, two folding chairs, one information desk, three spotlights, one wastepaper basket, one 5Amp power point				

Corner Fee

10% Surcharge.

\$

Advertising in the official catalogue: please tick ☒

			Page	Cost
☐ Inside full page (Color)	USD 800.00		=	\$

Size of publication 15cm x 21 cm

Advertising opportunities: please tick ☒

On the top of exhibitor's stand

☐ Ceiling hanging Banner	(including printing)	USD 500	Cost
			\$

Outdoor Billboards < Location of Billboards will be based on first come first serve >

☐ Billboard 3M (W) x 2.5M (H)	(including printing)	USD 1,500	Cost
			\$

Floor plan Logo Insertion

☐ Logo Advertisement on Vietnamwood guide map	USD 300	Cost
		\$

Size of logo file 5cm x 5cm, designed in Adobe Illustrator (.ai) or jpg in CMYK mode, 300dpi or above.

TOTAL COST

US\$

★Above costs are exclusive of VAT. VAT will be added at point of invoicing,

PAYMENT SCHEDULE & PROCEDURE

50% of space charges with Application Form.

50% to be sent by 30th February 2017.

Your stand allocation will only be confirmed on receipt of the first installment. All payments to be made by bank transfer quoting your Customer Reference number and Invoice number to: **YORKERS TRADE & MARKETING SERVICE CO., LTD.** Account No. 904-10-116551-3, Swift Address: CTCBHKHH, CTBC BANK CO., LTD. HONG KONG BRANCH, Address: 28/F., Two International Finance Centre, 8 Finance Street, Central, Hong Kong

We hereby confirm our participation at The 12th Vietnam Int'l Woodworking Fair, and we confirm that we have been supplied with Chan Chao Rules and Regulations which form part of this contract. We have read the Rules and Regulations, and confirm our acceptances of these. The signature of this Application contract and its receipt by ChanChao is deemed conclusive evidence of the Applicant's agreement to pay the full fees due. The application may not be cancelled by the applicant. The Applicant further acknowledges that ChanChao, having incurred expenses as a result of the Application, is not required to refund any of the fees and that ChanChao is also entitled to any unpaid amounts that may be owing by the Applicant to ChanChao. Where more than one exhibitor will share a stand in respect of which this Application is made ("stand sharers"), the Applicant, acting as agent for each Stand Sharer, shall ensure that each Stand Sharer is bound by the rules and regulations overleaf. The Applicant shall be liable to pay any additional charges due in respect of any stand sharer.

Authorized Signature: _____ Name: _____ Date: _____

TERMS OF CONTRACT

- Rights:** The Organizer, namely, YORKERS TRADE & MARKETING SERVICE CO., LTD. reserve all rights in connection with "The 12th Int'l Woodworking Fair (VIETNAMWOOD)."

2. **Terms of References:** Under these rules and regulations, the term “exhibitor” shall include all employees, staff and agents of any company partnership, firm or individual to whom space has been allocated for the purpose of exhibiting. The term “contract” means the contract for exhibition space at the Exhibition between the show management and the Exhibitor which incorporates the rules and regulations. **Damage to the tradeshow area:** Exhibitors are required to indemnify to the Organizers against any claim made against them in respect of damage to tradeshow halls and the venue caused by their stand exhibits, staff or by agents acting on their behalf.
3. **Insurance:** Security & Insurance of the exhibits and the property of the stand will be the responsibility of the individual Exhibitors. And the Organizers shall not be responsible in anyway for personal injury to the Exhibitor or his staff, agents, invites or licensees, however caused.
4. **Consequential Loss:** In case of tradeshow being cancelled or suspended in whole or in parts of cause not in the Organizer’s control the Organizers do not accept any consequential liability.
5. **Stand Alteration:**
 - a) No alteration to the size of an exhibitor’s stand is permitted without the prior written approval of the Organizers.
 - b) Conversion of an allotted shell scheme site to free design is not permitted.
 - c) In the event of an exhibitors display causing inconvenience to other exhibitors, the Organizers reserve the right to ask for the required alterations.
 - d) The Organizers reserve the right to modify the layouts of stand sites, Business Desk (Table Space) and gang way, and allot alternate stand.
 - e) Designers are particularly requested to avoid designs, which block and box in other Exhibitor’s stands.
 - f) While reasonable fixings may be allowed to the flush plywood wall of the shell scheme without damaging them in any way, no alterations in the fascia structure or the format is permitted. Any attempt to do this will involve the restorations of the original structure at the expense of the exhibitor or his agent.
 - g) In case the actual size of a stand is less than the booked space the Organizers would be liable to refund the cost of the discrepancy in space in rounded meters but would not be liable for any consequences thereof.
 - h) Neither are the stand displays allowed to overhang the allotted area, nor are any obstructions permitted near gangways, fire points, extinguishers and emergency exits.
6. **Stand Interiors:** While the Exhibitors are free to decorate their stands to the best of their ability for projecting the right image of their products and company, they should not cause any permanent damage to the walls, panels, and floor through use of nails, paints, or any other such activity.
7. **Equipment Interference:** No equipment can be operated which produces excessive noise or cause electrical interference or other annoyance.
8. **Stand Allocation:** The Organizers reserve absolute right of final stand allocation, and may offer alternate stand of equivalent size to confirmed exhibitors.
9. **Default on Payment:** The Organizers reserve the right to cancel any reservation of space in the event of an Exhibitor not having paid the dues of participation charges by due dates. Payment already received will be forfeited in such cases.
10. **No Subletting:** The Exhibitors may not assign, sublet or grant licenses in respect of the whole or part of the stand. Cards, advertisements or printed matter of firms or persons who are not qualified exhibitors may not be exhibited or distributed from any stand except that an exhibitor may distribute cards, advertisements or printed matter of companies or firms which are subsidiaries of exhibitors or exhibitor’s ultimate holding company or foreign principals.
11. **Promotion by Exhibitors:** In all communication inviting patrons to visit their stand, exhibitors must specify clearly that registration is a must for free entry to the exhibition on presentation of an invitation card / letter.
12. **Hoarding / Banners:** No hoarding, banners, etc. will be allowed at the venue or on the roads in the vicinity unless their design, specification, installation and location have been approved by the Organizers, any unauthorized display is liable to be removed by the Organizers without notice at the exhibitor’s cost.
13. **Security:** Although a twenty-four hour security service will be in operation throughout the tradeshow. Exhibitors should take all possible precautions to minimize loss or damage to their equipment, merchandise, display etc.
14. **Exhibit Removals at the End of Trade Show:** Exhibits must be removed from the stands within 18 hours after the exhibition is over. Should an Exhibitor fail to vacate his stand space or the premises by the time specified by the Organizers, he shall be liable to any charge incurred by the Organizers as the result thereof.
15. **Exit Permit:** No material / exhibits will be allowed to be taken out of the hall without valid exit pass obtained from the Organizers. Site office after clearing all dues of the organizers and other service providers at the exhibition.
16. **Right to Enter the Tradeshow:** The Organizers and those authorized by them respectively, have the right to enter the trade show premises at any time to execute work repairs and alternations and for other purposes.
17. **General Lien:** All exhibits are subject to general lien in favor of the Organizers for all sums, whether for unpaid stand charges or otherwise, due from an exhibitor to the Organizers.
18. **Verbal Agreement:** Any verbal agreements concerning any aspect of the contract or the trade show are not valid unless confirmed in writing.
19. No inflammable articles may be stored in the exhibition area.
20. All on site the officially appointed electrical contractor before the connection to the main supply must carry out electrical installations.
21. No refund of paid amount under any circumstances.