

**EXHIBITION SPACE APPLICATION CONTRACT (ESAC)**



**7 - 9 April 2008**

**Timings :10:00 to 1:00, 5:00 to 9:00**

**Venue : Oman International Exhibition Centre**

**Organisers :**



**OITE**

☒ : PO Box 268, Postal Code 112, Ruwi, Sultanate of Oman  
 ☎ : + 968 24 564303    ☎ : + 968 24 565165, 24 561176  
 ☎ : info@oite.com      Website: oite.com/edutech

**Note: Payment to be made in favour of: Oman International Trade & Exhibitions**

Note: Minimum area to be booked 9m<sup>2</sup> shell scheme and / or 18m<sup>2</sup> bare space ( mock up drawing for bare space should be approved by the organisers).

<b>PARTICIPATION FEES</b>	<b>RO per m<sup>2</sup></b>	<b>US\$ per m<sup>2</sup></b>	<b>Total area required (m<sup>2</sup>)</b>
With Shell Scheme and Services	80	210	
Bare Space	70	184	
<b>A. Total : RO / US\$</b>	<input type="text"/>		<b>Total Area</b> <input type="text"/>

**VISA FORMALITIES**

The organisers will process visas\* for exhibitors. Charges for visas are to be paid in advance and are as follows:

<b>VISA</b>	<b>RO per Visa</b>	<b>US\$ per Visa</b>	<b>Total Visas Required</b>
Visa Cost (non-refundable) (Applicable for payment upon request for visas)	20	53	
<b>B. Total : RO / US\$</b>	<input type="text"/>		

**C = Grand Total of A + B (Net Amount to be transferred) RO/US\$**

\* Visas sent by courier will be charged extra \* Visas will be issued at the discretion of the Director General of Immigration, Royal Oman Police. Visa application/ deposit charges are subject to change without prior notice. All concerned will be informed if change of price is implemented.

I / We have read the Exhibition Conditions overleaf and in the event of this application being granted (wholly or partly) we undertake to observe and be bound by them.

Organisation: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Designation: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ Web: \_\_\_\_\_

E-mail: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Organisation Seal/Stamp

**PAYMENT TERMS**

- Full payment should accompany this completed application form.
- Payment for Domestic exhibitors should be made in Rial Omani by company cheque only in favour of **Oman International Trade & Exhibitions.**
- Payment for International exhibitors is to be made in US Dollars by direct transfer. Bank Transfer details are as follows:  
 Beneficiary Name/In Favour of : OMAN INTERNATIONAL TRADE & EXHIBITIONS  
 Beneficiary's Account No. : 0039 40242 0081 013  
 Beneficiary's Account with Bank : BANK MUSCAT, CORPORATE BRANCH, RUWI, SULTANATE OF OMAN  
 Swift Code : BMUSOMRXXX  
 Beneficiary's Bank Address : PO Box 134, Ruwi, PC 112, Sultanate of Oman  
 Correspondent/Intermediary Bank : JP Morgan Chase Bank, 4 , New York Plaza-15th floor, New York, N.Y. 1004, USA.  
 Swift Code : CHASUS33XXX; ABA 021000021  
 All details aforementioned is for one account and should be fully used for the transfer, without which transfers cannot be effected to our account.  
 All transfers made should be net amount exclusive of Bank transfer charges and for all purposes amount received in our bank account will be considered the transferred amount.
- Collection charges will be applicable and paid by the exhibitor, if application payment not in compliance of point 3 for:  
 Drafts/Cheques drawn on a US Bank for amount upto US\$ 10,000 = US\$ 20 Only  
 Drafts/Cheques drawn on a US Bank for amount above US\$ 10,000 = US\$ 30 Only  
 Drafts/Cheques drawn on other than US bank upto US\$ 10,000 = US\$ 30 Only  
 Drafts/Cheques drawn on other than US bank above US\$ 10,000 = US\$ 45 Only

Please note that 9m<sup>2</sup> Shell Scheme consists of: wall panels (enclosure), 2 spot lights of 100 watts each, 1 double socket 240 volts, 13 amps, single phase, 200 watts max use, 1 table, 2 chairs, Carpet Tiles and fascia lettering in English/ Arabic not exceeding 30 letters. Bare space is area marked only.

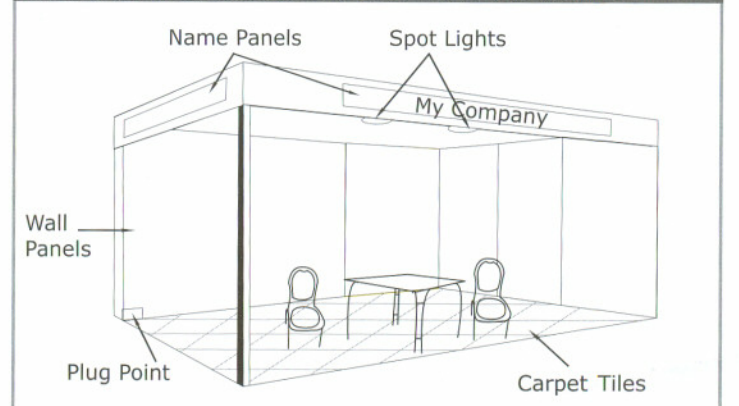


Illustration - 1 Stand ( Shell Scheme & Services) of 9m<sup>2</sup> each  
 9m<sup>2</sup> @ RO 80/m<sup>2</sup> = RO 720 ( i.e. 9m<sup>2</sup> = RO 80 X 9 = RO 720)

Swapping of Shell Scheme and/or Optional items is not allowed, the exhibitor is liable for payment if items found in the allocated stand.

NB: Oman International Trade and Exhibitions (OITE) is hereafter referred to as 'Organisers' and the name of the exhibiting company/organisation is hereafter referred to as 'Exhibitor'. The Exhibition Space Application Contract must be signed by General Manager or an authorised person of the company. The original to be returned to the aforementioned organiser's address.

# EXHIBITION CONDITIONS



1. All payments for participation should be paid in full, along with the Exhibition Space Application Contract (ESAC), failing which, the Organisers reserve the right to claim an additional 2% interest per month in addition to the participation fees from the exhibitor. This will commence from the opening date of the Exhibition (7 April 2008).
2. Request for cancellation of booking should be made to the Organisers and will be accepted only if it is done in writing on or before 7 January 2008 for International Exhibitors and on or before 7 February 2008 for Oman Exhibitors. Exhibitors cancelling participation on or before the aforementioned deadline dates will bear a cancellation fee of US\$ 53.00 for International Exhibitors and RO 10.000 for Oman Exhibitors. Cancellation of booking will not be accepted/valid after the aforementioned deadline dates and full participation fees will have to be paid as per ESAC submitted irrespective of the fact of non-participation. The Organisers reserve the right to claim an additional 2% interest per month in addition to the participation fees from the exhibitor. This will commence from the opening date of the exhibition (7 April 2008).
3. The agreement to exhibit is irrevocable by the Exhibitor and at its discretion the Organisers will agree to cancel the contract or refund any part of the payments already made.
4. Only the products and the organisation name entered in the application form will be allowed to be displayed on the stand. No sub-letting or exchange of any part of the space applied for or Shell Scheme Service or Optional Stand Service, Electrical items are permitted.
5. All mock-ups & stall setups should be completed on or before 8.00 pm on 6 April 2008. All mock-ups built should be as per drawings prior approved by organisers.
6. Stands/ Space must be occupied by 8.00 am on 7 April 2008, otherwise the Organisers reserve the right to re-let the space or deal with it any way they see fit and claim full amount as per bookings made.
7. Exhibitors are wholly responsible for the safety of their exhibits, employees, public and themselves before/during/after the Exhibition. Exhibitors are not permitted to conduct demonstrations using live fire or heated oil. The Organisers will not accept responsibility/liability for loss or damage whatsoever caused to any exhibit, property of any exhibitor or the general public.
8. Exhibitors are not allowed to bring into the Exhibition area/stands any exhibit or any substance, which is liable to cause harm to the public or cause a fire or explosion. The Organisers may in their absolute discretion demand the removal of, or take steps themselves to remove, any such exhibit or substance at the Exhibitor's expense.
9. Except with the express written permission of the Organisers, only officially appointed contractors may be used for any electrical and stand building work, for supply of cranes or other lifting apparatus.
10. For any sensitive electrical equipment brought to the venue, the exhibitors should have a back-up of Uninterruptible Power Supply (UPS) to avoid damage to equipment in case of power failure/fluctuation which is beyond the control of the Organisers.
11. The Organisers shall not be held responsible for the loss or damage to any property of the Exhibitor or any person before/during/after the exhibition dates caused by theft, fire, defect in the Exhibition Hall (The Hall), storm, tempest, lightning, national emergency, national mourning, civil unrest, war, labour disputes, lockouts, explosions, acts of God and general cause of force majeure whether or not ejusdem generis with foregoing or any cause not within the Organisers control or for any loss or damages sustained in the event that the opening or holding of the Exhibition is cancelled, prevented, postponed or abandoned for any loss or damage to the basic Shell Scheme stand provided. Exhibitors are advised to take out an appropriate insurance cover for the purpose of indemnifying the Organisers as aforesaid and also cover themselves against all risks anticipated/associated with their participation and, more explicitly, in respect of those conditions herein for which the Organisers have expressed not to be responsible.
12. In no event shall the Exhibitor have any claim for damages of any kind against the Organisers in respect of any loss or damage consequent upon cancellation, breakdown prevention or any postponement or abandonment of the Exhibitor by reason of the happening of any of the events referred to in condition 11 or otherwise the Hall becoming wholly or partially unavailable for the holding of the Exhibition for reasons which may be within or beyond the Organiser's control and the Organisers shall be entitled to retain all sums paid by the Exhibitor or such part thereof as the Organisers shall consider necessary. If in the opinion of the Organisers by rearrangement or postponement of the period of Exhibition or by substitution of another hall or building or in any other reasonable manner, the Exhibition can be carried out, these conditions shall be binding upon the parties except as to size and position as to which any modification or rearrangement shall be determined by the Organisers.
13. The exhibitors shall hold the Organisers safe and harmless from all loss or damages suffered directly or indirectly arising out of any act or default or negligence of any servant, agent, employee, printer, publisher, service provider, advertising agency or subcontractor of the organiser.
14. All display, advertising exhibits and stand arrangements shall be appropriate to the subject matter of the Exhibition in the sole opinion of the Organisers and shall be tasteful and of a suitable high standard and shall not contravene or conflict with any moral or local custom and if in the opinion of the Organisers, the Exhibitor is in breach of this clause, the Organisers may direct the Exhibitor to rectify any such breach and the Exhibitor shall act immediately accordingly.
15. In the event of a breach of any conditions for participation or payment, the Organisers reserve the right in all cases to retain all monies paid by the Exhibitor and have a lien/retain all goods of the Exhibitor and at the discretion of the Organisers, auction or sell goods of the Exhibitor to recover the money due to the Organisers and recover further money from the Exhibitor as provided herein along with storage and transportation charges, legal and solicitor charges associated with the same.
16. An Exhibitor's manual will be issued to the Exhibitor containing detailed information/guidelines for participation in the Exhibition. All conditions and details contained therein are binding on all Exhibitors and appointed agents for the Exhibition and must be complied with, without exception.
17. Catalogue entries will be included in the Exhibition Catalogue only if they are submitted on or before 24 March 2008.
18. All personal halogen lamps, spot lights used in the exhibition should be paid as per standard rates before installing failing which the organisers will confiscate it. Swapping of Shell Scheme and/or Optional items is not allowed, the exhibitor is liable for payment if items found in the allocated stand.
19. The Organisers cannot accept any complaint or claim against them unless submitted in writing two days after the closing of the exhibition. Moreover, any theft claim which requires to be reported to official authorities by the organisers should be submitted in Arabic on the same day of the theft/claim along with relevant supporting details and insurance certificate.
20. Exhibitors selling/displaying consumable food products should display manufacture date, country of origin and expiry date on each unit along with the price tag.
21. Smoking is not permitted at the venue.
22. Eating is not allowed at the venue except in the cafeteria.
23. Exhibitors are not allowed to display posters or signages with words such as "Sale", "Special Offer", "Discount" or "Clearance Sale". This is required as per local law of the Sultanate of Oman and any exhibitor in breach of this condition will be liable directly for the consequences with the concerned authorities without any liabilities to the Organisers.