



# Exhibition Application

## METS 16-18 Nov 2010

### AMSTERDAM

Please return to:  
**MaryAnne Edwards/Victoria Smith**  
 Tel: (03) 96821255  
 Fax: (03) 96821088  
 Email: marketing@aimex.asn.au

Company Name: .....  
 Contact Person: ..... Position: .....  
 Mail Address ..... State ..... Postcode .....  
 Tel. ( ) ..... Fax ( ) ..... E-mail .....  
 ACN No. .... Website .....

**YES** we wish to participate and request the following

- 1x3sq metres on AIMEX stand cost \$A3000
- we require our own stand of .....sq metres at a cost of euros 310 per sq mtr plus 495 euros admin fee.
- we require accommodation as part of AIMEX group

**AIMEX members receive a 10% discount when taking individual stand space greater than 1x3sq metres.**

To secure your space a non refundable deposit of \$AUD 500 of the total cost will be required.

**TOTAL COST:** \_\_\_\_\_

**DEPOSIT :** \_\_\_\_\_

**FINAL DUE:** \_\_\_\_\_

**Export Market Development Grants Important Note**

**It is essential that you advise AIMEX if you are going to be claiming your space costs as part of an EMDG claim.**

**Note: Initial claims can be for costs covering 2 years.**

**Please tick the response applicable to your company.**

**Yes** I am claiming this as EMDG signed .....

**No** I am not claiming this as EMDG signed .....

**This section must be completed by all exhibitors**

**We will promote the following products and/or services. Items for exhibit must be products of Australian Industry as defined in the Conditions of Participation.**

**Please tick the appropriate box. You are:**

- A new exporter (has not made export sales in the past three years)
- Currently exporting but new to this market
- Presently exporting to this market
- We have exhibited in this exhibition before

**If applicable: please indicate your overseas representative (s) for this market.**

**MY OBJECTIVES IN PARTICIPATION.** Please tick the appropriate objectives: it should help you to define your own reasons for participating in the exhibition as well as helping us to measure the overall effectiveness. At the end of the fair we will follow-up with you to evaluate the outcomes of your objectives.

- |  |  |
|--|--|
| <input type="checkbox"/> Appoint local representatives             | <input type="checkbox"/> Generate inward or outward investment |
| <input type="checkbox"/> Secure a licensing arrangement            | <input type="checkbox"/> Launch a new product                  |
| <input type="checkbox"/> Identify potential joint ventures         | <input type="checkbox"/> Support an existing agent             |
| <input type="checkbox"/> Identify new high quality buyers          | <input type="checkbox"/> Reinforce a corporate image           |
| <input type="checkbox"/> Meet end users                            | <input type="checkbox"/> Keep abreast of competitor's activity |
| <input type="checkbox"/> Meet existing buyers                      | <input type="checkbox"/> Increase market share                 |
| <input type="checkbox"/> Identify new sales outlets (distributors) | <input type="checkbox"/> Other (please specify) _____          |
| <input type="checkbox"/> Make direct sales                         | _____  |

I declare that this information is true and correct in every particular. I agree to abide by the **Terms and Conditions of Participation** and to accept the **Payment Terms and Exhibitors' Responsibilities** in connection with this exhibition. I agree to pay the total participation fee as indicated in this agreement.

Authorised Representative (Print Name) \_\_\_\_\_ Position \_\_\_\_\_

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

## Terms and Conditions of Participation

**1** Participants in AIMEX trade exhibitions must be Australian Organisations, either sole traders, partnerships, or companies registered in Australia and conducting export related business in Australia. AIMEX reserves the right to decline any application for participation in an AIMEX trade exhibition where it is determined that the Australian organisation is not conducting business in Australia, or is not export ready, or is not likely to contribute to trade between Australia and overseas countries.

**2** The exhibit must be attended by an employee, representative or agent of the participant, and the exhibitor must meet costs involved.

**3** The Australian International Marine Export Group (AIMEX) normally accepts applications only from principals (ie. manufacturers or merchants actually owning the goods at the time of export). AIMEX reserves the right to seek confirmation that merchants are authorised to sell the products being promoted in the market concerned.

**4** AIMEX reserves the right to accept or reject any application, to exhibit or withhold any items submitted for exhibition purposes, and to allocate space and position in accordance with the overall design and limitations of venue and any other special circumstances that may arise.

Exhibitors cannot sub-let exhibition space to other parties without AIMEX's prior written agreement.

**5** The exhibitor will make all arrangements, accept all responsibility, and meet all costs for the supply and disposal of exhibit items, including packaging, documentation, freight, handling, insurance, customs clearance, import duties and other taxes.

**6** No items on display may be removed by the exhibitor or authorised representative from the exhibition site during the exhibition. Exhibitors undertake to take possession of their display goods at the conclusion of the exhibition or when requested to do so by AIMEX or its accredited officers.

**7** In the event of an exhibitor's withdrawal from the exhibition AIMEX accepts no responsibility for any financial losses incurred. (See **Withdrawal** clause below).

**8** The exhibitor agrees to indemnify AIMEX, its employees and agents against all actions, proceedings, claims and demands which may be brought or made against AIMEX, its employees and agents, by any person, firm or corporation in respect of any loss, damage or injury (including death) occurring to any person or property arising out of or in connection with participation in the Exhibition or, the use or occupation of the space and position allocated by AIMEX or from anything owned, operated, exhibited, displayed, demonstrated by or under the control direct or indirect of the exhibitor or arising from necessary cancellation (See **Cancellation** clause below) and such indemnity shall include any costs incurred by AIMEX in defending such actions, proceedings, claims and demands and any costs incurred in being represented at any proceedings arising out of any accident including any inquiry or inquest.

**9** Access to an AIMEX exhibition site is restricted until payment is received in full, prior to the commencement of the specified exhibition. AIMEX reserves the right to prohibit access by the exhibitor to the exhibition site where payment has not been received in full prior to the commencement of the event.

**10** Late registration – In the event that a potential exhibitor registers after the published deadline of a specified exhibition, and should space be available to accommodate this client, AIMEX will endeavour to accommodate the client but there will be no guarantee provided that will ensure the client a place in the specified exhibition.

**11** All registrants consent to AIMEX approving of any independent sponsorship arrangements prior to participation in this exhibition.

## Payment Terms and Exhibitor's Responsibilities

### Payment Terms

All invoices for exhibition participation are payable within the terms of the invoice and prior to the exhibition. Exhibitors will not be permitted to exhibit under the terms of this agreement until full payment is received by AIMEX. Space is not confirmed until payment is received.

### Late Applications

Applications received less than 60 days before the exhibition will be sent an invoice for the total participation fee and required to pay strictly within

### Costs

Exhibitors are required to bear all costs involved in the provision, disposal or return of exhibit items, product samples, sales literature and any cost involved in the manning of the exhibitor's display as well as any other costs as outlined in the Exhibitor Package. Where an exhibitor has requirements beyond the normal allocation, the exhibitor shall bear the additional costs involved, at the sole discretion of AIMEX.

### Freight Arrangements

the stated terms.

#### **Withdrawal**

An exhibitor will be liable for costs up to the value of the **full participation fee** should they decide to withdraw at **any stage** after an application form is signed, UNLESS a suitable replacement is found. AIMEX makes no guarantees to find a replacement but shall use its best endeavours, at its discretion. Once notice of withdrawal is given, AIMEX reserves the right to re-contract the space without further consultation.

If a suitable replacement **is contracted**, the exhibitor may still be liable for costs incurred by AIMEX on their behalf. This may include a cancellation fee of **AUD\$1000** for time and administration costs.

If a suitable replacement **is not found**, the exhibitor shall be liable to pay the **full participation fee** before the exhibition commences.

#### **Cancellation of Exhibition**

AIMEX reserves the right to cancel any Exhibit at any time when, at AIMEX's sole discretion, the risk to persons or property are judged to be unacceptable. AIMEX will endeavour to consult with exhibitors should this event appear likely, but shall accept no liability for any loss arising from such cancellation from exhibitors and exhibitors specifically indemnify AIMEX from any third party claims arising from such cancellation.

AIMEX may nominate a forwarding agent to consolidate shipment of exhibit goods from Australia. Exhibitors will be responsible to liaise with the forwarding agent and meet all costs, etc., including customs clearances, freight and handling charges. Exhibitors are under no obligation to utilise the nominated forwarding agent. AIMEX is not responsible for the clearance of display goods, delivery to display site, etc.

#### **Import and Related Charges**

Exhibitors are responsible for meeting all charges incurred in import duties, bonds and other taxes where applicable.

#### **Insurance**

The Exhibitor agrees to take out and keep current Public Liability insurance for the period of the Exhibit, covering all Public Liability risks arising from participation in the Exhibit.

#### **Provision of Exhibit Items**

Exhibitors are responsible for the provision and disposal of exhibit items, product samples, sales literature, etc. Exhibitors are strongly advised to insure exhibit materials against loss or damage, in transit and at the exhibition site. The cost of such insurances is to be met by the exhibitor.

#### **Disposal of Goods**

It is the responsibility of the exhibitor to arrange for the disposal or return of their exhibit items.