

# Coil Winding, Insulation & Electrical Manufacturing 2004

## International Conference and Exhibition

June 15 - 16 - 17, 2004 - Berlin, Germany

*Application and Contract for Exhibit Space*

This application for exhibit space at the Coil Winding, Insulation & Electrical Manufacturing 2004, International Conference and Exhibition, June 15th, 16th, and 17th, 2004 being held at the Messe Berlin, Berlin, Germany, which will become a contract upon acceptance, is based upon the plans of exhibits, rates and general information which are included in this form and constitute a part of the contract.

### EXHIBIT SPACE RENTAL FEE:

The rental fee for all exhibit space is 316.00 EUROS per square meter for free build stands. Add 89.00 EUROS per square meter if shell scheme is required.

**ALL STAND SPACE INCLUDES** - Free listing in show catalogue. Free listing in show product index. Free listing of all companies officially represented by exhibitor.

**SHELL SCHEME OPTION ALSO INCLUDES:** White stand wall elements, White fascia board, with Company name and stand number with standard black lettering. Floor carpeting, Lighting elements - one spotlight per four square meters. Free stand cleaning,

### SIZE OF STAND REQUESTED:

..... **X** ..... meters = ..... **M<sup>2</sup>** Total

Freebuild Stand  
**€316 m<sup>2</sup>**

Shell Scheme Option  
**€405 m<sup>2</sup>**

### PREFERRED LOCATIONS:

The attached floor plan indicates stand numbers.

First Choice ..... Total Cost EUROS.....  
Second Choice ..... Total Cost EUROS.....  
Third Choice ..... Total Cost EUROS.....

### BRIEF DESCRIPTION OF PRODUCTS/SERVICES TO BE DISPLAYED

### PARTICIPATION ACCEPTANCE: (CWIEME USE ONLY)

Accepted on behalf of Coil Winding, Insulation & Electrical Manufacturing Exhibitions by:

Signature .....

Date .....

Stand Assignment .....

### EXHIBITING COMPANY

Company Name .....

Address .....

Telephone .....

Fax: .....

E-Mail: .....

Contact Name (Print) .....

Title .....

Authorized Signature (Sign & Print) .....

.....Date .....

### PAYMENT TERMS:

- 1) First Fifty percent (50%) of the exhibit rental fee is due on receipt of invoice.
- 2) The remaining fifty percent (50%) balance of exhibit space rental is due and payable on or before January 31st, 2004.
- 3) Applications submitted after January 31st, 2004 must be accompanied by 100% of the exhibit space rental fee.
- 4) All payments are subject to applicable V.A.T. .
- 5) Payments must be received in full as per the terms of this contract. **The Organisers will sell any stand space for which full payment is not received as per the payment terms.**
- 6) **Payment must be made in EUROS by Wire Transfer and all bank charges paid at source for whole transaction.**

### BANK ACCOUNT PAYMENT DETAILS

**EURO ACCOUNT** - Barclays Bank  
PO Box 1824, Wimborne, Dorset BH21 1YJ. England.

Account Name: **COIL WINDING INTERNATIONAL**  
Account Number: **69189777** Sorting Code: **20-71-02**  
IBAN: **GB03 BARC 2071 0269 1897 77**  
SWIFTBIC: **BARCGB22**

### Coil Winding, Insulation & Electrical Manufacturing Exhibitions.

**U.K. Office:** PO Box 936, Alder Hills, Poole, Dorset BH12 4YA  
Tel: +44(0)1202 380661 Fax: +44(0)1202 736018  
E-Mail: cwieemuk@coilwindingexpo.com

**U.S.A. Office:** 28W117 Countryview Drive, Naperville, IL 60564  
Tel: 630-355-0955 Fax: 630-355-0956  
E-Mail: cwieameusa@coilwindingexpo.com

**FAX THIS CONTRACT TO: +01-630-355-0956 (USA) or  
EMAIL THIS CONTRACT TO: cwieameusa@coilwindingexpo.com**

# TERMS AND CONDITIONS

**Location of Exhibits:** The Exhibition will be held in the Messe Berlin, Berlin, Germany. All measurements and stand layouts shown on the floor plan are as accurate as possible, but Coil Winding, Insulation & Electrical Manufacturing Exhibitions. (CWIEME) reserves the right to make such modifications and change stand assignments as may be necessary to adjust the floor plan at any time to meet its needs.

**Eligible Exhibits:** CWIEME. (Show Management) has the sole right to determine the eligibility of any company or product for inclusion in Coil Winding, Insulation & Electrical Manufacturing 2004.

**Contract for Space:** Acceptance of this application and assignment of space shall constitute a contract with CWIEME. In the event of the cancellation of the exhibition by Show Management, the participation fee paid will be refunded. But if the cancellation was caused by force majeure, the fee will not be refunded. The Show Management reserves the right to change the venue, duration and dates of the Exhibition if exceptional circumstances demand. In this case, the fee paid will not be refunded and the exhibitor shall have no claim for compensation as a result of the changes.

**VAT (Value Added Tax):** Any changes in the percentage of VAT will be reflected to the exhibitor. Accepted VAT percentage is the official rate on the last day of the event.

**Cancellation:** In the event the Exhibitor cancels all or part of the exhibit space contracted hereunder, the following provisions shall apply.

(1) If written notice of the cancellation is received by Show Management prior to November 30th, 2003, the Exhibitor shall pay a cancellation fee equal to twenty percent (20%) of the cancelled exhibit space rental fee.

(2) If written notice of the cancellation is received by Show Management on or after November 30th, 2003 and prior to January 31st, 2004, the Exhibitor shall pay a cancellation fee equal to fifty percent (50%) of the cancelled exhibit rental fee.

(3) If written notice of cancellation for partial or full stand space is received by Show Management on or after January 31st, 2004, the Exhibitor shall pay a cancellation fee equal to the full (100%) cancelled exhibit space rental fee. This cancellation policy includes reduction in stand space.

(4) Whenever the cancellation fee payable exceeds the total of payments already made to Show Management, Show Management shall promptly refund such excess to Exhibitor.

Except to such excess, all payments made to Show Management under this exhibit space contract shall be deemed fully earned and non-refundable when made in consideration for expenses incurred by Show Management and Show Management's loss or deferred opportunity to provide exhibit space to others.

(5) If the Exhibitor does not make full payment when due under this contract, Show Management reserves the right to terminate such contract.

(6) Exhibit space must be paid in full prior to show. If total cost of such stand space is not paid by May 1st, 2003, Show Management has the right to cancel such space. This does not relieve the exhibitor of the obligation to pay cancellation fee according to the above schedule.

(7) If the exhibitor is a party to other contracts with Show Management, including but not limited to contracts for exhibit space, advertising space or direct marketing services, and the exhibitor fails to make payment when due under this contract, Show Management may in its sole discretion and without prior notice to the exhibitors, reapply any or all funds paid by the exhibitor under this contract. Show Management will then notify the exhibitor of such application.

**Set Up/Show/Dismantle:** Hours and dates for set up, show, and dismantle shall be those specified by Show Management. Exhibitor shall be liable for storage and handling resulting from failure to remove exhibit material from the Exhibition at conclusion of dismantling as specified by Show Management. Exhibitor is responsible for storage of all empty packing cases during the exhibition. Exhibitor is responsible for removal of all garbage and waste material from exhibit area during and following set up, the show and dismantling of exhibit.

**Stand Representatives:** Exhibitor's stand representatives shall be restricted to employees of exhibiting companies. Stand representatives shall wear badge identification furnished by Show Management at all times.

**Exhibitor Admittance During Non-Show Hours:** Stand representatives will not be permitted to enter the exhibition area earlier than one hour before the scheduled opening time each day of the show and will not be permitted to remain in the exhibition area after hours each night, with the exception of the set up and dismantle days. Exhibitors having special requirements that need additional time should check with Show Management on the previous day.

**Exhibit Construction and Design:** The construction, design and safety of stands are the responsibility of the exhibitor and must be in accordance with the general rules and technical regulations of Messe Berlin. Presentations on exhibition stands must be so arranged as to cause no visual or acoustic nuisance to neighboring stands and no obstructions on the stands or in aisles. Show Management is entitled to have exhibits removed from the stand if their display runs counter to the principles of fair competition or does not accord with the range of exhibits for the event.

**Insurance:** Exhibitors shall take out adequate insurance in respect of all liabilities of the Exhibitor in relation to the Exhibition including but not limited to the liabilities referred to in the next paragraph.

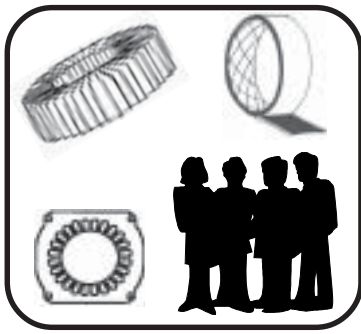
**Limitation of Liability:** Exhibitor agrees to make no claim for any reason whatsoever against CWIEME, for loss, theft, damage or destruction of goods; nor for any injury to himself or employees or attendees as a result of negligence on the part of the exhibitor while in the exhibition quarters, nor for the damage of any nature including damage to his business by reason of failure to provide space for his exhibit; nor for any action of service suppliers of CWIEME; nor for the failure to hold the exposition as scheduled.

**Floor Load:** Under no circumstances may the weight of any equipment or exhibit material exceed the hall's maximum floor load. Exhibitor accepts full and sole responsibility for any injury or damage to property or persons resulting from failure, knowingly or otherwise, to distribute the load of his exhibit material to conformity with the maximum floor load specifications.

**Sub-Leasing:** Exhibitor may not sublet his space, nor any part thereof, nor offer for sale the allocated space without the knowledge and written consent of Show Management. Exhibitors must show only goods manufactured or dealt by them in their regular course of business. No firm or organization not assigned exhibit space will be permitted to solicit business within the exhibit area.

**Default of Occupancy:** Any exhibitor failing to occupy contracted space is not relieved of the obligation of paying the full rental of such space. If not occupied by the time set for completion of installation of displays, such space may be possessed by Show Management for such purposes as it may see fit. If stand space is not occupied by 8:00 a.m. on opening day of the show, Show Management will have the right to use such space.

**Other Terms & Conditions:** This application and contract for exhibit space is subject to acceptance by CWIEME, and may be amended in writing.



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## Co-Exhibitors and Represented Companies

All co-exhibitors and represented companies must be registered with the organisers. Only registered co-exhibitors and only registered represented companies will be listed in the official exhibition catalogue and be issued Exhibitor Staff Badges.

**Please e-mail this information** to [cwiemeusa@coilwindingexpo.com](mailto:cwiemeusa@coilwindingexpo.com), or list all co-exhibiting companies and companies that you represent on this form and return it with your stand space contract.

Company Name .....  
Address .....  
City, Postcode, Country .....  
Telephone..... Fax .....  
e-mail..... WebPage .....  
Products and Services .....

Company Name .....  
Address .....  
City, Postcode, Country .....  
Telephone..... Fax .....  
e-mail..... WebPage .....  
Products and Services .....

Company Name .....  
Address .....  
City, Postcode, Country .....  
Telephone..... Fax .....  
e-mail..... WebPage .....  
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Products and Services .....