

Internal notation of the fair management:

HP: EG: D:

Exhibitor data for the exhibitor catalogue:	Billing address: (only if different from the exhibitor´s data for the catalogue)
Company Name:	Company Name:
Listing in the exhibitor index (from A – Z):	Street:
Street:	Post Code, City:
Post Code, City:	UID-No. (VAT):
Country:	<b>Consultant (responsible for the exhibition arrangements):</b>
Tel:	Name:
Fax:	Tel:
Company e-mail:	Mobile:
Internet:	e-mail:
<input type="checkbox"/> Yes, please send us the invoice via e-mail to:	
<b>Exhibitor identity card:</b> We order ____ pcs. Not conferrable – for exhibition staff only. For every 10 sqm, you get max. 2 identity cards. Every extra identity card à € 20,-.	<b>Products &amp; Services (product group nutrition):</b> Please state your products for the exhibitor´s list. Please declare changes at least until 60 days before the fair. (If space is insufficient, please fill in an extra sheet or mail it to <a href="mailto:office@cmw.at">office@cmw.at</a> ) Max. 350 figures incl. space characters!  _____ _____ _____
<b>Placement Special area „gesund &amp; essen“:</b> The placement will be done by the organizer.	
All prices are quoted excl. 20% VAT and excl. 1% contract tax. By submitting this application, the exhibitor accepts all conditions of contract (see overleaf or attachment). Payment: 8 weeks before the fair starts.	
<input type="checkbox"/> We offer services or products for company health care.	

Special area for exhibitors with food	Surface area in sqm
<input checked="" type="checkbox"/> <b>Special package for exhibitors</b> € 499,- (net) <ul style="list-style-type: none"> <li>- Space 2,5 x 2 m</li> <li>- Registration fee</li> <li>- Entry to the exhibitor index: entry in the printed index of exhibitors and of the fair website including a link to e-mail and homepage of the exhibitor.</li> <li>- Carpet, green</li> <li>- Table 1,2 x 0,7 m</li> <li>- Back wall (or the hall back)</li> <li>- No partition walls to neighbor stands</li> <li>- Power supply 2.2 kW consumption included</li> </ul>	5 sqm
<b>Additional terms and conditions for special area „gesund&amp;essen“ (heath&amp;food):</b> The table presentation applies only to exhibitors who only offer "fresh food". As an exception, foods that have been vacuumed or preserved in jars apply. Should an exhibitor additionally hang up one or more other products without consulting the organizer all services offered in this package (as exhibition space, registration fee, electricity, equipment, carpet, ..) will be charged without exception and without warning to the normal rates.	

City

Date

Company stamp/ Signature

## TERMS AND CONDITIONS FOR EXHIBITORS:

**1. Application:** With his signature the exhibitor undertakes to accept these terms and conditions. The present application shall become binding on the exhibitor to participate in the trade show. Applications under reserve are meaningless. Deletions, additions, and changes by the exhibitor are invalid!

**2. Rental conditions** for stalls differ with each fair; each beginning ½ sqm will be charged as 1 sqm. Prices are quoted on the front of this application form. The price per sqm in the open air for outdoor presentations is 50% of the indoor prices. Prices are exclusive of 20% VAT (for events within Austria) and exclusive of 1% contract tax (for applications within Austria). Each applicant pays a registration fee which is listed on the front page. This also applies to any co-exhibitor at a fair stand. As a co-exhibitor apply companies, which are not involved in percentage terms of the exhibiting (fill in the application / billing address).

**3. Terms and conditions of payment:** 8 weeks before the starting date of the fair. Invoices from this date on have to be paid promptly. Late payment will be charged with a default interest of 12%. Condition precedent for handing over the stand to the exhibitor is timely payment. For short-term applications the exhibitor has to provide a proof of the executing bank, which is titled with "transfer done" or "paid". The exhibitor is not authorized to postpone an account, refuse payment or balance an account because of any counter claims. If it is known that supplementary debits (power, advertisement, cashed voucher,...) for past events are still outstanding or any other bad payment behaviour organizer is authorized, to levy a charge of € 1000,- net additional with the stand account at least 8 weeks before the start date of the show. Final accounts will be balanced with the charge, still open accounts will be charged and any differences will be refunded. Exhibitors from non-EU countries will get the invoice about 50% of the surface and the registration fee immediately after the application without payment period offset (due promptly). If this amount is not received within 14 days to the bank account of the organizer, the announcement is not valid and the orders will be free for others. All services are invoiced with 20% VAT. 1% of the overall cost, including VAT, must be paid as a contract fee. Tariffs marked with \* will be charged with 5% advertising tax. If payment is not affected within the deadline we will be obliged to invoice the current interest as well as any law enforcement costs (lawyer's fees if necessary). The rent and running costs cover the entire period of the event as well as from the organizer announced arrival and departure days.

**4. Lien:** In case of open accounts against the exhibitor, organizer has the legal and contractual lien on any of the exhibited goods, the stall and equipment of the exhibitor. It is not necessary to initiate a court procedure in order to exercise the lien. The organizers are authorized to execute the lien without prior notice and to sell the goods as customary in trade. Revenues are accumulated against the open account.

**5. Cancellation of the application for registration:** If the exhibitor cancels his application, the following cancellation charges shall apply: 50% up to 10 weeks before the starts, from the date of the application, 100% from 10 weeks before the start date of the event.

### 6. Realisation:

**a)** The organizer has the right to cancel the event up to eight weeks before the start of the show. If the event is cancelled by the organizer, accounts already paid to the organizer will be refunded. In the case of any disaster beyond the organizers' control shortly before or during the event, the organizers have the right to cancel or interrupt the proceedings.

**b)** For reasons of a serious nature the organizer reserves the right to cancel the event, to shorten the event period, or if due to official regulations, respectively, for other compelling circumstances, to transfer or limit the area provided. In such a case the exhibitor retains no right to withdraw from the contract. For the previously mentioned reasons the exhibitor cannot submit claim for compensation against the organizer. After an appropriate assessment of the situation, any reimbursements will be made either in part, in total, or not at all.

**c)** The in the exhibitor information described "fair contents" e.g. advertisement, agenda, seminars, workshops, etc. can be changed individually by the organizer because of current factors.

**7. Admission & allocation:** The organizer decides on the acceptability of the applicant. The organizer is entitled to refuse an application without justification. Applications may be refused by the organizer if the exhibitors' products do not fit into the profile of the fair, or if it is known that fees for other events are still outstanding or that any kind of insolvency hearing is pending against the applicant. The organizer has the exclusive right to allocate stands and to change stand locations at any time in the interest of the event. The organizer does not give exclusive rights to any exhibitor for his exhibited goods and services.

**8. Pulling out customers of the visitor stream:** The execution of advertising activities outside the confines of the given stand is prohibited. Customers may not be approached either at an adjacent stand or at the entrance, at the cash desks or in the free area around the fair, in the interest of all exhibitors. In case of non-compliance the organizer gives a unique reminder. If the exhibitor repeats his/her behaviour, the organizer has the right to block the whole booked exhibition space of the exhibitor for the duration of the show. The exhibitor has no right to refund any costs.

**9. Exhibitor quality management:** Exhibitors have to fit into the fair profile. In particular cases the organizer can grant an exception to this guideline. Product and/or services have to be legally accepted in Austria! The applicant is obliged to give accurate information as to the format of his or her presentation which has to comply with the overall style of the fair. The Exhibitor undertakes to inform himself/herself, whether the goods he/she sells or the services he/she provides are allowed in Austrian law (product liability, pharmaceutical law, etc.) and that all customs regulations & formalities will be complied. By signing the application form, the exhibitor its legal and professional expertise for its offered services and products in conformity with Austrian laws.

**10. Entry in the exhibitor index & data protection:** The Entry in the exhibitor index is not an obligatory task of the organizer. The organizer does not undertake the liability for: misprints, typographical errors, syntactic errors, misclassification or missing entry's, etc. Furthermore it is not possible to reduce any invoices because of misprints, typographical errors, syntactic errors, misclassification or missing entry's, etc. In case of applications after printing the exhibitor index/ catalogue/ brochure (approx. 7 – 14 days before beginning of the event), the obligatory registration fee has to be paid in full! The obligatory entry in the brochure is not applicable from this date. The exhibitors agree for the organizers to process the stated data regarding company and personal data and to pass them on to third parties where if in the interest of the event (e.g. exhibitor catalogue: obtainable by each visitor, online exhibitor index). Deletions, additions, and changes need written form and have to be approved by the organizer.

**11. Sale of products:** is generally permitted. Only registered products can be exhibited and sold. Products which have been nominated for the exhibitor index/ catalogue/ brochure are those which are regarded as part of the program. The permission of the sale of food and beverages for consume on location (catering) is depending on the fairgrounds (location). Based on exclusive rights for local catering company's it is not allowed to sell food and beverages at every fair. Please inquire in written form for the current fair, if the sale of food and beverages to consume on location is permitted. The sale of food and beverages to take home is generally permitted. Bankruptcy sales or similar sales will not be permitted out of consideration for the other exhibitors.

**12. Construction/ Set up & dismantling:** Exhibitors have to start the stand/booth construction till 14 o'clock on the day before the fair starts. If the rented surface is still vacant to this point and the organizer is not informed about a later installation, the organizer reserves the right to dispose of the surface without prior notice. In the case that the organizer has to decorate or fill the rented surface with stand construction materials, the organizer has the right to charge the additional costs to the exhibitor (max. € 1.000,-). In this case the exhibitor has no right of refund for already paid accounts related to the surface. Installation will only be allowed in case of fully paid surfaces (incl. all payable accounts by the organizers to this date). Installation of the stand has to be completed one hour before the start of the show by the exhibitor. The exhibitor has no right to start the dismantling before the official end of the fair. This also applies to clearing away decoration, advertising materials and exhibition pieces. Otherwise a fine of € 300,- has to be expected.

**13. Stand construction:** The official stand height for the exhibition space is 2,5m. Partition walls are obligatory required for reasons of visual appearance. Roll-Ups, Pop-Ups, etc. are not classified as partition walls. Every exhibitor agrees to arrange his stand very appealing. Stand constructions may not exceed 2,5m. Higher constructions have to be approved by the organizer after submission of plans and written agreement. Stand constructions which exceed 2,5m have to be neutral white on the backside to the neighbor booth and visually appealing. Advertising on the backside of the booth is not permitted. Because of safety reasons constructions with glass (except safety-glass) must be installed in a distance of 0,5m from stall borders. Special information about construction, dismantling and decorating, as well as regulations imposed by the proprietors of the buildings, have to be complied with by the exhibitor. Damages because of disregarding the regulations will be charged to the exhibitor by the organizer. In addition it is obligatory to make an officially verified fire extinguisher available. If the fire alarm system will be triggered in case of non-compliance, the responsible person/company pays the cost of operation. The tank of vehicles or engines, which contain flammable liquids, inside the halls have to be empty, furthermore the battery has to be disconnected. According to the owner of the buildings exhibitors are not permitted to fix nails or screws into the walls or to damage the walls, wood or similar materials. Requirements specified by the organizers and other enterprises regarding the installation of the stall must be observed by all exhibitors, also the fire regulations and regulations set by the events authorities. Electricity and water have to be ordered through the organizers who permit concessionary companies. In general, only fire retardant materials are permitted. Open fire, candles, etc. are forbidden. Special permits are possible, when the organizer requests the competent authority in time (about 8 weeks before the show). The exhibitor has to contact the organizer early enough. A positive authorization is always depending on the decision of the competent authority. Driving within the fair ground is limited, special transport and heavy goods vehicles above 3.5 tonnes have to be registered with the organizers on application. From the exhibitor brought in stand constructions and equipment have to comply the general security and fire regulations in Austria (for example: stability of the stands, safety of suspended elements, textile materials and decorative elements must have "B1+Q1" quality, etc.). Corridors and common areas must be kept absolutely free, stand construction parts are not allowed to reach into the aisles and no exhibits have to be set up in the hallways. Driving inside the halls is allowed just with special written permission by the organizers. Driving inside with vehicles is allowed only for vehicles, which are exhibition pieces during the show. Special permits are possible on request by the organizer. The driver has to inform the organizer before he will drive into the hall, in order to switch of fire detectors. This may take a short waiting time. Disregarding these regulations may cause activation of fire detection. In this case all arising expenses of the fire department will be charged to the exhibitor. If any soiling or damage is found when the stand/ surface is returned, we will be obliged to charge costs for repairs, respectively, cleaning. (Please observe that any advertising stickers must be removed completely and without damage to any painted surface.) Attaching advertising material (posters, transparencies, etc.) outside of the stand is at cost and only permitted with the written permission of the organizer. For furnishing orders seven days before the fair starts, we need to charge a price addition of 25%.

**14. Liability and compensation for damages:** According to the insurance legislation all objects, that are not fix connected with the building (as exhibition goods or stand equipment brought or left behind by the exhibitor) are not insured from the organizer against damages caused by fire, water, robbery and damage by whomever. The organizer accepts no liability whatsoever for loss or damage to exhibition goods or stand equipment brought or left behind by the exhibitor. The organizer is not obliged to enter into any insurance agreements of any kind. No insurance is included in the stand rent for the stand itself, for any items brought into the stand or any other associated pieces of equipment.

**15. Advertisement of the exhibitor:** In case the exhibitor intends to advertise his products beyond his stall but within the exhibition area, it is necessary to obtain a written permission from the organizer (which can be charged). Every exhibitor promises not to impair the presentation work of adjacent exhibitors and the organizers.

**16. Filming and photography:** The organizer retains the right to take photographs and make films on the exhibition premises and to use such photographs and films for its own or for general publication. In this context, the exhibitor waives any related objections based on copyright. The exhibitor does not retain the right to make, or have made, any films, photographs, drawings or other depictions of exhibition stands and goods exhibited, other than his or her own.

**17. Booth, Cleaning, and Exhibitor-ID:** In order to comply with the general character of the exhibition, the exhibitor promises to keep his stall and the area around it in optically good and also in clean condition. Supervision of the compound and the stalls is regulated by the conditions of business. The stalls will not be cleaned by the organizer, but he/she will be responsible for cleaning the aisles and walkways between the stalls. The disposal of construction or dismantling waste, and remaining installation material of the show will be charged at the current rates (cleaning and waste disposal) of the respective fair. Where the car parks for exhibitors are not combined with the visitors' car parks, they have been laid out separately. We recommend the use of these in order to free up the visitors' car parks. Exhibition passes are not transferable and are solely to be used by the stall personnel. Contravening this regulation will entitle the organizer to the full entrance fee, in cash, per each exhibition pass. Surveillance of exhibition-area will be arranged according to the judgements of the organizer.

**18. Lectures, Workshops,...** With an application the exhibitor does not get the right to perform seminars, workshops or any appearance at the stage. The organizers and eventual co-operation partners decide exclusively, who will arrange and perform a seminar, workshop or appearance at the stage. A Charging of stage presentation is possible.

**19. General & additional regulations:** The invalidity of any individual fair conditions shall not affect the validity of the remaining provisions. These Trade Fair Terms and Conditions are also valid for all the other concluded agreements in this context between the exhibitor and the organizer. Notifications can be legally effectively addressed to the latest submitted address of the exhibitor. Amendments, additions and deletions as well as verbal agreements to this agreement shall not be valid unless in writing. Spoken agreements shall not be considered valid.


**20. Jurisdiction & place of performance:** Austrian law shall apply. Legal venue is Mondsee, Austria.

April 2014

Please send printing data 4 weeks before the fair starts to: [office@cmw.at](mailto:office@cmw.at)

Internal notation of the fair management:

EG: D:

Exhibitor data:		Logistics: (if known)	
Company Name:		Hall:	
Street:		Stand No.:	
PLZ, City:		<b>Consultant</b> (responsible for the exhibition arrangements):	
Country:		Name:	
Tel:		Tel:	
Fax:		Mobile:	
e-mail company:		e-mail:	
<b>Let your customers know that you present yourself at the fair!</b>			
<input type="checkbox"/> <b>Promotional folders (free up to 200 copies):</b> free promotional folder with info about the fair for dispatch to your customers. As long as stock lasts. Please let us know if you need a larger pad!		We order _____ pcs.	
<input type="checkbox"/> <b>Postcards A6 (free up to 200 copies):</b> You do not need an envelope for dispatch to your customers. There is also a small field for a personal memo available.		We order _____ pcs.	
<b>Get attention and let your customers win!</b>			
<input type="checkbox"/> <b>Sponsoring for fair-sweepstakes:</b> Use the sweepstakes to draw attention to your products. Sponsor one or more products & services for the raffle! Your logo and your products will be presented on stage by the moderator. For sure visitors will keep your products in mind! (Raffle 1-2x daily during the fair)		product/service:	
<b>Invite customers!</b>			
<input type="checkbox"/> <b>Free tickets for your customers:</b> Free tickets that allow a free day admission. You will be charged for used free tickets after the fair. The Customer needs to enter its name and address, for the reason you know who used the free entry ticket.		We order _____ pcs.	
<b>Stand out in the Visitor Service Booklet!</b>			
<input type="checkbox"/> <b>Advertising insert in the Visitor Service Booklet –4C:</b>  You have the opportunity to be present with an advertising insert in the Visitor Service Booklet. The booklet includes: exhibitor index, entertainment program and is free for all visitors. As long as the stock lasts!		 <ul style="list-style-type: none"> <li>○ ¼ page H 52 x W 99 mm (+ 3mm Beschnitt) € 99,-*</li> <li>○ ½ page H 104,5 x W 99 mm (+ 3mm Beschnitt) € 190,-*</li> <li>○ 1 page H 210 x W 99 mm (+ 3mm Beschnitt) € 349,-*</li> </ul>	
<input type="checkbox"/> <b>Your Logo insert - 4C in the printed Visitor Service Booklet (exhibitor index) + in detailed plan in the fair website</b> (1x in hall plan, 1x in detail plan and on <a href="http://www.gesundundwellness.at">www.gesundundwellness.at</a> )		€ 59,-*	
<b>Be present on location!</b>			
<input type="checkbox"/> <b>Supplement to the ticket:</b> Every will receive information about your company at the entrance. The supplement (max. A6 or DL) is produced by the exhibitor! This advertising opportunity is limited!		€ 349,-*	
<input type="checkbox"/> <b>Advertising insert – 4C on the back of the ticket:</b> This advertising opportunity is limited to only one! Printing size: max. 50mm h x 80mm b.		€ 249,-*	
<input type="checkbox"/> <b>Distribution of Advertising material (e.g. promotional flyer, vouchers or printed bags):</b> prices excl. of personnel costs, excl. advertising material – for max. 3 people): Distribution in the fair hall (except from the entrance & cash desk area, open-air ground & parking lots) by your own employees.		€ 290,-*	

All prices are quoted excl. of 20% VAT and advertising tax 5% (\*). Prices are valid from the date of delivery of printing data. By submitting this application, the exhibitor accepts all conditions of contract (see registration). All products are available as long as stock/space last. Advertising leaflets, and discounted tickets will be sent to you timely. Orders may be refused by the organizer.

City

Date

Company stamp/ signature

Please send printing data 4 weeks before the fair starts to: [office@cmw.at](mailto:office@cmw.at)

Internal notation of the fair management:	
EG:	D:

<b>Exhibitor data:</b>	<b>Logistics: (if known)</b>
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<b>Company Name:</b>	<b>Hall:</b>
<b>Street:</b>	<b>Stand No.:</b>
<b>PLZ, City:</b>	<b>Consultant (responsible for the exhibition arrangements):</b>
<b>Country:</b>	<b>Name:</b>
<b>Tel:</b>	<b>Tel:</b>
<b>Fax:</b>	<b>Mobile:</b>
<b>e-mail company:</b>	<b>e-mail:</b>



<input type="checkbox"/> <b>Advertising spots or-supplied trailers on stage</b> Every hour before the next lecture or talk starts, the spot will be showed (daily 7 x   total 21 shows during the whole fair). The final spot will be provided by the exhibitor. Please send the Video 4 weeks before the event to <a href="mailto:office@cmw.at">office@cmw.at</a> . Messen CMW has the right to refuse the spot/ trailer without explanation. Spots are possible as long sending time is available. The costs will be charged as follows:  € 0,50 per second x 21 presentations x duration in seconds. Example € 0,50 x 21 presentations x 20 seconds = € 210,- net*.	€ 0,50,- per second* x spot duration _____ sec. x 21 = total € _____
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<input type="checkbox"/> <b>Application for stage presence.</b> 45 min on stage at one of the fair days, incl. introduction of a professional host, incl. technical support (sound, light, beamer, and technician). It is also possible to present your presence as a dialog or interview with the host. If the organizer allows the application is the decision of the organizer itself. Messen CMW has the right to refuse the application without any reason. Desired presence times cannot always be considered. The booking of the stage presence has to be confirmed in written form (email) by Messen CMW. Please enter the following details.  Titel: _____ Speaker: _____	€ 390,-* /per 45 minutes desired day: <input type="checkbox"/> Fr or <input type="checkbox"/> Sa or <input type="checkbox"/> Su
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<input type="checkbox"/> <b>Application as a speaker for lectures and workshops:</b> The lectures and workshops will take place in the hall area. The workshop room will be separated with partition walls from the exhibition hall. Flipchart, paper, pens and a beamer will be provided by the organizer. The workshop room will be furnished with about 45 chairs in row seating. If the organizer allows the application is the decision of the organizer itself. Messen CMW has the right to refuse the application without any reason. Desired presence times cannot always be considered. The booking of the workshop room has to be confirmed in written form (email) by Messen CMW. Please enter the following details.  Titel: _____ Speaker: _____	€ 250,-* /per lecture/workshop à 50 min desired day: <input type="checkbox"/> Fr or <input type="checkbox"/> Sa or <input type="checkbox"/> Su
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All prices are quoted excl. of 20% VAT and advertising tax 5% (\*). Prices are valid from the date of delivery of printing data. By submitting this application, the exhibitor accepts all conditions of contract (see registration). All products are available as long as stock/space last. Advertising leaflets, and discounted tickets will be sent to you timely. Orders may be refused by the organizer.

_____ City	____/____/____ Date	_____ Company stamp/ signature
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