



## REGISTRATION FORM

### 1. APPLICANT'S DETAILS

Company Name: .....

Tax Identification Code (Legal Entity): .....

I.D. (for non-companies): .....

Address: ..... Postal Code: .....

City: ..... Po Box: ..... P.C: ..... City: .....

Tel.: ..... Fax: .....

E-mail: .....

Person Responsible for the exhibition: .....

### 2. CHOOSE YOUR AREA (please complete)

A. BOOTH - Pricing €160 + VAT (per sqm)

Booth Number: ..... Square Meters.: .....

**Basic Cost:** € ..... per sq.m x ..... m<sup>2</sup> = €.....

B. COUNTER - Pricing €260 + VAT (per counter)

Information Counter Number: .....

**Basic Cost:** € ..... + VAT

**Total cost: € \_\_\_\_\_ + 19%VAT = € \_\_\_\_\_**

### 3. ACCOUNT SETTLEMENT

With the submission of this Registration Form, a 50% down payment of the overall cost must be made, and the remaining balance should be settled upon issuance of invoices. All charges are subject to VAT.

Payment Method:  Cheque  Bank Transfer  Bank Deposit  Cash



## CATALOGUE

### (A) CONTACT DETAILS OF EXHIBITOR TO BE INCLUDED IN THE OFFICIAL CATALOGUE

Please fill in the below contact details and send to [info@wtccy.org](mailto:info@wtccy.org)

Company Name (English): .....

Telephone: .....

Fax: .....

E-mail address: .....

Postal Address: ..... Post Code: .....

City: .....

P.O. Box: ..... Post Code: ..... City: .....

Facebook Page: .....

Other social media: .....

### (B) COMPANY'S BUSINESS ACTIVITIES / PRODUCTS/ SERVICES

- Please provide in Word format a description of the services / products of your company as you would like them to be in the exhibitor's catalogue in both Greek and English.  
NOTE: Maximum number of words is 30.
- Please send us your company logo in jpeg or png (high resolution).

I, the undersigned agree to abide with the Terms and Conditions as stated below in Appendix 1.

Name of Signatory: .....

Signature and Stamp ..... Date:.....

## TERMS & CONDITIONS (Appendix 1)

1. The below Terms & Conditions are prepared by **World Trade Center Cyprus** hereinafter referred to as **“The Organizing Company”**.
2. The Organizing Company reserves the right to deny any involvement or exhibit without obligation to justify its position, in case an applicant does not fulfill the conditions set below or does not support the mission of the exhibition.
3. In each stand there will be only one exhibitor whose name will be displayed and mentioned in the contract. Sublease, "hospitality" or any third-party service is prohibited.
4. Stands will be assigned to exhibitors in coordination with the Organizing Company and will depend on the product or service the exhibitor offers and the timing of signing up. First come first served!
5. Upon signing the contract, the exhibitor cannot cancel their participation without cause and consequences. If for any reason an exhibitor must cancel his participation, he/she
  - Should advise the Organizing Company at least 10 days prior to the opening day of the exhibition. Any deposit paid until that day is non-refundable and constitutes compensation to the organizing company for expenses and time thus far.
  - In case of no notification to the Organizing Company at least 10 days prior to the opening day of the exhibition, the exhibitor must pay the full amount. Under these circumstances the Organizing Company considers the space free and can utilize it at its own discretion.
6. The payment of the balance should be done not later than September 30<sup>th</sup>, 2019. If the exhibitor does not meet the deadline and the full amount is not paid, then the exhibitor is unilaterally breaching the contract and will be expelled from the exhibition. The amount already paid shall be kept by the organizing company as compensation.
7. If the Organizing Company deems it necessary to amend the exhibition space or layout for any reason, he can move any exhibitor in a different place, in agreement with the exhibitor.
8. Exhibitors are required to use the official contractor - manufacturer hired by the Organizing Company for the preparation of their stand. If there is an overwhelming reason for which the Exhibitor needs to utilize a different contractor, he must seek approval from the Organizing Company.
9. Decorating plans for the stands must be submitted for approval to the Organizing Company in order to conform with the overall look and structure of the site and not to disturb other exhibitors. All construction and/or decorative works should be completed at least two hours prior to the official opening of the exhibition, as defined by the Organizing Company.
10. The Organizing Company will deliver to the Exhibitors the stands for set up on Friday 4<sup>th</sup> October 2019 from 8:00 am – 3:00 pm. and the exhibitors are required to hand over the stands on Saturday 5<sup>th</sup> October 2019 at 23:00pm.
11. Exhibitors are required to hand over the stands in the condition they received them. The materials used for the construction of the stands are the property of the Organizing Company who is entitled to claim compensation in accordance with the assessment of a technical advisor for damages or loss caused by the exhibitor or his representatives.
12. Exhibitors must ensure that their stand and the surrounding area is clean of empty boxes and other materials used for the assembly or decoration of the stands, before the opening of the Exhibition.

13. Advertising outside the stands is not allowed. Distribution of promotional materials are only allowed in the stand and not in the corridors, the surrounding areas of the exhibition or at the entrance.
14. The presentation of exhibits using radio, video etc. should be at low volume in order not to disturb the other exhibitors.
15. If the Exhibition does not take place or it is interrupted or changed because of act of God, earthquake, flood, war or fire or any other reason not caused by the Organizing Company, exhibitors will have no demand or claim regarding compensation or reimbursement.
16. The opening date, hours and days of operation of the Exhibition is determined by the Organizing Company who reserves the right to make changes as deemed necessary.
17. Taking down the exhibits and removing materials before the official closing of the exhibition is strictly prohibited.
18. At the end of the exhibition, the exhibitor is obliged to immediately remove the exhibits from the exhibition hall as well as materials and decorations. If not promptly removed, the Organizing Company has the right to remove and store the Exhibits and all expenses will burden the Exhibitor.
19. The moving costs of exhibits to and from the stand and the decoration of the stand are the sole responsibility of the Exhibitor, who cannot ask for a reduction of the cost of the stand for this reason.
20. Any modification, removal or addition of materials should be made with the consent of the Organizing Company who reserves the right at his sole discretion to remove installations that disturb other Exhibitors or visitors.
21. The Organizing Company is not responsible for the insurance of the exhibits. Exhibitors will be covered by their own insurance policies against any risk. For any damage, loss or destruction by fire or natural phenomena, explosions, water or other causes, and generally any harm to people, machinery and goods cannot be charged against the organizing company. The Organizing Company accepts no liability for damages and is not the fiduciary of the exhibits of the spaces rented.
22. Exhibitors and staff employed directly or indirectly by them, are required to comply with the regulations and terms of participation.
23. The present Terms & Conditions sheet is governed by the Laws of the republic of Cyprus and any conflict arising there from shall be treated under the exclusive jurisdiction of the Cypriot competent courts.