

## Exhibitions Terms and Conditions

### 1. Organizer and Exhibition:

The term "Organizer" refers to Darvazeh Tejarat Farasoo Ltd. The term "Exhibition" refers to Iran MeatEx.

### 2. Exhibitor:

Individual Exhibitor means all those Exhibitors who are not participating in the Exhibition as part of a Country Pavilion or joint stands.

### 3. Terms and Conditions:

- The organizer reserves the right for acceptance or rejection of the applications and will not be liable for any explanation.
- The registration will be approved only after receiving the receipt of the payment of 50% of the rental charges together with the signed application form, otherwise the application will not be considered by the organizer.
- The organizer is fully authorized to determine or change (if necessary) the location of the stands.
- A first-come-first-serve basis will be applied in the registration process and stand allocation.
- Should there be any Iranian agent responsible for the participation procedures, the agent should be introduced in written words by the original company.
- Any delay occurring in the payment of the rental charges will entitle the organizer to withdraw from the contract for the entire allocated space.
- To avoid any probable difficulty regarding the money transfer, the rental charges should be paid in Euro.
- A Participant is not allowed to sublet or share his allocated space with others without prior consent of the organizer.
- General watching of the halls and pavilions will be provided for the whole period of the Exhibition. Participants are obliged to safeguard their stand and exhibits during the visiting hours. The halls will be duly locked and sealed after the closing hour.
- To avoid any probable loss during the Exhibition, participants are advised to insure their goods and equipment.
- The exhibitor or his official representative should be actively present in the stand during the whole visiting hours.
- The exhibitors are obliged to be present in their stand, up to the last day - 5 p.m. and not allowed to repack the exhibits before this time.
- Due to safety regulations Participants are not allowed to put their exhibits or equipment in the aisles. Otherwise the organizer will confiscate them.
- Spot sale is prohibited during the Exhibition and if not considered, the organizer is authorized to prevent it or even close the exhibitor's stand. But the exhibitors are allowed to release the samples out of each type of their goods and sell them after the Exhibition. No letter of credit or order registration is needed in this case.
- Extra furniture and equipment are available upon the exhibitor's request. The rental charges for these extra facilities should be paid to the organizer on due time and according to the relevant price list.
- Construction, decoration and setting up the stands and goods should be completed 12 hours before the opening of the Exhibition and all unnecessary materials and empty cases should be removed from the Exhibition ground.
- Participants should vacate their space not later than 48 hours after the termination of the Exhibition, otherwise the organizer will remove the left articles directly and in this case the exhibitor is responsible for any damages to his articles and also should pay the expenses of transportation and store-keeping of the goods.
- If the payments are not acted completely by the participants, the organizer will not allow the exhibitor to use the rented space until the payment has been settled.
- Printed materials such as brochures, pamphlets, posters and also audio-visual cassettes or CDs should be checked by the organizer before displaying or distributing in the Exhibition. All the advertising material must be matched to the Islamic rules and regulations.
- Alcoholic drinks, arms, drugs, pictures or films contrary to the Islamic rules or advertisement of not Halal products such as pork are strictly forbidden to display in the stands.
- Environmental publicities such as slogans, placards, and wall writing ... will be subjected to additional charges followed by the prior approval of the organizer.
- Participant's banners or signboards must be put within the area of their allocated sites ultimately 160 cm. above the stand.
- Participants not utilizing the organizers facilities for stand construction should submit two series of the layout of their stand construction, together with the layout of internal electric extension at least 2 months before the Exhibition. These layouts should be confirmed by the technical department of the Exhibition. Otherwise must be changed according to the organizer's instructions.

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- If the stand is constructed in 2 floors; the space of the second floor will be charged upon the basis of 50% of the rental charges per each square meter. But the exhibitor must send the construction plan to the organizer at least 2 months before the Exhibition
- Participants requiring water supply, telephone connection, internet or 3 phase electricity for their stand should apply for them at least 2 months before the Exhibition. Relevant charges will be calculated and should be paid before ending the Exhibition.
- Participants must inform the organizer about their machinery that consumes electricity more than 5Amper at least 2 months before the Exhibition. Extra charges for electricity and water consumption should be paid by the exhibitor upon the organizer's announcement.
- Participants wishing to display heavy, high or voluminous machines or products should inform the organizer at least 2 months prior to the event.
- Participant is responsible for any damages to the stand equipment and furniture and should compensate the losses according to the organizer's announcement.
- The exhibitors will be informed by the organizer about all the details and instructions in circular letters. The organizer doesn't accept the consequences of disregarding these circular letters.
- Oral agreements are valid only after they have been confirmed in writing and signed.
- In case of occurring unexpected and force majeure events, such as war, natural disasters... which may postpone the Exhibition or cancel it at all, the organizer is not liable for losses and no claim on damages or returning the money is accepted.

### 4. Terms of Payment:

- A down payment of 50% will be levied upon receipt of the application form. Please note that deposits are not refundable. The remaining 50% must be settled one month prior to the opening day of the exhibition. Application forms received within the last months before the exhibition will be invoiced at 100%.
- The Exhibitor will receive an Invoice in 2 weeks' time after receiving the signed application by the organizer.

### 5. Cancellation:

- Cancellations within the 5 months period will be charged a 100% cancellation fee. Prior to the 5 months period a 50% cancellation fee will be applied. All payments mentioned above are due within 14 days of receipt of the corresponding invoice.
- Any cancellation or space reduction during the 45 days before the exhibition will be rejected and no reclamation will be accepted.
- This booking form is an official contract and cancellation terms apply to every cancellation, regardless of whether or not the down payment is in place. All cancellations must be notified to the organizers in writing.

### 6. Handling of exhibits, customs and import:

- Services for handling, clearing and forwarding would be available at the Fair Grounds at extra cost. The Organizer will appoint Clearing and Forwarding Agents for the exhibition, which will assist in handling and completing Customs formalities if required. Exhibitor would be required to contact them directly for such assistance.
- Movement of Exhibits in the Fair Grounds by agencies other than the Official Clearing and Forwarding Agents is prohibited.

### 7. Visa and Travel

- If Exhibitors do not use the Travel and Customs Services of the organizer they shall be totally responsible for the obtaining of visas and customs clearance for their staff, agents, products or services.

**In any case, the organizer dose not grantee for the acceptance of visa requests by the Iranian Embassies.**

### 8. Photography:

- The Organizer reserves the right to photograph any exhibit for his use.

**Date:**

**Signature:**

**Company Stamp:**