

Terms & Conditions

Stadia & Arena Asia Pacific 2017, Makuhari Messe, Chiba City,
Japan 12th-14th September 2017

Exhibitors are requested to read carefully the following Terms and Conditions and bring them to the notice of their staff, agents and contractors as appropriate.

Terms and Conditions

1. DEFINITIONS

In these Terms and Conditions 'The Exhibition' means Stadia & Arena Asia Pacific, 2017 'The Organisers' means Hemming Group Ltd and/or Space Media Japan (SMJ). 'Exhibitor' means any company or organisation, and the staff or agents of any such company or organisation, contracting with the organisers to take stand space. 'The Exhibition Premises' and 'Hall Owners' means the Makuhari Messe, Japan

2. DURATION OF EXHIBITION

The exhibition will be open on Tuesday 12 September between 10am –5.30 pm,
Wednesday 13 September between 9.30am –5.30pm
Wednesday 14 September between 9.30am–3.30pm.

The Exhibitor agrees to occupy the stand space during these opening hours and agrees to ensure that the stand is adequately staffed at all times.

3. APPLICATION FOR SPACE

Applications for space must be made on the official printed form and must include details of the proposed display material. The Organisers reserve the right to accept or reject any application. Application for space by the Exhibitor, and the allotment of the same by the Organisers shall constitute a contract subject to these Terms and Conditions

4. ALTERATION OF EXHIBITION LAYOUT

Should it be necessary to revise the layout of the Exhibition for any purpose, the Organisers reserve the right to transfer an Exhibitor to an alternative site

5. PAYMENT TERMS

100% of invoice to be paid by July 31st, 2017.

Any contract received after July 31st will require immediate payment upon receipt of invoice

6. CANCELLATION OR DEFAULT BY THE EXHIBITOR

a. An Exhibitor may not cancel or withdraw his application for stand space once contracted. The Organisers may at their discretion cancel the contract but only if the following conditions are complied with.

i) The Exhibitor must notify the Organisers in writing by registered post, no later than 1st May 2017.

ii) That the Organisers are able to re-let the cancelled space.

iii) That the Organisers agree the reason for cancellation is well founded.

iv) That the Exhibitor agrees that the Organisers shall retain 50% of the space charge if the cancellation is accepted before, or on, 1st May 2017 and 100% if the cancellation is accepted after 1st May 2017.

b. If any Exhibitor fails to pay any sum due to the Organisers or contravene or fail to observe any of the requirements of these Terms and Conditions, the Organisers reserve the right to revoke his space contract and to remove and exclude the Exhibitor, his agents and property, at his expense from the Exhibition Premises and to reallocate the stand space. Such action by the Organisers shall not prejudice any other remedy they shall have against the Exhibitor nor reduce the amount paid or owing to him.

7. PROHIBITION OF SUB-LETTING

a. Exhibitors may not sub-let or loan any part of the space

allotted to them without the written permission of the Organisers.

b. Exhibitors may not use or display third parties' products unless those third parties are Exhibitors within their own stand space in their own right at the Exhibition, or unless the Exhibitor is an official dealer or hirer of the third parties' products. Third parties include associated companies of the Exhibitor. The Organisers reserve the right to refuse access or demand the removal of any product that in its opinion comes within the restrictions stated above.

8. ADVERTISING MATTER

Under no circumstances will Exhibitors be allowed to distribute advertising and printed material from anywhere other than their stand, nor in any such manner as to cause annoyance or disturbance to other Exhibitors. In the event of complaints, the matter will be referred to the Organisers for the decision. Exhibits or other devices which emit sound must be operated and controlled so that there is no disturbance to other exhibitors. The flying of gas or air-filled balloons is prohibited. The organisers reserve the right to prohibit as unsuitable or as annoying to visitors or other participants a) any display feature or advertising material b) any sales method or demonstration.

9. CONDUCT OF EXHIBITORS

Exhibitors and Exhibits are admitted and will remain on strict compliance with these Terms and Conditions. Exhibitors must conduct themselves in a manner not objectionable to other Exhibitors, to visitors, or to the Organisers. In the event of this regulation not being observed, the Organisers shall be entitled forthwith to terminate the Exhibitor's license to occupy the stand. There shall be no return of payment if such rejection or prohibition is deemed necessary by the Organisers.

10. SETTING UP OF EXHIBITS

a. Each Exhibitor must arrange and pay for the conveyance of goods to and from his stand space in the Exhibition and for their installation and subsequent removal and disposal.

b. The arrival, installation, erection and removal of stand fitting must conform to the timetable specified below

i) Space Only Exhibitors

–Access permitted from Monday September 11th. Please contact the event organisers to get the specific time that set up can start for exhibitors

ii) Shell Scheme Exhibitors

. Access permitted from Monday September 11th. Please contact the event organisers to get the specific time that set up can start for exhibitors

iii) Every Exhibitor must occupy the space allotted no later than 9.30AM on Tuesday September 12th.

.Should the Exhibitor fail to display, the Organisers reserve the right to deal with his space as they think fit. Non-occupation will in no way absolve an Exhibitor from his financial obligation to the Organisers.

11. DISMANTLING AND REMOVAL OF EXHIBITS

Exhibition material may be removed after 3.30pm on Thursday September 14th, 2017

. Any Exhibition material left in the Exhibition Premises after 19.30hrs

is liable to be disposed of by the Organisers or Hall Owners. Every

Exhibitor must leave space occupied by the said time and in

a clean condition. In the event of the Exhibitor failing to

comply with this condition, a charge shall be paid by the

Exhibitor for every hour after the time during which the space

remains un-cleared and unclean. If the Exhibitor

has failed to do such work, the Organisers may arrange for such work to

be applied thereafter and charged to the Exhibitor.

12. ABANDONMENT AND LIMITATION

If for any reason it should become necessary to abandon,

postpone, interrupt or close the exhibition prematurely, due

to circumstances beyond the control and not resulting from

any act or default of the Organisers, the Organisers may take

such action as they consider necessary giving such notice to

Exhibitors as is possible. In such cases, the decision

of the Organisers shall be final and the participating Exhibitors shall

not be entitled to any compensation or return of any monies

paid or deposited. If the Exhibition be abandoned,

postponed, interrupted or closed prematurely for any reason

other than the above, or in circumstances that shall enable

the Organisers to reclaim the rent paid for the use of the premises, then the participating Exhibitors shall be entitled to the return of all deposits and other monies paid to the Organisers, but to no other compensation.

13. STANDS

a. Shell Stands

i) Shell stands will be erected by the contractor appointed by the Organisers. No structural alterations to a shell stand can be allowed.

ii) Any additional work an Exhibitor may require on interior decoration and fitting out may be carried out by a contractor of the Exhibitor's choice and at the Exhibitor's expense

iii) No display material may be attached to the shell scheme panels except by the approved fixing materials and methods.

iv) Any damage to shell scheme panels will be charged to Exhibitors by the Organisers at replacement value.