



BOOKING FORM FOR EXHIBITORS JOINING THE UK GROUP at



Please complete and return this registration form ASAP since space is being reserved. Your stand will be secured subject to receipt of payment to the Society of Maritime Industries*. For all enquiries please contact Helen Stephen

Telephone: + 44 (0)20 7628 2555

E-mail: helen.stephen@maritimeindustries.org

Company: _____

Address: _____

Town: _____ Post Code: _____ Country: _____

Organiser Contact Name: _____ Position: _____

Phone No: _____ Fax No: _____

Organiser Contact Email: _____

Accounts Contact Email: _____

Our company/organisation wishes to join the UK Group at Nor-Shipping 2023 and requests an invoice for the following:

Stand	For stand and space in the UK pavilion totalling _____ sqm (9sqm - £ 5,210, 12sqm - ££6,940, 27sqm - £15,610)	
Plus	Compulsory SMI management fee for UK Group exhibitors in the UK pavilion: *The company is a member of SMI, the fee payable is £1,215 ex UK VAT (£1,458 inc VAT) *The company is NOT a member of SMI, the fee payable is £1,425 ex UK VAT (£1,710 inc VAT)	
	Total	

*An invoice will be issued via our ZERO account upon receipt. Payment must be made immediately upon receipt of invoice.

We will be exhibiting (brief description of equipment/services being displayed):

We accept the SMI Terms & Conditions (overleaf) and will settle any minor follow-on charges including additional furniture or fittings for exhibitors in the UK pavilion, etc. when advised. We acknowledge that once completed and signed this form represents a contractual commitment by the company/organisation and if we subsequently withdraw from the UK Group we will be liable for the full costs (in accordance with the SMI Terms & Conditions of participation at exhibitions) unless a replacement can be recruited.

Signed: _____

Name: _____

Registered in England No. 00883132

UK VAT REGISTRATION NO: GB 243 2666 68

Society of Maritime Industries – Terms & Conditions of Participation at Exhibitions

1. All stands must be in the name of a UK registered company.
2. SMI may acknowledge receipt of an unsupported application to participate in the exhibition. Such acknowledgement does not commit SMI to consider allocation of stand space nor provide any further service. Such commitment by SMI to consider allocation of space will apply only to those applications from an exhibitor that have been supported by payment in full.
3. Stand fees include rental of space, provision of a fully constructed shell-scheme stand and display aids as part of a group of stands and SMI's administrative charges.
4. Exhibitors must pay in full all invoices for stand fees as they fall due. Failure to do so may be regarded as a breach of this contract. In such cases articles 16, 17, 18 and 23 of these terms and conditions apply.
5. Exhibitors applying for stands with an UK pavilion must take the shell-scheme provided.
6. No additional construction to the shell-scheme is permitted, except by prior and written agreement from SMI.
7. Companies having received such agreement from SMI are themselves responsible for seeking quotes, commissioning and payment of additional construction to the shell-scheme.
8. SMI will make every effort to provide the size of stand requested, but cannot guarantee in advance either the hall, position, configuration of stand, or total area that can be provided.
9. Where it is necessary to offer an area varying by greater than 20% of the area requested, SMI will first seek the agreement of the applicant.
10. If compromise cannot be reached, exhibitors party to this agreement remain responsible for payment of the whole stand available, but SMI will make all reasonable effort to find a replacement company.
11. Should it be necessary to allocate a stand area greater than originally requested, the exhibitor must pay in full on receipt of invoice for additional areas. Should it be necessary to allocate a stand area less than originally requested, SMI will refund the difference in stand fees should a reduced area only be available.
12. Every reasonable care will be taken in the allocation of space to companies to avoid inclusion of pillars and fire hydrant access points on stands. Where this is not possible, companies will not be charged for net stand area displaced by pillars, or hydrants.
13. SMI is unable to guarantee that it is able to offer sufficient space to satisfy the total UK group requirement. Space will therefore be allocated strictly in order of receipt of applications supported by payment in full for stands.
14. Where there is insufficient space to be able to confirm allocation of a stand, companies will be refunded their stand fees in full.
15. (a) If an exhibitor gives written notice of withdrawal from the group within 7 days of entering into the contract they will receive a full refund on costs (management fee and stand fee), unless condition 15 (b) applies.

(b) When an exhibitor signs up to the event 4 weeks before the date of the event, the 7-day cooling off period will not be applicable and all costs applicable to the contract will be due immediately on receipt of the invoice from SMI.
16. An exhibitor who withdraws 180 days before the event will receive a full refund on the stand fee but will be liable for the management fee to cover administrative costs.
17. An exhibitor who withdraws less than 180 days and more than 90 days before the event will receive a 50% refund on the stand fee with the management fee forfeited to cover administrative costs.
18. An exhibitor who withdraws less than 90 days before the event will be liable for all the contracted stand costs and the management fee.
19. Notwithstanding condition 18, if a replacement company is found to occupy the whole of space contracted by the Exhibitor the stand fee will be refunded, whereas the management fee will be retained to cover administrative costs. SMI will make all reasonable effort to find a replacement company to occupy the contracted space, but cannot guarantee to secure the payment.
20. In submitting this application, exhibitors accept responsibility for ensuring that they are adequately insured against all accident, claims arising from negligence and that their exhibits are also insured against loss, or damage.
21. No damage may be caused to the shell-scheme, or display aids supplied, particularly by use of nails, or tacks for attaching panels to the shell-scheme walls.
22. If damage is so caused, companies will be liable to meet the full cost of replacement of the damaged items.
23. Exhibitors are forbidden to further embellish the fascia panels of their stands by use of unauthorised additional graphics, or display aids.
24. Exhibitors are requested not to promote their presence and exhibits in a manner likely to cause offence, or nuisance to other exhibitors, or in contravention of the organisers' terms and conditions of participation.
25. From time to time, SMI may appoint service companies to offer group freight, travel, accommodation, promotion and other services as may be thought in the interests of the joint venture exhibiting companies.
26. Where SMI makes such appointments, joint venture exhibitors are free to make use of the services of such companies at their own risk.
27. Such appointments are made in the interests of reducing individual costs for joint venture participants. Exhibitors are not obliged to use such services.
28. SMI acts solely as an agent on behalf of the exhibitor and takes no liability for exhibitor's recovery of monies paid to a stand contractor who before the completion of the delivery and the build of the stands becomes bankrupt or otherwise ceases to trade.
29. SMI shall not be held liable for the performance, actions or negligence of appointed contractors by the organisers.
30. Exhibitors shall be liable for payment of all additional site services (use of group telephone and fax, stand cleaning).
31. Synopsis of Terms and Conditions for companies in DIT supported exhibition joint venture groups.
 - a. Stands must be in the name of a UK registered company.
 - b. Exhibits must be predominantly of UK origin.
 - c. Stand must be managed throughout the exhibition by personnel competent to best promote the company and product.
 - d. SMI, its employees, agents and sub-contractors, shall not be liable in any event for any economic loss, loss of profit, revenue, goodwill or anticipated saving or for indirect, special, incidental and consequential loss or damage of the exhibitors or others, however caused, whether SMI was aware that such loss or damage may arise.
 - e. Except as provided in these terms and conditions SMI, its employees, agents or contractors, the UK Secretary of State for the Department of International Trade (DIT), DIT and its employees shall not be liable either in contract, tort (including negligence) or otherwise, for any claim, costs, demand or liability whatsoever and howsoever arising out of or in connection herewith of the supply of any services hereunder.
32. SMI reserves the right to raise a surcharge on stand fees, in the event of significant devaluation of Sterling.
33. In submitting this application, the exhibitor agrees to be bound by these terms and conditions and those of the Event Organisers.