

# Sea Asia 2019

April 9-11<sup>th</sup> 2019

Marina Bay Sands, Singapore

## INTRODUCTION

Sea Asia 2019, a premier maritime conference and exhibition will return to Marina Bay Sands in Singapore for its 7<sup>th</sup> edition in April 2019. The show will be held in conjunction with Singapore Maritime Week 2019, which brings together leading Shipowners, Offshore Operators, Ship-managers and Shipyard procurement teams from around the globe.

Sea Asia enjoys strong support from government agencies and key trade associations, firmly establishing itself in the marketplace as the leading platform for both the global and local maritime and offshore communities to explore business, network and unveil new products and services. The 3-day conference and exhibition promises to provide a plethora of diverse marine products and services, with good networking opportunities.



## THE UK GROUP AT Sea Asia 2019

The Society of Maritime Industries is organising and managing the UK group of exhibitors in a dedicated UK group pavilion. Companies are invited to take up the UK group pavilion package by exhibiting in the enhanced modular stand under the unique UK pavilion livery.

## THE ADVANTAGES OF JOINING THE UK GROUP ARE:

- UK Pavilion exhibitors are co-located in a prime location in the exhibition – just after registration on Level 1 which is also next to the conference hall.
- SMI as the group organiser, deals direct with the main exhibition organisers, co-ordinates payments, appoints agents and stand contractors, briefs the exhibitors, etc.

## ACTION

To reserve a place in the UK Group, please complete and return the booking form by January 15<sup>th</sup> 2019. For further information on the exhibition/UK Group, please contact Tom Chant or Mrs Clementina Upton on:

T: 020 7628 2555, E: [tom.chant@maritimeindustries.org](mailto:tom.chant@maritimeindustries.org) [events@maritimeindustries.org](mailto:events@maritimeindustries.org)

## STANDS

At the outset there are different sizes of stands available from 9sqm up to 24sqm (in 3sqm increments). Booking quickly is of prime importance as it is normally impossible to increase our space allocation as the show will be sold out.

Each Stand comes with:

- Lockable front counter
- Round table & 3 chairs
- 1 x bar stool
- 1 x brochure rack
- Spotlights
- Carpet
- Fascia name and logo on the "Customised Branding" as per stand image below
- Stand cleaning

Once the standbuilder is chosen we will work with them to get the best possible price for having graphics produced and mounted at the show. This is typically a fee of around US\$35 per sqm.

## STAND COSTS

Fee per square metre is £630. Minimum size is 9sqm

- 9sqm £5,670
- 12sqm £7,560
- 15sqm £9,450
- 18sqm £11,340

## SMI MANAGEMENT FEE

- Member rate £650 ex UK VAT (£780 inc VAT)
- Non-member rate £825 ex UK VAT (£990 inc VAT)



## **DEPARTMENT FOR INTERNATIONAL TRADE (DIT)**

The support available from DIT is currently unknown at this exhibition but we will update all participants as and when that becomes clear.

## **ADDITIONAL INFORMATION**

All relevant costs have been calculated using current exchange rates at time of issue, we reserve the right to adjust the charges in the event of any significant change.

The SMI Management fee covers the costs of all aspects of securing government funding, pre-event preparations, recruitment and administration prior to, during and after the event. In all cases, the Showcase Management Fee is non-refundable and cannot be included in your claim.

## **TERMS AND CONDITIONS OF CONTRACT**

The provision of space, arrangements for design and construction of the UK stands/showcase and the administration of the UK Group, including additional charges, are covered in the attached Society of Maritime Industries (SMI) Terms and Conditions. These Terms and Conditions together with this "Offer" and the Rules and Regulations issued by the exhibition organiser are deemed to be incorporated in and form part of this contract. Details given are subject to any changes with particular regard to the exhibition organiser's charges, government legislation, etc.

## **LIABILITY**

No liability shall be attached to the Society of Maritime Industries or any of its constituent trade associations or groups or any member of its staff in respect of any accident, injury, loss or damage arising out of, or in any way connected with, the display of goods in pursuance of this event or in any other way whatsoever.



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## BOOKING FORM FOR EXHIBITORS JOINING THE UK GROUP

Please complete and return this registration form by **January 15<sup>th</sup> 2019** to [events@maritimeindustries.org](mailto:events@maritimeindustries.org)

An invoice together with our bank details will be sent to you on receipt of your completed booking form.

For all enquiries please contact the SMI Events Manager, Mrs Clementina Upton

Telephone: + 44 (0)20 74487023

Fax: + 44 (0)20 7638 4376

E-mail: [events@maritimeindustries.org](mailto:events@maritimeindustries.org)

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Town: \_\_\_\_\_ Post Code: \_\_\_\_\_ Country: \_\_\_\_\_

Contact: \_\_\_\_\_ Position: \_\_\_\_\_

Phone No: \_\_\_\_\_ Fax No: \_\_\_\_\_

E-mail: \_\_\_\_\_

Our company/organisation wishes to join the UK Group at Sea Asia 2019 and requests an invoice for the following:

Stand:	<i>For a pre-constructed enhanced modular stand in the UK pavilion of minimum 9 sq m @ £630 per sq metre 9, 12, 15, 18, 24sqm stands available. Please indicate size required.</i>	£
Plus: (compulsory)	<i>SMI management fee for UK Group exhibitors in the UK pavilion: *The company is a member of the Society of Maritime Industries and the fee payable is £650 + UK VAT @ 20% (£780) *The company is NOT a member of the Society of Maritime Industries and the fee payable is £825 + UK VAT @ 20% (£990)</i>	£
<b>TOTAL</b>		£

We accept the Society of Maritime Industries (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 this form represents a 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.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

# **SOCIETY OF MARITIME INDUSTRIES (SMI)**

## **TERMS AND 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. Exhibitors withdrawing from the group after SMI is committed to payments on the company's behalf will forfeit their stand fees in full unless a replacement company can be found to take all of the withdrawing company's stand.
16. SMI will make all reasonable effort to find replacement companies, but will not guarantee to secure replacement.
17. Where a replacement exhibitor can be found, a charge of 20% of stand fees, up to a maximum of £1,000 will be charged to the withdrawing company to cover the additional administrative costs incurred.
18. SMI undertakes, on behalf of the exhibitors, to forward all applications for DIT grant to the DIT. Grant application forms and DIT terms and conditions of support are available on request from SMI.
19. SMI is not able to guarantee that an exhibitor is eligible for DIT support.
20. SMI will make all reasonable effort to check to see that a company is eligible for DIT support before contracting for space and construction on behalf of a company.
21. Where it is not possible to confirm that an exhibitor is eligible for DIT support in advance of contracting for payments, or in instances where an exhibitor may have DIT support withdrawn after SMI has contracted for payment on behalf of an exhibitor, the exhibitor will remain liable to pay for the full cost of the stand it has been allocated.
22. SMI will not authorise payment of any DIT grant monies for any exhibitor that has not previously paid stand fees and invoices for provision of services in full to SMI.
23. SMI and DIT shall not be held liable for ensuring that the exhibitor, its personnel, and exhibits are adequately insured against all risks.
24. 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.
25. 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.
26. If damage is so caused, companies will be liable to meet the full cost of replacement of the damaged items.
27. Exhibitors are forbidden to further embellish the fascia panels of their stands by use of unauthorised additional graphics, or display aids.
28. 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.
29. 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.
30. Where SMI makes such appointments, joint venture exhibitors are free to make use of the services of such companies at their own risk.
31. Such appointments are made in the interests of reducing individual costs for joint venture participants. Exhibitors are not obliged to use such services.
32. 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.
33. SMI shall not be held liable for the performance, actions or negligence of appointed contractors by the organisers.
34. Exhibitors shall be liable for payment of all additional site services (use of group telephone and fax, stand cleaning).
35. 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 six constituent Groups, its employees, agents or contractors, the UK Secretary of State for Trade and Industry, 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.
36. SMI reserves the right to raise a surcharge on stand fees, in the event of significant devaluation of Sterling.
37. In submitting this application, the exhibitor agrees to be bound by these terms and conditions and those of the Event Organisers.