

APPLICATION FORM

EXHIBITION PROFILE

Exhibition Name :

Venue : Date :

COMPANY DETAILS

Company Name :

Mailing Address :

State / Country : Postal :

Telephone : Fax :

Email :

Contact Person : Designation :

Products Line :

PARTICIPATION FORMAT

Format	Facilities
Standard Booth 9m ₂ (3m X 3m)	Walls, carpeting, company name with fascia, 2 spotlights, 1 info desk, 2 chairs, 1X13 amp socket, cleaning service, 24 hours security service.
Raw Space - Minimum 18m ₂	Cleaning service, 24 hours security service.

We would like to book No.(s) standard booth(s) / raw space each size m²

Total Area m²

Booth No Total Participation Fee

I/We hereby agreed to the rules and regulations as stated by the organizer.

Exhibitor's Signature

Company's Chop

Date

PAYMENT DATE

- i) 50% is required for booking the booth(s) & advertisement(s) and the balance should be paid 2 months prior to the exhibition.
- ii) Failure to pay balance before deadline would mean withdrawal from the exhibition and subject to the organizer's sole discretion to re-sell the booth. All the paid deposit would then be forfeited.

FOR EXHIBITION ORGANIZER USE ONLY

Representative of Company :

Deposit (RM/USD) : Deposit (RM/USD) :

Remarks :

Bookings are on a first-come-first-served basis. Complete the booking form above and fax to: +603-9200 4888

RULES & REGULATIONS

1. Admission
 - i) Each exhibitor shall complete an application form and return the form together with a crossed cheque " HARENET COMMUNICATIONS SDN. BHD. " payable as deposit amounting to one half of the total participation fee for " THE EXHIBITION " upon confirmation and the balance should be paid 3 months prior to the exhibition.
 - ii) Application shall be processed on a first-come-first-serve basis, which shall be effective only after a confirmation letter has been duly issued by the Organizer. The said letter shall be deemed to be sufficiently given if sent in accordance with sub clause (i) of clause 7 in these Regulations.
 - iii) Only local or overseas registered companies shall be qualified as exhibitors.
2. Allocation of Space

The Organizer shall have the unfettered right at its sole discretion to allocate the exhibition booth area in the Exhibition Hall.
3. Terms
 - i) The exhibition shall last for a period of days commencing on the day of the exhibition or the date when the exhibition shall be closed at the unfettered discretion of the Organizer whichever date shall be the earlier.
 - ii) The Deposit or any sum paid for the Exhibition shall be forfeited if the Exhibitor fails to participate in the Exhibition.
 - iii) The Exhibitor shall have no right to abandon his booth and remove any exhibit other than the goods or merchandise displayed from the booth before the closing of the Exhibition.
 - iv) All participation fee shall be fully paid and satisfied notwithstanding that the Exhibitor withdraws his exhibiting the Exhibition before the official Exhibition.
 - v) The Exhibitor shall not withdraw his exhibiting in the Exhibition until official closing of the Exhibition. Exhibitor withdraws his exhibiting before the official closing of the Exhibition and without the official approval in writing from the Organizer shall be liable to pay an extra charge at a daily rate of 25% pf his total participation fee to the Organizer as compensation.
4. Conditions Relating to Displayed Goods
 - i) The Exhibitor may only offer for display / sale within the booth area, the goods and / or such other merchandise as the Organizer shall from time to time approve.
 - ii) The Exhibitor agrees to withdraw from display / sale such of goods and / or such other merchandise supplied by the Exhibitor as and when required by the Organizer.
 - iii) All goods and merchandise or any exhibits offered for display / sales by the Exhibitor at the booth area shall be the property of the Exhibitor. The Exhibitor shall be fully responsible for the delivery display exhibition and safekeeping of the goods and merchandise and shall insure the property described in this sub-clause with an insurance company of the repute providing adequate cover against fire, flooding, theft, burglary and such other risks as companies carrying on same type of business as the Exhibitor commonly cover by insurance. The Organizer shall not in any way and for any reason whatever be liable for loss and / or damage to the goods decoration equipment and advertising material of the Exhibitor or the business of the Exhibitor. The Exhibitor shall be liable for and shall indemnify and hold the Organizer harmless against any claim by or loss or damage to any person or property directly or indirectly occasioned by or arising from the Exhibitor at the Exhibition.
5. Shell Scheme Booths
 - i) All shell scheme booths shall be constructed by the main contractor appointed by the Organizer.
 - ii) The Exhibitor shall employ his own contractor or the contractor to decorate the interior of the booth and use his best endeavors to make the booth attractive for the display / sales of the goods and merchandise.
 - iii) In the event that the booth is decorated by the contract employed by Exhibitor, the Exhibitor shall be fully responsible for the removal of all waste and litter resulting from such erection or dismantling from the Exhibition hall before the opening of and immediately after the Exhibition according to the arrangement of the Organizer.
 - iv) The booth shall be at the expense of the Exhibitor be kept clean and free from litter at all times during Exhibition.
 - v) The Exhibitor shall be on the close of the Exhibition forthwith remove all its property and goods and merchandises from the booth and the Exhibition hall and to give up occupation of the booth thereto in a good clean and proper state or repair and condition and if so required by the Organizer to remove all the decoration equipment advertising material fixtures and fittings making good all damage caused by such removal.
 - vi) As to the decoration of the interior of the booth, the Exhibitor shall comply with the rules, which shall be provided by the Organizer in due course.
 - vii) Decoration of the booth shall be completed the day before the official opening of the Exhibition. Any alteration or repair shall be carried out with the Organizer and only be permitted when the Exhibition is closed from the public visits.
 - viii) Only the main contractor appointed by the Organizer shall have the right to carry out all electrical works in the Exhibition Hall. The Exhibitor shall pay to the main contractor the sum payable for the installation of electrical network. The Exhibitor shall not use multiple during the exhibition.
6. Operation of Booth
 - i) All personnel assigned to the Exhibitor's booth at the Exhibition Hall shall be the employees of the Exhibitor who shall observe and conform to the Regulations of the Exhibition.
 - ii) The Exhibitor shall properly insure and keep insured his own costs and expenses. All personnel assigned to man the booth for compensation of employees and otherwise against the Exhibitor's liability under Employee's Compensation Ordinance. The Organizer shall not be responsible for any loss damage or injury caused to the Exhibitor or his employees in the Exhibition.
 - iii) The Exhibitor shall assign an adequate number of employees for the purpose of manning the booth so as to ensure that the booth is never unattended or understaffed.
 - iv) The Exhibitor or his employees shall conduct no business activity outside the booth area.
 - v) The Exhibitor shall not advertise or canvass for business anywhere else in the Exhibition hall.
 - vi) The Exhibitor or his employee shall not commit any act amounting to nuisance or disturbance or annoyance to the Organizer or other exhibitions in the Exhibition hall. In the event of use of any audio-visual equipment by the Exhibitor during the exhibition, the Organizer has unfettered right at its sole discretion to require the Exhibitor to abandon the use of such equipment.
 - vii) The Exhibitor or his employees shall not take into the Exhibition hall any food or drinks during the Exhibition.
 - viii) The Exhibitor expressly undertakes to indemnify the Organizer and keep the Organizer indemnified against all actions, proceedings, claims and demands made against the Organizer by a third party on grounds that the Exhibitor has failed to comply with the Regulations or the Exhibition or caused any damage to any part of the Exhibition hall.
 - xi) All goods or merchandises or any exhibit in the booth area shall be the property of the Exhibitor and removed immediately after the Exhibition. Any property described in this sub clause shall be forfeited if the Exhibitor fails to follow the arrangements of the Organizer and the Organizer shall not be responsible for any safe-keeping of the said property after the Exhibition.
 - xii) The Exhibitor shall move in and out of the Exhibits of the booth area according to a schedule issued by the Organizer. The Organizer shall not be responsible for any safe-keeping of the said exhibit before during or after the Exhibition.
 - xiii) In the event of the Exhibition hall or any part thereof at any time during the Exhibition being damaged or destroyed by fire, water, storm, wind, typhoon, defective construction, earthquake, subsidence of the ground or any other cause (not attributable to the act of default the Organizer) so as to be rendered unfit for use and occupation or being declare unfit for use and occupation or becoming inaccessible due to any cause whatsoever, Exhibitor shall not be able to display its goods or merchandise at the booth area or elsewhere in the Exhibition hall. The Organizer shall be under no obligation to reinstate the booth area or Exhibition hall.
7. Miscellaneous Conditions
 - i) In no circumstances shall the Exhibitor attempt to assign or transfer any right or interest in the Exhibition to a third party without the prior written consent of the Organizer.
 - ii) Any notice or consent required to be given under this Regulations shall be in writing and notwithstanding the fact that the same shall not be delivered shall be deemed to be sufficiently given if sent through the post in a pre-paid registered letter to the address stated herein the application form of the part to whom such notice is given or demand is given or such other address as is notified by the part to the other from time to time and shall be deemed to be served on the working day following that on which it is posted.
 - iii) The Organizer shall reserve the right to alter, amend, or incorporate into any of the regulations herein.
 - iv) The Organizer shall not be liable for any loss or damage incurred by the Exhibitor in respect of any error or omission in any printed matters issued for or during the Exhibition.



Organiser: **HareNet Communications Sdn. Bhd.** (Reg No. 641733-H)

B-9-7, (Level 11), Block B, Menara Uncang Emas, 85 Jalan Loke Yew, 55200 Kuala Lumpur, Malaysia

Voice : +6 03 9200 3888 Data : +6 03 9200 4888 Email : expo@harenet.com.my