

# BWEA Health & Safety 08

29 January 2008 • Bridgewater Hall, Manchester

## Exhibition Contract

Fax back to +44 (0)20 7689 1969



### EXHIBITING COMPANY

COMPANY NAME \_\_\_\_\_  
CONTACT NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
TOWN \_\_\_\_\_ POSTCODE \_\_\_\_\_  
COUNTRY \_\_\_\_\_  
TELEPHONE \_\_\_\_\_ FAX \_\_\_\_\_  
EMAIL \_\_\_\_\_  
WEBSITE \_\_\_\_\_ VAT NO \_\_\_\_\_

CATEGORY (exhibitors may choose more than one category)

- WAVE DEVICE MANUFACTURER       TIDAL DEVICE MANUFACTURER       DEVELOPER  
 CONTRACTOR       CONSULTANCY       SUPPLIER / SERVICE COMPANY  
 ELECTRICITY GENERATOR/UTILITY       FINANCE/INSURANCE       COMPONENT/MATERIALS MANUFACTURER  
 R&D / UNIVERSITY / INSTITUTE       OTHER (please specify) \_\_\_\_\_

### INVOICE DETAILS (if different from above)

COMPANY NAME \_\_\_\_\_  
CONTACT NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
TOWN/CITY \_\_\_\_\_ POSTCODE \_\_\_\_\_  
COUNTRY \_\_\_\_\_  
TELEPHONE \_\_\_\_\_ FAX \_\_\_\_\_  
EMAIL \_\_\_\_\_  
WEBSITE \_\_\_\_\_ VAT NO \_\_\_\_\_

**PURCHASE ORDER NUMBER/REFERENCE** \_\_\_\_\_

### PLEASE CIRCLE THE APPROPRIATE RATE ON THE TABLE BELOW

|              | <b>EARLY-BIRD<br/>DISPLAY AREA*</b> | <b>STANDARD<br/>DISPLAY AREA**</b> |
|--------------|-------------------------------------|------------------------------------|
| BWEA MEMBERS | <b>£750.00 + VAT</b>                | £950.00 + VAT                      |
| NON-MEMBERS  | <b>£950.00 + VAT</b>                | £1,250.00 + VAT                    |

\* EARLY-BIRD RATE APPLIES TO STANDS BOOKED BEFORE 30 NOVEMBER. ALL STANDS MUST BE PAID FOR WITHIN 30 DAYS OF CONTRACT AND PRIOR TO THE OPENING OF THE EXHIBITION. \*\*STANDARD RATE APPLIES TO STANDS BOOKED ON OR AFTER 30TH NOVEMBER 2007.

#### NOTES

- Member rates apply to those organisations who have paid a direct membership fee to BWEA.
- Each display area is 3 metres wide by 2 metres deep, and includes one electric point, 2 chairs and 1 table. No shell scheme is provided. Exhibitors are responsible for any damage to the walls and structure of Bridgewater Hall, as outlined in the exhibition policies overleaf.
- All prices exclude VAT.
- For conditions and terms of payment please read the exhibition policies as outlined overleaf and online at [www.bwea.com/safety](http://www.bwea.com/safety).
- Allocation of stands is strictly on a first-come first-served basis and is subject to availability.
- All exhibitors are entitled to: 1 free 50 word description in the Conference Programme distributed at the event (deadline for these details is 14 January 2008), 1 complimentary conference pass, a direct link from the event website to the exhibitors' website.

#### PAYMENT

On receipt of an invoice from BWEA payment can be made by cheque, credit card or bank transfer. Please note credit card payments will be subject to a 4% handling fee. Please refer to the invoice for details.

By signing I confirm I agree with the exhibition and payment policies as outlined here and overleaf.

**Date** \_\_\_\_\_  
**Print name** \_\_\_\_\_

**Signature** \_\_\_\_\_  
**Company** \_\_\_\_\_

# Exhibition Policies

## GENERAL REGULATIONS

The British Wind Energy Association (BWEA) is the Organiser of the event and alone is empowered to accept or reject applications and to allocate stands. Its decisions are final.

The signed exhibition contract constitutes a legally binding contract for the Exhibitor. All stands are confirmed in writing and the position allocated is definitive. The Organiser reserves the right to change the allocation of stand in case of unforeseen and/or unavoidable circumstances, beyond its control.

Reselling of stand space is strictly forbidden without the prior authorisation of BWEA.

### Payment terms and conditions

1. Early Bird – these reduced rates apply only to stands booked by 30 November 2007 and paid within 30 days of receipt of invoice. Standard rates apply to exhibition stands booked on or after 30 November 2007. The standard rate applies to stands after 30 November.
2. All stands must be fully paid within 30 days of invoice and MUST be paid for prior to the exhibition. Any invoices outstanding after this date will be subject to a 10% surcharge. Only those exhibitors who have made full payment can be guaranteed an exhibition stand at the event.
3. In the case of non-payment by the date specified, BWEA reserves the right to reallocate the reserved stand. The exhibitors, however, remains bound by their registration contract and have to pay the totality of the amounts foreseen. Stands will only be placed at the disposal of participants as soon as they have fulfilled all obligations as stipulated in the contract.

### General policies

1. An 'Exhibition Stand' comprises of an area 3 metres wide by 2 metres deep, a display table, one electric point. Exhibitors are encouraged to bring their own pop-up exhibition stands, display materials and literature. Please refer to Exhibition set-up and break-down section for more detail on the venue's restrictions on the use of display materials.
2. Internet access is available at an additional cost of £100 + VAT.
3. Allocation of stands is strictly on a first-come first-served basis according to availability.
4. All exhibitors are entitled to 1 free conference pass including lunch and coffee breaks, a complimentary 50 word company description in the printed Conference Programme distributed at the event, and a direct link from the event website to the exhibitors' website.
5. No additional passes will be allocated to exhibitors. With the exception of the one complimentary conference pass, all those in attendance must register online at the relevant rate.
6. Cancellations must be made in writing to the Head of Marketing & Events at BWEA and sent by recorded delivery. Cancellations will incur a cancellation fee of 50% of the total tax invoice amount. No refund will be accepted on cancellations made on or after 31 January 2007 and unpaid tax invoices must be paid in full.
7. Exhibitors agree to comply with the set-up and break-down timings as outlined in the Exhibition set-up and break-down section.
8. The British Wind Energy Association (BWEA) is the Organiser of the event and alone is empowered to accept or reject applications and to allocate stands. Its decisions are final.
9. The signed exhibition contract constitutes a legally binding contract for the Exhibitor. All stands are confirmed in writing and the position allocated is definitive. The Organiser reserves the right to change the allocation of stand in case of unforeseen and/or unavoidable circumstances, beyond its control.
10. Noisy publicity of any kind, in particular the use of loudspeakers, is prohibited.
11. Publicity may only be handed out on the Exhibitor's own stand.
12. No part of the stand may exceed the given stand limits. The Exhibitor is responsible for organising his stand so that all exhibits can be examined and demonstrated within the stand limits.

13. Exhibitors must be insured by an Insurance Company covering civil liability, stand material and the goods exhibited, whether these goods or material be their own or a third party's property.
14. By way of their participation, Exhibitors automatically relinquish all claims, in the event of an accident or damage against BWEA and Bridgewater Hall, the Exhibitors and the Conference participants, the directors, representatives, managers and officials appointed by these persons or bodies.
15. CIVIL LIABILITY: a. Of the Exhibitor: i. The Exhibitor is responsible for any damage to a third-party, caused either by the exhibitor or the exhibitor's employees or materials. ii. The exhibiting company and its representative confirm that the BWEA in no way takes responsibility for loss, injury or damage to items or persons, whatever the cause may be, before, during, or after Health & Safety 08. b. Of the Organiser: i. BWEA is responsible under civil law in its capacity as Organiser of the Exhibition and any other related events it organises. This liability shall in no case extend to the damage caused to visitors, exhibitors or rented goods by third parties. ii. Bridgewater Hall is responsible for its civil liability in its capacity as owner of the premises and of fixed or temporary installations used for the Exhibition, as well as for the management of the concerns and handling of the activities it administers directly. iii. Exhibitors shall not be entitled to any compensation should political or economic circumstances or a case of "force majeure" prevent the event from being held, or limit its size or modify its nature. iv. Should it not be possible for the event to open, all rental fees shall remain the property of the Organiser up to a sum corresponding to the amounts for which it is already committed. v. The Organiser reserves the right to modify or complete at any time the provisions of the present regulations.

[www.bwea.com/safety](http://www.bwea.com/safety)