

BWEA Wave & Tidal Event

14 & 15 March 2007 • QEII Centre, Westminster



Exhibition Contract

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

	EARLY-BIRD DISPLAY AREA*	STANDARD DISPLAY AREA**
BWEA MEMBERS	£750.00 + VAT	£950.00 + VAT
NON-MEMBERS	£950.00 + VAT	£1,250.00 + VAT

* EARLY-BIRD RATE APPLIES TO STANDS BOOKED BEFORE 12 JANUARY 2007 AND PAID BY 9 FEBRUARY 2007. **STANDARD RATE APPLIES TO STANDS BOOKED ON OR AFTER 13 JANUARY 2007 AND PAID BY 14 MARCH 2007.

NOTES

- Member rates apply to those organisations who have paid a direct membership fee to BWEA to be a fully paid member up to and including 14 March 2007.
- Each display area is 3 metres wide by 1 metre 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 the QEII Centre, 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/marine/conference.
- Allocation of stands is strictly on a first-come first-served basis according to availability.
- All exhibitors are entitled to: 1 free 50 word description in the Conference Programme distributed at the event (note deadline of 31 January 2007), 1 complimentary conference pass, a direct link from the event website to the exhibitors' website.
- All exhibitors agree to set up their display area between 18.00-19.00 on Wednesday 14 March, in time for the pre-conference drinks reception.

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 _____ Signature _____
Print name _____ Company _____

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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 12 January 2007 and paid by 9 February 2007. Standard rates apply to exhibition stands booked on or after 13 January 2007. The standard rate also applies to stands booked by 12 January 2007 but not paid for by 9 February 2007.
2. All stands must be fully paid by 15 March 2007. 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 an area 3 metres wide by 1 metre 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 the

Queen Elizabeth II Conference Centre (QEII Centre), 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 the UK Offshore Wind Conference in London, UK, March 2007. 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. The Queen Elizabeth II Conference Centre (QEII Centre) 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.

Exhibition set-up and break-down

1. The exhibition will be held in the Caxton Lounge on the second floor of the Queen Elizabeth II Conference Centre, Broad Sanctuary, Westminster, London SW1P 3EE, UK. Telephone: +44 (0)20 7222 5000. Website: www.qeiicc.co.uk.
2. Exhibitors must set up their stand between the hours of 18.00-19.00 on Wednesday 14 March 2007. All stands must be set up by 19.00 on Wednesday 14 March 2007, in time for the pre-conference drinks reception.
3. Exhibitors may not dismantle their stands until 16.00 on Thursday 15 March 2007. All stands must be dismantled and materials removed from the QEII Centre by 18.00 on Thursday 15 March 2007. BWEA and the QEII Centre accept no responsibility for any exhibitor's equipment/materials lost or damaged.
4. Notices must not be affixed to the fabric of the building. Sticky fixers, Blutac or Sellotape must not be used on painted surfaces. Exhibitors will be charged to repair damaged areas. Under no circumstances must cables, wires, etc be attached or affixed directly to the walls or ceilings in the main conference rooms.
5. The address for exhibitor's deliveries and collections will be [Your Company Name], BWEA Event 14-15 March 2007, c/o Darren Jordan [QEII Event Manager], Pickwick Suite, The QEII Conference Centre, Broad Sanctuary, Westminster, London SW1P 3EE.
6. There is a goods lift that exhibitors may use to transport materials to the first floor. Passenger lifts may not be used for transporting exhibition materials whilst delegates remain in the building.

Car parking

Nearest car parks to the Centre are as follows:

National Car Park, Abingdon Street, London SW1 020 7222 8621; Rochester Row, London SW1 020 7828 4298; National Car Park, Semley Place, London SW1 020 7730 7757; Whitcomb Street, London WC2 020 7839 5858; National Car Park, Head Office 0870 606 7050.

For full travel details please visit the event website:

www.bwea.com/marine