



**The 2017 ICIC Exhibition  
Heidelberg, Germany 23 - 24 October 2017  
EXHIBITION BOOKING FORM**

We wish to exhibit at the 2017 ICIC Exhibition to be held 23 - 24 October 2017 in Heidelberg. We have read and agree to the conditions overleaf.  
Please book in our name the following space:

- 1 table-top stand (approx. 1.6 metres) with wall space behind incl. two free exhibitor registrations @
  - € 1.990 per space (if you order and pay before 30 November 2016)
  - € 2.990 per space (if you order and pay after 30 November 2016)

Name: \_\_\_\_\_  
Organisation: \_\_\_\_\_  
Dept.: \_\_\_\_\_ Dept.: \_\_\_\_\_ VAT \_\_\_\_\_  
Full Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Your order reference: \_\_\_\_\_ Email \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Return to:**  
**Dr. Haxel Congress and Event Management GmbH**  
Operngasse 20B  
1040 Vienna  
Austria

Email: [office@haxel.com](mailto:office@haxel.com)  
Phone: + 49 1754110101  
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VAT ATU65338468 // FN 336285m  
Firmenbuchgericht HG Wien, Sitz: Wien



# **The 2017 ICIC Exhibition**

## **Heidelberg, Germany 23 - 24 October 2017**

The expression *Exhibitor* wherever mentioned herein shall mean any company, firm or person who has applied for or been allocated any space at the Exhibition.

The expression the *Exhibition* whenever mentioned herein shall mean the Exhibition held in conjunction with the 2017 ICIC Conference & Exhibition.

The expression the *Organisers* whenever mentioned herein shall mean Dr Haxel Congress & Event Management GmbH.

### **2. Application for and allocation of space**

Application for space must be made on the appropriate application form. Should any dispute arise as to the allocation of space the decision of the Organisers shall be final. In the event of an Exhibitor giving written notice at any time prior to the Exhibition of his intention not to take possession of such space by the second day prior to the opening of the Exhibition, the Organisers may deal with such space as they, in their absolute discretion, think fit without being under any liability to refund or abate any charges paid or due hereunder.

### **3. Payment**

The hiring charge for space, as described in the exhibition literature, is as specified in the official brochure obtainable from the Organisers. Upon receipt by the Organisers of the Application for Space Form, exhibitors will be invoiced for 100 % of full payment. The balance of the total hiring charge shall be paid not later than 40 days prior to the start of the exhibition. In the event that the Exhibitor fail to pay any sum due hereunder in the time and manner herein agreed, the Organisers may by notice in writing require the Exhibitor to forego the space allocated to him forthwith or within a specified time without being under any liability to refund or abate charges paid or due hereunder.

Further, once an allocation of space has been made to the Exhibitor in accordance with the foregoing and he subsequently decides for any reason to withdraw from the Exhibition he shall be liable to pay the following cancellation charges:

Before 1 February 2017 : 50% deposit

After 1 February 2017: 100%

### **4. Hours of opening**

The exhibition will be open to conference delegates and visitors at advertised times each day, during which periods the Exhibitor undertakes to have his exhibits on display in good order adequately attended and not covered up.

### **5. Preparation and removal of exhibits**

Details of preparation and removal of exhibits to and from the Exhibition Building will be separately notified by the Organisers. No exhibits or other articles other than those of purely personal nature shall be taken out of the Exhibition Building during the period of the Exhibition without the permission of the Organisers.

### **6. Cleaning**

The Exhibitor shall be responsible for seeing that his stand is in good order at all times. Under no circumstances is rubbish to be placed in the gangways.

### **7. Damage to the Exhibition Building**

No nails or screws may be driven into any part of the Exhibition Building, nor may any part of the Exhibition Building or Contractors Stand be damaged or disfigured in any way whatsoever.

### **8. Limitation of liability**

Every article exhibited shall be at the sole risk and responsibility of the Exhibitor. The Organisers shall not be responsible for any loss or damage to or the safety of any property or of any injury to an Exhibitor or his servants or agents under any circumstances whatsoever by reason of fire, water, theft, accident or any other cause including erection, maintenance or dismantling of stands or otherwise.

### **9. Requirements of superior authorities**

The Exhibitor shall at once comply with any requirements imposed on the Organisers by the proprietors or managers of the Exhibition Building or any Municipal or other competent authority on written notice of such being given to the Exhibitors by the Organisers.

### **10. Gangways**

Gangways must at all times be kept clear and free for passage and Exhibitors must not let their displays encroach on to the gangways.

### **11. Advertising**

The Exhibitor undertakes to withdraw immediately any advertising matter whether at the Exhibition or in connection therewith to which the Organisers object. Further the Exhibitor shall only advertise and distribute literature or samples on and from his own stand and not in the gangways.

### **12. Storage**

The Exhibitor shall be responsible for the removal from the Exhibition premises and storage of all crates and empty cartons not required on the stand.

### **13. Avoidance of nuisance**

If in the opinion of the Organisers the Exhibitor causes or suffers or creates an annoyance, nuisance or danger or does or suffers to be done any act or thing which would or might prejudice the Organisers' contract of hire of the Exhibition Building, or any policy of insurance held by the Organisers, the Organisers may take such steps to remedy or abate such annoyance, nuisance, danger or act to repair any damage resulting to the Exhibition Building or to the Organisers, and the cost of such steps or repair will be charged to and be payable by that Exhibitor.

**14. Undesirable activities**

In the event of it appearing to the Organisers in their absolute discretion that an Exhibitor may be engaged in activities which are deemed to be contrary to the best interests of the Exhibition or which appear likely to involve unethical conduct or breaches of the law, the Organisers may cancel any allocation of space which may have been made to such an Exhibitor and require him forthwith to vacate any space allocated to him and refuse him the right to participate further or at all in the Exhibition without being under any liability to refund or abate any charges made or due hereunder.

**15. Catering and licensing**

Catering and Licensing arrangements shall be provided solely by the Organisers or by special arrangement through them. Outside Contractors are not permitted on the Exhibition premises.

**16. Breach of the rules**

Should the Exhibitor in any manner cause a breach of these rules and regulations the Organisers may take such action as they think proper without prejudice to the Organisers' right to recover all monies payable by the Exhibitor, and to all other claims against him and to claim damages sustained by the Organisers.

**17. Force majeure**

In the event of the Exhibition Building or any part or stand thereof being unavailable whether for the sole or any part of the planned preparation, exhibition or dismantling periods as a result of fire, flood tempest or any other such cause or as a result of governmental intervention, malicious damage, acts of war, strike, lock-out, labour dispute, riot or any other such cause or agency over which the Organisers have no control or should the Organisers decide that owing to any such cause or agency it is necessary or advisable to cancel, postpone or re-site the Exhibition, or reduce the planned period for preparation, exhibition or dismantling, the Organisers shall not be liable to indemnify or reimburse the Exhibitor in respect of any danger or loss direct or indirect arising as a result thereof.

**18. Indemnify**

The Exhibitor shall indemnify the Organisers in respect of all or any liability, loss, costs or expenses incurred or sustained by the Organisers as a result of any damage or injury howsoever caused by the Exhibitor or the Exhibitor's property or by the Exhibitor's employees, contractors or agents or by any such person's property. In all matters relating to the application and interpretation of these Rules and Regulations the Organisers retain absolute discretion.