

## **Terms & Conditions**

### **1. Terms of Reference**

- 1.1 Under these rules and regulations the term “**Exhibitor**” shall include all employees, servants and agents of any company partnership, firm or individual whose space has been allocated for the purpose of exhibiting.
- 1.2 The word “**Exhibition**” shall mean the exhibition referred to on the application and Registration form.
- 1.3 The word “**Secretariat**” means “[Iranian Technology Export Management Co.](#)” which has been given the sole authority from “[Pardis Technology Park](#)” to hold the International Innovation and Technology Exhibition in Iran.
- 1.4 The word “**Representative Authority**” means “Foreign Agents” which has been given the authority from [secretariat](#) to make a good reaction for national and international interrelations.
- 1.5 the word “**Booth**” means the construction, built on the Stand Space in which the Exhibitor displays his/its products or exhibits;
- 1.6 The word “**Organizer**” means “**Pardis Technology Park**” as the most important and significant Technology park in Iran and **Iran National Technomarket Network**.
- 1.7 The word “**INOTEX**” means International Innovation and Technology Exhibition which will be held on 23-26 May 2017, International Fairground, Tehran, Iran.
- 1.8 The words “[Standard Booth](#)” mean the construction, built on the Stand Space in which the Exhibitor displays his/its products or exhibits, provided by the Organizer, upon application and (pre) payment by the Exhibitor;
- 1.9 The words “**booth space**” mean the area of space at the Exhibition where the Exhibitor is allowed to display his/its products or exhibits;
- 1.10 The words “**Terms and Conditions**” mean the regulations set out in this document, which govern the agreements in connection with the pursuant to the agreement.

### **2. Application for Participation**

- 2.1 All application for participation shall be filled out on [the prescribed application form](#). The application form shall be submitted to the Secretariat. The submission of the form shall deem to be the confirmation of participation and acceptance by the Exhibitor. The Registration information and sending them constitutes acceptance of the [Terms and Conditions](#) stated on the site. The Secretariat shall reserve the right to accept or refuse any application without disclosing to the Exhibitor any reasons thereof.
- 2.2 Formidable companies in technology, willing to participate in INOTEX 2017 need to note that technology cooperation and exchange are the aims of the exhibition. So,

*they should be ready to exchange their technologies with Iranian and other countries in order to develop the latest knowledge in science and technology.*

### **3. Use of Exhibition Space**

- 3.1 The Representative Authority reserves the right to refuse admittance to any visitor to the Exhibition or to have access to any stand. Exhibitors are not allowed to sub-let or assign the stand/s allotted to them to other parties either wholly or in part without the written consent of the Representative Authority. Exhibitors will be liable for any damage to the walls or to any part of the Exhibition hall in which their exhibits are placed and shall not paint or otherwise alter the floors, ceilings, pillars, or walls without the prior consent of the Representative Authority.*
- 3.2 Exhibits for display during the International Innovation and Technology Exhibition (INOTEX 2017) can be brought into the International Fairground from 22th May 2017.*
- 3.3 Exhibitors must ensure that their stands are ready by 18:00 P.M. on May 22, 2017 with all Exhibits in position.*
- 3.4 All Materials are to be removed on 26 May 2017 (not before 18 P.M) till 22:00 P.M. The Organizer will not be responsible if Exhibitor fails to comply with, conditions enumerated in the Exhibitor's information Manual.*

### **4. Approval for Design of Stand**

*Every exhibitor, who needs a different booth scale than the standard booth, will have to submit their stand drawing and the scale mock-up, complete with details of Exhibit, Electricity and other installation and elevation in three copies for approval of the Secretariat before May 10<sup>th</sup>, 2017. If the approval is not taken by May 10, 2017 penalty will be levied. For details, please refer to the [Exhibitor services manual](#).*

### **5. Breach of Terms and Conditions and Withdrawal by Exhibitor**

- 5.1 Without prejudice to the rights and remedies of the Secretariat, in respect of any breach of the Terms and Conditions on the part of the Exhibitor, the Secretariat may at its discretion allow the Exhibitor to withdraw from the Exhibition subject to the following conditions:*
- 5.2 The Exhibitor must give written notice to the Secretariat that he desires to withdraw and if the Secretariat allows such withdrawal they will notify the Exhibitor of their decision in writing.*
- 5.3 Any payment to the Secretariat will not be refunded.*
- 5.4 Should the exhibitor fail to observe or comply with any of the terms and conditions contained herein or if the Exhibitor shall fail to pay any of the unit costs at the time and in the manner aforesaid, then the Secretariat may thereupon by written notice given to the Exhibitor rescind the registration.*

5.5 Upon the Secretariat exercising their right to rescind the registration under sub-clause (5.3.) of this clause, they maybe but are not obliged to relit or deal with the Exhibition space contracted by the Exhibitor in default on such conditions as the Secretariat having elected to, but notable to relit the mentioned Exhibition space. The Exhibitor in default, Shall be liable to pay the entire unit costs to the Representative Authority as liquidated damages for the loss of rental.

## **6. Changes**

During certain conditions allocated to the exhibition, the Secretariat reserves the right to advance, postpone, vary and/or change the location of the Exhibition and/or vary and/or change the location and/or size of the Stand Space and/or Booth, and/or the layout of the Exhibition. All changes related to the exhibition will be announced to the exhibitors.

## **7. Photography**

The Representative Authority reserves the right to photograph any exhibit for his use.

## **8. Catalogue entry information**

All Exhibitors are obliged to provide the required information for the exhibition catalogue and CD at most by May 10<sup>th</sup> 2017. In case the Representative Authority does not receive the required information, reserves the right to omit the company from the exhibition catalogue and CD.

## **9. Construction and Decoration of Stand**

Exhibitor will be allowed to decorate their units as scheduled in Exhibitor's catalogue. Any damages caused by the Exhibitors or his/its contractors to other Exhibitors or common property shall be the responsibility of the Exhibitor. All Exhibitors must complete their construction and decoration by the 22 May 2017.

## **10. Movement of Exhibits**

10.1 Exhibitors shall bear the responsibility and expenses for the transport of exhibits to the Exhibition venue.

10.2 Exhibitors shall make their own arrangement for the storage and warehousing of their exhibits.

10.3 Exhibitors shall remove all exhibits from the Exhibition hall within the period stipulated by the Secretariat and shall indemnify the secretariat against any loss by reason of the delay or damage to the Exhibition hall.

## **11. Failure of Services**

*The secretariat shall not be liable for any loss sustained by the Exhibitor directly or indirectly attributable to the cancellation, Suspension or reduction of duration of the scheduled Exhibition from the period advertised or specified due to:*

*11.1 Force Majeure such as Acts of War, Military Activity, Municipal Statutory or Civil Authority requisition, Fire, flood, typhoon, excessively inclement of weather, earthquake and etc.*

## **12. Cancellations or Partial Cancellations**

*It is the responsibility of exhibitors to inform the secretariat in writing any cancellations or partial cancellations of their contracted exhibit space. In the case of a cancellation made 30 Days before the opening day of the exhibition, any payment to the organizer will not be refund and 100% of the total payment will be retained or due from the exhibitor, as a cancellation charge. In the case of a cancellation made less than 60 days before the opening day of the exhibition, 30% of the total payment will be retained, or due from the exhibitor. Upon a cancellation, the Exhibition secretariat shall resume the right of use of the cancelled area, and any parties wishing to use this exhibit space must submit a new registration to the secretariat, and pay the full rental charge.*

## **13. Security**

*The secretariat shall take all security precautions in the interest of the Exhibitors and visitors. However, the secretariat shall not be held responsible for any loss or theft or exhibits at the Exhibition hall during the build-up, exhibition and dismantling period. The secretariat shall also not be held responsible for any loss or damage to exhibits or any articles belonging to the Exhibitors.*

## **14. Fire Regulations**

*All materials used in stands and exhibition constructions must be properly fire proofed in accordance with local regulations. Fire marshals will patrol the Exhibition facilities and will be authorized to stop any demonstrations that are potential fire hazards.*

## **15. Insurance, Liability and Risk**

*Whenever necessary, the secretariat shall have the right to issue supplementary regulations in addition to those in the Terms and Conditions to ensure the smooth management of the Exhibition. Any additional written regulation and/or instructions shall form part of these Terms and Conditions. They shall be binding on the Exhibitors.*

## **16. Dispute Resolution and Governing Law**

*All unresolved matters, questions, dispute or differences whatsoever arising between the Exhibitor and Organizers shall be settled by arbitration in accordance with the rules of the arbitration and conciliation Act 1996. The arbitration proceedings shall be conducted in the Persian Language in Tehran, Iran. The Arbitration agreement contained in this paragraph shall be solely and exclusively governed by the laws of Iran.*