



# APPLICATION FOR SPACE

OLYMPIA

30th September - 1st October 2009

FAX to 01256 761224

I/We hereby apply for Exhibition space, as detailed below, at Project Challenge Expo 2009. The terms and conditions will be contained in the Exhibitor's Manual you will receive at a later date. I/We agree to observe and abide by these terms. I/We will pay 10% of the total rental due on or before the tenth day following receipt by me/us of an invoice from Management Events Ltd. and a further 20% by 1st June 2009 and a further 40% by the 1st August 2009 and the balance of 30% together with any payments due in respect of ancillary services provided by or through Management Events Ltd. on or before 1st September 2009.

I/We require a stand approximately \_\_\_\_\_ square metres

and my/our preferred choice is Stand Number(s) \_\_\_\_\_

If this Stand is already allotted then my/our second preference is Stand Number(s) \_\_\_\_\_

and my/our third preference is Stand Number(s) \_\_\_\_\_

For and on behalf of \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_

Telephone \_\_\_\_\_

Fax \_\_\_\_\_

Contact Name \_\_\_\_\_

Signature \_\_\_\_\_

Position \_\_\_\_\_

Date \_\_\_\_\_

Note:  
All remittances should be made payable to **Management Events Ltd.**  
VAT is chargeable at the standard rate on stand space rental and on all services provided in connection with the display

## ANCILLARY INFORMATION

It would assist The Organisers if Exhibitors could indicate their likely requirements by ticking the boxes below. Information given will be regarded by The Organisers as advance warning only and will not form part of any contract.

Complimentary tickets (number) \_\_\_\_\_

Advertisement in the Showguide

Other requirements \_\_\_\_\_

Applicants should complete this form and return to:

MANAGEMENT EVENTS LIMITED,  
PO BOX 351, HOOK, HAMPSHIRE, RG27 9YY FAX: 01256 761224  
TELEPHONE: 01256 762 460 EMAIL: info@projchallenge.com

## PAYMENTS

The rent of stand spaces is payable to the organisers as follows:

- (i) 10% of the total rent due on or before the tenth day following receipt of invoice from the Organisers.
- (ii) Further 20% on or before 1st June 2009.
- (iii) Further 40% in or before 1st August 2009.
- (iv) Remaining 30% by 1st September 2009. Full payment for other services supplied by or through the Organisers is required on or before 1st September 2009.

## CANCELLATION OR DEFAULT BY THE EXHIBITOR

- (a) An Exhibitor will not be at liberty to cancel or withdraw his application for space once it has been allotted by the Organisers.
- (b) If, however, an Exhibitor notifies the Organisers in writing by 1st June 2009 that owing to unforeseen circumstances he is unable to occupy the stand allotted to him, the Organisers may at their discretion, cancel the allotment without prejudice to any claim by the Organisers against the Exhibitor. Should the Organisers succeed in reletting any such cancelled space at the fixed charge they may, at their discretion, relieve the Exhibitor of part of his responsibility for payment for the vacated space.
- (c) If any Exhibitors shall fail to pay any sum due to the Organisers or shall contravene or fail to observe any of the requirements of these Terms and Conditions, the Organisers reserve the right to revoke his allotment of space and to remove and exclude the Exhibitor, his agents and property, at his expense from the Exhibition premises and to re-allot the stand space. Such action by the Organisers shall not prejudice any other remedy they shall have against the Exhibitor nor reduce the amount paid or owing to him.