



# APPLICATION FOR SPACE

OLYMPIA, LONDON

24 March 2020

Email to: [info@projchallenge.com](mailto:info@projchallenge.com)

I/We hereby apply for Exhibition Space, as detailed below, at Project Challenge Spring Show 2020. 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 a 30% deposit when booking of the total rental due and a further 40% by the 1st January 2020 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 March 2020.

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.

Advertisement in the Showguide

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

Applicants should complete this form and return to:  
MANAGEMENT EVENTS LIMITED,  
PO BOX 351, HOOK, HAMPSHIRE, RG27 9YY  
TELEPHONE: 01256 762 460 EMAIL: [info@projchallenge.com](mailto:info@projchallenge.com)

## PAYMENTS

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

- (i) 30% deposit when booking of the total rent due.
- (ii) Further 40% on or before 1st January 2020.
- (iii) Remaining 30% by 1st March 2020. Full payment for other services supplied by or through the Organisers is required on or before 1st March 2020.

## 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 January 2020 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.