

EXHIBITION SPACE APPLICATION FORM

PETEX 2012 • Earls Court 2, London • 20-22 November 2012

Please fill this form out using block capitals and return to Ben Gardner by one of the following:

Email: ben@pesgb.org.uk
 Post: PETEX 2012, 5th floor, 9 Berkeley Street, London, W1J 8DW
 Fax: +44 (0)20 7408 2050.

Please keep a copy of this form for your records

Company Details

Company Name:			
Company Name to appear on Exhibitors List (and fascia board) if different from above:			
Address:			
Town:		County:	
Country:		Postcode:	
Main Contact Name:		Position:	
Telephone:		Email:	
Alternative Contact Name:		Position:	
Telephone:		Email:	

Previous PETEX Exhibitions attended – please put x in box as appropriate									
PETEX 2002		PETEX 2004		PETEX 2006		PETEX 2008		PETEX 2010	

We accept all terms and cancellation clauses mentioned in the Terms and Conditions. (Please tick box)

Signed: <small>(If completing the form digitally please type full name)</small>	
Print Name:	
Date:	

Booth Information

Please see floor plan for booth locations

Booth Type		Cost (excluding VAT)	FULL PAYMENT (inc VAT @ 20%)	Deposit Amount - 25% (inc VAT @ 20%)	Final Payment - 75% (inc VAT @ 20%)
Space only		£270 sqm	£324 sqm		
* Shell scheme		£320 sqm	£384 sqm		
** All inclusive (max size 24 sqm for other prices contact the office)	4 sqm	£1515.00	£1818.00	£454.50	£1363.50
	6 sqm	£2220.00	£2664.00	£666.00	£1998.00
	9 sqm	£3225.00	£3870.00	£967.50	£2902.50
	12 sqm	£4360.00	£5232.00	£1308.00	£3924.00
Size of Booth Required (sqm)		_____ Sqm			

* Shell scheme includes: hire of space, booth walls, carpet, **stand cleaning**, electrics, lighting, and fascia board (standard style: white text on red background, for uniformity this must not be changed).

**An all inclusive stand includes same as shell plus the addition of basic furniture.

Booth Type required <small>Please put ✓ in the correct box</small>		Location 1 st choice	Location 2 nd choice	Location 3 rd choice	Location 4 th choice
Space	<input type="checkbox"/>				
Shell	<input type="checkbox"/>				
All-Inc	<input type="checkbox"/>				

Complimentary Registration

There is one full complimentary registration for every 6sqm of exhibition booth space booked.

Please ensure technical support staff, etc, are included in your complimentary allocation as no further complimentary registrations will be available.

Payment Schedule

We require a 25% deposit within 14 days of space being allocated and invoice received

The final 75% payment is due by May 31st 2012

Payment can be made by cheque, credit card or bank wire transfer:

Bank details for wire transfer:	These details have been removed due to fraudulent activity please contact the PESGB office and we will send you the details. Tel +44 (0)20 7408 2000			
A/C Name:		Sort Code:		A/C No:
IBAN No:		Swift or BIC Code:		

Please instruct your bank to cover all charges or obtain a bankers draft for the sterling equivalent

Cheques should be made payable to PETEX Ltd

If paying by credit card, please enter card details below – **NB: we cannot accept AMEX, Diners or Switch**

Name on Card

Card Type Maestro Visa Debit Mastercard Visa

Card Number

Start date Expiry Date Issue No

Amount £ Security No

Signature Date

If you have any problems completing this form or have any questions please contact the PESGB office on +44 (0)20 7408 2000.

EXHIBITOR TERMS AND CONDITIONS

Exhibition booth rental shall be payable to PETEX Ltd as follows:

Initial **25%** on booth allocation

Final **75%** by 31st May 2012

Contracts after 31st May 2012 must be accompanied by full payment (100%).

If any of the above stage payments is fourteen days or more in arrears (whether demanded or not) the contract may at any time thereafter be terminated forthwith by notice in writing from PETEX Ltd to the exhibitor. In such events all rentals paid shall be forfeited and the balance of the rental shall become due and payable forthwith. PETEX Ltd reserves the right to cancel or terminate this contract at any time and to withhold possession of exhibition space if the exhibitor fails to perform any condition of this contract or fails to abide by the rules and regulations for exhibitors at Earls Court 2 and in such events all rentals paid shall be forfeited and the balance of the rental shall become due and payable forthwith.

For any cancellations made by the Lessee before 21 September 2012, exhibit space rental fees paid hereunder by the exhibitor and received by PETEX Ltd will be refunded by PETEX Ltd only provided the cancelled space(s) can be resold and all other exhibition space in all the exhibition areas within Earls Court 2 rented by PETEX Ltd are also sold. Any such refunds will be subject to a 10% administrative charge. Cancellations received by PETEX Ltd after 21 September but before 19 October 2012 will be refunded 50% of the cost of the space booked, provided the cancelled space can be resold and all other exhibition space in the exhibition area within Earls Court 2 is also sold. All refunds will be processed within 90 days after January 2012. No monies will be refunded for cancellations received by PETEX Ltd after 19 October 2012. All cancellations made by the exhibitor must be in writing.

PETEX Ltd will attempt to place exhibitors in their preferred positions, but reserves the right to change stand locations or specifications at any time.

Apart from shell and all inclusive stands the rental does not include services and utilities ie. it does not include electrical mains, spotlights, powerpoints, furniture, telephones, compressed air, water, etc. All such equipment and services is available directly for hire from the exhibition contractors. All charges for such rental will be charged to and must be paid directly by the exhibitor to the exhibition contractors.

The exhibitor will indemnify the organisers and PETEX Ltd, PETEX 2012 and PETEX Ltd subcontractors hereinafter known as PETEX against all costs, claims, demands, actions, expenses, damages, penalties or proceedings, arising out of or in any way connected with, the exhibitor's occupancy and use of the exhibition premises or any part thereof including without limitation loss of life personal injury and damage to property. Exhibitors will be required to meet the cost of making good any damage to floors, walls, structures, shell, stand and accessories.

Exhibitors will also be required to abide by all the rules and regulations relating to PETEX Ltd occupancy, ie, hours and tenancy at Earls Court 2 and to make good any costs relating to additional hours required for their particular stand occupancy, over and above the regulations specified in the Online Exhibitor Manual.

PETEX, the exhibition venue, or any staff member will not be liable for any consequential or indirect losses arising out of theft, damage caused by fire, accident, flood, weather, accident or any other cause. PETEX, howsoever arising and from any cause whatsoever.

Exhibitors are responsible for their own insurance and third party liability minimum insurance cover of two million pounds sterling will be required as stated in the on line Exhibitor Manual. Exhibitors will present a copy of valid insurance documents at the commencement of PETEX.

The exhibitor agrees to adhere to and be bound by all applicable fire and building codes and regulations stipulated by the venue, local Council, by the organisers or PETEX Ltd, as defined in the Online Exhibitor Manual.

Exhibitors may not sublet, subdivide or reassign stands without the express written permission of PETEX Ltd. Any exhibitor requests to sublet, subdivide or reassign must be put in writing to PETEX Ltd, with at least one month's notice of such a proposed action. If permission is granted, only the prime exhibitor's company name will appear on the shell scheme fascia board.

Exhibitors may not engage in any promotional activity outside the confines of their own rented areas without prior written permission from PETEX Ltd. Exhibitors may not use their stand for any purpose which is deemed unsuitable by the venue, organisers or PETEX Ltd.

The exhibitor agrees to be bound by this agreement, and the rules and regulations for exhibiting at Earls Court 2, which will be listed in the Exhibitor Manual.