



PPI Transport Symposium
 c/o RISI
 326 Avenue Louise, Bte 22
 Brussels, Belgium B-1050
 www.transportsymposium.com

EXHIBIT SPACE CONTRACT

October 2013
 Baltimore Convention Center
 Baltimore, USA

We wish to reserve exhibit space for PPI Transport Symposium 20 to be held 21-24 October 2013 at the Grand Ballroom, Marriott in Baltimore USA. We request the booth(s) listed below. If our space choice has already been allocated, we request that Show Management assign what is considered to be the best available location.

EXHIBITING COMPANY INFORMATION

Company Name (as you wish it to be published): _____

Address (No PO Boxes): _____

_____ VAT Number (if applicable): _____

City: _____ State/Province: _____

Country: _____ Postal Code/Zip Code: _____

Company's Website: http://www. _____

Invoice Address (if different from contact address): _____

Primary Contact Information

Name: _____

Title: _____

Telephone: _____ Fax: _____

Email: _____

EXHIBITION OPTIONS AND COST OF PARTICIPATION

- Floor Space Only (minimum 300 square feet) @ \$55 per sq. ft. Exhibitor must supply all furnishings for the stand.
- Package Space (minimum 100 square feet) @ \$67 per sq. ft. Includes: floor space, hard wall booth structure, carpet, identification sign, counter, literature shelf, and daily booth cleaning.

Space ordered: 100sq feet 200 sq feet 300 sq feet 400 sq feet 600 sq feet 800 sq feet 900 sq feet

* Early bird discount – \$52 per sq. ft. for floor space and \$64 per sq. ft. for package. This rate is only valid by the receipt of your signed contract by November 30, 2011.

PAYMENT TERMS

1. Show Management will invoice exhibitor for 50% payment (plus applicable VAT) upon receipt of signed order form. Immediate payment of the invoice is required.
2. The remaining 50% payment will be required by April 30, 2013.
3. See back of contract for additional payment terms and details.

MODE OF PAYMENT - Please indicate "PPI Transport Symposium 20", the invoice number and your company's name on all payments.

By wire transfer: KBC Bank - Ave. Louise 306, 1050 Brussels, Belgium
 Account information: IBAN: BE41 433825769210 (US\$ ONLY)
 IBAN: BE52 433825769109 (Euros & all other currencies)
 BIC Code (Swift): KREDBEBB

EXHIBIT SPACE PREFERENCES

1st Choice: _____ 2nd Choice: _____ 3rd Choice: _____

Please reserve _____ booth spaces configured as Linear Peninsula Island* *400 sq. ft. minimum

Note: 1 booth unit is 10x10 square feet or 100 square feet

The Organizer reserves the right to relocate the Exhibitor in space other than specified above after notification.

We are also interested in the following promotional opportunities: Sponsorship Advertising

We agree to abide by the terms and conditions published on the reverse side of this contract. This is a legally binding document.

FOR EXHIBITOR	FOR ORGANIZER
Name	Name
Title	Title
Date	Date
Signature	Signature

PPI TRANSPORT SYMPOSIUM 20 EXHIBITION TERMS AND CONDITIONS

- 1. Organizer.** RISI is the "Organizer." The word "Organizer" means the Organizer as specified in the contract and its officers, agents, employees, and committees authorized to act for it in the promotion and management of the exhibition.
- 2. Exhibitor.** The word "Exhibitor" means the Exhibitor as specified in the contract and its officers, agents, employees, subsidiaries, and other representatives authorized to act for it in connection with its participation in the exhibition.
- 3. Payment.** Each Exhibitor must return required copies of the contract, properly executed by an authorized company representative. On receipt of the completed and signed contract, the Exhibitor is registered automatically as a participant to PPI Transport Symposium 20 and is immediately invoiced accordingly. Payment terms: a 50% payment is due upon receipt of the first invoice in order to guarantee the space. The first invoice will be sent in November 2011 – following close of TS19. The balance must be paid no later than April 30, 2013. Space applications submitted after May 1, 2013 will be invoiced for the full amount.
- 4. Use of space.** No exhibitor shall assign, sublet or share the space allotted them without the knowledge and written consent of the Organizer. Exhibitor must display or advertise only goods manufactured or dealt in by them in the regular course of business. Only firms or organizations assigned exhibit space may solicit business within the exhibit area. All staff affiliated with exhibits must be registered and must be bona fide employees of the Exhibitor or representatives who receive commission, brokerage, or salary from the Exhibitor.

Companies are allowed to share stands under the following terms:

Only one company is allowed per booth unit reserved. Additional booth units must be booked in order to share participation to the number of companies.

Booths or display structures may be self-supporting, and not anchored to walls or floors. Displays and booth structures must not extend into the aisles in such a way as to obstruct traffic. Exhibits must comply with standard booth design regulations and not impair visibility of adjacent booths. Display material exposing an unfinished surface to neighboring booths is not permitted and must be finished at the Exhibitor's expense. Demonstrations must be located such that crowds collected will be within the Exhibitor's space, and not blocking an aisle or neighboring exhibits.

The Exhibitor assumes all responsibility for compliance with all pertinent ordinances, regulations, and codes of local, state, and federal governing bodies concerning fire, safety and health, together with the rules and regulations of the operators and/or owners of the property wherein the exhibit is held. All hazardous items must be properly safeguarded, protected, registered and/or avoided as deemed necessary by the Organizer. The Organizer reserves the right to restrict exhibits which are objectionable because of noise, method of operation, materials, or for any other reason; and also to prohibit or to evict for any reason with or without giving cause, any exhibit which in the opinion of the Organizer may detract from the general character of the exhibit as a whole. In the event of such restriction or eviction, the Organization shall not be liable for any refunds or other exhibit expenses.

- 5. Liability.** Neither the Organizer nor its employees, agents or representatives will be responsible for any injury, loss, or damage that may occur to the person or property of Exhibitors, their guests, invitees, employees, or agents from any cause whatever, including cancellation or impediment to the conduct of the event. The Exhibitor, on signing the contract expressly holds harmless and releases the aforementioned from any and all claims from such loss, damage, or injury. The Exhibitor agrees to pay promptly for any and all damage to the exhibition building or its equipment incurred through carelessness or otherwise, caused by the Exhibitor, its employees, agents or representatives. Security service will be provided by the Organizer. However, the Organizer cannot be responsible for Exhibitor's merchandise or display. Exhibitors are therefore required to carry special insurance to cover exhibit material against damage and loss, and public liability insurance against injury to the person and property of others.

The Organizer does not insure against competitive firms from becoming neighboring Exhibitors; nor is it responsible for errors or omission in the Show Directory or Exhibitor List.

- 6. Cancellation or Termination.** In case the Organizer shall for any reason determine to cancel or to terminate the exhibition, the Exhibitor waives all claims against the Organizer for damages or expenses. Also, the Exhibitor agrees to accept, in complete satisfaction and discharge of all claims against the Organizer, a partial or complete refund of amounts paid by the Exhibitor to the Organizer in accordance with this agreement. If such a termination occurs, the Organizer may retain that part of the Exhibitor's rental which will compensate the Organizer for its exhibition related expenses incurred up to the time the contingency occurred, with no future liability for either party to this contract.
- 7. Withdrawal.** Exhibitor retains the right to withdraw from this contract without penalty within 60 days following the close of the PPI Transport Symposium 19 program or no later than December 13, 2011.

In the event of cancellation or withdrawal by an Exhibitor, the Organizer shall assess a cancellation fee covering the reassignment of space, prior services performed, and other damages related to cancellation. The Organizer must receive written notification of the cancellation by registered or certified mail. (Registered) postmark of cancellation notice

will determine date for purposes of compliance with the refund schedule. In the event of either full or partial cancellation of space by the Exhibitor, the Organizer reserves the right to reassign cancelled booth space, regardless of the cancellation assessment. Subsequent reassignment of cancelled space does not relieve the canceling exhibitor of the obligation to pay the cancellation assessment.

If the cancellation takes place on or before January 15, 2013, 20% of the agreed price is payable by the exhibitor. Where cancellation takes place during the period between January 16, 2013, and April 15, 2013 50% of the agreed price is payable by the exhibitor. Where cancellation takes place on or after April 16, 2013, 100% of the agreed price is payable by the exhibitor. The Exhibitor is responsible for any extra costs which the Organizer may incur through accommodating stand space that is not being used.

- 8. Installation and Dismantling of Exhibits.** The Organizer has full discretion and authority over the placing, arrangement, and appearance of items which the Exhibitor displays. The Organizer may require the replacing, rearranging, or redecorating of any item or of the booth, at the Exhibitor's expense and no liability of the Organizer. The Exhibitor building special background or side dividers shall make certain that they are not unsightly when finished to Exhibitors in adjoining booths (no logos or graphics). If their surfaces are unfinished at 3:00 pm of the day before the opening of the Exhibition, the Organizer shall authorize the official decorator to finish them, at the Exhibitor's expense. Also, if the set up on any display has not started by 3:00 pm of the day before the opening of the Exhibition; the Organizer may have the display installed, at the Exhibitor's expense. Exhibits shall be ready for the Exhibition's opening hour. No noise or moving of exhibits shall occur after this time. No exhibit shall be built to exceed the height limitations set in the Exhibitor's manual. An exhibit which exceeds the height limitations will have to be altered to conform to the requirements, at the Exhibitor's expense. The Exhibitor shall not apply paint, adhesives, or other coating to building walls, columns, floor, or to standard booth equipment, unless expressly permitted and under conditions set by the Organizer. The Organizer will maintain the cleanliness of the aisles and similar public areas of the Exhibition. The Exhibitor shall at its own expense keep its exhibit clean and in good order, and dispose of trash in accordance with trash removal arrangements. Exhibits shall remain fully intact until the Exhibition has officially ended. Exhibits shall be removed from the building by the time specified in the Exhibitor's manual. If the Exhibitor fails to comply in the allotted time, the Organizer reserves the right, at the Exhibitor's expense, to ship the exhibit or to store it subject to the Exhibitor's disposal, or to make other disposition of the property, without any liability to the Organizer. It is explicitly agreed by the Exhibitor that in the event the Exhibitor fails to install displays or products in the assigned exhibit space or fails to pay the space rental in full at the time specified by this contract, the Organizer shall have the right to take possession of said space and lease same or any part thereof to such parties and upon such terms and conditions as it may deem proper.
- 9. Safety and Fire Laws.** The Exhibitor shall strictly observe applicable fire and safety laws and regulations. Electrical wiring shall conform to the standards set by government agencies, local fire inspection ordinances, and underwriter rules. Display wiring shall show seals of official approving agencies as may be required by the Exhibition site. Cloth decorations shall be flame-proof. Acetate and most rayon drapes are not flame-proof. Smoking in exhibits may be prohibited. Exhibits shall not block aisles or fire exits. Storage behind exhibits is not provided or permitted.
- 10. Damage to or Loss of Property.** The Exhibitor is liable for any damages it causes to the Exhibition building, to standard booth equipment and furnishings, and to another Exhibitor's property. The Organizer is not responsible for damage to the Exhibitor's property, or for its lost shipments coming or going, or for its moving costs. Inadequately packaged property that is damaged is the Exhibitor's responsibility. The Exhibitor is responsible for its exhibit space cost if its exhibit fails to arrive or is damaged.
- 11. Receipt of Goods.** Arriving goods and exhibits shall be received at areas which the Organizer designates, and shall be plainly marked, with charges prepaid.
- 12. Utilities and Special Services.** Electricity, gas, water, and other utilities, as well as available special services which Exhibitor needs, will be provided only after the Exhibitor orders and agrees to pay for them from the persons authorized to supply them in conformity with local government, insurance, and other requirements.
- 13. Photography.** The Organizer reserves the photographic rights for the event. The Exhibit shall apply to the Organizer for permission if it wishes to photograph its exhibit.
- 14. Organizer Rights.** Any matter not specifically covered by these rules shall be subject solely to the decision of the Organizer. The Organizer reserves the right to interpret, amend, and enforce these regulations as it deems proper to assure the success of the exhibition. Any amendment of the rules by the Organizer, when duly noticed to the Exhibitor, shall become a part of these exhibition rules as though incorporated therein. The Exhibitor agrees to abide by the foregoing rules and amendments to them. The Organizer reserves the right, if serious circumstances dependent or independent of the Organizer make it necessary, to change the dates and/or scope and/or location of the Exhibition and/or of the stand. The Exhibitor has the right to cancel their participation, subject to the conditions outlined above in "Payment" section.