

# Terms and conditions for accompanying exhibitions & sponsoring at technical conferences run by Vincentz Network GmbH & Co. KG

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## **Contract**

In order to participate as an exhibitor and/or sponsor, you must apply to Vincentz Network (*hereafter VN*) in writing. By signing the application form, you agree to accept the terms and conditions. These are binding on the exhibitor/sponsor and on any representatives of the exhibitor/sponsor at the event. The contract between the exhibitor/sponsor and VN shall enter into force upon order confirmation by VN. Where the content of the order confirmation differs from the content of the application, the contract shall be deemed to have been concluded based on the order confirmation, unless the exhibitor/sponsor objects within 14 days after receipt of the order confirmation.

## **Exhibitor/Sponsor accreditation**

Accreditation is granted to those suppliers, service providers and institutions whose exhibits help to illustrate or complement the subject matter. Products which contravene the regulations on the protection of industrial property in Germany (copies, fakes, etc.) are not allowed. A legal right to accreditation does not exist. VN shall be entitled to revoke any accreditation where such accreditation was based on false information or where the preconditions for accreditation no longer apply.

## **Assignment and change of exhibit space**

Any conditions appended to the application shall be ignored. Every endeavor will be made to meet special requests regarding exhibit space, but such requests cannot be recognized as a precondition for participation. The organizer cannot agree to the exclusion of competition.

## **Terms of payment**

The entry fee shall be charged to the exhibitor/sponsor before the event in one amount. Payment may not be made by instalments. All payments must be in EURO resp. in the currency indicated in the respective conference flyer and invoice, and must state the invoice number; bank charges shall be borne by the customer. All invoices must be paid before the conference starts in order to ensure the presence as an exhibitor/sponsor on site. VN otherwise reserves the right not to admit the exhibitor/sponsor on site.

Complaints in relation to the invoice will be recognized only if reported to us within 14 days of invoicing. A right to occupancy of the assigned exhibit space or sponsoring activities shall come into force only after the invoice amount has been paid in full. The exhibitor/sponsor shall prove that payment has been made.

## **Co-exhibitors and pavilions**

The exhibit space is assigned to one exhibitor only. Where the stand is used by another company with its own products and staff, a separate application and exhibitor fee are payable. The main exhibitor shall be responsible for ensuring that co-exhibitors meet all obligations.

## **Design and configuration of stands**

The information concerning the design and configuration of the accompanying technical exhibition is binding and forms part of the contract. The relevant statutory provisions and administrative rules are also binding on the exhibitor.

## **Technical services**

All technical installations shall be agreed with VN. The production of installations by the exhibitor's own technicians is not permitted. In the event of contravention, the exhibitor shall be liable for the damage caused. Any connections, machines and equipment that have not been authorized or do not comply with the relevant regulations may be removed at the exhibitor's expense.

## **Setting up and dismantling**

Setting up and dismantling of exhibits as well as the equipping and configuration of the stand shall be carried out by the exhibitor. Unless otherwise specifically agreed, the exhibitor shall set up and dismantle the exhibits and transport them away by the time specified in the contract. VN shall be entitled, where necessary, to arrange for the clearing of the stand and for the exhibits to be stored at the expense and risk of the exhibitor. The rented stand space resp. items shall be handed back in the original condition.

## **Liability**

The exhibitor shall be liable for damage to the floor, walls, doors, windows, furniture and other facilities. Attaching of nails, screws, hooks or other fasteners to the premises of the event center as well as the painting or attaching of stickers to flooring, doors, windows, walls and columns are not permitted. Any defects shall be rectified in full. Otherwise, the organizer shall be entitled to have this work carried out at the expense of the exhibitor/sponsor. Further claims for damages remain unaffected by this.

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## **Theft and loss**

The exhibitor shall be responsible for security on his stand. The exhibitor shall take out insurance cover against damage to and theft of exhibits. The organizer expressly shall not be liable for theft or other loss.

## **Advertising, press, technical presentations**

Advertising is permitted within the stand. Outside the exhibitor's stand -especially on tables, walls and in the corridors of the event area- advertising is permitted only in agreement with VN and for a fee. VN shall be entitled to commission photographs, film and video recordings as well as drawings of the event, the stands and the goods on display or to have them made by the press and to use them for advertising or general press publications. The organizer shall be entitled to restrict or prohibit any presentations that jeopardize or have a substantial detrimental effect on the running of the event.

## **Verbal agreement**

All agreements, individual permissions, and special arrangements shall be valid only after written confirmation has been provided by Vincentz Network.

## **Amendments**

VN reserves the right to cancel, postpone, transfer, shorten or extend the event. In case of exceptional circumstances ("for good reasons") VN as the organizer reserves the right to changes of program or the cancellation of the event. In particular, the organizer is obligated to take such measures entitled, in cases of force majeure, due to official orders, in case of a hazardous situation for life, body or health of the participants. In these cases, there is no obligation for the organizer to pay damages and / or reimbursement of expenses to the participants. In particular this applies to any cancellation fees of third parties (e.g. hotel bookings, train or flight tickets).

## **Right to withdraw**

The exhibitor/sponsor can withdraw free of charge up to 90 days before the event. Between 89 and 65 days before the event, a cancellation fee of 50% of the full rate applies. Thereafter or in the event of non-attendance, the full fee shall be payable. Cancellations or amendments shall be made in writing and will be confirmed by Vincentz Network.

## **Disruption due to force majeure**

Should VN be forced to cancel the event due to force majeure or other circumstances beyond its control, it will immediately notify the exhibitor/sponsor. If the event is rescheduled for a later date, the exhibitor/sponsor will be informed immediately. Exhibitors/sponsors have the right to cancel within 14 days of the announcement for this event change.

## **Data protection**

VN protects the personal information of the exhibitor/sponsor and adopts all the necessary security measures. The data are collected in accordance with the provisions of the Federal Data Protection Act (BDSG) and other applicable data protection rules for the running, supervision and evaluation of the event offered and are gathered and used for the purpose of optimizing the offering but are not transmitted to third parties. Exhibitors, sponsors and event partners are not deemed to be third parties but are also subject to the above provisions. At any time, the exhibitor/sponsor can revoke the use of its data for purposes of information by informing VN in writing, stating the name and full address of the event in question, or to make changes of address.

## **Statute of limitations**

All appeals by the exhibitor/sponsor to the organizer shall be made in writing. The statute of limitations begins at the last day of the event.

## **Governing law**

The governing law shall be that of the Federal Republic of Germany. The place of jurisdiction is Hanover, Germany. However, VN reserves the right to assert its claim in the exhibitor's/sponsor's place of jurisdiction.

*Valid as of July 2023*