

Exhibition Terms and Conditions

1. ORGANIZER

The exhibition is being organized by the Cambodia Constructors Association (CCA), in this agreement referred to as the “organizer”. All rights, powers and discretion exercised by the organizer under this agreement shall be carried out as an agent on behalf of the organizer. The organizer and the exhibitor shall collectively be referred to as the “parties” and each of them referred to as a “party”. The official exhibit service contractor is the Cambodia Constructors Association. All services customarily required by exhibitors will be available through the organizer, its contractors and agents. No other contractors will be permitted without prior approval. Service desks will be maintained in the exhibit area. The booth sales agent must be requested and authorized to be a sales assistant or booth rental agent in advance by the organizers in order to rent a booth or place for a third party product display (exhibitors). Who have signed a contract with them, and the contract signed by the booth sales agent with the exhibitors is not the responsibility of the organizers.

2. EXHIBIT DATE/DURATION

The exhibitor hereby acknowledges that the organizer shall have the rights, in its absolute discretion, to change or delay the dates or duration of the exhibition at any time by serving the exhibitor a 10 days' notice in writing without being liable to the exhibitor for any damages or claims whatsoever. No refunds of any deposit amount, payment or partial payment shall be given to the exhibitors for any change or delay in the dates or duration of the exhibition pursuant to this clause. All booths must be opened and allowed staff in during the following hours:

- Starting Day (Open Ceremony Day) Start from 7: 00 AM – 7: 00 PM
- Next and Last day Start from 8: 00 AM – 7: 00 PM

3. BOOTH RENTAL MATERIALS

The organizer will supply the materials included in the booth (Space with booth only) with description below. It is the exhibitor’s responsibility to find and supply any other materials.

Booth: Size is 3 m x 3 m and includes:

- Carpet 3 m x 3 m
- Fluorescent lights (40watts) – 2; Socket (5 Amp / 220v) -1
- Information desk -1; and Chair -2
- Wastepaper basket -1
- White polyester laminated panels for back and two side walls and fascia board with adhesive sticker with the company name.



*** In case exhibitor needs other materials and tools besides the above-offered materials, the event organizer will help find the materials at the exhibitor’s own expense.

4. PAYMENT BOOTH RENTAL

The booth rental contract can be signed after CCA has announced the exhibition to the public. Once the contract is signed, for local exhibitor, they must pay 50% of the total booth rental amount as a deposit. The remaining 50% should be paid by the exhibitor no later than three (3) months (on September) before the event coming. For overseas exhibitors, the payment should be pay all at once, when signed the contract for booking. Payment can be made by cheque, cash or bank transfer to Cambodia Constructors Association’s account by Canadia bank account no. 001 000 188 1111. The payment, both for the deposit and the remaining amount are concluded as complete, only after the organizer has issued the receipt to the exhibitor.

5. USE OF SPACE

The determination of the allocated space shall be at the sole discretion of the organizer whose decision shall be final the organizer may, from time to time, change the allocated space to another space of comparable size by giving the exhibitor three (3) days written notice of such change. The terms of this agreement shall take effect in relation to the aforementioned space as allocated and designated by the organizer. Measurements shown on the hall layout areas shall be as accurate as possible, but the management reserves the right at all times to modify the floor plan to meet the needs of the exhibit and the exhibitors. All demonstrations, interviews, literature distribution, sale or other promotional activities must be confined within the space rented by the exhibitor. Each exhibitor is responsible for keeping the aisle or aisles near the booth free of congestion due to demonstrations or other promotions. Exhibitors are prohibited from hanging banners from the ceiling unless they have paid the organizer the relevant advertising costs for the banners. No exhibitor will assign, sublet, or share the space allotted without the knowledge and consent of management. No firms or organizations or agencies permitted to solicit business within the exhibit area if not signed contract to assignment exhibit space with Expo organizer.

6. EXHIBIT SET UP AND REMOVAL TIME

It is mutually agreed that in case the exhibitor rents the booth from the organizer, it is the duty and responsibility of the organizer to install the booth (s) before the opening of the exhibition and to dismantle the booth after the exhibition has closed and the spent under the organizer. In case the exhibitor rents only the space, the booth decoration or fitting and dismantling is the exhibitor's own responsibility. Interference with the electricity / sock / light and space of other exhibitors is prohibited.

A- BOOTH SET-UP

All booth installation can start 3 days before event coming and must be ready and completed by one day before event coming at 5: 00 PM.

B- BOOTH MOVE-OUT

Booth must be removed from the exhibition area no later than 5: 00 PM at the next day of the last date of event. If the booth not removed by this time, the organizer will be removed the booth and take the materials that remain in the booth to storage at somewhere, then the exhibitor should be spent for this case. Early dismantling disturbs the exhibition show, therefore exhibitors may not pack, tear down, or remove a portion of the exhibit prior to the official closing at 7: 00 PM, of the date end of event. In case of extreme urgency and can't wait until the end of the program, the exhibitor must write to the organizer for permission to dismantle and only after the permission has been obtained, the exhibitor can dismantle. Exhibitors can remove their booth and take materials on the last day of the exhibition from 7:30 until 9: 30 PM. After 9: 30 PM, the removal process must be stopped and then allowed re-continue at 8: 00 AM morning on next day.

C- Leasing installation and Decoration of booths from outside

All installations at the Cambodia-International Construction Industry Exhibition are owned by the Cambodia Constructors Association. In term of exhibitors hired space only and want to select outside companies to install and decorate their booths should contact the organizer and ask allowance from the organizer before 60 days ahead of event.

7. CARE OF BUILDING AND EQUIPMENT

Exhibitors, or their agents, must not injure or deface the walls or floors of the building and also the booths, or the equipment inside the booths. Nothing will be posted on, tacked, nailed, screwed, or otherwise attached to columns, walls, floors, or other parts of the building or furniture. Distribution of promotional adhesive stickers or labels is strictly prohibited. When such damage appears, the exhibitor is liable to the owner for the property damaged. All materials used in decoration must be flame proof. Combustible materials or explosives are not permitted in the exhibition hall.

8. ENTRANCE PASSES

The exhibitor must send the list of their representative(s) involved with the exhibition to the organizer for issued an entrance pass giving them access in the exhibit hall during the event. The list must be sent within four weeks before the show.

9. CANCELLATION

All cancellations or termination must be made in writing. If him/herself cancellation or termination that cause any trouble by exhibitor affect the event is not refundable. But in case of force majeure or not safety or not secure, that affect the event and will not ably processing, the organizer should refund the amount of payment that exhibitor has paid.

10. AMENDMENT

This contract can re-edit in case the organizer understands that there are still gaps, and does not serve the benefit to exhibitors or damage to the program.

11. LIABILITY AND RISKS

The organizer, its employees, agents or representatives are not liable for any damages or loss that may occur to the exhibitor or to the exhibitor's employees for any cause whatsoever. Force Majeure - The organizer will not be responsible for delays, damage, losses, increased costs, or other unfavorable conditions arising by virtue of any cause not within the control of the organizer. All fire safety, health and other laws, rules and regulations and any other obligations imposed by the Cambodian government, organizer, Cambodian competent authorities upon the exhibitor, shall be observed and complied with by the exhibitor. The organizer will do its best to invite and attract relevant visitors to attend the event. Also do its best to promote the event via promotion approaches.

12. PRODUCTS SHOWCASE

All companies (exhibitor) cannot select fake, low quality, and expired products to show in the exhibition event. And do not allow competition to grab customers and cause bad things in the Exhibition event. If the exhibitor is still obstinate and creates any issue to interrupt this exhibition, so the exhibitor must take fully responsible to face the law of the Kingdom of Cambodia and responsible to various compensation over damages to the entire event. The organizer not allowed all exhibitors rent the booth just only showcase the pictures, but have to the showcase the real materials or equipment's or machineries in the expo event.

13. FIRE PROTECTION

Exhibitor must comply with all instructions given by the relevant authorities to avoid risk of fire. The exhibitor should not set up or decorate the booth using flammable materials. In the event that the outbreak of fire is due to actions of the exhibitor, the exhibitor will be held responsible for any losses from the accident.

14. INSURANCE

The exhibitor must insure the contents of their exhibit against damage, fire, theft, injury, death and their property, locks the indoor facilities at night and looks after the general surveillance of exhibition date, while not being exhibited.

15. ELECTRICAL AND POWER

The organizer will be responsible for the electricity supply, air-conditioning and lamps inside/outside the exhibition hall, including the electricity used by exhibitors during the exhibition. In case the exhibitor needs more electricity power than offered by the organizers, the exhibitor has to pay for the additional power.

16. SECURITY

Management security will provide necessary by organizer at the entry-exit gates and during the hours that the exhibit area is closed. Exhibitors, however, are solely responsible for their own exhibit materials and should insure the exhibit against loss or damage from theft, accident, vandalism, fire, or other causes. All property of an exhibitor is understood to remain in the exhibitor's care, custody, and control.

17. COOPERATION

Exhibitors should cooperate by reporting to security or organizer for any remarkable situation in the event.

18. CONTRACT TERMINATION

The organizer may be noticed in writing to the exhibitor terminate the contract immediately if the exhibitor is in breach of any of the terms of this agreement; or the organizer has other reasonable reasons that inspire the termination of the contract with the exhibitor. The rules and regulations herein shall be amended by the organizer or manager from time to time after giving seven (7) days' prior written notice to the exhibitor. The provisions of this clause shall remain in full force and effect notwithstanding the termination or expiry of this agreement for any reason. No amendment to this contract shall be binding upon the parties unless made in writing and signed by both parties.

19. TRANSFER THE RESPONSIBILITY AND INFORMATION

The exhibitor can't transfer the responsibility tied in this terms and conditions in the contract agreement to a third party to implement on behalf of him or her. Any information relevant to the exhibition must be provided to and acquired only by the organizer, which is the Cambodia Constructors Association.

20. CONTRACT TERM

This contract is valid from the date of the signing contract, but the removal of booth, materials and equipment is valid until next day of last dated of event at 5: 00 PM.

21. DOCUMENTATION

This contract is made in two identical copies; one copy is to be kept by each party. In the case that the contract is resort to send via email, the organizer will sign and stamp on the contract before scanning and emailing it to the exhibitor. The exhibitor, after receiving the contact, he or she needs to print it; sign and stamp, then scan it and email back to the organizer. The completed contract is to be kept by each party.