



SMES Space Contract

Middle East Security Starts Here

12-14 May 2011
Biel, Beirut

INEGMA s.a.l, Markazia bldg. , Down Town, Beirut, Lebanon - P.O Box:11 132 - Tel +961 1 974 530 - Fax +961 974 531 - Mob +961 71 342 461 - www.smesbeirut.com, contact@smesbeirut.com - www.inegma.com

Please read and complete the following 5 pages to reserve your space at SMES 2011 and settle deal with INEGMA, the organizing company. Kindly read the Terms and Conditions page. 5 thoroughly before signing the contract.

I. Exhibitor's Details:

Company Name:	
Contact Person:	
Position title:	
Postal Address:	
Country:	Postal Code:
Telephone:	Fax:
E-mail:	Website:

II. Billing Details: (if different)

Company Name:	
Contact Person: (this is the person who will be sent the invoice)	
Position title:	
Postal Address:	
Country:	Postal Code:
Telephone:	Fax:
E-mail:	Website:



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III. A. Exhibit Space Options and Prices: (please refer to page 5, item n# 3 for exhibiting conditions)

<p>1. Exhibit Space and Standard Shell Scheme (minimum 9m²) Exhibit space and shell scheme of 9m² will comprise of carpet, one table, two chairs, power outlet (0.5 A/m²), lighting, name panel, and division walls.</p>	<p>Please reserve _____ m² exhibit space & shell scheme at USD \$350/m²</p> <p>Total: \$ <input type="text"/></p>
<p>2. Exhibit Space only- Self built stand (minimum 18 m²) Exhibit Space only- Self built stand of 18 m² will comprise of indoor space only, no walls or platforms are provided (height allowed is 6 m only)</p>	<p>Please reserve _____ m² Exhibit space only at USD \$300/m²</p> <p>Please add double Decker _____ m² Exhibit space only at USD \$150/m²</p> <p>Total: \$ <input type="text"/></p>
<p>3. Add corner site cost (USD \$ 35 per corner)</p>	<p>No. of corners <input type="text"/></p> <p>Total: \$ <input type="text"/></p>
<p>Total A: (1 & 3 or 2 & 3) Stand n#: _____ \$ <input type="text"/></p>	

IV. B. Registration Fees: (mandatory) A flat registration fee will apply to exhibiting company based on the size of their stand in order to cover extra security provision, company listing in the SMES official catalogue and website.

STAND SIZE	RATE	INVITATIONS	CATALOGUES
9 m ²	US\$ 50	75	1
9-27 m ²	US\$ 100	100	1
27-54 m ²	US\$ 200	150	2
54-99 m ²	US\$ 250	200	3
99 m ² & above	US\$ 300	225	4

Grand Total (A+B): \$



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V. Payment terms:

Payment	Percentage	Due Date
1 st Payment	15 %	Upon signing
2 nd payment	35%	May 2010
3 rd payment	30%	December 2010
Full payment	20%	March 15, 2011

VI. Payment Method and Procedure:

• **Payment by Bank transfer in US DOLLARS only to:**

Account name: INEGMA
S.A.L, First National Bank,
Verdun Branch, Beirut, Lebanon

Account No: 0013-161147-002

Swift Code: FINKLBBE

Or

Account name: INEGMA FZ
LLC, Commercial Bank of
Dubai, Jabel Ali Branch, Dubai,
UAE

Account No: 1000120913

Swift Code: CBDUAEAD

• **Payment by Bank Cheque in US DOLLARS only:**

To be made in favor of INEGMA SAL.

VII. Cancellation Terms and Payment Charges: (please refer to page 5 item n#10 for changes terms)

The following charges will apply if the exhibitor wishes to cancel a stand reservation:

- Exhibitor will lose 50% of payment already made, if cancels before 6 months of the show.
- Exhibitor will lose full payment already made, if cancels before 3 months of the show.
- Exhibitors that are more than 1 month late in settling payment are subject to having their stand sold or replaced in favor of another party and to their contract being terminated in accordance with the Terms and Conditions stipulated below.



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VIII. Exhibitor's Information:

Company Name as it will appear on Exhibitor's sign board:

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IX. Co-Exhibitors and Sub-companies: Kindly state the names of all companies, subsidiaries, or organizations that you will represent at SMES 2011 (companies not stated below are not allowed to exhibit on the stand sold under this contract)

1		5	
2		6	
3		7	
4		8	

X. Exhibits (Description of the products and/or services which the exhibitor wishes to promote)

1	
2	
3	
4	
5	
6	

XI. We hereby agree to comply with the SMES 2011 exhibition space contract and accept the SMES regulations as set in this four pages form and page 5 of Terms and Conditions (copy of which I have received, read and understood);

On behalf of Exhibitor:

Name:
Capacity:
Signature/Stamp:
Date:

On behalf of Organizer:

Name:
Signature/Stamp:
Date:

SMES 2011 Terms and Conditions:

- 1. Application:** In these Terms and conditions the term "Exhibitor" refers to the company, partnership, establishment, organization, firm or individual which is named in the Contract; including all its agents, officers, directors, shareholders, employees, and servants; which by virtue of its signature on the Contract agreed to be bound by these Terms and Conditions and, subject to the approval of the Organizer, confirmed its participation in the Exhibition. The term "Exhibition" shall mean the Security Middle East Show (SMES) to be held at the Beirut International Exhibition & Leisure Center (BIEL), Beirut, Lebanon on May 12-14, 2011. The term "Organizer" shall mean INEGMA SAL whose address is specified on the contract. The Contract shall come into full force and effect upon completion of the terms thereof and execution by both parties and the parties shall be bound by these Terms and Conditions from that date.
The Organizer shall have the right to decide whether to accept or reject any application for participation in the Exhibition at its sole discretion. The Contract, or any part thereof, may not be sub-licensed, assigned, transferred or otherwise disposed of by the Exhibitor without the express prior written consent of the Organizer. Any attempt at such transfer, sub-licensing, assignment or transfer by the Exhibitor without the prior express written consent of the Organizer shall be terminated at the Exhibitor's full responsibility and the Organizer shall be entitled to lease the stand to any other party. The terms of clause 11 here below shall apply.
- 2. Exhibition Space:** No Exhibitor may refuse the Exhibition space, which is allotted to it, and may not for such reason cancel its participation in the Exhibition. The Organizer reserves the right to change the space allocated to the Exhibitor at any time prior to the commencement of the erection of the booth by the Exhibitor and, at the sole discretion of the Organizer, to alter the space or transfer or close entrances or exits to the Exhibition facility and to undertake such structural alteration to the Exhibition as the Organizer may deem fit and necessary.
- 3. Display Area:** The Exhibitor undertakes that under no circumstances whatsoever, will its exhibit interfere with any neighboring exhibits. The Exhibitor shall not, nor shall it allow any other party to block, interfere with, hinder access to, obstruct or cause any detriment whatsoever, to any other exhibition booth at the Exhibition in a sense that its exhibits and promotional material are always in accordance with the frontage of its stand. The Exhibitor undertakes to keep aisles, passageways, exits, stairwells and other common areas at the Exhibition devoid of any booth, signs, decorations, banners, obstacles or other item or material which may obstruct, congest, block or otherwise interfere with the aisles, passageways, exits, stairwells and common areas of the Exhibition facility.
- 4. Losses and accidents:** The Exhibitor shall bear all losses and costs with respect to all damages to the Organizer, other exhibitors, the Exhibition facility or associate facilities, booth equipment or the property of others caused directly or causatively by the Exhibitor and shall make all necessary payments in relation thereto immediately upon notification by the Organizer to that effect. The Exhibitor further expressly assumes responsibility and liability for any and all accidents that may occur to staff (including the Organizers personnel and staff), technicians, employees or exhibitors on duty on the Exhibitor's stand or stands neighboring the Exhibitor's stands together with any visitor on the Exhibitor's stand or neighboring stands.
To that end, the Exhibitor shall obtain and maintain a valid an all-risks insurance that shall be approved by the Organizer, to cover all risks and damages or losses as mentioned here above, and notably to the stand equipment and any potential accidents suffered by third parties in the exhibition premises.
- 5. Shipping of Exhibits:** The exhibitor understands and consents to removing and shipping all exhibits from the exhibition space and outside the Lebanese Republic within 48 hours of the end of the exhibition. The Exhibitor hereby declares to endure all expenses of shipping exhibits to and from the exhibition and will not hold the organizer liable to any expenses herein. Should the Exhibitor fail to remove all of its exhibits from the Exhibition facility within the period specified by the Organizer, the Organizer shall be entitled to remove said exhibits at the risk, responsibility and sole cost of the Exhibitor.
- 6. Prohibited Exhibits:** Strictly no live military equipment, including but not limited to items such as munitions, aircraft armament, missiles, rockets, explosives, weapons systems, or any other such military equipment may be brought onto the Exhibition facility premises other than at the areas expressly consented to in writing for such purposes by the Organizer.
- 7. Photography:** All direct and/or commercial photographic rights for the Exhibition are reserved for the Organizer. Photography during the Exhibition for direct and/or indirect commercial purposes shall only be carried out by the official photographers appointed by the Organizer at rates set out in the Exhibitor Manual.
- 8. Admission:** The Exhibitor hereby understands and accepts that the Organizer may at its sole discretion deny, refuse or prohibit entry to any person to the Exhibition or any part thereof, in the interest of the safety, security, welfare, benefit, and well being of the Exhibition, exhibitors, attendees, visitors, staff or personnel and the smooth progression of the Exhibition.
- 9. Changes:** The Organizer reserves the right to modify the duration of the Exhibition or the opening and closing times thereof. The Exhibitor shall not be entitled to any claim or compensation in connection with such modifications. If, due to unavoidable circumstances, such as, without limitation, the premises on which the Exhibition is or is to be conducted becomes, in the sole discretion of the Organizer unfit for occupancy, or in the event that the Organizer is prevented from holding the Exhibition for a reason of Force Majeure (caused by theft, fire, defect in the Exhibition facility, storm, tempest, war, labor dispute, lockout, explosions, Acts of God, epidemic, earthquake, explosion, accident, blockade, embargo, orders of civil defense or armed forces, riot, civil disturbance, local state or other law, ordinance, rule, order, decree or regulation regardless of whether legislative or executive and regardless of whether constitutional or unconstitutional)or in the event that the Exhibition is unable to take place or is cancelled during its course for any reason whatsoever, the Organizer shall not be held responsible for any direct, indirect or consequential losses, damages, increased costs, delays, harm, loss to good will or reputation, and the Exhibitor shall not be entitled to and hereby irrevocably waives any claim or compensation in connection with such cancellation.
- 10. Notifications:** Any notification to be made to the Exhibitor shall be made in writing at the address shown here above or at any other address notified in writing to the Organizer.
Any notification to the Organizer shall be made in writing at the following address: Markazia Bldg, 6th floor - Down Town Beirut, P.O. Box 11 132, Beirut, Lebanon.
- 11. Breaches:** Subject to any other provisions to the contrary under the present Terms and Conditions and all notes referred to under pages 1 to 4, in the event the Exhibitor breaches any of its obligations hereunder, the Organizer shall, in addition to any other remedy available to it by law, be entitled to a penalty fee to be determined by Organizer, and shall have the right to terminate this Contract at its sole discretion and at the Exhibitor's entire responsibility.
- 12. Jurisdiction and Governing Law:** The Exhibitor hereby willingly, unconditionally and irrevocably agrees, understands and accepts that any and all disputes, claims, or controversies arising out of or relating to this Contract or the breach of any provision thereof, shall be settled by the Courts of Beirut-Lebanon, which shall have exclusive jurisdiction over it. The Governing Law of this Contract shall be the Lebanese law.

Date: _____

Exhibitor's Approval: _____