



INTERNATIONAL VENDING AND WATER EXHIBITION
NEC BIRMINGHAM UK 15-16 JUNE 2011
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EARLY BIRD APPLICATION FORM

PLEASE COMPLETE IN CAPITAL LETTERS AND RETURN THIS FORM, RETAINING A COPY FOR YOUR FILE

RATES - EARLY BIRD RATES VALID UNTIL 31 JULY 2010 ONLY

Category	Space Rate per sqm	No of sqm	Shell Rate per sqm	No of sqm	Cost ex Vat	VAT @ 17.5%	Total Cost
Early Bird - AVA Member	£169.00		£188.00				
Early Bird - EPDWA Member	£210.00		£230.00				
Early Bird Standard	£299.00		£329.00				
Rates from 1 August 2010							
AVA Member	£197.00		£217.00				
EPDWA Member	£243.00		£283.00				
Standard	£331.00		£367.00				

All rates subject to VAT at the appropriate rate (currently 17.5%). Shell rate includes cost of space.

Siting: Our preference is:

1st Choice: Stand/s: 2nd Choice: Stand/s: 3rd Choice: Stand/s:
 4th Choice: Stand/s: 5th Choice: Stand/s: 6th Choice: Stand/s:

I apply for the stand/s as noted above and agree to pay the fees as noted below

Book before end July 2010:.....10% deposit to be paid on application; 45% to be paid August 2010; 45% to be paid December 2010
Book between August and December 2010:.....55% deposit to be paid on application; 45% to be paid December 2010
Book after December 2010:.....100% to be paid on application

The deposit must accompany this application form

Bank details: £ sterling account:..... NatWest Sort Code: 60-05-24 Account no: 80240380
 IBAN No: GB69 NWBK 6005 2480 2403 80 BIC/Swift: NWBK GB 2L

Bank details: Euro account:..... NatWest Sort Code: 60-05-24 Account no: 08779260
 IBAN No: GB47 NWBK 6072 1308 7792 60 BIC/Swift: NWBK GB 2L

All cheques and bank transfers should be made payable to AVA. Major credit cards are also accepted, see below.

Declaration: I have read and agree to abide by the Terms and Conditions governing this Exhibition

Signature:		Date:	
Name:		Position:	
Company/Organisation:			
Address:			
			Postcode:
Exhibition administration contact:		Marketing contact:	
Tel:	Fax:	Tel:	Fax:
E-mail:		E-mail:	
Mobile:		Mobile:	
Purchase Order Number: (if necessary):			
Credit/Debit card payments: complete details below			
Cardholder name/title:			
Card Number:	Security code (3 digit):	Expiry date:	
Billing address if different from above:			Postcode:
Signed:			
		Date:	

TERMS AND CONDITIONS

1. DEFINITIONS

In these terms and conditions:

- (a) The word 'Exhibition' means AVEX 2011, the International Vending and Water Exhibition
- (b) The word 'Organisers' means the Automatic Vending Association
- (c) The word 'Exhibitor' means the person, company, firm or other organisation to whom space at the Exhibition has been allocated by the Organisers, and in relation to any term or condition imposing any prohibition, shall include employees, servants or agents of the Exhibitor
- (d) The word 'Premises' means Hall 3, National Exhibition Centre, Birmingham.

2. STAND APPLICATION

Application for a stand must be made by the correct completion of the official Stand Application Form and must include the binding signature of the applicant. The submission of an application in the manner and on the form provided with payment of the appropriate deposit, together with the written stand allocation confirmation from the Organisers, constitutes the legally binding Exhibition Contract between the Exhibitor and the Organisers in acceptance of and in accordance with these Terms and Conditions. Stand space, once allocated, cannot be transferred or assigned without the approval of the Organisers. The Organisers reserve the right to refuse any application, without stating any reason. In the event that none of the choices of stand listed on the applicant's stand application form should be available, the Organisers shall, so far as is reasonably possible, allocate another similarly suitable site.

3. PAYMENT FOR STANDS

The Exhibitor applying at the Ballot shall pay a deposit of ten per cent of the total stand rental fee, plus VAT at the appropriate rate (currently 17.5%), upon application. The balance of payment will be due in three further payments plus VAT in August 2010, December 2010 and February 2011. Exhibitors applying in July 2010 will pay a deposit of 10% of the stand fee plus VAT on application, the balance of payment will be due in two further payments in August and December 2010. Exhibitors applying between August and December will pay a deposit of 55% of the stand fee plus VAT on application and the balance in December 2010. Those applying after December 2010 will pay 100% of the stand fee plus VAT on application. Invoices for second, third or fourth payments will be issued by the Organisers. If second, third or fourth payments are not received by the due dates, any deposit paid by the Exhibitor may be forfeited and the stand re-allocated but the full amount is still due for payment. Payments can be made by cheque, credit/debit card or bank payments in £ sterling or euros. Any bank charges incurred on foreign cheques, bank payments will be charged to the account of the Exhibitor. A premium of 20% of the total stand rental plus VAT will be incurred by any Exhibitor whose stand is designed and constructed as a double-decked structure. An invoice will be issued by the Organisers once notification of a double-decker structure has been made or at such time as it is obvious that a double-decker structure will be or is constructed.

4. CANCELLATION OR REDUCTION OF STAND SIZE

If, after allocation of stand space to an Exhibitor, such Exhibitor shall desire to cancel or reduce the size allocated, the Organiser will endeavour to re-let the space not required by the Exhibitor. The Exhibitor shall remain liable to pay the full charge for the space initially allocated unless the Exhibition is fully booked.

5. ALTERATION OF STANDLAYOUT

Whilst every effort will be made to adhere to the published layout of the Exhibition, the Organisers shall be entitled to vary the layout if, in their opinion, this is in the general interest of the Exhibition.

6. BANKRUPTCY OR LIQUIDATION

In the event of an Exhibitor becoming bankrupt or (being a Company) entering into liquidation other than for the purpose of reconstruction or amalgamation, or having a receiver appointed, the Organisers shall be at liberty to terminate forthwith the contract with such an Exhibitor, and all sums paid by the Exhibitor under the contract shall be forfeited.

7. OCCUPANCY OF STANDS

The Exhibitor, their servants, agents, employees and contractors may enter the Exhibition area for the purposes of erecting and preparing their exhibits during the build-up days as follows:

- Monday 13 June 2011 from 10.30 - 22.00 (own build stands only)
- Tuesday 14 June 2011 from 08.00 - 22.00 (own build and shell scheme stands)
- Wednesday 15 June 2011 from 08.00 - 09.00

All stands must be completed and ready for the Exhibition opening by 09.30 on Wednesday 15 June 2011. In the event of an Exhibitor failing to take possession of his allocated stand by 08.00 on Wednesday 15 June 2011, the payment for such allocated stand shall be forfeit. In the event of non-payment of the full fees, the Organisers shall have the right to refuse to permit the Exhibitor to occupy or use the stand until all sums due to the Organisers have been paid. The Exhibition will open on Wednesday 15 June 2011 between 09.30 and 18.00 and Thursday 16 June 2011 between 09.30 and 16.00. Stands must be open for viewing and staffed during the Exhibition opening hours. Upon being required to do so by the Organisers, the Exhibitor shall cease to employ at the Exhibition any servant of the Exhibitor who is guilty of any conduct that, in the opinion of the Organisers, is prejudicial to the proper management of the Exhibition. The Organisers' tenancy of the Exhibition Hall terminates on Friday 17 June 2011 and the Exhibitor shall remove by 17.00 at the latest on that day from the Exhibition Hall all exhibits, displays, stand fittings, materials and other things brought to the Exhibition Hall by the Exhibitor. The removal of any materials or exhibits and the dismantling of stands may not commence before the official closing time of the Exhibition at 16.00 on Thursday 16 June 2011. Any costs incurred by the Organisers relating to the non-removal by Exhibitors of materials brought into the Exhibition Hall, wear and tear to the fabric of the building or removal of statutory fire equipment that is directly attributable to an Exhibitor or his agents shall be paid by the Exhibitor to the Organisers on demand.

8. PACKING CASES

Packing cases and packing must not be left visible on stands, nor can they or any other article be placed or stored in gangways at any time during the build-up period, or during exhibition open days, or overnight. Any costs incurred by the Organisers in clearing gangways shall be paid by the Exhibitor to the Organisers on demand.

9. STAND CONSTRUCTION

Incombustible material only shall be used in the construction of display units and all materials must be flame proofed in accordance with local authority regulations. No fascia, partition, structure, board or sign may be erected which the Organisers consider will dominate, screen or obscure the view of other stands or which will exceed the allocated boundaries of a stand. Uninterrupted solid walls adjacent to gangways erected along the perimeter of any stand will not be permitted. At least one third of each side must be open. Walls should feature natural breaks or glazed panels. The back and front and top of any partition, structure or sign erected by an Exhibitor shall be covered or decorated by the Exhibitor to the satisfaction of the Organisers. If, in the opinion of the Organisers, remedial action is required to rectify non-compliance, any costs incurred by the Organisers shall be paid to them by the relevant Exhibitor. Construction designs intended for "space only" stand areas shall be submitted to the Organisers for prior approval and shall conform with any locally required regulations. A premium amounting to 20% of the total stand rental plus VAT will be incurred for double decked structures.

10. HYGIENE

Exhibitors shall pay due regard to the Food Hygiene (England) Regulations 2006 and subsequent amendments.

11. COMPLAINTS

Any complaint must be submitted in writing to the Organisers within 7 days of the closure of the Exhibition. A complaint made or addressed in any other manner will not be considered.

12. POSTPONEMENT OR ABANDONMENT

In the event of the Exhibition being postponed or abandoned from war, terrorism, fire, or from any other cause whatsoever, the Organisers shall not be under any liability whatsoever in respect of expenditure or liability of loss incurred by Exhibitors and shall be entitled to retain all sums paid by Exhibitors under these regulations. The Organisers shall not be liable for any loss which Exhibitors may sustain by reason of the local or other competent Authority intervening and preventing or restricting the use of any portion of the Exhibition or any premises thereon or any part thereof in any manner.

13. INDEMNITY

The Exhibitor shall keep the Organisers indemnified in respect of (a) any loss or damage to any property of the Organisers (b) all claims and demands of third parties (including servants and agents of the Organisers and Landlords of the premises and their respective servants and agents, and members of the public) in respect of personal injuries or loss of or damage to property arising out of or in consequence of his occupation of a stand or exhibition of any article, process or thing. The Exhibitor will accept all risks of every kind whatsoever in respect of personal injuries to himself or his servants or agents or loss of or damage to any of his property or property in his custody, and the Organisers shall be under no liability in respect of any such risk. The Exhibitor shall make good any damage by fire or water caused upon his site.

14. SECURITY AND INSURANCE

Each Exhibitor is responsible for the security of his own stand, samples and exhibits, and for his own insurance cover. In no circumstances will the Landlord of the Premises or the Organisers accept responsibility or be liable for any loss whatsoever. It follows that Exhibitors are required to effect appropriate insurance for build-up/breakdown days in addition to the Exhibition open days.

15. PROHIBITED DISPLAYS

The Organisers reserve the right to prohibit the display and operation of machinery and of demonstrations or the use of audio or other equipment which, in their opinion, is causing or may cause annoyance or danger to other exhibitors or to visitors, or contravenes the regulations of the premises.

16. LIGHTING AND WATER SERVICES

In no circumstances may the Exhibitors interfere in any way with electric lighting or water services in the building. Any alterations or additions or adjustments required must be referred to the Organisers for their approval and must only be effected by their appointed electrical or water engineers.

17. AVA/EPDWA MEMBER RATE

To qualify for the preferential AVA/EPDWA member rates any Exhibitor must be in fully paid up membership of the Automatic Vending Association or European Point-of-use Drinking Water Association at the time of application. If a company ceases to be in membership of AVA/EPDWA before the Exhibition takes place they will automatically become liable to pay the full stand fee rate.

18. FAILURE TO VACATE

If the Exhibitor or his servants, agents or sub-contractors should fail to remove all his property or otherwise fail to vacate the Exhibition premises by 17.00 on Friday 17 June 2011 due to any cause whatsoever, the Exhibitor shall be fully responsible for any penalties imposed by the National Exhibition Centre Ltd or other losses and costs incurred by the Organisers as a result of the Exhibitor failing to vacate the premises by the agreed time and without prejudice to any other right or remedy of the Organisers, the Organisers may remove any property of the Exhibitor left at the Exhibition Hall by the Exhibitor after the said time and the costs of such removal shall be paid by the Exhibitor to the Organisers on demand.

19. REGULATIONS OF THE PREMISES

Exhibitors must at all times and in all circumstances comply with the rules and regulations of the National Exhibition Centre Ltd in force at the time of the Exhibition. In particular Exhibitors must be aware that the National Exhibition Centre Ltd, its contractor(s) or franchisee(s) have sole rights for the sale or distribution of any article of food, drink or tobacco. Exhibitors may demonstrate vending equipment to visitors and, whilst doing so, may offer visitors the chance to sample, free of charge, food and drink. All other food drink and tobacco supplied at the Exhibition, on stands or elsewhere, must be purchased from the National Exhibition Centre Ltd facilities.

20. DISCRETIONARY POWER OF ORGANISERS

The Organisers undertake to give the fullest sympathetic consideration to the interests of the Exhibitors. Should any question arise which is not provided for within the terms of these Terms and Conditions, the Organisers' decision must be accepted as final where, in the Organisers' opinion, the needs of the correct conduct of the Exhibition make an immediate decision imperative.

Organised by:



In partnership with:

