

Please make your payment **within 21 days** after the application form has been submitted in order to confirm your booking

By Telegraphic Transfer to account holder

MINH VI EXHIBITION AND ADVERTISEMENT SERVICES CO., LTD (or: VEAS Co.,LTD)

Account number: 044-137-3705692 (USD) or 044-100-3703736 (VND)

At Bank for foreign trade of Vietnam (Vietcombank) – Tan Binh Branch

Banks address: No. 364 Cong Hoa Street, Ward 13, Tan Binh District, Hochiminh City, Viet Nam.

Swift code: BFTVNVX007

Please return this Application booking form to **Fax +84-8-39481188** or **Email: giang.ntc@veas.com.vn**

General rules and regulations

1. Definition of Terms
 - Henceforth, under the definition of terms, the word “Exhibition” refers to Coatings Vietnam Expo 2018.
 - The “Organizer” refers to **MINH VI EXHIBITION AND ADVERTISEMENT SERVICES CO., LTD (VEAS Co., LTD)**
 - The “Exhibitor” refers to all corporations, individuals, associations, or organizations that have submitted an application form and have paid the down payment / barter agreement.
2. Application and Payment
 - Exhibitor can apply for raw space booth spaces in 18sq.m. increments. The minimum booth size is one booth at 18sq.m.
 - Exhibitor can apply for standard booth spaces in 9 sq.m. increments. The minimum booth size is one booth at 9 sq.m.
 - A contract shall be established upon the receipt of the exhibitor’s payment. The remaining balance and utility fee must be paid no later than 31st March 2018.
3. Booth allocation
 - Priority will be given to exhibitors in the order of application receipt and the nature of the exhibits.
 - The organizer has the authority to make any adjustments to booth space assignment if deemed necessary in order to better manage the exhibition.
 - The exhibitor may not sublet or exchange in whole, or in part, assigned space without prior permission from the organizer.
4. Liability and Management of Exhibition Hall
 - The exhibitor can display only exhibits stipulated on the application form and an exhibitor staff member must be at the booth during opening hours.
 - The organizer will not assume responsibility for any losses, theft, fire, or events beyond the organizer’s control within the exhibition hall. The exhibitor may wish to carry insurance on all exhibit materials.
 - All exhibits must be in accordance with the items specified on the application and must correlate with the theme of the exhibition. Any direct sales are strictly prohibited. If any of the above rules are violated, the organizer has the right to stop the exhibitor from exhibiting and/or remove the exhibit. In such cases, the booth rental fee will not be refunded and the exhibitor cannot ask for compensation.
 - The organizer has the authority to prevent persons from entering the exhibition area if deemed necessary.
 - It is responsibility of exhibitor to clean the booth every day or pay for it.
5. Installation and removal
 - The exhibitor is responsible for removing their installations and materials and restoring the exhibition area to its original condition within the period stipulated by the organizer. The exhibitor should indemnify the organizer for any losses caused by delay or damage to the exhibition area.
6. Booth limitations and fire safety
 - All exhibits and decorations should not exceed the heights imposed by the organizer.
 - All materials used in decoration must be non-flammable in accordance with the Regulations. The organizer may ask the exhibitor to change decorations to be in accordance with these regulations.
7. Termination of contract
 - The contract may be invalidated if the exhibitor refuses to use booth(s) applied for in whole, or in part, or fails to pay the booth rental fee within the required period.
 - The pre-paid booth rental fee will not be refunded in the above cases.
8. Cancellation fees
 - If for any reason the exhibitor chooses to cancel participation in the exhibition after turning in the application, the exhibitor must pay cancellation fees within 15 days of cancellation to the organizer.
 - ◊ Cancellations at least 120 days before show days: 50% of the total booth rental fee.
 - ◊ Cancellations less than 120 days before show days: 100% of the total booth rental fee.
 - Cancellation fees cannot be transferred to be used in the next exhibition.
9. Force majeure
 - If the organizer is prevented from holding the exhibition for reasons of fire, natural disasters, government intervention or regulations, military activity, strikes, or any circumstances that make it impossible or inadvisable for the organizer to hold the show; In such cases, the organizer shall terminate the exhibition and the exhibitor waives any claim for property or damage compensation.
10. Limitations on noise and hallway events
 - The exhibitor’s use of audio-visual products must not inconvenience nearby exhibitors. The organizer may take necessary actions such as cutting off electricity, shutting down, or removing booths. The exhibitor may not ask for compensation under these circumstances.
 - The exhibitor may not assemble hallway events.
11. General information, Supplementary clauses, Observation of regulations
 - The organizer will provide an exhibitor’s manual to the exhibitor which will cover the necessary information needed to carry out the exhibition.

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- The organizer has the authority to issue supplementary clauses in addition to the general rules and regulations to better manage the exhibition. All additionally amended written regulations will be part of the general rules and regulations and will be binding to the exhibitor.
- The exhibitor must observe the regulations of the VEAS Co.,Ltd

12. Interpretation of Regulations

- In the best interest of the exhibition, the organizer has full interpretation authority of said terms and regulations, and may amend and enforce all rules and regulations.
- Dates can be changed.
- In case of any dispute jurisdiction will be settled at Ho Chi Minh city, Vietnam

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