

Seatrade Maritime Middle East 2016

31st October - 2nd November 2016

Dubai International Convention & Exhibition Centre, Dubai, United Arab Emirates

ELIGIBLE SMEs CAN BOOK THEIR SPACE ON THE PAVILION AND TAKE ADVANTAGE OF THE UKTI GRANT OF £2,500. GRANTS ARE LIMITED SO BOOK EARLY TO AVOID DISAPPOINTMENT

INTRODUCTION

Seatrade Maritime Middle East (SMME) is the region's largest gathering of shipping and maritime industries decision makers. It is a platform to do business with owners, operators, managers, charterers, superintendents, senior management and anyone involved with the procurements of equipment and services within the maritime industries.

The three day event comprises an exhibition, conference and is open to exhibitors world-wide from companies or groups of companies which design, manufacture, maintain, repair or modernise maritime equipment and promote, sell or provide maritime services.

THE UK GROUP

AT SEATRADE MARITIME MIDDLE EAST 2016

The Society of Maritime Industries is organising and managing the UK group of exhibitors in a dedicated UK group pavilion.

Companies are invited to take up the UK group pavilion package by exhibiting in the enhanced "shell-scheme" stand under the unique UK pavilion livery.

ACTION

To reserve a place in the UK Group, please complete and return the booking form by **Friday 29th July 2016**.

For further information on the exhibition/UK Group, please contact Mrs Clementina Upton, Event Manager, on: T: 020 74487023, E: events@maritimeindustries.org

THE ADVANTAGES OF JOINING THE UK GROUP ARE:

- UK Pavilion exhibitors are co-located in a prime location in the exhibition hall.
- SMI as the group organiser, deals direct with the main exhibition organisers, co-ordinates payments, appoints agents and stand contractors, produces the UK Group catalogue, briefs the exhibitors, etc.
- Exhibition space of 9 sqm., white stand walls, grey carpet, stand cleaning, fascia board, 3 spotlights, 1 3amp socket, 1 table, 2 chairs and 1 waste basket.
- The UK Pavilion includes an information centre for the exclusive use of exhibitors in the UK Pavilion.
- A catalogue exclusive to exhibitors in the UK Pavilion is made available for distribution to visitors to further promote the exhibitors and their products.
- A TAP grant based of up to £2,500 will be claimed on behalf of each qualifying (SME) exhibitor- All UK-based SME businesses and organisations involved in exporting from the UK are eligible to apply for grants as determined by UKTI.

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BOOKING FORM FOR EXHIBITORS JOINING THE UK GROUP

Please complete and return this registration form by **Friday 29th July 2016**
 The Events Manager, Society of Maritime Industries, 28-29 Threadneedle Street, London EC2R 8AY

Please include a cheque payable to the Society of Maritime Industries for the appropriate amount.
 A receipted invoice together with further details of the event will be sent to you with an acknowledgement of your booking.

For all enquiries please contact the SMI Events Manager, Mrs Clementina Upton

Telephone: + 44 (0)20 74487023

Fax: + 44 (0)20 7638 4376

E-mail: events@maritimeindustries.org

Company: _____

Address: _____

Town: _____ Post Code: _____ Country: _____

Contact: _____ Position: _____

Phone No: _____ Fax No: _____

E-mail: _____

Our company/organisation wishes to join the UK Group at SEATRADE MARITIME MIDDLE EAST 2016 and requests an invoice for the following:

Stand:	For a pre-constructed enhanced "shell scheme" stand in the UK badged pavilion of _____ sq. m. (£455 per sq. m.) (minimum 9 sq. m. with additional space in multiples of 3 sq.m.)	£
Plus: (compulsory)	SMI management fee for UK Group exhibitors in the UK pavilion: *The company is a member of the Society of Maritime Industries and the fee payable is £945 + UK VAT @ 20% (£1134) *The company is NOT a member of the Society of Maritime Industries and the fee payable is £995 + UK VAT @ 20% (£1194)	£
TOTAL		£

We accept the Society of Maritime Industries (SMI) Terms & Conditions (overleaf) and will settle any minor follow-on charges including additional furniture or fittings for exhibitors in the UK Pavilion, etc. when advised.

We acknowledge that once completed and signed this form represents a contractual commitment by the company/organisation and if we subsequently withdraw from the UK Group we will be liable for the full costs (in accordance with the SMI Terms & Conditions of participation at exhibitions) unless a replacement can be recruited.

Signed: _____ Name: _____ Date: _____

SOCIETY OF MARITIME INDUSTRIES (SMI)
TERMS AND CONDITIONS OF PARTICIPATION AT EXHIBITIONS

1. All stands must be in the name of a UK registered company.
2. SMI may acknowledge receipt of an unsupported application to participate in the exhibition. Such acknowledgement does not commit SMI to consider allocation of stand space nor provide any further service. Such commitment by SMI to consider allocation of space will apply only to those applications from an exhibitor that have been supported by payment in full.
3. Stand fees include rental of space, provision of a fully constructed shell-scheme stand and display aids as part of a group of stands and SMI's administrative charges.
4. Exhibitors must pay in full all invoices for stand fees as they fall due. Failure to do so may be regarded as a breach of this contract. In such cases articles 16, 17, 18 and 23 of these terms and conditions apply.
5. Exhibitors applying for stands with an UK pavilion must take the shell-scheme provided.
6. No additional construction to the shell-scheme is permitted, except by prior and written agreement from SMI.
7. Companies having received such agreement from SMI are themselves responsible for seeking quotes, commissioning and payment of additional construction to the shell-scheme.
8. SMI will make every effort to provide the size of stand requested, but cannot guarantee in advance either the hall, position, configuration of stand, or total area that can be provided.
9. Where it is necessary to offer an area varying by greater than 20% of the area requested, SMI will first seek the agreement of the applicant.
10. If compromise cannot be reached, exhibitors party to this agreement remain responsible for payment of the whole stand available, but SMI will make all reasonable effort to find a replacement company.
11. Should it be necessary to allocate a stand area greater than originally requested, the exhibitor must pay in full on receipt of invoice for additional areas. Should it be necessary to allocate a stand area less than originally requested, SMI will refund the difference in stand fees should a reduced area only be available.
12. Every reasonable care will be taken in the allocation of space to companies to avoid inclusion of pillars and fire hydrant access points on stands. Where this is not possible, companies will not be charged for net stand area displaced by pillars, or hydrants.
13. SMI is unable to guarantee that it is able to offer sufficient space to satisfy the total UK group requirement. Space will therefore be allocated strictly in order of receipt of applications supported by payment in full for stands.
14. Where there is insufficient space to be able to confirm allocation of a stand, companies will be refunded their stand fees in full.
15. Exhibitors withdrawing from the group after SMI is committed to payments on the company's behalf will forfeit their stand fees in full unless a replacement company can be found to take all of the withdrawing company's stand.
16. SMI will make all reasonable effort to find replacement companies, but will not guarantee to secure replacement.
17. Where a replacement exhibitor can be found, a charge of 20% of stand fees, up to a maximum of £1,000 will be charged to the withdrawing company to cover the additional administrative costs incurred.
18. SMI undertakes, on behalf of the exhibitors, to forward all applications for UKTI grant to the UKTI. Grant application forms and UKTI terms and conditions of support are available on request from SMI.
19. SMI is not able to guarantee that an exhibitor is eligible for UKTI support.
20. SMI will make all reasonable effort to check to see that a company is eligible for UKTI support before contracting for space and construction on behalf of a company.
21. Where it is not possible to confirm that an exhibitor is eligible for UKTI support in advance of contracting for payments, or in instances where an exhibitor may have UKTI support withdrawn after SMI has contracted for payment on behalf of an exhibitor, the exhibitor will remain liable to pay for the full cost of the stand it has been allocated.
22. SMI will not authorise payment of any UKTI grant monies for any exhibitor that has not previously paid stand fees and invoices for provision of services in full to SMI.
23. SMI and UKTI shall not be held liable for ensuring that the exhibitor, its personnel, and exhibits are adequately insured against all risks.
24. In submitting this application, exhibitors accept responsibility for ensuring that they are adequately insured against all accident, claims arising from negligence and that their exhibits are also insured against loss, or damage.
25. No damage may be caused to the shell-scheme, or display aids supplied, particularly by use of nails, or tacks for attaching panels to the shell-scheme walls.
26. If damage is so caused, companies will be liable to meet the full cost of replacement of the damaged items.
27. Exhibitors are forbidden to further embellish the fascia panels of their stands by use of unauthorised additional graphics, or display aids.
28. Exhibitors are requested not to promote their presence and exhibits in a manner likely to cause offence, or nuisance to other exhibitors, or in contravention of the organisers' terms and conditions of participation.
29. From time to time, SMI may appoint service companies to offer group freight, travel, accommodation, promotion and other services as may be thought in the interests of the joint venture exhibiting companies.
30. Where SMI makes such appointments, joint venture exhibitors are free to make use of the services of such companies at their own risk.
31. Such appointments are made in the interests of reducing individual costs for joint venture participants. Exhibitors are not obliged to use such services.
32. SMI acts solely as an agent on behalf of the exhibitor and takes no liability for exhibitor's recovery of monies paid to a stand contractor who before the completion of the delivery and the build of the stands becomes bankrupt or otherwise ceases to trade.
33. SMI shall not be held liable for the performance, actions or negligence of appointed contractors by the organisers.
34. Exhibitors shall be liable for payment of all additional site services (use of group telephone and fax, stand cleaning).
35. Synopsis of Terms and Conditions for companies in UKTI supported exhibition joint venture groups.
 - a. Stands must be in the name of a UK registered company.
 - b. Exhibits must be predominantly of UK origin.
 - c. Stand must be managed throughout the exhibition by personnel competent to best promote the company and product.
 - d. SMI, its employees, agents and sub-contractors, shall not be liable in any event for any economic loss, loss of profit, revenue, goodwill or anticipated saving or for indirect, special, incidental and consequential loss or damage of the exhibitors or others, however caused, whether SMI was aware that such loss or damage may arise.
 - e. Except as provided in these terms and conditions SMI, its five constituent Trade Associations, its employees, agents or contractors, the UK Secretary of State for Trade and Industry, UKTI and its employees shall not be liable either in contract, tort (including negligence) or otherwise, for any claim, costs, demand or liability whatsoever and howsoever arising out of or in connection herewith of the supply of any services hereunder.
36. SMI reserves the right to raise a surcharge on stand fees, in the event of significant devaluation of Sterling.
37. In submitting this application, the exhibitor agrees to be bound by these terms and conditions and those of the Event Organisers.