



DURBAN · SOUTH AFRICA · 21-24 NOVEMBER  
9TH INTERNATIONAL CANCER CONFERENCE

**AORTIC 2013 STAND RESERVATION / DEPOSIT PAYMENT FORM**

Company / Organisation Name:
Postal Address:
Telephone Number:
Email Address:
Contact Name (pre-event):
Contact Name (on-site):

<b>RATE (per stand)</b>	<b>US\$ 3 000.00</b>
50% DEPOSIT PAID HEREWITH (100% payment required if reserved after 9 October 2013)	<b>US\$</b>
10% Late Payment Surcharge (Payable after 9 October 2013)	<b>US\$</b>
<b>TOTAL AMOUNT</b>	<b>US\$</b>

<b>PAYMENT DETAILS</b>	
Please make cheques payable to AORTIC 2013. Payment may be made directly into any branch of First National Bank for the credit of the following account:	
Title of Account:	<b>AORTIC 2013 (African Agenda t/a)</b>
Bank:	<b>First National Bank</b>
Branch:	<b>Rondebosch (Fountain Centre, Main Road, Rondebosch, Cape Town, South Africa)</b>
Branch Code:	<b>201509</b>
Account No:	<b>62374848954</b>
Swift Code:	<b>FIRNZAJJ</b>

**AORTIC 2013 EXHIBITION TERMS AND CONDITIONS**

The Exhibitor upon signature of the relevant application form by its duly authorised officer, agent, or employee enters into a contract with the AORTIC 2013 Organiser for exhibition space at AORTIC 2013 at the International Convention Centre Durban. Reservation of the exhibition space by the Conference Organiser on behalf of the Exhibitor is conclusively presumed to be adequate consideration to bind the Exhibitor. No alleged representation, understandings, agreements, modifications, alterations, or additions not contained within the body of this written contract shall inure to the Exhibitor or be binding upon the Conference Organiser.

- 1. Exhibition space rental fee**  
These fees include 3.0m by 3.0m shell scheme, plug point(s), electricity, overall security service, general illumination, as outlined in the AORTIC 2013 Exhibition Guide. Also included are 2 exhibitor badges incorporating accompanying meals and refreshments and access to the exhibition area only.
- 2. Payment policy**  
A full payment of the stand rental is payable upon booking and must accompany the stand booking form.

**AORTIC: AFRICAN ORGANISATION FOR RESEARCH AND TRAINING IN CANCER**

AORTIC 2013 Conference Secretariat

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120 Belvedere Road, Claremont 7700, Cape Town, South Africa | Suite 231, Private Bag X18, Rondebosch 7701, Cape Town, South Africa

### 3. Purpose of exhibition

The contract for exhibition space shall be considered a binding contract between the two parties subject to the rules and regulations promulgated by the Conference Organiser pursuant to this Contract. The contracting Exhibitor and the Conference Organiser agree that the purpose of this exhibition is the professional education of persons attending and will conduct themselves accordingly. The Conference Organiser reserves the right to determine eligibility of any Exhibitor, product or service.

### 4. Exhibition location and time

AORTIC 2013, incorporating the Exhibition, will be held at the International Convention Centre Durban from 21 – 24 November 2013. The Exhibition will provisionally be open according to the following schedule:

**EXHIBITION HOURS** (provisional – dependent on the final programme)

**21 November 2013 to 24 November 2013 from 07h00 – 17h30**

The Conference Organiser reserves the right to make changes in the exhibition hours; however, any such changes will be made as far in advance of the Exhibition as possible, and Exhibitors will be notified accordingly. During all hours the Exhibition is open the Exhibitor must occupy its assigned exhibit space, and staff its exhibit with competent personnel. The Exhibitor shall not dismantle its exhibit or otherwise interfere with the orderly conduct of the Exhibition until it is finally closed.

### 5. Cancellation Policy

The Exhibitor specifically recognises and agrees that the Conference Organiser will sustain losses in the event the Exhibitor fails to provide timely notice of cancellation. Because these losses cannot be measured precisely, but which include inability to replace those cancelling late, advertising, credibility, redesigning of floor space, and others, the Exhibitor agrees upon the following late cancellation assessment schedule as being in the nature of liquidated damages, which schedule is designed specifically to compensate the Conference Organiser for its losses and not constitute a penalty should the Exhibitor fail to provide timely written notice of all or part of its assigned stand space.

<u>Date of Cancellation</u>	<u>Assessment (% of total rental fee)</u>
Until 9 October 2013	50%
From 10 October 2013	100%

### 6. Use of space

The Exhibitor agrees not to assign, sublet, or share allocated space without the knowledge and prior written consent of the Conference Organiser. Exhibitors will not be permitted to display outside the confines of the assigned stand space in the Exhibition area. Printed advertising may be distributed by Exhibitors from within the confines of their own space inside the exhibit hall only. No exhibits, accessories, give-aways, promotional material, or any other goods bearing any name or form of advertising may be displayed or distributed within the registration area, lobby, lounge or food service area of the International Convention Centre Durban. High equipment placed in stand areas must not exceed 3.0 metres, and must not restrict a clear view of neighbouring exhibits.

### 7. Security and Insurance

The Exhibitor acknowledges the layout of the Exhibit area and the large numbers of people present in the Exhibition Halls make it impossible for adequate security to be provided to protect the Exhibitor's merchandise and other property. Accordingly, the Exhibitor assumes all risk of loss for Exhibitor's merchandise, fixtures, displays, and any other property of the Exhibitor located in the Exhibition Area, storage area, or any other area where access has been provided to Exhibitors by the Conference Organiser where such loss results from theft, vandalism, or any other damage caused by any agent or employee of the Conference Organiser or caused by any other person either authorised or not authorised to be present at the Exhibition Area. Furthermore, the Exhibitor acknowledges that security guards and storage areas are provided by the Conference Organiser merely as a service, and that the Conference Organiser has made no representation regarding the adequacy of such security measures. The Conference Organiser recommends that all Exhibitors consult their individual insurance representative to obtain appropriate insurance coverage. It is recommended that Exhibitors take precautionary measures of their own, such as arranging their own supplementary security facilities available through the International Convention Centre Durban.

### 8. Liability

Neither the Conference Organiser, its agents or representatives will be responsible for any injury, loss or damage that may occur to the Exhibitor or to the Exhibitor's employees or property prior to, during, or subsequent to the period covered by the contract, provided such injury, loss or damage is not caused by the negligent or wilful act of the aforementioned party. The Exhibitor, on signing the Stand Reservation Form, expressly releases the foregoing society, individuals, and committees from any agreement to indemnify same against the Conference Organiser, its officers, directors, employees and agents. Exhibitors are advised to carry

their own insurance. Exhibitors shall be responsible for any damage to carpet, shell scheme or electrical fittings and wiring.

#### 9. Other Terms and Conditions

The Exhibitor shall:

- Comply with all fire laws, electrical codes and all other rules, regulations, codes or statutes with respect to the installation, conduct and disassembly of its exhibit.
- Comply with reasonable requests of the Conference Organiser and the International Convention Centre Durban officials with respect to the installation, conduct and disassembly of its exhibit.
- Assume full responsibility and liability for the actions of its agents, employees, or independent contractors, whether acting within or without the scope of their authority and agrees to save the Conference Organiser and the International Convention Centre Durban from responsibility or liability resulting directly or indirectly, or jointly from other causes that arise because of the actions or omissions of its agents, employees, or independent contractors whether acting within or without the scope of their authority.

The exhibit shall be conducted in a decorous manner in order not to be objectionable to other Exhibitors, the Conference Organiser, the International Convention Centre Durban, Conference delegates or public.

The Conference Organiser and the International Convention Centre Durban reserve the right to close, remove or require changes in any exhibit, or to remove any of the Exhibitor's personnel, agents, representatives, independent contractors, invitees or guests who are deemed detrimental to the overall Conference, International Convention Centre Durban, other Exhibitors or public.

The Conference Organiser shall not be liable for failure to perform its obligations under this contract due to strikes, riots, acts of God, or any other cause beyond its control. In the event of such termination, the Exhibitor waives any and all damages and agrees that the Conference Organiser may, after deducting all the costs and expenses, including a reserve for claims, refund to the Exhibitor, and as for complete settlement and discharge of all Exhibitor's claims and demands, the pro-rata amount of all funds paid by Exhibitors. Anyone visiting, viewing or otherwise participating in the Exhibitor's exhibit is deemed to be the invitee or licensee of the Exhibitor rather than the invitee or licensee of the Conference Organiser.

By signing below, I acknowledge that I am duly authorised to sign and thereby to bind the company / organisation shown above to it and all AORTIC 2013 Exhibition Terms and Conditions.

NAME:

DATE:

SIGNATURE:

**PLEASE COMPLETE AND RETURN THIS FORM TO  
THE CONFERENCE ORGANISER**

AFRICAN AGENDA, Suite 231, Private Bag X18, Rondebosch, 7701

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