



11-12th of April 2018
Karbala Terminal, Baghdad International Airport,
Republic of Iraq
Timings: 10:00hrs-17:00hrs

Office Use Only	

A. REGISTRATION INFORMATION - Please fill in BLOCK LETTERS (Complete one Registration Form per Delegate)

By completing this Registration Form, you have released your contact information for use by **IRAQ AIRPORTS AVIATION FORUM Conference & Exhibition-2018**, unless otherwise indicated in the check box below, and you have read, understood and agree to all cancellation policies and terms and conditions outlined throughout this form, brochure and the website.

DELEGATE INFORMATION	
Title (check one)	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Other
Family Name	
Given Name	
Organization/Association	
Position	
Street Address	
City	Province/State
Country	Postal Code/Zip Code
Telephone (Country Code, Area Code)	Fax (Country Code, Area Code)
Email (Mandatory for Confirmation Letter)	
Preferred Name for Badge	

Please check the box if you DO NOT want your name and contact details to be included on the participants list.

B. FULL DELEGATE REGISTRATION includes: Name Badge, Conference Bag, Access to all Program Sessions, Networking Sessions, Buffet Lunch & Coffee break.

FULL CONFERENCE REGISTRATION FEE

CATEGORY

Registration

EACH PERSON

US\$ 2150

No. of Delegate

REGISTRATION
SUBTOTAL US\$

REGISTRATION / CANCELLATION POLICY: ● Delegate registration is confirmed upon full payment only. Delegate who is not able to take part in the conference for whatsoever reason's, the delegate has the right to nominate another person to take part in the conference on his / her behalf with a prior approval from the organizer and the name change is subjected to the approval of the involved government authorities as well.

- The payment towards the registration fee will not be refunded in part or full under any circumstances. If the event is postponed, due to some unforeseen circumstances, the delegate/s are eligible to participate in the same event on a given postponed date. ● If the event is canceled due to some unforeseen circumstances, the delegate/s are eligible to participate in any of the other event within 18 months from the initial cancellation or postponement of this event, organized or associated by the organizer in any part of the world. No refund request will be entertained towards the cancellation of the event for whatsoever reasons. ● The organizer reserves the right to deny the entry of any delegate/s based on the law of the land, involved government authorities and organizer.

AUTHORISED SIGNATORY

NAME OF THE SIGNATORY

Iraq Airports Aviation Forum 2018, Republic of Iraq Sponsorship / Exhibit / Delegate Contract Regulations and Policies

By agreeing to be a sponsor / exhibitor / Delegate at Iraq Airports Aviation Forum 2018, you and your company have agreed to abide by the following regulations, which serve as guidelines to broadly define participation at the conference. Sponsors and exhibitors may request specific information regarding any of the matters below.

Organizers reserve the right to amend or change any of the guidelines below, and communicate by posting these to the conference Website.

Exhibition Regulations (General)

- General specifications concerning the organization of this event, in particular its opening and closing dates, its location, its opening hours and admission price are decided and may be modified according to the will of the organizer.
- In the event of an extension, exhibitors who so request, may be authorized to close their stands on the date initially agreed, but they may not remove products on display nor change the appearance of the stand before the date fixed by the event organizer.
- The exhibitor shall undertake to respect, and make respected, the measures of the exhibitor's manual.
- The exhibitor is responsible to the organizer for non observance of the schedule of conditions established by the owner or the main tenant of the site placed at the disposal of the Exhibition organizer.

- The organizer is not liable for any consequences arising from the enforcement of the provisions of these general regulations.

Registration/Cancellation/ Refund Policy

Sponsorship / exhibitor / delegate registration is confirmed upon full payment only. The sponsor / exhibitor / delegate who is not able to take part in the Exhibition / Conference for whatsoever reason's, the sponsor has the right to nominate another company / employees to take part in the exhibition / conference subjected to prior approval from the involved authorities if any and the organizer. The fee paid towards the sponsor / exhibitor / delegate registration will not be refunded in part or full under any circumstances. If the event is postponed, due to some unforeseen circumstances, the sponsor / exhibitor / delegate are eligible to participate in the same event on a given postponed date. New dates and venue will be communicated to the exhibitors through appropriate communication channels.

- If the event is canceled due to some unforeseen circumstances, the sponsor / exhibitor / delegate are eligible to participate in any of the other event within 18months from the initial cancellation or postponement of this event, organized or associated by the organizer in any part of the world. No refund request will be entertained towards the cancellation of the event for whatsoever reasons.
- The organizer reserves the right to deny the entry of any sponsor / exhibitor / delegate into the exhibition hall / conference hall based on the law of the land, involved government authorities and organizer.

Participation Conditions

- The organizer determines the categories of sponsors / exhibitors and establishes the list of products and/or services exhibited.
- An Exhibitor may present only equipment, products, processes or services manufactured or designed by the exhibitor, or for which the exhibitor is an agent or distributor; in the latter case, he must attach to his application, the list of brands whose products the exhibitor intends to exhibit or whose services the exhibitor intends to present.
- After consideration, the organizer may exclude products and/or services which do not appear to organizer to correspond to the aim of the Exhibition, or allow the presentation of products and/or services which do not appear on the list but which may be of benefit to the Exhibition.
- Sales comprising immediate on-site delivery to the buyer are prohibited.
- In pursuance of the regulation concerning authorized exhibitions, any exhibitor agrees to exhibit only products or equipment in conformity with Republic of Iraq regulations, except for products or equipment destined for use exclusively outside Republic of Iraq territory.
- Moreover, any exhibitor agrees not to proceed with any advertising liable to induce into error or to constitute unfair competition.

Applications

- Any person wishing to exhibit must present an application of participation to the organizer.
- Unless the organizer does not accept the applications, the submission thereof shall be a binding and irrevocable undertaking to pay the full price of the stand hire and associated costs.

Control of admissions

- The organizer is not obliged to justify their decisions concerning applications.
- In the event that participation is refused, any sums paid by the party having presented an application of participation will be refunded, after deduction of administrative expenses incurred by the organizer and which remain due to the sponsor / exhibitor.
- The same provision applies to a party having presented an application of participation placed on the waiting list, to whom a stand cannot be allocated for lack of available space when the Exhibition opens.
- Acceptance of the application is confirmed by the reply from the organizer to the exhibitor. This reply may be in the form of an invoice addressed to the exhibitor. Despite initial acceptance by the organizer and even after allocation of a stand, an application of participation from an exhibitor / sponsor whose affairs are, for whatever reason, administered by, or with the assistance of a trustee in bankruptcy, is null and void.

Assignment/Sub-letting

- Without the organizers' prior consent in writing, a sponsor / exhibitor shall not transfer, sublet or share, with or without payment, all or part of his concession within the Exhibition.
- Nevertheless, several exhibitors may be granted joint authorization to make a group presentation, providing each of them should submit a prior request for the approval to the organizer and sign an application for joint-participation.

Withdrawal

- In the event of withdrawal or non-occupation of the stand by sponsor / exhibitor for whatever reason any sums paid and/or due in whole or in part towards the hire of the stand, shall be retained by the organizer, even if the stand is let again to another exhibitor.
- An exhibitor / sponsor shall be deemed to have withdrawn if, for any reason whatsoever who fail to take possession of the exhibiting stand 24 hours before the day on which the exhibition is due to open. The organizer may therefore dispose of the defaulting sponsors / exhibitor's stand and the latter shall have no right to claim a refund or compensation, even if the stand is allocated to another exhibitor.

Price

- The price of stands is decided by the organizer and may be revised by the organizer if there is a modification to its components, including but not limited to variations in the cost of materials, labour, transportation and services as well as tax and social charges.

Payment conditions

- Payment for hire of the stand and other associated costs is to be made by the settlement dates and by methods fixed by the organizer and notified to the sponsor / exhibitor in the Exhibition information package.
- For any late application of participation, the first payment is equal to amounts already due at the date of receipt of the application.

The same provision applies to sponsors / exhibitors on the waiting list who are allocated a stand which becomes vacant.

Failure to pay

- If a sponsor / exhibitor should fail to pay on due dates and by the specifications stipulated in the preceding article, the organizer shall be entitled to apply the conditions contained in 'Withdrawal'. Debt-collection costs shall be payable by the debtor.

Stands Allocation

- The organizer establishes the layout of the exhibition and allocates sites at their free will, taking into account as far as possible, the wishes expressed by the sponsor / exhibitor, the nature of the products and/or services which exhibitor is presenting, the layout of the stand exhibitor proposes to install as well as, if necessary, the date on which the application was registered and the exhibitor's seniority in applying to the exhibition.
- The organizer may modify the size and layout of the area requested by the exhibitor. Such modification shall not entitle the sponsor / exhibitor to unilaterally terminate their engagement to participate.
- A sponsor / exhibitor is notified of the location of the stand allocated to them by means of a layout. This layout gives the characteristics of the stand as precisely as possible. Where possible, it is the exhibitor's responsibility to verify the conformity of the layout before setting up his stand.

- The organizer is not liable for any difference between the characteristics given on the layout and the actual measurements of the stand. The layout shows the general layout of the other stands surrounding the site allocated. These indications, valid on the date, the layouts is drawn up, are given for information only and are liable to modifications which may not be able to be communicated to the exhibitor.
- Any claim concerning the location set out in the layout must be presented within one week. After this time limit, the location proposed shall be deemed accepted by the sponsor / exhibitor.
- Under no circumstances can the organizer reserve a specific location, nor book such a location for the next Exhibition. Furthermore, participation in previous Exhibitions shall not confer any right to a particular location nor confer any priority in the allocations.

Installation and decoration of stands

- Shell Scheme Stand installation is in accordance with the plans drawn up by the organiser.
- Regulations concerning the construction of such stands are available from the organiser on request.
- Exhibitors are responsible for the specific decoration of their own stands. They shall comply with safety regulations be issued by the public authorities and adhere to the general layout for decoration and signage drawn up by the organiser.
- The organiser decides the specifications of how visual information is displayed and the conditions governing the use of all sound, light or audio-visual techniques, as well as the conditions under which all shows, attractions promotional activities, surveys or opinion polls may be carried out within the confines of the exhibition.
- In the same way, the organizer decides on the conditions in which photography or sound recording is authorized within the confines of the exhibition.

- The organiser reserves the right to require that any fitting detrimental to the general appearance of the exhibition, to neighboring exhibitors or the public, or which does not conform to the layout and model submitted for his prior approval, shall be removed or modified.
- The organizer may withdraw an authorization already given in the event of hindrance caused to neighboring exhibitors, to circulation or to the running of the exhibition.

Deinstallation

- The organizer declines all responsibility for structures or installations built by sponsors / exhibitors.
- Sponsors / exhibitors shall accept and leave the sites as delivered, and shall be liable for any damage, in particular to venue halls and venue equipment, caused by themselves or by their installations, equipment or goods.

Assembly and dismantling

- The organizer determines the programme for erection and installation of the stands prior to the opening of the exhibition. The organizer also fixes dates and time for dismantling the stands, and removing equipment, materials and products as well as deinstallation of the site at the end of the exhibition.
- With regard in particular to the dismantling and removal of stands and deinstallation of the site, the organizer may complete tasks which have not been carried out by the exhibitor within the deadlines, for which the exhibitor accepts all costs and risks.
- If a sponsor / exhibitor should fail to vacate the site in due time, the sponsor / exhibitor shall be entitled to penalties and damages paid to the organizer.

Specific authorizations

- Any installation of machines, equipment or structures which cannot be carried out without using space allocated to another exhibitor may only be done with the authorization of the organizer and on the date fixed by the organizer.

Goods

- Each sponsor / exhibitor provides for transport and reception of goods sent to the organizer.
- Exhibitor / sponsor must act in accordance with the organizer's instructions concerning the delivery and dispatch of goods, particularly with regard to vehicle circulation within the confines of the exhibition.
- With regard in particular to the materials brought to the exhibition, leave the exhibition until it has ended.

Cleaning

- Each stand is cleaned in accordance with the conditions and at times notified by the organizer to the exhibitor.

Customs

- It is the responsibility of each sponsor / exhibitor to complete customs formalities for equipment and products arriving from abroad.
- The organizer cannot be held responsible for any difficulties arising during these formalities.

Intellectual Property Rights

- The sponsor / exhibitor ensures the organizer that sponsor / exhibitor had obtained all Intellectual Property Rights held in equipment or products/ creation/ trade mark which he exhibits or permission for this exhibition. The organizer will accept no responsibility in this regard.
- The sponsor / exhibitor allowed the organizer as a favour to reproduce and utilize equipment or products/creation/trade mark which he exhibits, in all the communication tools of the trade show (Internet web site show's official catalogue, invitations, plan, promotional video, newsletter, etc.) and all tools used to promote the exhibition (picture taken on the exhibition destined to be published in a newspaper or on Internet, TV program dealing with or shoot on the exhibition).
- The sponsor / exhibitor ensures the organizer that they had obtained permission for the uses above mentioned. The organizer will accept no responsibility in this regard.

Catalogues

- The organizer reserves the exclusive right to publish and sell the catalogue of sponsor / exhibitors / conference agenda and conference delegate details, together with the advertising which appears in the catalogue. Organizer reserve the right to subcontract all or part of this right. The information necessary for the writing of the catalogue is furnished by the sponsor / exhibitors who are responsible for all information they supply for entry in the catalogue.
- The organizer cannot be held responsible for any omissions or errors in reproduction or composition or any other mistakes which may occur.
- The organizer reserves the right to modify, remove or group entries wherever organizer judges this to be useful as well as to refuse an entry to or modify texts for paid advertisements if they may cause harm to other exhibitors.

Exhibitor's passes

- Exhibitors passes giving right of entry to the exhibition, subject to the conditions fixed by the organizer.
- Invitation cards intended for visitors whom the exhibitors wish to invite are issued to exhibitors subject to the conditions fixed by the organizer.
- Only passes, invitation cards and entrance tickets issued by the organizer give right of entry to the exhibition.

Safety

- The exhibitor shall undertake to respect all safety measures imposed by administrative or legal authorities, as well as any safety measures instructed by organizer.
- The organizer reserves the right to verify that these measures are respected. Surveillance is carried out under the control of the organizer and the organizer decisions concerning the application of safety regulations are implemented immediately.

Application of the regulations

- Any violation of the provisions of the present regulations or internal regulations issued by the organizer may result in the exclusion of the offending sponsor / exhibitor even without prior warning. This applies, specifically, to non-conformity of stand fittings, failure to comply with safety regulations, failure to occupy the stand, display of products which do not conform to those stated in the initial application, sale of goods with immediate on-site delivery to the purchaser.
- An indemnity is then due from the exhibitor as damages and as reparation for moral or material harm suffered by the Exhibition. This indemnity is at least equal to the sum still due by the exhibitor to the organizer, without prejudice to any additional damages which may be demanded. The organizer requires, in this respect, the right to retain exhibited products and furniture or articles of display belonging to the exhibitor.

Modification of the regulations

- The organizer reserves the right to give a ruling on all cases not provided for within the present regulations and to add new provisions whenever organizer believes this to be necessary.

Dispute

- In the event of a dispute, the sponsor / exhibitor undertakes to submit their claim to the organizer before taking any other action. The sponsor / exhibitor formally agree that any legal action undertaken in less than fifteen days from the date of this submission is declared inadmissible.

Governing law and Jurisdiction

- This agreement shall be governed by, and construed in accordance with, the law of the UAE.
- Each of the parties hereto hereby irrevocably and unconditionally submits to the non-exclusive jurisdiction of the Courts of the UAE for all purposes in relation to this agreement and waives any objections on the ground of venue or forum non-convenience or on similar grounds.

I have read and accept the terms and conditions.

Authorised Name & Signature with company Seal