



THE LISTED PROPERTY SHOW

THE ASSEMBLY ROOMS, EDINBURGH
27 OCTOBER 2018

www.lpoc.co.uk

Booking Form 2018

COMPANY NAME

ADDRESS

POSTCODE

TELEPHONE NUMBER

FAX NUMBER

MOBILE NUMBER (FOR USE ON SITE AT EXHIBITION)

EMAIL ADDRESS

CONTACT NAME

JOB TITLE

AUTHORISED SIGNATURE

DATE

STAND NUMBER

ASSEMBLY ROOMS, EDINBURGH

SPACE & SHELL SCHEME

*We require _____ of space, plus shell scheme at £330 per m², at a cost of £_____ + VAT.

(Shell Scheme consists of side and back walls in aluminum octanorm with infill panels, full carpeting, 300mm fascia with company name and stand number)

OR

SPACE ONLY

*We require _____ m² of space only at £305 per m² at a cost of £_____ + VAT.

(Please note: minimum space only sites of 16m²) *Delete as applicable

WE ENCLOSE OUR DEPOSIT CHEQUE AMOUNTING TO £_____ BEING 20% + VAT OF THE TOTAL COST.

In signing this form we declare that we are aware of the terms and conditions and that we accept them and will abide by them without exception.

THIS FORM SHOULD BE RETURNED TO: LISTED PROPERTY OWNERS CLUB LTD, LOWER DANE, HARTLIP, KENT, ME9 7TE, UK
T +44 (0)1795 844939 F +44 (0)1795 844862

CHEQUES SHOULD BE MADE PAYABLE TO LPOC LTD. OR BACS PAYMENTS CAN BE MADE TO:

Account name: Listed Property Owners Club Ltd Sort code: 40-38-01 Account number: 41152890

The Listed Property Owners' Club Ltd, Lower Dane, Hartlip, Kent ME9 7TE

Tel: 01795 844939 Fax: 01795 844862 E-mail: info@lpoc.co.uk Web: www.lpoc.co.uk



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TERMS & CONDITIONS

1. Organisers:

In these regulations the expression 'the organisers' (Listed Property Owners Club Ltd) includes any person or persons or associations appointed by them to act on their behalf.

2. Requirements of the local council:

Exhibitors must observe the regulations and requirements of the Local Council and all other competent bodies and authorities in all matters connected with the show.

3. Official opening and closing dates:

The show will be open to the public from 10.00am to 5.00 p.m. on Saturday 27th October 2018.

4. Stand charges:

Charges for space are detailed on separate booking form.

5. Payment of charges:

Charges of space will be 20% with application and the balance by 1st September 2018.

6. Sub-letting:

Exhibitors will not be allowed to sub-let or divide their stands unless special written permission has been obtained from the organisers, which will only be granted in exceptional circumstances.

7. Stand construction:

It is a prerequisite that all companies purchasing space only sites submit to the organisers full details of the proposed stand construction, prior to the commencement of the work. Space only stand construction will commence as per timetable to be announced. The layout for the show will be decided by the organisers. Exhibitors must make their own arrangements for the construction, decoration, fitting and lighting of their stand, or stand interior where a shell scheme has been booked. All requirements of the local council and of any interested fire insurance companies must be observed. Amongst these requirements are the following: all materials used in the construction of the stands must be thoroughly fireproofed to Class 1 surface spread of flame rating. Plastics should not be used in the construction of stands. Painting should generally be executed in water paint e.g. emulsion. Oil bound paints may be used in small quantities for such items as sign writing. Stands must be completed and exhibits in position by 9.00 a.m. Saturday 27th October 2018 in readiness for opening.

8. Fire insurance and inflammable exhibits:

No exhibitor shall do anything to jeopardise the insurance policies or licenses and every exhibitor shall in all cases comply with the requirements of the fire officer and other authorities concerned. Cloth or drapes of any description must be non-flammable and should be thoroughly tested.

9. Fixing to the building:

In no circumstances shall any person fix, insert or make fast any wires or tackle of any description to the structures of the hall.

10. Installation of light and power:

The contractor appointed by the organisers must carry out the installation of all fittings and connections.

11. Insurance of exhibits:

Although every precaution is taken to protect exhibitors and their property during the event, the organisers expressly decline responsibility for any loss

or damage, which may befall the person or property of the exhibitor or his agent from any cause whatsoever. Exhibitors are reminded that they are responsible for effecting insurance cover in respect of:

- Exhibits and contents of stands
- Public Liability and Third Party Risk (compulsory)
- Expenses incurred due to abandonment or postponement of the exhibition (compulsory)

It is in your own interest to arrange insurance as early as possible.

12. Goods sent in:

The organisers are not able to accept deliveries on behalf of exhibitors.

13. Passes:

The organisers will issue exhibitors passes but exhibitors shall be responsible that the persons nominated only use such tickets, which are not transferable.

14. Cleaning of the show:

The organisers will clean all gangways and public areas of the show. It will be responsibility of the exhibitor to clean his own stand.

15. Removal of articles:

If so required by the organisers, the exhibitor shall remove from his stand or from the exhibition halls, any article or exhibit that, in the opinion of the organisers, contravenes any of these regulations or is dangerous or objectionable or unsuitable to be exhibited on the stand. The organisers, whether or not they shall first have required the exhibitor to remove any such article or exhibit, shall be entitled at their absolute discretion without motive and without incurring any liability to remove such article or exhibit from the stand or from the exhibition halls and shall be under no liability for the safety or custody of such article or exhibit.

16. Obstruction of gangways:

Exhibitors must not obstruct gangways or encroach or hinder in any way. The distribution of brochures from the gangways is expressly forbidden.

17. Final removal of goods, etc:

All goods and exhibits belonging to any exhibitor and interior fittings are to be removed from the show premises by 8.00 p.m. on the Saturday 27th October. At that time the organisers shall have the rights and powers conferred on them by Clause 22 as if the license of the Exhibitor has been terminated.

18. Refusal of admission:

The organisers reserve the right at their absolute discretion to refuse admission to or remove from the exhibition halls any person without incurring any liability whatsoever.

19. Abandonment of show etc:

Should all or any part of exhibition hall not be fully available for the show or should fire, war, strike or other labour trouble, force majeure, or an act of God, or any other occurrence or circumstances whatsoever, whether ejusdem generis or not, render it, in the opinion of the organisers advisable to postpone, interrupt or prematurely conclude it in whole or part, or to hold it on a reduced scale, the organisers may terminate the contract at any time on giving the exhibitor notice in writing to that effect, and in such cases the organisers shall be under no liability to the exhibitor nor shall the exhibitor be entitled to any refund or charges or monies paid for the stand and shell stand construction.

20. Breach of regulations etc:

In the event of any exhibitor committing a breach of any of these regulations or failing to observe any requirements of the organisers within the time stipulated by the organisers at their absolute discretion, or if no time is stipulated then forthwith, or if the organisers being of the opinion that this conduct or proposed conduct is or may be undesirable in the interests of the show or that his business is being or may be conducted in such a manner that there is a risk of persons who may do business with him being dissatisfied or of discredit being brought upon the show, the organisers shall be entitled by notice to the exhibitor to terminate the exhibitors' license. Powers conferred on the organisers by any other regulations shall be in addition to, and not in substitution for, the powers conferred on them by this regulation.

21. Injury by machinery or exhibit to visitors or employees etc:

In case of injury or damage being caused by any exhibit, structure or fitting, to any person or persons whatsoever, or to any property or any part of the show, the exhibitor by whom or for whose purpose the exhibit, structure or fitting was brought into the show premises, indemnifies the organisers against all actions, expenses, costs, charges or claims arising out of such injury or damage.

22. Termination or cancellation of contract:

Exhibitors shall not be entitled to cancel this agreement without the express written permission of the organisers and then only on terms acceptable to the organisers. The organisers may terminate this contract (without prejudice to its other remedies) forthwith by notice in writing to the exhibitor if the exhibitor either:

- Commits or fails to observe or perform any provision of this contract or the landlords regulations.
- Is unable to pay its debts or enters into compulsory or voluntary liquidation (except for the purpose of affecting a reconstruction or amalgamation) or compounds with or convenes a meeting of its creditors or has a receiver or manager or administrator over its assets or any part or ceases for any reason to carry on business or suffers any similar action which is in the opinion of the organisers means that the exhibitor may be unable to pay its debts.
- Gives to the organiser written notice of its wish to withdraw and the organisers permit it do so. The organisers shall have unfettered discretion whether to permit the exhibitor to withdraw but if they do so permit will require a consideration for release from the contract. The amount of the payment shall be specified in the organiser's confirmation and will be a proportion of the contract price as follows:

On or before 1st May 2018 - 50%

On or before 30th June 2018 - 75%

After 1st August 2018 - 110%

In any of the above cases the termination shall be without prejudice to the rights of the organisers to recover all monies payable by the terms of this contract by the exhibitor and all other claims against the exhibitor and damages sustained by the organiser as well as legal costs incurred in such recovery

23. Indemnity by exhibitors:

The exhibitor indemnifies the organisers against all actions, expenses, costs, charges, or claims which the organisers or any of their contractors may be liable for in consequence or damage or injury to any person or property occasioned by or arising out of the act, default or negligence of the exhibitor, his representatives, servants or workmen or any person or persons or persons under his direction or any independent contractor engaged by him.

24. The law governing this agreement etc.

The Court's of England and Wales shall have jurisdiction concerning any disputes arising from this agreement and the law governing the same shall be that of England and Wales.

25. Alterations to regulations:

The organisers reserve the right on written notice to add or alter these regulations at any time.