

BOOKING FILE

RESERVATION FORM

COMPANY:.....

TAX IDENTIFICATION NUMBER :.....

ADDRESS:

POSTAL CODE: CITY:

CITY: COUNTRY:

PHONE: FAX:

EMAIL: WEB SITE:

CONTACT (MS/MR): POSITION:

MOBILE: EMAIL:

SECTOR OF ACTIVITY:

.....

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BOOKING FILE

EXHIBITION OFFER

PACK 1 : 5.000 €

BOOTH 9 m²

Partition, carpet, nameplate, 220V power supply
spotlight, table, 02 chairs, wifi et stand cleaning.
HALF BOARD ACCOMMODATION AT THE HOTEL
1 person/3 nights
ACCESS TO CONFERENCES AND WORKSHOPS (01 pass)
B2B (8 delegations)

PACK 2 : 6.000 €

BOOTH 12 m²

Partition, carpet, nameplate, 220V power supply
spotlight, table, 02 chairs, wifi et stand cleaning.
HALF BOARD ACCOMMODATION AT THE HOTEL
2 persons/3 nights
ACCESS TO CONFERENCES AND WORKSHOPS (02 pass)
B2B (12 delegations)

CHOICE OF PACK

PACK 1

PACK 2

BOOTH N° :

CHOICE	INSERTION OFFERS	HT PRICE
	Insertion of the logo on the catalog cover	300 EURO
	Insertion on a half-page color interior of the catalog	500 EURO
	Insertion on a colored interior page of the catalog	700 EURO

CHOICE	ADDITIONAL OFFERS	HT PRICE
	9m ² booth wall covering	500 EURO
	12m ² booth wall covering	700 EURO
	Gala dinner ticket	200 EURO
	Provision of a room for a presentation lasting 90 minutes per participant	1000 EURO
	Visit to tourist sites excluding accommodation on October 27, 2024	500 EURO

PRICE OF THE PACK + PRICE OF THE SELECTED OFFERS	VAT (19%)	TOTAL PRICE INCLUDING TAX

BANKING DETAIL

LEADER EXPO
STB AGENCE CITÉ EL MAHRAJENE
RIB: 10 007 037 198 152 3788 62
IBAN TN: 59 10 007 037 198 152 3788 62
CODE BIK: STBKTNTT

STAMPS AND SIGNATURE

DATE :

Please return this Reservation Form to us, duly completed and signed with the stamp of your establishment.



PARTICIPATION REGULATIONS

1- Participation Conditions

- 1.1** Submitting a duly filled and signed participation request to the organizer of the AMTC Tunisia' 24 Congress, Leader Expo, constitutes an irrevocable commitment and agreement on the part of the exhibitor.
- 1.2** This regulation is an integral part of the space reservation form (Purchase Order). It must be read, signed, and stamped by the exhibitor, indicating acceptance and adherence.
- 1.3** The exhibitor shall conduct its affairs in accordance with the regulations and conditions set forth by the organizer regarding the organization of the exhibition.
- 1.4** The exhibitor may not assign to any other person, firm, or company, in whole or in part, the benefits or obligations of this agreement.
- 1.5** The exhibitor may not assign, exchange, or sublet any part or the entirety of its booth.
- 1.6** Only the signage of the signatory of the space reservation form will appear on the booth.
- 1.7** In specific cases or out of necessity, the Congress organizer has the right to change the location of the stand already allocated to the exhibitor, without the latter being entitled to compensation or any indemnity.
- 1.8** In case of force majeure (floods, earthquakes, strikes, serious disturbances, or any other governmental intervention) necessitating the cancellation of the congress or the change of its dates or hours, the organizer shall not be liable for any responsibility, refund, or compensation.
- 1.9** This agreement shall not be invalidated due to any defect or fault in the congress catalog or other communication materials.
- 1.10** The exhibitor must have a responsible and competent representative present at the booth during opening hours, from the beginning to the end of the congress.
- 1.11** Any exhibitor is allowed, with written permission from the organizer, to organize lotteries, prizes, and all promotional activities related to the congress subject.
- 1.12** Failure of occupation: The balance of the invoice amount remains payable by the exhibitor in all circumstances. Stands or spaces that have not been occupied by the eve of the event opening may be allocated to another exhibitor without the non-installed exhibitor being entitled to claim any damages or refund of amounts paid by them.
- 1.13** Withdrawal by the exhibitor: In case of withdrawal or non-occupation of the stand for any reason, the amounts paid or remaining due for stand rental shall be retained by the organizer as compensation, even if the space has been re-rented.
- 1.14** Date and duration of events: The organizer reserves the right to modify the opening date or duration of the event, as well as to decide on its extension, postponement, or early closure, due to force majeure or any other reason, without participants being entitled to claim any compensation or refund of payments made.

2- Invoicing and Payment

- 2.1** The order amount is due upon signature and according to the terms stated on the space reservation form.
- 2.2** The exhibitor will settle the balance of their participation upon receipt of their invoice.
- 2.3** The Fodec and VAT are invoiced to both resident and non-resident exhibitors, Tunisian or foreign.
- 2.4** No exhibitor is allowed to exhibit until all fees for their participation have been paid to the organizer.
- 2.5** In the event of non-payment of the invoice and related fees, the organizer reserves the right to withhold the objects, equipment, or merchandise exhibited at the booth until full payment is made.

3- Booth Setup

- 3.1** The exhibitor may begin the setup of their booth on October 22, 2024, at 8:00 a.m.
- 3.2** During the booth setup, the exhibitor is allowed to work from 8:00 a.m. until 9:00 p.m.
- 3.3** The booth setup must be completed by 9:00 p.m. on the day before the congress opening.
- 3.4** The exhibitor is not permitted to dismantle their booth and remove their equipment before the end of the exhibition.
- 3.5** The exhibitor is requested to dismantle their booth at the end of the exhibition, which is on Saturday, October 26, during the evening.
- 3.6** The exhibitor must order and pay for any other booth equipment not mentioned in the space reservation form at their own expense: fluids, 380v electricity, additional panels, special arrangements, cabins, tables, chairs, shelves, showcases, displays, television, etc.
- 3.7** The exhibitor must obtain prior written approval from the organizer and adhere to safety standards to construct a mezzanine on their booth, subject to an additional charge per square meter.

4- Prohibitions

The exhibitor is strictly prohibited from:

- 4.1** Using oversized projectors, loudspeakers, or playing music that may disturb other participants.
- 4.2** Exceeding the boundaries of their booth and obstructing the view of an adjacent booth.

5- Loss, Theft, and Disputes

- 5.1** Neither the organizer nor its staff shall be held responsible for any losses, thefts, or damages incurred during the congress. The exhibitor is required to insure the exhibited materials against any risk of theft, loss, or damage on their part, their staff, or persons working for them or under their instructions.
- 5.2** The participation request and this regulation are governed by Ivorian law.

Read and approved

(Name, First name, and position of the signatory)

