

biospain

2014

BIOSPAIN 2014 TERMS & CONDITIONS – EXHIBITORS

KEY DATES

Deadline for early registration discount	02/05/2014
Deadline for exhibiting registration	19/09/2014
Due date of invoice	On receipt of invoice
Deadline for arrival of data for the Exhibitor's Catalogue	30/07/2014
Deadline for arrival of application for optional services	30/07/2014
Commencement of erection work	21/07/2014
Completion of erection work	23/07/2014

BIOSPAIN 2014

September 24-26, 2014

Commencement of dismantling work	26/07/2014
Completion of dismantling work	27/07/2014

Organized by:



Universidade de Vigo



TERMS AND CONDITIONS FOR BIOSPAIN 2014

1. Organization
2. Venue, date & time
3. Exhibitors
4. Contracts
5. Financial terms & conditions
6. Terms & conditions of cancellation
7. Compulsory Insurance
8. Rights of exhibitors
9. Official catalogue
10. Erection work, entry of goods & dismantling
11. Stand construction & decoration
12. Commercial property rights
13. Data protection legislation
14. Technical Secretariat

Organized by:



Universidade de Vigo



TERMS AND CONDITIONS FOR BIOSPAIN 2014

1. Organization

BIOSPAIN 2014 is organized and managed by ASEBIO, the Spanish Bioindustry Association.

INFESA acts on behalf of the organisers in the technical secretariat for logistics of the event:

INFESA
Carretera Carrión, 0 km 243 (Pol Ind Guadiana)
13005 Ciudad Real, Spain
Phone: 926 220 505 / 926 220 504
carmenruiz@infesa.net

2. Venue, Date & Time

BIOSPAIN 2014 is to be held in an annex pavilion to the Galicia Congress Centre in Santiago de Compostela (Spain) on September 24-26, 2014. Stands must be staffed and the materials exhibited must be on display throughout the opening hours.

Entry of exhibitors: half an hour before the opening time.

Departure of exhibitors: half an hour after closing time.

3. Exhibitors

All individuals, legal persons, public and private sector organizations whose activities are considered to fall within the sectors covered by the event may apply to take part in it.

4. Contracts

- 4.1. Contacts will be drawn up within 7 days of due completion of the application form and payment of the relevant fee.
- 4.2. The deadline for applications for preferential registration is May 2, 2014. Such applications will be granted in accordance with demand and with the available space.

Organized by:



Universidade de Vigo



5. Financial terms & conditions

5.1 Participation rates are as follows:

Exhibition space fee structure.

	<i>EarlyRegistration</i>			<i>AfterMay 2 2014</i>		
	<i>6sqm</i>	<i>12sqm</i>	<i>24sqm</i>	<i>6sqm</i>	<i>12sqm</i>	<i>24sqm</i>
ASEBIO members	1.500€+VAT	3.000€+VAT	6.000€+VAT	2.000€+VAT	4.000€+VAT	8.000€+VAT
Othercompanies	2.200€+VAT	4.400€+VAT	8.800€+VAT	2.750€+VAT	5.500€+VAT	11.000€+VAT

VAT will be 10%

Standard stand include following services.

<i>6sq.m.</i>	<i>12sq.m.</i>	<i>24sq.m.</i>
2 general registrations with access to the partnering	4 general registrations with access to the partnering	8 general registrations with access to the partnering
Carpeting	Carpeting	Carpeting
Standard powersupply&lighting	Standard powersupply&lighting	Standard powersupply&lighting
1 small meeting table with 2 chairs	2 small meeting table with 3 chairs, 1 cabinet	1 small table with 4 chairs, 1 cabinet, 1 coatstand

5.2 Participation fee must be paid in full upon formalization of registration, and no later than August 15, 2014.

6. Terms & conditions of cancellation

Any applicant that declines to participate before July 7, 2014 must inform BIOSPAIN 2014's Technical Secretariat (carmenruiz@infesa.net) to receive a 50% refund (minus bank transfer charges). Refunds will be processed after BIOSPAIN 2014. After July 7, 2014, the full exhibition fee is applicable.

Organized by:



UniversidadeVigo



7. Compulsory Insurance

ASEBIO will contract insurance for this event as follows:

7.1 Civil liability. Basic cover: Material damage & bodily harm caused to third parties as a result of the event, expressly excluding civil liability arising from occupational accidents suffered by personnel employed and/or subcontracted by the exhibitor.

7.2 The organizers will provide private security for the exhibition area. At no time will the Organizer accept liability for any damage or theft of any article on the stand of the exhibitor.

8. Rights of exhibitors

UNAUTHORISED ACTIVITIES

- Projection of images outside the allocated space (stand), including walls and ceilings which are not part of the stand.
- Any erection of items in the thoroughfares or aisles of the venue without the express authorization of the event organizers.
- Noisy demonstrations that may cause a nuisance to visitors or other exhibitors. Noise levels on stands in excess of 60db, measured at stand perimeter.
- **The melamine panels may not be painted, drilled or perforated with staples or nails. Even if they are papered or lined with vinyl they must be left in the same condition in which they were found at the commencement of the event. Exhibitors will be held liable for any damage resulting from any modifications that they make to the actual structure of their stands**, and for all losses, damage and accidents of any kind caused to objects, persons and materials located in their stand. The organizers will accept no liability in those cases.
- Distribution of advertising material and holding of processions in aisles of the exhibition hall, the partnering hall or the entrance hall.
- This contract is strictly nontransferable. Stands may not be transferred to any other firm or business: the pennant on the stand must always correspond to the firm that signs this contract.

OBLIGATIONS

- Exhibitors are responsible for all products, objects and/or services presented on their stands and for any legal consequences that may arise from the presentation of illegal products.
- Exhibitors are responsible for obtaining the necessary official permits for the erection and decoration of their stands (when they do this themselves), for the handling of products and objects and for their proper display.
- Exhibitors must pay the full participation fee before they can begin to erect their stand. Exhibitors who have not paid in full will be denied access to the exhibition hall to commence stand erection and decoration work.

Organized by:



Universidade de Vigo



9. Official Catalogue

- An official catalogue for BIOSPAIN 2014 will be produced. Exhibitors will receive a form with the guidelines of how to present their company details.
- The deadline for the receipt of these forms is July 31, 2014.

10. Erection works, entry of goods & dismantling

- The erection works for stands in bare space and special design project can be initiated 3 days before the event (21/09/2014).
- Companies with a standard booth will have access to the exhibition 48 hours before the event (22/09/2014).
- The schedule for the erection / dismantling works will be from 08.00 to 20.00, with the exception of the day previous to the event, in which the schedule will be from 08.00 to 24.00.
- All stands must be erected and completely finished before 23.00 the day previous to the event (23/09/2014).
- Once the event is closed, exhibitors must dismantle all the stand elements, leaving the space bare in a maximum period of 24 hours.
- **It is completely forbidden** the transit of vehicles of any kind inside the temporary structure where the exhibition will be held.
- Transit in loading and unloading areas will be the strictly necessary. Only those accesses signed as loading and unloading will be used for this purposes.

11. Construction & decoration of stands

11.1 Exhibitors must comply with the provisions in force concerning stand construction. Once the stand has been booked, exhibitors will receive the technical regulations for erection work from the Technical Secretariat.

In the case of those companies who will build their own stand, they must send the Technical Secretariat the decoration project (plant and draw up design) for its review and approval, as well as the single-wire design of the electric installation that is planned to be built. This information must be received by the Technical Secretariat 1 month before the event, at the latest.

Maximum height of booths will be 4 meters.

The Technical Secretariat will inform all exhibitors who build their own stand about the minimum technical requirements that their electric installation must meet in order to be approved before its setting up.

Organized by:



Universidade de Vigo



Exhibitors will also receive information so they can request additional services not included as standard in the stand, such as extra furniture and other services.

11.2 Those firms that decide to decorate their own stands, must submit their decoration projects to the Technical Secretariat by July 18, 2014 for approval.

12. Commercial property rights

ASEBIO accepts no exhibitors that infringe any legislation on the protection of intellectual or commercial property rights in their broadest sense in the course of the production, distribution, sale, ownership or advertising of products.

13. Data protection legislation

Pursuant to basic legislation on the protection of personal details as per LOPD 15/1999 and LSSI-CE 34/2002, interested parties are informed that the personal details that they provide on a voluntary basis, including their email addresses, will be incorporated into an automatic file owned by and under the responsibility of ASEBIO. By submitting their details, they expressly authorize the use thereof for regular postings, including emails by ASEBIO to inform them about trade fair activities (event, content & services), organized by themselves or associated companies. ASEBIO informs users of their right to access, correct, object to and cancel these data by writing to ASEBIO at Diego de Leon, 44 – 2 – 28006, Madrid or by emailing to this email address: secretariageneral@asebio.com

14. Secretariat for Exhibitors and Logistics

INFESA
Carretera Carrión, 0 km 243 (Pol.Ind Guadiana)
13005 Ciudad Real, Spain
Phone: 926 220 505 / 926 220 504
conta@infesa.net

General information
Ms. Carmen Ruiz
carmenruiz@infesa.net
Phone: 926 220 505

Organized by:



Universidade de Vigo

