

# Application Form



SEOUL INTERNATIONAL AEROSPACE &  
DEFENSE EXHIBITION 2017

Company			
Contact Person		Title	
Tel		Fax	
E-mail			
Address			

## Indoor Space

	Price per sqm (USD)		sqm	Subtotal (USD)
Shell Scheme (Minimum 9sqm)	Early Bird Rate By March 31 680	Regular Rate From April 1 710	_____ sqm	_____
Raw Space (Minimum 36sqm)	580	610	_____ sqm	_____

## Outdoor Space

	Price per sqm (USD)	sqm	Subtotal (USD)
Raw Space (Minimum 9sqm)	250	_____ sqm	_____

## Reception Chalet

	Price (USD)		Unit(tick one)	Subtotal (USD)
	Early Bird	Regular Rate		
1 Unit (126 sqm plus 36 sqm balcony)	87,450	89,100	<input type="checkbox"/>	_____
2 Units (252 sqm plus 72 sqm balcony)	160,050	161,700	<input type="checkbox"/>	_____
3 Units (378 sqm plus 108 sqm balcony)	232,650	234,300	<input type="checkbox"/>	_____
Multiple n>3 (126×n sqm plus 36×n sqm balcony)	75,350×n	77,000×n	<input type="checkbox"/>	_____

※ All chalets are double storey chalets

## Static Display

	Price (USD)	Qty	Subtotal (USD)
Up to 1 ton	1,200	_____	_____
1~ 3 tons	1,500	_____	_____
3 ~10 tons	2,000	_____	_____
10 ~ 25 tons	2,500	_____	_____
25 ~ 40 tons	3,500	_____	_____
40 ~ 60 tons	5,500	_____	_____
60 & Over	7,500	_____	_____
Total (USD)			_____

Signature : \_\_\_\_\_

Date : \_\_\_\_\_

### Note

- Reception chalets include on-site billboard advertisements in front of chalets.
- To be qualified for the Early Bird Rate, the application form has to be submitted with 50% of participation fee paid by March 31, 2017. A missing application or payment will result in use of the Regular Rate with prior notice to exhibitors.
- Booth/space will be allocated based on the order of application and scale of participation. Allocation process will start on May 1, 2017, and proposals will be sent to each exhibitor.

### Co-organizing office

11th Fl., KBI Bldg., 233 Mokdongdong-ro, Yangcheon-gu, Seoul, 07995, KOREA Tel : +82-2-761-1105 / Fax : +82-2-761-1544 / E-mail : promotion@seouladex.com

# Terms and Conditions of Sale 2017

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## 1. Exhibition Participation

### A. Application

All exhibitors shall submit the application form to participate in Seoul International Aerospace & Defense Exhibition 2017 (also called "Seoul ADEX 2017") to the organizer.

The application form has to be signed by exhibitors and becomes valid once the organizer gives a confirmation. An invoice will follow upon the organizer's confirmation.

The organizer may cancel participation of exhibitors for the following reasons:

- 1) Payment not received by due date of the invoice
- 2) No arrival of exhibits at the exhibition site on time or stands not ready for the exhibition by Oct. 15, 2017

### B. Payment

All exhibitors shall transfer the participation fee to the bank account designated by the organizer following the below schedule. All remittance charge has to be paid by exhibitors.

1) Application form received by Mar. 31, 2017

- 50% of participation fee has to be paid by Mar. 31, 2017; and
- Outstanding balance has to be paid by Jun. 30, 2017.

2) Application form received between Apr. 1 and Jun. 30, 2017

- 50% of participation fee has to be paid within two weeks after the exhibitor receives the invoice; and
- Outstanding balance has to be paid by Jun. 30, 2017.

3) Application form received after Jul. 1, 2017

- 100% of participation fee has to be paid on submission of application form.

### C. Cancellation of Participation and Penalty

The exhibitors can withdraw their participations in the event of a financial loss from cancellation or delay of the Seoul ADEX 2017 due to inevitable reasons; the organizer will refund the rest of participation fee after deducting expenses and investment costs for the exhibition. However, if the exhibitors wish to cancel their participations due to causes attributable to the exhibitors, exhibitors will be under the penalty as indicated below:

- the exhibitors will be subject to the penalty equal to 50% of participation fee, if the cancellation is made before Jun. 30, 2017; the exhibitors will be subject to the penalty equal to 100% of participation fee, if the cancellation is made on or after Jul. 1, 2017.

## 2. General Regulation

### A. Organizer Authority

In case disputes occur among exhibitors at the exhibition site, the organizer will have the final discretion for a prompt resolution. All exhibitors must obey the decision by the organizer.

### B. Exhibitor Responsibility

During the build-up, dismantling or exhibition period, in case facilities of the exhibition site are damaged by exhibitors, the damage should be compensated. Exhibitors shall also be responsible for any damages caused by their employees, contractors or agents. Shell scheme stand exhibitors must take caution not to damage the critical facilities including but not limited to, octanium system, floor, electric devices, and rented furniture. If damages are caused by an exhibitor, the exhibitor will be responsible for compensation. The organizer will calculate the amount of compensation and charge the exhibitor accordingly.

### C. Theft

During build-up, dismantling and exhibition periods, the organizer will not be liable for any direct and indirect loss, damage to exhibits and instrument, theft, fire and physical injury at the exhibition site.

Exhibitors have to manage their stands throughout the whole period of the exhibition to prevent theft.

### D. Liability and Insurance

Although the organizer will take all measures for the safety and security of exhibition venue and surrounding area during the build-up, dismantling and exhibition periods, exhibitors must insure not only against physical injury, but also properties loss and theft (including fire insurance). Regular staffs of exhibitors must render efforts to prevent theft of exhibits for day and night, during the build-up, dismantling and exhibition periods.

### E. Censorship and Copyright of Audio-Visual Materials

All the Audio-Visual materials to be used in the exhibition will be able to pass customs in Korea. However, exhibitors will be fully responsible for any infringement of copy rights occurring from use of the materials. Therefore, it is strongly recommended that exhibitors check the copyright before using any kind of audio-visual materials to prevent problems.

### F. Fire Precaution and Safety

Smoking is strictly prohibited to prevent fire during the entire build-up, dismantling and exhibition periods. Fire extinguishers will be placed at the designated area to be used in case of fire.

In case a special type of extinguisher is needed, the exhibitors must prepare the extinguisher at their own expense and place it around exhibits.

Raw space stand exhibitors must build their stands with non-flammable materials for the floor; exhibitors are encouraged to place at least one fire extinguisher on the stand.

No electric heating appliance is allowed in the exhibition hall for fire precaution.

### G. Noise Standard

The noise from sound system must not disturb other exhibitors and shall be less than 85dB(A) when measured one meter apart from a speaker.

Speakers should face inside the stand and must not be over the stand boundaries. The organizer may frequently measure the sound and can lower or switch off any audio equipment in case an exhibitor violates the noise provision. If the exhibitor does not comply with the alterations requested by the organizer, the organizer may impose sanctions such as electricity suspension to the stand.

In such case, the exhibitor cannot appeal or request a refund of the participation fee. If an exhibitor receives more than three warnings for violating the noise provision, the exhibitor may be penalized regarding the participation scale or stand allocation during subsequent exhibition.

### H. Sales within the Exhibition Hall

Sales activities are strictly prohibited in the exhibition site. Violation of this provision may result in a complete shut-down of the exhibitor's stand even during the exhibition; the organizer will not take any responsibility of the loss inflicted by the shut-down.

### I. Force Majeure

The organizer may delay, shorten or extend the number of exhibition days for inevitable reasons. When the schedule of the exhibition is rearranged due to inevitable reasons or orders by authorities concerned, exhibitors may cancel the participation. The organizer will refund participation fee after deducting the expenses or investment for the exhibition.

### J. Removal of Waste Material

Each exhibitor is responsible for cleaning the stand and removing debris, wrappers, packing and waste of all types, and structures resulting from construction/dismantle.

Materials stated above should not be of disturbance for the passengers on the aisle. The exhibitors must cooperate with the officially contracted janitors to remove waste materials generated at the booth daily.

### K. Freight

Inside exhibition site, all freight must be handled only by the official freight forwarder. Please contact the official freight forwarder for detailed information including tariff and work manual.

### L. Prohibition of Wreath and Flowerpot

No wreath and flowerpot are allowed to be brought into the exhibition hall, chalet or the outdoor exhibition area as they interfere with the progress of the exhibition and visits.

### M. Catering

Cooking and use of gas or inflammable liquid are not allowed in the exhibition site for safety reasons. However, beverage and cooked food using the official catering service designated by the organizer will be served. No catering service by non-official catering companies will be allowed. Please contact the official catering contractors for detailed information including price.

### N. Value Added Tax (VAT)

According to the domestic tax law, all domestic companies, local branch offices, and companies registered in Korean tax office must pay the VAT equal to 10% of the participation fee and order form service charge. Foreign companies are exempted.

### O. Visa

Invitation letters will be issued only once on behalf of the Co-chief of the co-organizing office for exhibitors to apply for entry visa of the Republic of Korea. Exhibitors who need the invitation letters shall contact the promotion team (promotion@seouladex.com). Please visit your local Korean Embassy or consulates to apply for Korean Visa; all the relevant documents should be prepared by the applicants.

Nations subject to VWP (Visa Waiver Program) must be aware of the given length of period and avoid engaging in profit-making activities of any kind.

### P. Exhibitor Manual Regulation

Exhibitors shall acquire and abide by all information and regulation of the exhibition from the exhibitor manual.