**REGISTRATION FORM**

**NOVEMBER 10TH – 15TH 2020**

**ZHUHAI, GUANGDONG PROVINCE, CHINA**

**COMPANY INFORMATIONS:**

|  |  |
| --- | --- |
| Company Name |  |
| Company Address |  |
| Company Web-Site |  |
| Contact Name |  |
| Contact E-Mail Address |  |
| Contact Phone Number |  |
| CICC Member? | YES NO |

**STANDARD REQUESTS:**

|  |  |
| --- | --- |
| Space Required by Your Company in the CICC Italian Pavilion (min. 9 sqm) | sqm |
| Products Displayed in Your Space | YES NO |
| List of Products/Services |  |

**EXTRA REQUESTS:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| B2B Meetings |  | Interpreter |  | Material Translations |  |
| Material Printing |  | CICC Membership |  | Hotel Booking |  |
| Goods Logistic |  | Transportation |  | Meetings’ Follow-Up |  |

**Name Surname Position Signature**

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**Date**     /     /

**TERMS & CONDITIONS OF PARTICIPATION:**

**Participation**

If the registration form is submitted by the Italian participant and received by then CICC, then the applicant is required to participate in accordance with their specified form of participation. The participant is hereby obliged to adhere to the Terms & Conditions of participation as stated below in the Italian collective submission. CICC shall register applications in the order that they are received. The layout of the stand shall be based on the registered stand size and upon the order of received applications. CICC reserves the right to adhere to the order of applications in the event of the available space being exceeded, or to evenly distribute the available space. CICC also reserves the right to refuse registrations when there is no longer space available or if applications are received after the set deadline.

**Costs**

Participation with a stand area of at least 9 sqm includes the following items:

* Stand design, stand area, stand construction and stand furnishing with:
* Floor covering in a standard color
* Uniform signage, Italy decoration
* Standard lighting
* Standard furniture
* Standard electricity
* Standard inclusion of your company profile in the official exhibition catalogue and Italian Pavilion brochure.
* Central registration (badges / invitations)
* Use of central lounge (incl. catering and facilities to receive business relations)
* Coordination of collective goods transport
* Suggestion for collective accommodation. Actual booking to be made by participants.
* Accompaniment on-site

Items NOT included in the participation fee include:

* Transport, loading & unloading, customs clearance, and installation of exhibition goods and documentation of participants
* Costs for access and parking tickets/invitations
* Additional entries in the official exhibition catalogue
* Travel and accommodation costs
* Costs for additional furnishings for the stand, such as furniture, display cases, photo panels, extra lighting, machine set-ups and the like, and extras such as console and cupboard in a panel presentation
* Extra connection and usage costs for water/electricity/internet/telephone
* Salaries for interpreters, booth helpers/assistants, and other special facilities

N.B. Costs for these and other services are charged extra.

**Stand construction**

CICC shall use a custom-made stand. On registration, the participant agrees to make use of CICC contracted supplier for the design and construction of the stand.

**Payments**

Participants shall transfer the participation fee to the CICC immediately upon allocation of their stand area by the end of July. Other costs which are not included in the participation fee will be charged separately and paid by the participant. Participants shall receive an itemized invoice and the participant hereby agrees to pay it within 30 days of the date of the invoice.

**Cancellation by participants**

In the event of cancellation by a participant, participants are still liable for the full participation fee as CICC cannot recover these costs. This obligation also applies to costs incurred by CICC contracted firms.

**Cancellation by CICC**

CICC reserves the right to cancel the Italian submission. The participant shall not be entitled to withdraw from the agreement, nor claim compensation. Should the exhibition of the collective submission be cancelled, CICC shall not be liable for any losses or other negative consequences that the stand-holder may have incurred. On cancellation, the participation fee shall be refunded after deduction of expenses incurred by CICC for the meeting of its obligations at that time.

**Deadlines**

The participant is obliged to adhere to all deadlines set by CICC on behalf of its activities. In the event that the participant does not meet this requirement, CICC shall not be held responsible for any eventualities.

**Transport and Insurance**

It is the responsibility for participants to arrange for themselves any necessary insurance against transportation delay, theft, or damage of any kind or loss thereof for exhibition equipment, other property, as well as for personal injury. Participants shall be responsible for the packing and sending of exhibition goods before, during and after the duration of the exhibition. If so desired, participants can make arrangements with CICC appointed stand-builder to cooperate with the packing and sending of goods. However, the responsibility remains with the participant.