

10 - 12 December 2024

Dubai International Convention and Exhibition Centre
United Arab Emirates

Messe Frankfurt Middle East GmbH
P.O. Box 26761, Dubai, United Arab Emirates
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Your direct contact:

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APPLICATION FORM AND CONTRACT

We accept the Exhibition Terms and Conditions, the Copyright Clause, Technical Guidelines and Price Lists of Messe Frankfurt Middle East GmbH and their partners and wish to register for Automechanika Dubai 2024:

1. Exhibitor Data			
Full company name:		D-U-N-S Number:	
Street, number and P.O. Box: (for courier mailings please provide full address)			
Postal Code:	City:	Country:	E-mail
Country code:	Tel:	Fax:	Website
Managing Director (first name and surname):			
Contact responsible for trade show organization: _ Mr. _ Ms.		Job title:	Mobile:
Country code:	Tel:	Fax:	E-mail:

Deviating Correspondence address To be filled out only in case the correspondence address differ from the address above	Deviating Billing address To be filled out only in case the correspondence address differ from the address above
Full company name	Full company name
Contact: Tel.:	Contact: Tel.:
E-mail:	E-mail:
Street, No	Street, No
Country, Postal Code, City	Country, Postal Code, City

Co-Exhibitors: The following companies will be present as co-exhibitors with their own exhibits and staff on our stand:	
Full company name	Full company name
Contact: Tel.:	Contact: Tel.:
E-mail:	E-mail:
Street, No	Street, No
Country, Postal Code, City	Country, Postal Code, City

Please write the brands that will be presented in the show and tick the appropriate check box that applies to your company/business							
Brands							
Products & Services for	<input type="checkbox"/> Passenger Vehicles	<input type="checkbox"/> Commercial Vehicles	<input type="checkbox"/> Electric Vehicles	<input type="checkbox"/> Agricultural Vehicles	<input type="checkbox"/> Classic Vehicles	<input type="checkbox"/> Motorcycles & Scooters	<input type="checkbox"/> All
Supply Chain	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Distributor	<input type="checkbox"/> Wholesaler	<input type="checkbox"/> Import/Export	<input type="checkbox"/> Retailer		
Please select your product section and enter your specific product to the right							
<input type="checkbox"/> Parts & Components				<input type="checkbox"/> Electronics & Connectivity			
<input type="checkbox"/> Accessories & Customizing				<input type="checkbox"/> Diagnostics & Repair			
<input type="checkbox"/> Car Wash & Care				<input type="checkbox"/> Body & Paint			
<input type="checkbox"/> Management & Digital Solutions				<input type="checkbox"/> Oils & Lubricants			
Innovation4Mobility				Tyres & Batteries			

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Sales Manager: P/C, E/C, A/C, C/C marcin.nguyen@uae.messefrankfurt.com
Portfolio Sponsorship Manager: dev.somusundaram@uae.messefrankfurt.com

2. Stand Requirements

STEP 1 – Exhibition Space and Stand Type required (minimum 9 sqm) All prices subject to 5% VAT:
For stands below 18sqm, Shell of Fairsmart is compulsory)

<input type="checkbox"/> Row Stand (One open side)	USD 565 per sqm	<input type="checkbox"/> Head Stand (Three open sides)	USD 585 per sqm
<input type="checkbox"/> Corner Stand (Two open sides)	USD 575 per sqm	<input type="checkbox"/> Island Stand (Four open sides)	USD 595 per sqm
Total square meters _____ sqm =	Front _____ m x	Depth _____ m	Total space price = _____ USD
Second Floor in Double Storey Stands		USD150 per sqm x _____ sqm =	USD _____

STEP 2 – Choose Your Stand Construction Type

fairconstruction

For additional furniture elements provided by Fairconstruction, refer to the Fairconstruction Booth Configurator at www.fairconstruction.com

<input type="checkbox"/> Shell All prices subject to 5% VAT (including 1 table, 3 chairs, 1 lockable cabinet per 9sqm)	USD 125 per sqm	Total square meters = _____ sqm	Total price = _____ USD
<input type="checkbox"/> Fair Smart (15sqm and above) All prices subject to 5% VAT (includes 1 table, 3 chairs, 1 reception counter with vinyl sticker logo, 1 fixed cabinet, 1 bar stool, wall graphics)	USD 185 per sqm	Total square meters = _____ sqm	Total price = _____ USD

Space Only – allowed for exhibitors who book 18 sqm or more

Tick here if you want to receive an individual stand design option. For further inquiries please email fairconstruction@uae.messefrankfurt.com.

Lead Generator - USD 375 (Compulsory Fee)
Includes App Access, Business Matchmaking, Exhibitor & Product Search, Meeting Scheduler, Route Planner, Badge Scanner

STEP 3 – Branding & Advertisement

Tick here to know more about online / onsite branding opportunities or contact our Portfolio Sponsorship Manager dev.somusundaram@uae.messefrankfurt.com for more details

Space \$ _____ + FC \$ _____ + DD / 4m+ booth ht. \$ _____ + Lead Generator \$375 = **TOTAL \$ _____ subject to 5% VAT**

3. Discount (to be filled in by the Organizer)

Discount Discount Amount: USD _____

Please provide further details:

2.5% Early Bird Space Discount (Deadline: 30 April, 2024)
Discount is applicable only if a 30% downpayment is made within 14 days after receiving the invoice

GRAND TOTAL
(All Prices subject to 5% VAT) Amount in USD:

The total amount listed above only pertains to the items listed in Section 2. Stand Requirements. It does not cover other expenses which may arise as a result of the Exhibitor's participation in Automechanika Dubai 2024, such as and not limited to: stand design & construction, contractor registration fee, media fees, stand design approval fee, travel & visa expenses, etc...

We accept the Exhibition Terms and Conditions of Participation, the Cancellation Policy, the Copyright Clause, the Technical Guidelines and Price List of Messe Frankfurt Middle East GmbH and their partners and wish to register for Automechanika Dubai 2024.

I undersign hereby confirm our company (referred here as customer) don't have any direct or indirect connection with Iran, Syria, North Korea, Cuba, the region of Crimea, Donetsk, or Luhansk

Place and Date

Company Stamp and Signature of Authorized Representative

Date / Signature of MFME Authorized Representative

4.1: Standard Shell Specifications

Please note: With stand sizes smaller than 18 sqm booking, a Shell stand construction or any other **Fairconstruction** design with the organiser is **compulsory**.



Exhibitors who have ordered Shell will receive a stand erected to the following specifications:

Floor covering - All stands are carpeted.

Walling - Each booth is constructed using our Shell X-WALL aluminium profile. The structure includes a pre-assembled 3mH frame, infill panels on both sides and a fascia beam. No fixings may be made to the walls. Panels are sized as per the following restrictions. Corners and end panel dimension is 980mm x 3000mm, Panels in between will be at 980mm x 3000mm.

Fascia - 400mm high panel (clear dimensions) on Shell frame. Additional supports shall be provided at corners and where open side exceeds 3000mm in length.

Name Board (Fascia) - Stand lettering fitted to the fascia. Where the stand fascia exceeds 3000mm, an additional name panel will be fitted. Only exhibitors with Standard Shell Scheme stands will be provided with a stand name and number on the stand fascia. No company logos or fittings may be attached to the name panel or fascia.

Furniture and other accessories – Furniture packages will vary as per the total square meter of each standard shell scheme. Additional accessories, attachments and equipment should be ordered and indicated in the stand design prior to build up.

Electrics / Lighting - With each 9 square meters, 3 x 20W Shell LED Spotlights are fitted behind the fascia-board or to the support beam and 1 x socket outlet (3-pin UK Standard Socket 200Watts / 220V) is provided at 40 cm from floor level on the rear wall otherwise requested to be moved on a different location. If you require your power socket to be positioned in specific locations on your stand a grid plan must be submitted 15 days before build up. If you do not indicate positions, the fittings will be fixed in positions by our staff and any changes/relocation onsite will incur charges amounting to AED 50.00

Head and Island Stands - Head Stands (3 open sides) will only have one wall constructed. Island Stands do not normally come with any walls. If required, the allowance is 1 wall panel per 3 sqm of stand space. The position of any panels required must be clearly marked on a grid plan that will be part of the exhibitor manual and must be submitted to the stand constructor not later than 14 days prior to the start of build up.

Furniture - refer to the above configuration and for extra orders, please contact fairconstruction@uae.messefrankfurt.com or visit www.fairconstruction.com.
IMPORTANT - Exhibitors will be liable for payment for damaged panels.

4.1: Fair Smart Specifications



5: Country Pavilions

Exhibitors of Country Pavilions (Joint Presentation) will get stand construction as per agreed design and details.

Please note that in these cases the company providing additional furniture and decoration items will be the same company that is building the stands. This might not be the same company which is providing the Shell Scheme stands. Please refer to your pavilion organiser for details and price lists.

Signature & Stamp

6. Space Only Stand Specifications

The Space Only option does not include any stand fittings, flooring or electrics, but enables the exhibitors to create their own individual stand build.

Please ensure that your stand design does not include the standard shell scheme as this is provided by our Official Stand Contractors only and plans containing shell scheme will be rejected.

Exhibitors arranging their own stand fitting are reminded that, where their stand joins another Exhibitor's area, the back of any dividing walls, panels or exhibits must be painted white or masked to present a neat appearance. It is the responsibility of Exhibitors not taking shell stands to make their own arrangements for the provision of suitable floor covering for their area and also to ensure their stand number is clearly displayed.

Since no power supply is included in space only stands, a separate application for the main supply must be made to the Official Contractor at least two months before the event, using the forms in the Exhibitor Information Manual.

All Space Only Exhibitors must submit dimensional drawings of their proposed stand design to the Organiser for approval no later than the scheduled deadline. Please complete and return the corresponding order form from the Exhibitor Information Manual. The Organiser reserves the right to reject a design likely to unreasonably affect nearby Exhibitors' sites in any way.

Stand fitting and display work to space only sites must not exceed an overall height of 2500mm without the Organiser's written permission. With permission, the total possible height to which you may construct your stand is 6000mm depending on the hall & location within the hall. Applications should be made in writing to the Organiser and be accompanied by a scale drawing. Such applications should be made at least four weeks prior to the Show.

If a space only exhibitor needs to hire furniture, they can only order from their stand builders. Furniture will not be readily available on site. Exhibitors' stand fitting contractors can commence work on space only stands on the date scheduled in the Deadline Checklist that is part of the Exhibitor Information Manual.

7: EXHIBITION TERMS AND CONDITIONS

- The term "Exhibitor" refers to the company that signatory to this application form and includes all employees or agents of such. The term "Exhibition" refers to the event described on the front of this form (over). The term "Organiser" refers to Messe Frankfurt Middle East GmbH. In case of "Joint ventures", however described the Exhibitor is deemed to have obtained the consent of all the individual participants to all the terms and conditions of this contract.
- The Organiser reserves the right to cancel a booking upon due notice to the Exhibitor or agent should the Exhibitor fail to make payments upon the due dates. In such cases any monies already paid to the Organiser will be non-refundable and the Organiser reserves the right to demand the remaining balance from the Exhibitor. The Organiser reserves the right to levy a surcharge on any outstanding payments due and owing by the Exhibitor at a rate of 10 % per annum calculated from the due date until the date of actual payment. Any loss incurred by the Organiser, resulting from the Exhibitor's actions must be paid by the Exhibitor to the Organiser.
- All applications for space must contain details of the proposed exhibit(s) and the name of any other company(s) represented by the Exhibitor whose products/services are to be displayed on the stand. The Exhibitor is strictly forbidden to sub-let or assign or grant licenses in respect of any part of the space without the prior written approval of the "Organiser". Only the products/services/companies listed on this form may be exhibited. The charges for space are currently exclusive of any applicable national, federal or local government taxes, all of which must be borne by the Exhibitor. All charges quoted for exhibition space are exclusive of value added tax (VAT) or any other taxes or other government duties, all of which must be borne by the Exhibitor. To the extent that VAT or other taxes or government duties apply to services or goods supplied by the Organiser, they will be added to prices and charged to the Exhibitor.
- The Organiser reserves the sole and exclusive right to determine the size, layout and position of any stands. The Exhibitor shall accept a new stand size, layout or position if it is reasonable for the Organiser to exercise this right.
- Upon the acceptance of the application for space a contract shall arise between the Organiser and the Exhibitor in the terms and conditions of this contract subject to variation notified by the Organiser at their sole discretion to the Exhibitor. The relationship of licensor and licensee shall immediately arise and continue between the Organiser and the Exhibitor. In the case non payment of any due sum or any breach or non-observance of any of these terms and conditions by the Exhibitor the Organiser shall have the full right to revoke this license and to re-enter upon the allotted space and may remove and exclude the Exhibitor without prejudice to recovering all monies payable hereunder, all other claims against the exhibitor and the right to recover damages sustained by the Organiser.
- The Exhibitor must occupy the space allotted to it by 8.00 am on the day prior to the first day of the opening of the Exhibition. In the event of default for whatever reason the Exhibitor shall pay to the Organiser a further sum in liquidated damages equal to the total charge for the space. The Organiser reserves the right to reallocate such space in any way it sees fit.
- In the event of the Exhibitor becoming insolvent, declared bankrupt of facing winding up proceedings the contract with Exhibitor shall be determined void and all monies already paid shall be retained by the Organiser.

8. Breach of Contract and Withdrawal by the Exhibitor. Without prejudice to rights and remedies of the Organiser in respect of any breach of the Contract on the part of the Exhibitor, the Organiser may at its discretion allow the Exhibitor to withdraw from the Exhibition subject to the following conditions:
- The Exhibitor must give written notice to the Organiser that it desires to withdraw. If the Organiser allows such withdrawal it will notify the Exhibitor of its decision in writing;
 - Any such notification by the Organiser to the Exhibitor will constitute a cancellation of the contract subject to the payment by the Exhibitor to the Organiser a consideration for release from the contract;
 - The amount such payment will be specified in the Organiser's notification to the Exhibitor and will be that proportion of the space rental payable under the contract dependent upon the date upon which the Organiser receives the notification from the Exhibitor as detailed below: Date of Receipt by Organiser of Notice Withdrawal Proportion of Space Rental Payable:
More than four months prior to the Exhibition 50%; less than four months prior to the Exhibition 100%
 - Upon payment of such amount to the Organiser by the Exhibitor (credit being given by the organiser for all rental already paid by the Organiser for all rental already paid by the Exhibitor) the contract shall be cancelled and neither party shall have any further claim against the other.
9. Exhibitors shall be totally responsible for the obtaining of visas and customs clearance for their staff, agents, products or services and in no event shall there be any claim for damages or otherwise against the Organiser in respect of any loss or expense relating thereto. Exhibitors will be totally responsible for the cost of restoring to its original condition any part of the land or structure occupied by them which has been altered or damaged in any way. The Exhibitor shall hold the Organiser safe and harmless from all loss or damage suffered by or arising from out of any act or default of any servant, agent, employee or subcontractor of the Exhibitor.
10. The Organiser shall not be responsible for the loss or damage to any property of the Exhibitor or any other person; for the loss of, or damage or destruction to the same by theft, fire or any other cause whatsoever; or for any loss or damage whatsoever sustained by any Exhibitor by reason of any defect in a building caused by fire, or by storm, tempest, lightning, national emergency, war, labour disputes, strikes or lockouts, civil disturbances, explosion, inevitable accident, force majeure, or any other cause not within the control of the Organiser; or for any loss or damage occasioned, if because of the happening of any of the aforementioned events the opening of the exhibition is prevented, or postponed, or abandoned, or a building becomes wholly or partially unavailable for the holding of the Exhibition. The Exhibitor will be liable for third party claims arising from their own stand fittings and for their proportion of the shell scheme and furthermore for physical loss or damage to the basic shell scheme stand. As the Organisers will accept no responsibility for any of the matters aforesaid, the Exhibitor must cover itself by insurance in respect thereof and the Organiser reserves the right to demand sight of such a policy.
11. In no event shall the Exhibitor have any claim for damages of any kind against the Organiser in respect of any loss or damage consequential upon the prevention, postponement or abandonment of the Exhibition by reason of the happening of any of the events referred to in Condition 10 or otherwise, or of the Exhibition Building becoming wholly or partially unavailable for the holding of the Exhibition for reasons beyond the Organiser's control, and the Organiser shall be entitled to retain all sums paid by the Exhibitor or such part thereof as the Organiser shall consider necessary. If in the opinion of the Organiser by re-arrangement or postponement of the period of the Exhibition or by substitution of another hall or building or any other reasonable manner the Exhibition can be carried through, the contract for space shall be binding upon the parties except as to the size and position of the stand, a modification or re-arrangement to which may be determined by the Organiser in its reasonably discretion.
12. Stands must be properly manned and exhibits displayed during all the time the exhibition is open to visitors. No exhibits may be removed before the end of the exhibition without the written permission of the Organiser which will only be given in exceptional circumstances. All exhibits and stand fitting materials must be removed from the Exhibition Building within - and Exhibitor shall not enter, store or carry out any work at the exhibition building prior to - the period stipulated by the Organiser. The Exhibitor will compensate the Organiser for any expenses incurred through failing to comply with this condition.
13. The Organiser reserves the right to make an additional charge to the Exhibitor equal to any amount charged to them for any services supplied whether specifically ordered or not. The Organiser accepts no responsibility for breakdown or failure of any the services provided for or in connection with the Exhibition.
14. Unless permitted in writing by the Organiser and then only in accordance with any conditions imposed, Exhibitor shall not collect any charge or fee for admission to the Exhibition.
15. The Exhibitor shall comply and cause third parties as well as invitees to comply with all provisions of law including without limitation legislative enactments, building by-laws and other governmental regulations which, in particular, relate to the use of the exhibition building, the stands and fitting of the stands, the handling and use of materials and displays. Further, the Exhibitor shall comply and cause third parties as well as invitees to comply with all police, fire and health regulations imposed by any governmental authority or insurance underwriters. Exhibitor assumes full responsibility for his actions and omissions, as well as for actions and omissions of third parties as well as invitees. Further, Exhibitor is responsible for the stand, the stand fittings, displays and any other material brought to the Exhibition Building.
16. Exhibitor shall also comply and cause third parties as well as invitees to comply with all valid regulations and orders of the Dubai World Trade Centre. The valid "Venue Terms and Conditions" of the Dubai World Trade Centre are attached to this Application Form.
17. In case Organiser suffers any damage or is held responsible by third parties due to the non-compliance or due to any act or omission attributable to the Exhibitor or to third parties acting on behalf or in the interests of Exhibitor, then Exhibitor shall indemnify and hold harmless the Organiser. The duty to indemnify and to hold harmless the Organiser shall also apply to damages caused by the stands, stand fittings, displays or any other material brought to the exhibition building by the Exhibitor or by third parties acting on behalf or in the interests of the Exhibitor.

Signature & Stamp

18. The Exhibitor shall not without the prior written consent of the Organiser display, exhibit or bring in to the Hall any explosives, radio active, flammable, dangerous or hazardous substances or any such item which may cause noxious fumes or make use of or display any materials which may involve a danger to the health or safety of any person. The Exhibitor shall indemnify the Organiser against any loss or damage arising out of a breach of this clause. Exhibitor shall remain in care, custody and control of the stand, stand fittings, displays and any other material brought to the exhibition building. All stand fittings and display materials must comply with any local fire, health and safety regulations. No Exhibitor may construct anything above 2.5 metres height without the prior written consent of the organisers. All stands built by the Exhibitor must gain approval from the Organiser by sending a scale plan and description of the building materials to the Organiser. All display materials and exhibits must be appropriate to the subject matter of the Exhibition in the sole opinion of the Organiser and shall be tasteful and of a suitably high standard and shall not contravene with any local law, moral or custom and if in the opinion of the Organiser the Exhibitor is in breach of this clause the Organiser may direct the Exhibitor to rectify such breach and the Exhibitor shall do so immediately.
19. The Organiser reserves the right to alter add to or amend any of these terms and conditions and the decision of the Organiser shall be final. No alteration, addition, amendment or waiver to or of these terms and conditions shall operate to release any Exhibitor from its contract.
20. An exhibitor's manual will be issued to each Exhibitor containing detailed instructions for the organisation of the Exhibition.
21. The Organiser can not accept any complaint or claim against them unless it is submitted in writing to the address given below within two weeks of the closing date of the Exhibition. All claims and disputes shall be settled in Dubai in accordance with Dubai Law and Custom or in the country of the Exhibitor's origin if the Organiser decides to do so.

Copyright Clause

22. The Exhibitor hereby declares bindingly and irrevocably that the exhibited products are not unauthorized copies or replicas of the products of other suppliers or third parties. The Exhibitor also undertakes to respect the priority property rights of third parties. Should an infringement of property rights of this kind be brought to the Exhibitor's attention in the correct manner during their participation in the event, the Exhibitor undertake to remove the products concerned from their exhibition stand. The exhibitor is aware that, in the event of a violation of the undertakings given above, Messe Frankfurt Middle East GmbH is entitled to ban the Exhibitor from taking part in this or future events.

Anti Corruption Clause

23. Neither party has received or been offered any illegal or improper bribe, kickback, payment, gift or any item of value from the either party in connection with this Agreement. If the Customer learns of any violation of the above restriction, the customer shall use reasonable efforts to notify Messe Frankfurt Middle East GmbH promptly.

PAYMENT INSTRUCTIONS

Upon receipt of this booking contract an invoice will be issued by Messe Frankfurt Middle East GmbH which will include payment details.

A down payment of 30% will be levied upon receipt of the booking form. Please note that deposits are not refundable. The remaining 70% must be settled four months prior to the opening day of the exhibition. Booking forms received within those four months will be invoiced at 100%.

IMPORTANT:

Payments should ONLY be made as per the bank details stated in the invoice and include the invoice number as payment reference. For payments made to bank accounts other than aforementioned, Messe Frankfurt Middle East GmbH will not be liable for the loss and the invoice amount will remain outstanding.

Cash payment will NOT be accepted.

CANCELLATION POLICY:

In the event the Exhibitor wishes to cancel their participation, a written notice must be sent to the Organiser and Exhibitor will be liable for a cancellation fee which is calculated as the following.

If the Organiser receives a written notice of cancellation more than 4 months prior to the opening day of the event, a 50% cancellation fee will be applied.

If the Organiser receives a written notice of cancellation less than 4 months prior to the opening day of the event, a 100% cancellation fee will be applied.

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