

A vibrant nighttime photograph of Kuantan, Malaysia, featuring a massive fireworks display in the sky. The Kuantan Tower stands prominently in the center, illuminated with blue and white lights. The city below is lit up with various colors, and a large yellow arrow sign is visible on the right side of the image.

MATTA FAIR[®] PAHANG

19 – 21 July 2024

Kuantan City Mall Main Concourse,
Kuantan

**RULES AND
REGULATIONS**

1. INTRODUCTION TO MATTA FAIR®

This edition of **MATTA FAIR®** is specially organized at KCM Main Concourse, Kuantan. Please be informed this **MATTA FAIR®** and its Rules and Regulations are designed to comply strictly in accordance with the Standard Operating Procedures (SOP) by Majlis Keselamatan Negara (MKN) and Majlis Bandaraya Kuantan (MBK).

1.1 TRADEMARKS

IMPORTANT: Please note that **MATTA FAIR®** is a registered trademark. Your use of the trademark, except as provided in these rules and regulations, without the written permission of the Malaysian Association of Tour and Travel Agents (MATTA) is strictly prohibited. You are also advised that MATTA will aggressively enforce its intellectual property rights to the fullest extent of the law, including the seeking of criminal prosecution.

1.2 DEFINITIONS AND CONVENTIONS

Please note that the following definitions will apply to this entire document:

- i. **MATTA** refers to the Malaysian Association of Tour and Travel Agents.
- ii. **MATTA FAIR®, 'Fair' or 'Exhibition'** refers to the **MATTA FAIR® PAHANG 19-21 JULY 2024** held at KCM Main Concourse, Kuantan from 10:00am to 10:00pm.
- iii. **Organiser** refers to MATTA / Organising Committee.
- iv. **Exhibitor** refers to any participant who has purchased exhibition space and/or who is promoting, selling, displaying, or advertising any products and services during the **MATTA FAIR®** at the venue.
- v. **'Booths'** refers to **both** standard open space-only booths and premier open space-only booths.
- vi. **'Official Contractor'** refers to the official contractor to be appointed for this MATTA FAIR® PAHANG 19-21 JULY 2024 for all booths.
- vii. **'Venue' or 'Landlord'** refers to the management/owners of Kuantan City Mall.
- viii. **'Premises'** refers to the **MATTA FAIR®** exhibition.

1.3 EXHIBITOR CATEGORIES

Please note the following categories of exhibitors below. Rates and requirements for participation depend on which category you successfully register under.

CATEGORY	DEFINITION
A	Travel Agencies which are MATTA'S ACTIVE MEMBER only, as defined in the MATTA Constitution
B	Travel Agencies (non-MATTA members), State Tourism Organisations (STO), National Tourism Organisation (NTO), Hotels, Cruise, Airlines, Theme Parks and Attractions.
C	Any other company that does not fall into category A and B.

Note:

- Online Travel Agency (OTA), Timeshare Companies, Non-Malaysian Licensed Travel Agencies, and Foreign Hotels are not allowed to participate.
- Foreign Hotels must participate through local hotel chain.

2. APPLICATION TO PARTICIPATE

- i. **All** applications to participate as Exhibitors in the **MATTA FAIR® PAHANG** must be made via online using the **MATTA FAIR® PAHANG** registration link.
- ii. All travel agencies/tour operators **must submit a copy of their valid license (KPL/KPK)** issued by the Ministry of Tourism, Arts and Culture, Malaysia, **during the registration through the period of the MATTA FAIR® PAHANG. Those without the KPL/KPK license will not be entertained.**
- iii. The submission of the **MATTA FAIR® PAHANG** Registration via online shall be deemed as the applicant's interest to participate as an Exhibitor in the **MATTA FAIR® PAHANG** and the applicant's acceptance and agreement to be bound by the Rules and Regulations of the **MATTA FAIR® PAHANG**.
- iv. MATTA reserves the right to accept or reject any application without disclosing the reasons thereof.

- v. Registration of exhibitors on the registration day will be by the sequence of the registration number generated once email registration is completed by the company / organisation.
- vi. The MATTA FAIR® PAHANG online registration will start from Friday, 17 MAY 2024, 10.00 am until all booths are subscribed. Although exhibitors have registered, exhibit companies are reminded that booths are NOT guaranteed but subject to availability of booths in the hall.
- vii. Upon a company registration, our office will issue an invoice of the total cost involved to your company for payment for your participation in the MATTA FAIR® PAHANG.
- viii. Acceptance of registration during the registration period is subject to availability of booths. Once the maximum number of booths available is taken up, all subsequent requests will be placed in a waiting list.
- ix. Reservation of booth is not allowed and will not be entertained.
- x. Confirmation of booth is not at a point of email registration is completed.
- xi. **The Organiser reserves the right to cancel, postpone or shorten the MATTA FAIR® PAHANG** in the event of any unforeseen circumstances that are beyond the control of the Organiser.
- xii. **If the Fair is cancelled, then all payments made shall be refunded.** No other claims or compensation will be entertained.
- xiii. **KCM Main Concourse, Kuantan is for the sale and promotion of domestic/international tour and travel packages and also travel related product.**

3. BOOTH CONFIGURATIONS AND FEES

3.1 BOOTH CONFIGURATIONS

- i. Exhibitors can opt to purchase standard booths in (10' x 8') or premier booths in (16' x 10').
- ii. **Any change of booth type after 19 JUNE 2024 is STRICTLY NO REFUND.**

3.1.1 STANDARD BOOTHS with BACKDROP PRINTING

- i. Each STANDARD BOOTHS (10' x 8') include the following:
 - Fascia board with exhibitors' booth number, name and KPL/KPK number (for Travel Agencies)
 - Standard printing backdrop size (5' x 8')
 - 1 x information desk
 - 2 x chairs
 - 1 x wastepaper basket
 - Needle-punch carpet flooring (booth area only)

3.1.2 PREMIER BOOTHS with BACKDROP PRINTING

- i. Each PREMIER BOOTHS (16' x 10') include the following:
 - Fascia board with exhibitors' booth number, name and KPL/KPK number (for Travel Agencies)
 - Standard printing backdrop size (10' x 10')
 - 2 x information desk
 - 4 x chairs
 - 1 x wastepaper basket
 - Needle-punch carpet flooring (booth area only)

3.2 STANDARD BOOTHS with BACKDROP PRINTING FEES

CATEGORY	PRICE PER STANDARD BOOTH WITH BACKDROP PRINTING (RM)	SECURITY DEPOSIT (RM)	REGISTRATION FEES (RM)
A	2,700.00	500.00	NA
B	3,000.00	500.00	200.00
C	3,100.00	500.00	200.00

3.3 PREMIER BOOTH with BACKDROP PRINTING FEES

CATEGORY	PRICE PER PREMIER BOOTH WITH BACKDROP PRINTING (RM)	SECURITY DEPOSIT	REGISTRATION FEE (RM)
A	6,200.00	500.00	NA
B	7,000.00	500.00	200.00
C	7,100.00	500.00	200.00

- Refer Section 3.4 – Refundable Security Deposit for details.

3.4 REFUNDABLE SECURITY DEPOSIT

- Exhibitors from all categories are required to pay a refundable security deposit to the Organiser.
- Security deposit will be refunded when Feedback and Statistic Forms are submitted by **21 JULY 2024**. Failure to submit within the deadline, **security deposit will not be refunded**.
- Security deposit will be refunded within 30-60 days after the fair.

3.5 REGISTRATION FEE

Registration fee of RM 200.00 is applicable for Category B & C. In the event of a cancellation or not eligible to participate for whatever reason, the registration fee is non refundable.

4. PAYMENT TERMS AND CANCELLATION CHARGES

4.1 TERMS OF PAYMENT

- Registration must be made together with full payment before the Assignment of Booths.
- Full payment consists of the following:
 - Booth Rental
 - Registration Fee of RM 200.00 for non-member only
 - Refundable Security Deposit
- All registrations made with full payment are subject to final acceptance by the Organiser.
- Payments shall be refunded in the event registration is rejected.

4.2 PAYMENT METHOD

- Direct transfer of payment to **MATTA PAHANG CHAPTER** shall be made to the following bank account:

Name of Account: MATTA PAHANG CHAPTER
Bank Account Number: 3210971735
Name of Bank: PUBLIC BANK BERHAD
Address of Bank: BANDAR SUNWAY, SELANGOR

- Kindly email (secretariat.pahang@matta.org.my) a copy of the payment transaction slip to the Organiser immediately.

4.3 CANCELLATION CHARGES

- In the event of any cancellation and/or default in payment by an Exhibitor, the Organiser reserves the right, on a strictly without prejudice basis, to cancel the application without any refund of payment made.
- The Organiser shall also have the right to re-let these booths to another Exhibitor.
- Where the Organiser has chosen to re-let said booths but is unable to do so or otherwise is only able to re-let the same at a lower rate, the Exhibitor in default shall, without derogation of the Organiser's other rights in law or equity, be liable to pay, amongst others, the losses incurred by the MATTA FAIR[®] PAHANG as a result thereof as damages.
- In the event of a cancellation, the registration fee is non-refundable.

4.4 TERMS OF CANCELLATION / NOT ELIGIBLE TO PARTICIPATE

- i. Exhibitors/travel agencies that have issues with their KPL/KPK license issued by the Ministry of Tourism, Arts and Culture Malaysia or any other issues, for the **MATTA FAIR®**.
- ii. Other Exhibitors that have issues with their payment, and/or other issues that disqualify them from the Fair.

Cancellation Received

Before 5.00 pm 19 JUNE 2024

After 5.00 pm 19 JUNE 2024

Cancellation Charges

50% of total cost of booth/space

100% of total cost of booth/space

5. BOOTH BALLOTING SYSTEM

5.1 ASSIGNMENT OF BOOTH'S LOCATION

- i. **Balloting booth's location will be done via online.**
- ii. Exhibitors will be balloting their booths from the areas designated for them based on their pre-defined categories
- iii. **Exhibitors must make full payment before the booth balloting payment deadline. If an Exhibitor could not make full payment on the day of the balloting booth, the next Exhibitor will be informed and have the priority.**
- iv. The Organiser reserves the right to allocate booths prior to opening for booth selection by Exhibitors.
- v. The Organiser shall designate the areas to be selected and reserves the right to relocate the booths after booth assignment to better manage the Fair.
- vi. When, in the Organiser's opinion and in the best interest of the Fair and/or its participants, the Organiser reserves the right at any time to re-designate certain booths/halls for certain Exhibitors or not to make such booths available.
- vii. Final booth allocation remains the prerogative of the Organiser.

6. EXHIBITION RULES AND REGULATIONS

6.1 BOOTH DESIGNS

- i. All booths **MUST BE** carpeted.
- ii. All ticketing agent exhibitors must designate queuing area for customers without disturbing and blocking the passageway, and neighbouring booths. For example, to build queuing system using queue rope.
- iii. All tables or counters must be set inwards 0.5 metres from the booth border line.
- iv. All booths must be constructed with back and side walls, except for island booths which do not require any walls.
- v. In the case of a one-corner booth, a back wall and one side wall must be constructed, while a two-cornered or perimeter booth requires only a back wall.
- vi. Where a structure such as a wall or a sign exceeds the height of the neighbouring booth, the Exhibitor with the higher wall must decorate the visible portion to a standard acceptable to the Organiser.

6.2 PERFORMANCE, AUDIO-VISUAL EQUIPMENT AND POTTED PLANTS

- i. Exhibitors are permitted to bring their own audio-visual equipment such as televisions and CD players into the exhibition area. These must be placed inside the confines of the Exhibitor's booth and must not be on walkways or any other common area.
- ii. Exhibitors may use their PA/sound system but **must ensure** the volume is kept at an acceptable level and is not disruptive to their immediate neighbours. However, microphones usage for announcements are not allowed. The Organiser reserves the right to stop the use of audio-visual equipment if it is deemed to be disruptive to the other Exhibitors.
- iii. Should Exhibitors intend to do any activity involving performance, e.g. dance, quiz with visitors and the use of any musical gadget or instrument, they must get the prior written approval from the Organiser and Organiser may provide fixed schedule of performance which all have to follow accordingly. This is to avoid any disturbance from the activities for the neighbouring exhibitors that may affect their business transaction with customers. **Any performance without prior approval from the Organiser will be stopped by the Organiser.**
- iv. **Exhibitors intend to play any music and performances at booths must apply Public Performance Malaysia (PPM) and Music Authors' Copyright Protection (MACP) license.**
- v. Performances must be coordinated with the neighbouring **booth** and must be held at a moderate volume. Noise emanating from a stand may not exceed an average level of 70 Db (A) at the boundaries of the **booth**. The Organiser is entitled to prohibit music and cultural performances **and any such activities** at any time and with immediate effect in the event of non-compliance.

6.3 EXHIBITOR BADGES

- i. Exhibitors shall be provided **with three (3) Exhibitor Badges** per booth, FREE of charge. Additional Exhibitor Badges can be purchased from the Organiser at RM 10.00 per badge prior to the Fair.
- ii. Additional Exhibitor Badges can be purchased up to a maximum of three (3) badges per booth for Exhibitors.
- iii. Additional badges bought and paid on-site at the Venue will be charged at RM 20.00 per badge notwithstanding any tax invoice issued on an earlier date.
- iv. An activation charge of RM 20.00 per Exhibitor Badge shall apply to any Exhibitor Badges confiscated by the Organiser for infringement of the Rules and Regulations of the Fair.
- v. Exhibitors are required to wear their official MATTA Fair® Exhibitor Badges and lanyard at all times within the Fair area.
- vi. A complete Exhibitor Badges Form must be submitted to **the Organiser by/before 5:00 pm on 19 JUNE 2024**. If an Exhibitor Badge entitlement is not fully utilized remaining badge entitlement will be forfeited.

6.4 SALE OF TOUR SERVICES AND PRODUCTS

- i. Only companies with the valid relevant Malaysian licenses are allowed to sell tour services and products.
- ii. Exhibitors are required to practice principles of professional conduct in the promotion of their services/products and are not allowed to undertake promotional activities and publicity programmes deemed disruptive to the MATTA FAIR®.
- iii. All special offers for tour packages are only valid for sale for the duration of the MATTA FAIR® PAHANG at Kuantan City Mall.
- iv. All Exhibitors must exercise professional and ethical best practices in honouring and delivering on the items in their products and services sold to customers during the MATTA FAIR® PAHANG. Any complaints received from consumers and found to be substantiated against any Exhibitors will entitle MATTA to take such action as considered appropriate, including limiting the Exhibitor's participation in future Fairs.

6.5 SECURITY

- i. The Organiser reserves the right to evict any Exhibitor found not wearing the official MATTA FAIR® Exhibitor Badges together with the official lanyard provided.
- ii. All personnel working in the exhibition halls **must** wear the official MATTA FAIR® Badge and lanyard **at all times**.
- iii. It is strongly recommended that **at least one person** to be at the exhibition booth at **10.30 pm on teardown day (Sunday, 21 JULY 2024)**.
- iv. Exhibitors shall be responsible for all their exhibits in transit to and from and within the confines of the exhibition area at the venue at all times.
- v. Exhibitors are advised to remove all promotional items/inventory/easily removable items upon the closing of each fair day to avoid having them stolen/lost.
- vi. Exhibitors will not be allowed in the exhibition halls after the exhibition hours.
- vii. Exhibitors wishing to hire security personnel to attend to their booths exclusively are to contact the Organiser and Venue to make the necessary arrangements.

6.6 INSURANCE

- i. Every reasonable precaution will be undertaken by the Organiser to ensure the security and safety of the exhibition halls and adjacent areas. However, the Organiser will not be responsible or be liable to any Exhibitor, their employees, contractors, or agents in respect of any direct or indirect loss or damage to any exhibit, person or property, arising out of or in any way connected with the exhibition. Exhibitors are strongly advised to insure their exhibits against such loss or damage, including risk of fire, throughout the duration of the exhibition.
- ii. Exhibitors will also be held responsible for the loss or damage to property (including those belonging to other Exhibitors and persons) caused by themselves, their employees, contractors or agents. Each Exhibitor participating in the exhibition must indemnify the Organiser, Contractor and Venue against all claims of whatever nature (which may be made against the Organiser) arising out of or in any way connected with such Exhibitor's participation in the exhibition. This provision is specifically agreed to be fair and reasonable by the Exhibitor participating in the exhibition.

6.7 FAILURE TO EXHIBIT

Any organisation which, having signed a contract for the exhibition but fails to exhibit for whatever reason shall be liable for the full amount stated in the contract plus any additional costs that may be incurred by the Organiser. Such organisations may also be blacklisted from future Fairs.

7. OTHER IMPORTANT INFORMATION

7.1 IMPORTANT DATES & TIMES

PRE-FAIR		
DETAILS	DATE	TIME
REGISTRATION	17 MAY 2024	10:00 AM
CLOSING REGISTRATION	20 JUNE 2024	5:00 PM
BOOTH BALLOTING	24 JUNE 2024	3:00 PM
BACKDROP DESIGN SUBMISSION	28 JUNE 2024	5:00 PM
EXHIBITOR BADGE FORM SUBMISSION	28 JUNE 2024	5:00 PM
BUILD -UP		
CONTRACTORS MOVE IN	17 JULY 2024	10:30 PM - 3:00 AM
EXHIBITORS MOVE IN	18 JULY 2024	10:30 PM - 3:00 AM
FAIR DAYS		
HALL OPEN FOR PUBLIC	19-21 JULY 2024	10:00 AM - 10:00 PM
OPENING CEREMONY	20 JULY 2024	11:30 AM
MANNING OF BOOTH/CONDUCT OF BOOTH PERSONNEL	19-21 JULY 2024	10:00 AM - 10:00 PM
EXHIBITORS MOVE OUT ITEM & HALL CLOSED	21 JULY 2024	10:30 PM – 3:00 AM

NOTES:

- The above dates and times may change if necessary.
- Exhibitors and Contractor **MUST** wear official MATTA FAIR® PAHANG July 2024 Official Badges.

8. CLEANLINESS

- The Organiser is committed to keeping the Exhibition areas clean by employing cleaners to remove any rubbish such as brochures and leaflets or unwanted materials left behind by the visitors in the **common areas**.
- Exhibitors are responsible for any rubbish within the confines of their booths. The cleaners are **not** permitted to enter any Exhibitor's booth area for security and safety reasons. As such, please place any unwanted materials or rubbish in the walkway for the cleaners to remove **at the end of the day or early in the morning**.
- It is understood that it is the Exhibitors' obligation that booths should be kept clean at all times to project a good image of your company to visitors and fellow Exhibitors.
- The Organiser reserves the right to charge Exhibitor a cleaning fee for those who failed to remove graphic/poster/foamboard and anything else from their shell scheme or decorations in Open Space area.

9. NON – COMPLIANCE [THE DO'S AND DON'Ts]

Non-compliance to any of the stipulated rules and regulations of the fair may result in the:

A) Forfeiture of Security Deposit and/or

B) Suspension of Exhibitor from Participating in Future Fairs

Official Identification

- All exhibitors must wear and display the official **MATTA FAIR® PAHANG 19-21 JULY 2024** Exhibitor Badges and lanyards at all times in the exhibition halls. These badges are non-transferable.
- Anyone not wearing and displaying the appropriate Identification Badge and lanyard will be denied entry to the Fair.
- No one is allowed to be on duty using either the own company's name tags or the Opening Ceremony/Guests Name Badges/Contractor Badges.

Promotional Activities

- a) Exhibitors are only allowed to distribute flyers, pamphlets, brochures or any promotional items (in any form) within their own booths.
- b) Exhibition booths must be manned at all times during the operational hours of the Fair.
- c) Exhibitors are not allowed to dismantle their booths while the Fair is in progress.
- d) Exhibitors may use their PA/sound system but must ensure the volume is kept at an acceptable level and is not disruptive to the immediate neighbours. The ringing of bells or the blowing of whistles is strictly prohibited.
- e) Any activity involving performance, e.g. dance and the use of any musical gadget or instrument without permission is strictly prohibited

Booth Layout/Design

- a) All Exhibitors must display clearly their registered company name and booth number(s).
- b) **It is mandatory for Travel Agency Exhibitors to display an A4-sized copy of their valid travel license (KPL/KPK) issued by the Ministry of Tourism, Arts and Culture (MOTAC) at a prominent location easily visible to visitors and the Organiser.**
- c) Exhibitors are not allowed to place exhibits/tables/chairs/banners/buntings or any materials outside the allocated booth area. All materials must be within the confines of a booth area.
- d) Exhibitors are only allowed to carpet the common walkway in between their island booths.
- e) Fittings and displays of any sort are not permitted to be fixed by any means to the walls, pillars, floors, ceiling of the exhibition hall and shell scheme fittings.
- f) No nailing, drilling, the use of double-sided tapes, painting or wallpapering is allowed on the shell scheme fittings.

10. RESPONSIBILITIES OF EXHIBITORS

While **MATTA FAIR® PAHANG** is the platform for registered Exhibitors to promote and sell their products and/or services, the Organiser shall be absolutely entitled to take such steps necessary to ensure that the name of MATTA is not compromised by shoddy products, non-delivery of services and unethical practices by the Exhibitors. The following rules and regulations are highlighted due to the numerous complaints received by MATTA and the Ministry of Tourism, Arts and Culture (MOTAC) after each **MATTA FAIR® PAHANG**:

- i. Exhibitors who are travel agents are reminded to ensure that the Terms and Conditions of their tour packages are in accordance with the Tourism Industry Act 1992.
- ii. Exhibitors who are travel agents are governed by the 'Code of Ethics' under the MATTA Constitution which encourages best practices and fair play.
- iii. All Exhibitors are **not allowed to consolidate, sublet, assign or redistribute** any part of their booth/space to other parties (including exhibitors' dealers, agents and representatives) either in whole or in part.
- iv. All Exhibitors are to ensure that their staffs are properly briefed on their products and not to give promises/services that cannot be kept or delivered.
- v. All Exhibitors must provide consumers a printed document which clearly states their cancellation policy, schedule of refund and any other terms and conditions with regards to purchase of their products. This document has to be explained clearly for every client who purchases their products and the client has to agree with such terms. The consumer reserves the right to cancel any altered or revised tour packages. Full refund must be returned to the consumer by the Exhibitor in the event such a situation arises.
- vi. Exhibitors must issue Tour Forms which state, amongst the particulars of the consumer, very clearly the minimum dates for the tour to be confirmed.
- vii. An official receipt must be issued.
- viii. A tour package may be cancelled due to unavoidable circumstances that are beyond the control of the Travel Agent such as force majeure, strikes, safety hazards, political unrest and government control. In such cases, an administrative charge may be imposed.
- ix. All Exhibitors must be professional in their dealings with the consumer.
- x. It is recommended that all Exhibitors (Travel Agents and Tour Operators) offer a Basic Tour Insurance Protection Plan to their customers. In the event that the consumer does not require the basic Insurance coverage, Exhibitors/members must obtain a signed waiver from the consumer and refund the Insurance premium to the consumer.
- xi. All Exhibitors are responsible to advise the consumers about their Travel Documents (e.g. passports) and Visa requirements and health regulations at the time of booking.
- xii. Should there be any cases/issues of complaints from consumer towards any Exhibitor after **MATTA FAIR® PAHANG** in regards of sales / service arrangements. The exhibitor should settle the issues with the customer directly.

11. DISCIPLINARY ACTIONS

- i. MATTA will call the Exhibitor for clarification and for the Exhibitor to explain his/her side of the story in response to any complaints made against him/her.
- ii. All Exhibitors are encouraged to reach an amicable and satisfactory solution with consumers on complaints received.
- iii. All Exhibitors are encouraged to avoid any legal actions by consumers.
- iv. MATTA, after due process and, at its discretion, can and will impose Disciplinary Actions against any Exhibitors for non-compliance and/or for going against the above Addendum to the Rules and Regulations, Disciplinary actions can include but its not limited to the following:
 - a) A warning
 - b) A forfeiture of Security Deposit
 - c) Bar from future participation in **MATTA FAIR® PAHANG** and related activities
 - d) Suspension of membership (for Exhibitors who are MATTA Members)
 - e) De-listing of membership (for Exhibitors who are MATTA Members)

12. TERMINATION

In the event of any breach of the Rules and Regulations, the Organiser reserves the right to suspend or terminated the Exhibitor who has committed the breach during the period of **MATTA FAIR® PAHANG**.

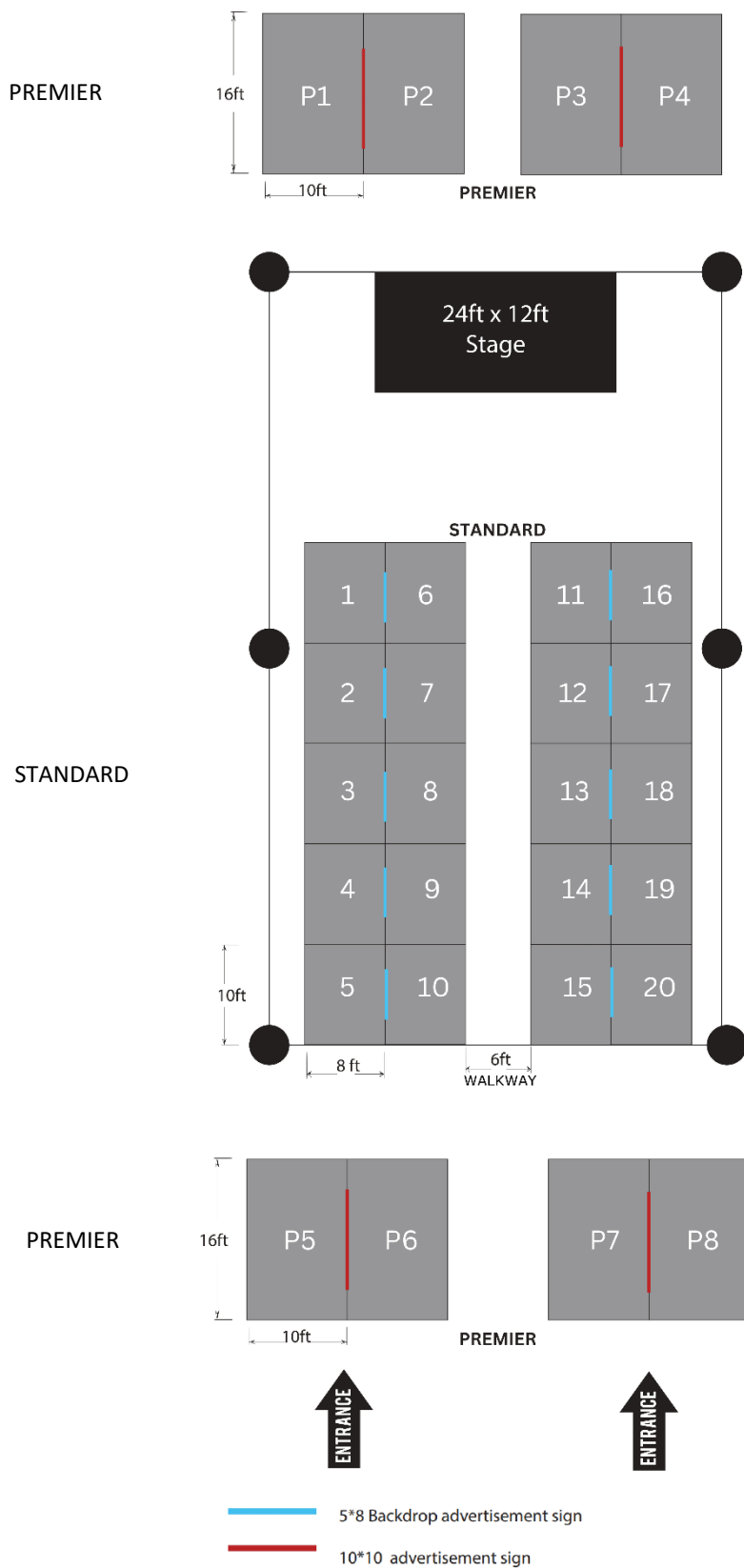
13. RIGHTS OF OFFICIAL SPONSORS AND PARTNERS

- i. The Organiser shall be absolutely entitled to protect the rights, interests and privileges of the **MATTA FAIR® PAHANG** official sponsors and partners.
- ii. No Exhibitor is allowed to have any direct or indirect joint promotion with competitors of our official sponsors and partners without prior approval from the Organiser.

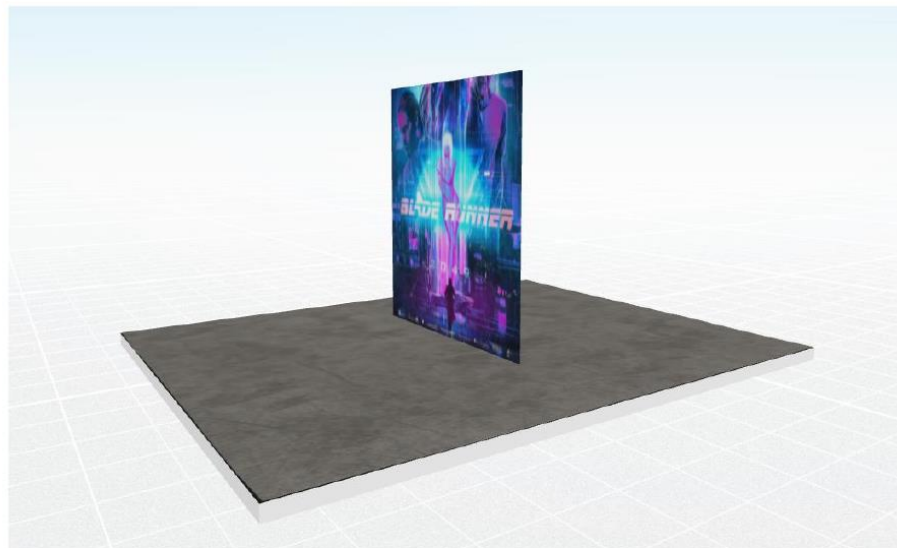
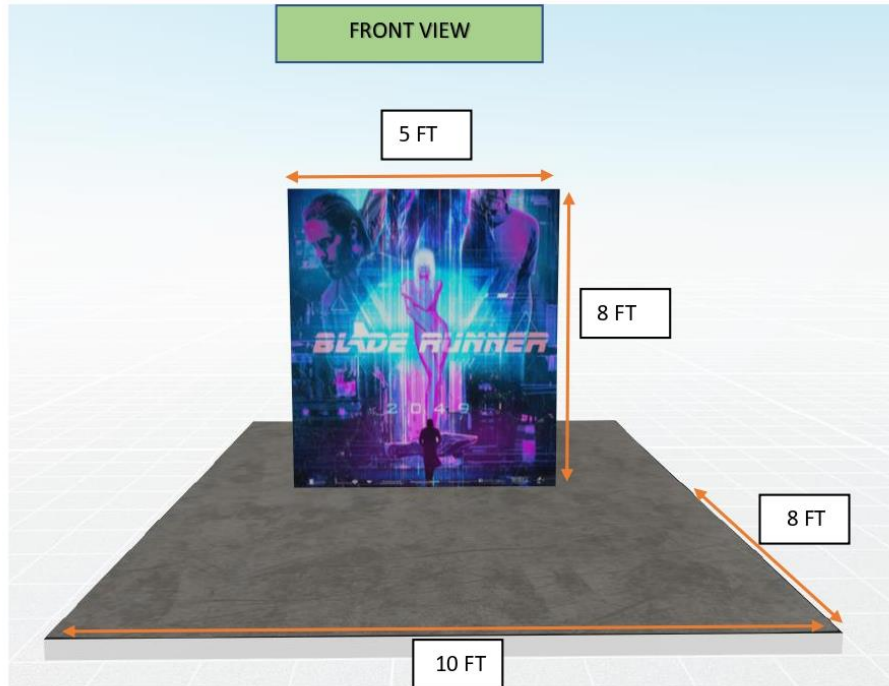
14. DISCLAIMER

Change to these Rules and Regulations will only be applicable if confirmed in writing by the Event Organiser. Exhibitors should advise their Contractors to obtain copies of these Rules and Regulations from the Organiser before providing quotations. If you require clarification of any these Regulations, or further information, please contact the Organiser.

APPENDIX FLOOR PLAN



APPENDIX STANDARD BOOTH



SIDE VIEW

APPENDIX PREMIER BOOTH



FRONT VIEW



SIDE VIEW