



# World Cup Village Booking Form Fort William 3-4 June 2017



There will be two separate areas within the World Cup Village as follows:

**Tech Area** - For teams and companies providing technical support to riders.

**Expo** - For retailers and sponsors involved in sales and promotion to spectators

Company (for invoice) \_\_\_\_\_

Exhibiting as (brand name) \_\_\_\_\_ Address \_\_\_\_\_

Contact Name \_\_\_\_\_

Position in Company \_\_\_\_\_

Tel \_\_\_\_\_

Email \_\_\_\_\_ Postcode \_\_\_\_\_

**Stand rates** Please indicate the rate that applies and which area required.

Size Range	Tech Area UCI Elite MTB Teams	Tech Area UCI MTB Teams	Tech Area National Teams	Tech Area IMTTO Members Other Tech/Privateers	Expo Area All exhibitors
Up to 30m2	X	<input type="checkbox"/> No cost (if booked by 2 May)	<input type="checkbox"/> No cost (if booked by 2 May)	<input type="checkbox"/> £8.50 per m2	<input type="checkbox"/> £22 per m2
From 30m2	X	<input type="checkbox"/> £8.50 per m2	<input type="checkbox"/> £8.50 per m2		
Up to 80m2	<input type="checkbox"/> No cost (if booked by 2 May)	X	X	X	X
From 80m2	<input type="checkbox"/> £8.50	X	X	X	X
Power (240V)	<input type="checkbox"/> £85	<input type="checkbox"/> £85	<input type="checkbox"/> £85	<input type="checkbox"/> £85	<input type="checkbox"/> £150

### 1. Size of stand

All stands must be rectangular or square. Where possible stands should be 5m deep. Stands will normally adjoin other stands, so if vehicles are included in the stand space, then you must book enough space to remove the vehicles without affecting neighbouring stands. Any dimensions less than half a metre will be rounded up.

Length in m	Depth in m	Total Area in m2
	x	=

### 2. Cost of your stand

All costs include UK VAT at the standard rate.

All invoices will be raised in British Pounds Sterling.

**Payment Schedule -**

- Booking prior to or on 2 May - Full payment due with booking.
  - Bookings received after 2 May are subject to a £100 late booking fee.
- Bookings are subject to space availability. Received bookings will be acknowledged by email.

#### Cancellation

In the event of you cancelling a booking:

Pre 2 May - 50% of cost of stand is payable

From 2 May - 100% of cost of stand is payable

Area in m2	Stand Rate	Cost
		£
	Power Supply	£
	<b>Total</b>	£

### 3. Payment

I enclose a UK cheque made payable to Rare Management Ltd, or authorise Rare Management Ltd to debit my Visa/Mastercard/Maestro/Switch/Solo for the total above. I confirm I have authority to make this booking on behalf of the above company.

Name on Card (Block Capitals)

Card Number

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Expiry date

Security No.

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**Please return completed form to: Rare Management Ltd, 3 Coalhill, The Shore, Edinburgh, EH6 6RH**

**Tel: +44 (0)131 555 3820 Fax: +44 (0)131 553 7488 Email: lesley@raremanagement.co.uk**

## Terms and Conditions

1. The area booked is the maximum space that can be used. All pitches (referred to as stands in this document) will be marked and measured by the organisers.
2. Vehicle access and parking passes will be allocated according to the area booked.
3. Exhibitors will receive acknowledgement of receipt of booking form and must subsequently supply additional information as requested by the organisers.
4. Exhibitors must check in with the organisers upon arrival at the Event Village. The organisers will direct exhibitors to the relevant stand location.
5. Date and approximate time of arrival on site must be arranged with the organisers.
6. No exhibitors may leave their pitch until after the Awards Ceremony on Sunday.

### General Rules & Regulations of Event Village, Fort William Mountain Bike World Cup (Tech and Expo bookings are referred to as 'Exhibitors' throughout)

#### 4.1 Regulations

In addition to these rules and regulations the Exhibitor must comply with the requirements of all relevant Authorities. Once the Organiser receives and approves the completed Booking Form, the Exhibitor shall be bound to take the stand allocated, to occupy it at all times when the Event is open to visitors and to pay all charges in respect of the stand and otherwise to comply with all the Exhibitor's obligations.

#### 4.2 Amendments, application and interpretation of rules and regulations

- a) The Organisers reserve to themselves the right to add to, alter or expunge any of the Rules and Regulations at any time.
- b) In the event of any dispute as to the Interpretation of these Rules and Regulations as a result of their translation into a foreign language, the English version shall be taken as authentic.
- c) Each Exhibitor is bound in all respects by these Rules and Regulations.
- d) Each Exhibitor must bring to the notice of all agents or contractors employed by him such of the provisions of these Rules and Regulations as may affect such agents or contractors, and any claim arising from the failure of the Exhibitor to give such notice shall be the sole responsibility of the Exhibitor concerned.
- e) Questions that may arise between the Organisers and Exhibitors in regard to the true interpretation or meaning of these Rules and Regulations or the implementation thereof and all questions and disputes not provided for by these Rules and Regulations shall be settled or determined by the Organisers.
- f) All verbal agreements, individual and special arrangements must be confirmed in writing.

#### 4.3 Serving of notice

Any notice on any person under these regulations shall be given in writing. Such notice shall be deemed to have been properly served if (a) handed to him personally or to any person who is apparently his employee or representative, or (b) left at his last known address, or (c) sent to his last known address by registered letter in such case notice shall conclusively be deemed to have been served at the time when such registered letter would normally be delivered or (d) affixed to his stand.

#### 4.4 Application for space

The Organisers reserve the right to refuse any application without reason given. After receipt of the Booking Form, each Exhibitor will subsequently receive invoices for the cost of stand space, as per the payment schedule.

#### 4.5 Contract

No stand will be reserved or treated as allocated and no contract shall exist until the Exhibitor has returned the completed Booking Form and has received written approval.

The contract constitutes a licence to exhibit and not a tenancy. The Organiser reserves the right to make any alterations to the site layout deemed to be necessary in the best interest of the event village as a whole and to alter the shape, size or position of the space allocated to the Exhibitor.

#### 4.6 Payment of stand charges

The charges payable by the Exhibitor are set out in the Booking Form and must be received by the Organiser in a timely manner.

#### 4.7 VAT

Value Added Tax is included in the charges shown on the Booking Form, and will be detailed on all invoices, the dates of which will also be the tax point dates.

#### 4.8 Non-Payment

If payments are not received by the due date, the Organiser may exclude the Exhibitor from the Event Village, terminate the Contract or, (without prejudice to any other rights or remedies of the Organiser) charge the Exhibitor interest at the rate of 4% over the base rate from time to time of The Royal Bank of Scotland plc on any charges not paid by the due dates for payment thereof from such date until the same are paid.

#### 4.9 Cancellation or withdrawal

Cancellation or withdrawal of the Exhibitor is only permitted if effected by notice in writing, provided that the following percentages of the costs shall be payable, depending on the date of receipt of such cancellation notice.

- |                    |                                 |
|--------------------|---------------------------------|
| On or before 2 May | - 50% of the total space cost.  |
| After 2 May        | - 100% of the total space cost. |

To the extent that such amounts have not been paid, the balance shall be immediately due and payable and if more than the above amounts have been paid, the Organiser shall refund the balance following the receipt of such cancellation notice..

#### 4.10 Departure

Exhibitors may not leave the site until after the Awards Ceremony on Sunday. Exhibitors who leave early will be subject to a penalty fee of £100 + VAT.

#### 4.11 Bankruptcy or liquidation

Should an Exhibitor, being an individual or firm, become bankrupt, having a Receiving Order made against him or them or make any arrangements with his or their creditors or, being a limited liability company, go into liquidation (other than a voluntary liquidation for the purpose of amalgamation or reconstruction) or have a Receiver appointed, the contract with such Exhibitor shall terminate forthwith save that all rental paid shall be forfeited and the balance of the space rental payable under the Contract shall become due and payable forthwith and such termination shall be without prejudice to any claim of the Company against the Exhibitor in respect of any antecedent breach.

#### 4.12 Termination of licence

- a. If at any time for any reason whatsoever an Exhibitor terminates his licence to exhibit granted to him by the Organisers, the Exhibitor shall not be entitled to any refund of charges or monies paid for the stand.
- b. In every case where, under these regulations, the Organisers terminate the licence of any Exhibitor.
- i) The Exhibitor shall indemnify the Organisers against all claims that may be made against them by any person arising out of the exercise by them of their powers under this regulation.
- ii) The Organisers shall not incur any liability to the exhibitor by reason of terminating his licence or of the exercise by them of their powers under this regulation nor shall they be liable to him for any loss or damage to any goods including stand-fitting howsoever caused.
- iii) The Exhibitor shall not be entitled to any refund of charges or monies paid for stand throughout the period of the show.

#### 4.13 Breach of regulations etc.

In the event of any Exhibitor committing a breach of any on these regulations or failing to observe any requirements of the Organisers within the time stipulated by the Organisers at their absolute discretion, or if no time is stipulated than forthwith, or if the Organisers being of the opinion that this conduct or proposed conduct is or may be undesirable in the interest of the Exhibition or that his business is being or may be conducted in such a manner that there is a risk of persons who may do business with him being dissatisfied or of discredit being brought upon the Exhibition, the Organisers shall be entitled by notice to the Exhibitor to terminate the Exhibitor's licence.

Powers conferred on the Organisers by any other regulation shall be in addition to and not in substitution for the powers conferred on them by this regulation.

#### 4.14 Indemnity by exhibitors

The Exhibitor indemnifies the Organisers against all actions, expenses, costs, charges or claims for which the Organisers or any of their contractors may become liable in consequences of damage or injury to any person or property occasions by or arising out of the act, default or negligence of the Exhibitor, his representatives, servants or workmen, or any other person or persons under his direction or any independent contractor engaged by him.

#### 4.15 Organisers' liability

The Organisers shall be excused performance of any obligation if they are prevented or materially hindered from carrying out that obligation by reason of any unavoidable cause whatsoever and in such cases the Organisers shall be under no liability.

The Organisers shall be entitled to exercise all or part of the rights, powers or discretions conferred upon them by these Regulations without assigning any reason and (unless otherwise provided) at their absolute discretion. In no circumstances shall the exercise by the Organisers of any of these rights, power or discretions give rise to any claim whatsoever against them.

In no circumstances will the Organisers accept, sign or otherwise assume responsibility for any goods or other material on behalf of an Exhibitor for any removal of any goods or materials.

#### 4.16 Abandonment of show etc.

Should all or any part of the event village site not be fully available for the exhibition or should fire, flood, war, strike or other labour trouble, terrorist act or threat of such, force majeure, or act of God or any other occurrence or circumstance whatsoever render it, in the opinion of the Organisers, advisable to postpone, interrupt or prematurely conclude it in whole or part, or to hold it on a reduced scale. The Organisers may terminate the contract at any time on giving the exhibition notice in writing to that effect, and in such a case the Organisers shall be under no liability to the Exhibitor nor shall the Exhibitor be entitled to any refund of charges of monies paid for the stand.

#### 4.17 Risk and Insurance

a) Each Exhibitor exhibits entirely at his own risk. The Exhibitor is responsible for all claims arising from personal injury or damage to property arising in connection with the erection and dismantling of the Exhibitor's stand and anything permitted, omitted or done thereon or therefrom during the period of the Exhibition or the construction and dismantling periods caused directly or indirectly by the Exhibitor or any contractor, sub-contractor, servant, agent, licensee or invitee of his or the act, omission or neglect of any such person or by an exhibit, machinery or other article or thing of the Exhibitor or in the possession or use of the Exhibitor or any servant or agent of his. The Exhibitor will indemnify the Organisers in respect of each and every such claim and all actions, proceedings, costs, claims and demands in respect thereof. The Exhibitor must take out adequate insurances in respect of all such claims.

b) The Organisers will take such precautions as they may consider advisable for the proper running of the Exhibition, but will not at any time be responsible for the loss of, or damage to, or safety of any exhibit, empty cases, tools or other property of an Exhibitor or any other person under any circumstances whatsoever.

c) All Exhibitors are expected to effect their own insurance against all relevant risks. In any event, the Exhibitor must also hold a Public Liability policy of insurance to cover negligence for an indemnity of at least £1,000,000.00 (one million pounds sterling). The policies of insurance to be shown to the Organisers on demand.

d) In the event of any person sustaining loss, injury or damage, implement or article belonging to an Exhibitor the said Exhibitor shall free and relieve the Organisers of all claims, actions or suits made to expenses incurred in connection therewith.

e) The Exhibitors hereby agree to free the Organisers of all responsibility for loss or damage arising directly or indirectly through any Act of God, War, Strikes, Lock-Outs, Trade Disputes, Fire, Flood, Drought or from Riots or similar commotions within or without the building, or any other cause beyond the Organisers control or owing to the inability to procure material or articles except at enhanced prices due to any of the foregoing causes.

f) The Exhibitor shall do nothing to jeopardise the current insurance policies of Nevis Range and Forestry Commission and shall in all cases comply with any requirements of the Fire Officer or other authorities concerned.

#### Conduct in the Event Village

##### 4.18 Conduct of exhibitors

Every Exhibitor shall ensure that his stand is open to view and staffed by competent representatives during the open hours of the Village.

Every Exhibitor and all persons for whom he may be considered responsible in any way whatsoever, must conduct himself in such a manner as shall not be objectionable to any other Exhibitor, Exhibitor's employee, visitor or the Organisers, and shall not create any disturbance or obstruction. Any person who does not comply with these regulations shall be liable, at the discretion of the Organisers, to be removed from the Event Village and refused re-admission during the period of the Event.

##### 4.19 Right of entry

The Organisers are entitled to refuse admission or remove from the Event any person whatsoever without incurring any liability whatsoever in any way.

##### 4.20 Complaints

All complaints shall be made to the Organisers in writing immediately upon receipt of stand, but no later than the last day of erection, so that the Organisers can eliminate any faults. Subsequent complaints cannot be considered and are not grounds for claims against the Organisers.

##### 4.21 Advertising

No Exhibitor or Sponsor will be permitted to place advertising space in any area other than the booked stand area without the approval of the Organisers.

##### 4.22 Safety

Exhibitors will be required to remove from stands any objects the Organisers may consider dangerous or unsuitable.

##### 4.23 Injury by machinery or exhibit to visitors or employees etc.

In case of injury or damage being caused or occasioned by any exhibit structure or fitting, to any person or persons whatsoever, or to any property or any part of the Event Village, the Exhibitor by whom or for whom the exhibit, structure or fitting was brought onto the site, indemnifies the Organisers against all actions, expenses costs or claims arising out of such injury or damage.

#### Exhibiting

##### 4.24 Stand occupation

If an Exhibitor has not occupied space allotted to him by 0830 hours on Saturday all such claims to such space will be forfeited together with any payments made or accrued due in respect thereof.

Exhibitors may not sub-lease or divide stands without permission from the Organisers. All sub-leases shall be bound by these rules and regulations and sublessees shall be equally responsible for their conduct.

##### 4.25 Delivery of exhibits

Exhibits/products should be brought by the Exhibitors wherever possible. Organisers are unable to accept delivery on behalf of Exhibitors.

##### 4.26 Removal of exhibits

The removal of personal property and portable exhibits may commence after the Awards Ceremony on Sunday afternoon. Any exhibitor who will not have removed all exhibits by 2100 on Sunday must notify the Organisers.

#### Stand design and construction

##### 4.27 The Stand

Will be the full responsibility of the Exhibitor in relation to layout, decoration, fittings etc.

##### 4.28 Completion of stands

All stands must be completed and any vehicles, transportation or building materials that do not form part of the allocated stand space must be removed from the site by 0830 hours on Saturday.

The stand should be staffed and all exhibits must remain on display during the hours the Event Village is open to spectators.