

ecoss 33
27 AUG – 1 SEP 2017
SZEGED, HUNGARY



33RD EUROPEAN CONFERENCE ON SURFACE SCIENCE

RULES AND REGULATION

1) Location and duration

The European Conference on Surface Science, henceforth referred to as ECOS33, will take place at University Congress Centre, Szeged, Hungary – from 27 August to 1 September, 2017. The exhibition will be running from Tuesday (29 August) morning to Thursday (31 August) afternoon.

2) Booking form and payment

Each potential exhibitor is required to mail the Exhibition Application Form to Régió-10 Ltd. together with a 30% non-refundable deposit of the total booth space in order to validate the booking. The balance must be settled 60 days before the event, no later than 28 June 2017. The closing date for registration is 1st June 2017. Exhibitor applications received after this date shall be put on a waiting list in the chronological order in which they have been received. Any exhibitor registering after 1st June 2017 will have to pay the whole participation fees when booking. The Exhibition Office has the right to approve/disapprove applications, demonstrations, exhibits or promotions to be resented at ECOS33 Exhibition.

3) VAT

Exhibitors to ECOS33 will be charged a compulsory VAT on the total amount of services ordered. Companies in the European Union have an EU VAT number entitling the companies to claim the amount of the VAT from the tax authority.

4) Booth sharing

Any two separate organizations may share a booth, both of them should submit an application form and they should make their payment separately. The Exhibition Office will contract with both companies. In the event that one exhibitor withdraws from the exhibition, the company or organization with which they are sharing a booth will be responsible for the full amount of the booth fee. The Exhibition Office does not match companies for booth sharing, nor does it allow more than two companies to share one booth. In case of booth sharing the Exhibition Office can provide one free registration for each companies.

5) Exhibition plan and booth allocation

The payment of the 30% deposit is required to select a booth. Exhibitors will choose their booth location on a firstcome, first-served basis, according to a provisional exhibition plan. However, the Exhibition Office reserves the right in its sole discretion to make changes in the final plan if necessary. Relocation will be arranged with the exhibitor. Each exhibitor is required to have at least one person monitoring its booth at all times during the Exhibition hours.

6) Installation and dismantling

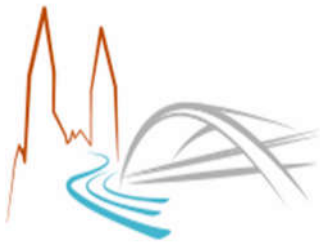
Installation and dismantling hours are indicated in the Exhibition Brochure. All booth installations must be completed by Tuesday 29 August at 9:00. All booth teardowns must be completed by Thursday 31 August at 20:00. The Exhibition Office reserves the right to make change in the exhibition hours and dates; any such changes will be made known as far in advance of the Exhibition as possible and exhibitors will be notified accordingly. It is not permitted to set up or break down stands during the Exhibition. Booth dismantling is not permitted until Thursday 31 August at 20:00. Exhibit materials not removed from the hall by the time specified will be removed by the Exhibition Office at the exhibitor's expense and liability. Worker passes are necessary for all unregistered installation and dismantling staff who wish to access to the exhibition premises during installation and dismantling hours. The Exhibition Office disclaims all responsibility for structures and installations built by exhibitors. Any damage to the premises and facilities where the show takes place caused by the exhibitor or through his facilities, equipment or goods is his responsibility.

7) Badges

Exhibitor badges must be worn at all times for admission to the Exhibition Hall. Booth personnel must preregister, the Exhibitors' Order Form will be sent in May 2017. Badges may be picked up at the exhibitor registration desk during published registration hours. No one will be admitted to the exhibit area without a badge.

Contact: Régió-10 Ltd.; 12 Dugonics sq, H-6720 Szeged

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8) Restrictions

The Exhibition Office reserves the right to restrict or prohibit exhibits which, because of noise, method of operation or any other reason, are objectionable or otherwise detract from or are out of keeping with the character of the Exhibition as a whole. The Exhibition Office may prohibit installation or request removal or discontinuance of any exhibitor or promotion which, if continued, departs substantially from exhibitor's preapproved design and description. In the event of such restrictions, prohibitions or removal, no refund can be claimed. No exhibitor will be permitted to display or distribute literature outside the confines of the assigned booth space in the Exhibition area.

9) Damages

Exhibitor is liable for any damage caused by exhibitor, exhibitor's agents, employees or representatives to building floors, walls, or columns, or to standard booth equipment, or to other exhibitor's property. Exhibitor may not apply paint, lacquer, adhesive or other coatings to building columns, floors or walls, or to standard booth equipment.

10) Security

The Exhibition Office is not responsible for any loss or theft of exhibitors' materials. Although the Exhibition Office will provide security during exhibitors install, tear down and when the exhibit hall is closed to the public, exhibitors agree to retain sole responsibility at all times for the security of all exhibit materials. Exhibitors are strongly encouraged not to leave items of value unattended in booths.

11) Insurance

Exhibitors must insure themselves against risks of damage and theft. When an exhibitor signs the registration form, he binds himself to take out insurance and to forgo all claims on the Exhibition Office in the event of loss or damage. The Exhibition Office assumes no civil liability other than that concerning its stated functions and, similarly, it assumes no responsibility for objects exhibited, apparatus or rented articles, or any damage caused by third persons to said objects.

12) Cancellations

All cancellations must be notified in writing to the Exhibition Office. In case of cancellation, the Exhibition Office will retain and the Exhibitor shall remain liable for a percentage of the booth fees according to the following schedule:

- for cancellations received on or before 20 March 2017, 30% deposit,
- for cancellations received between 17 April 2017 and 19 May 2017, 50% of the total cost - for cancellations received after 17 May 2017, 100% of the total cost.

Any refund for cancelled exhibit space will be made after the completion of the exhibition.

13) Occupancy default

Any exhibitor failing to occupy space contracted for shall not be relieved of rental fees nor entitled to a refund. If not occupied by the time set for completion of the installation of the displays, such space shall be taken by the Exhibition Office, and reallocated or reassigned for such purposes.

14) Jurisdiction

Any and all matters or questions not specially covered by these regulations will be subject solely to the decision of the Exhibition Office. The contracting parties declare that they agree to submit any dispute that may arise out of the execution or interpretation of these regulations to the jurisdiction of the civil tribunal of the city of Szeged.

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