

APPLICATION FORM FOR PARTICIPATION

- ☐ 15th – 16th March 2019, International Fair EDUCATION BEYOND BORDERS, Sofia
- ☐ 17th – 19th March 2019, EBBS Sofia workshop, <https://edufair.info>
- ☐ 21st – 23rd October 2019, EBBS Muscat workshop

GENERAL INFORMATION	Participant:	Applicant:	
	Town / Country:		Postcode:
	Str., №		Mailbox:
	Phone:		Fax:
	Email:		Website:
Invoice information	Invoices will be issued in the name of:		Identifying number:
	<input type="checkbox"/> Applicant <input type="checkbox"/> Other organization:		VAT number:
			Chief executive:
Additional information	Representative 1: <input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss <input type="checkbox"/> Dr.		Position / Department:
	First name	Family	Email:
	Phone:		Mobile:
Additional information	Representative 2: <input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss <input type="checkbox"/> Dr.		Position / Department:
	First name	Family	Email:
	Phone:		Mobile:
Additional information	Representative 3: <input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss <input type="checkbox"/> Dr.		Position / Department:
	First name	Family	Email:
	Phone:		Mobile:

REGISTRATION FORM

International Fair EDUCATION BEYOND BORDERS, Sofia

15th – 16th March 2019

According "General conditions for participation" (described on page 4)
Prices are valid for the student fair EDUCATION BEYOND BORDERS in March 2019. Bery Group has the right to change prices based on tax increases, governmental actions, or other events beyond Bery Group's control. Updated Date: 5 November 2018

GENERAL – FINANCIAL CONDITIONS	I. Registration fee / Enrolment Fee: <input checked="" type="checkbox"/> 120 euro - for two representatives of the Exhibitor's organization (mandatory for all participants in the fair) <input type="checkbox"/> + 55 euro – for each additional representative of the Exhibitor's organization <input type="checkbox"/> additional representatives x 55 euro/per person = euro	Price includes: 1. 2 copies catalogues of the exposition 2. Two named badges 3. Participation in the parallel program – for two representatives – coffee breaks, lunches and official dinner 4. Organizational service 5. Information Services																							
	II. Exhibition advertising space – booths DISCOUNTS: <ul style="list-style-type: none"> Returned participants: Exhibitors who has participated in the EBBS before will receive 50% discount of the exhibition space Combined discount: Book the International fair in Sofia and the EBBS workshop in March 2019 and receive combined discount of 50% off Early booking discount: If your organization makes registration for the spring fair until the end of 2018, you will receive 30% reduction of the exhibition space <p>Important: The discount is only for the exhibition space!</p>	Price includes: 1. Exhibitor's space – 2 days long 2. Organization days - 1 day for arranging materials (before and after the exposition) 3. Construction of the exhibitor's booth 4. Heating and lighting - general and local 5. Electrical connection (one Electric socket) 6. Table or showcase – 100/100/50 7. Two chairs - for Exhibitors 8. If it is necessary - showcase three shelf 9. 24-hour security and cleaning of common areas Any other equipment is available at extra cost.																							
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Sizes</th> <th style="width: 40%;">Early booking discount 30% off (until the end of 2018)</th> <th style="width: 40%;">Returned participants/ Combined discount 50% off</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/> 6 m² € 1,500</td> <td><input type="checkbox"/> € 1,050</td> <td><input type="checkbox"/> € 750</td> </tr> <tr> <td><input type="checkbox"/> 8 m² € 1,900</td> <td><input type="checkbox"/> € 1,330</td> <td><input type="checkbox"/> € 950</td> </tr> <tr> <td><input type="checkbox"/> 10 m² € 2,300</td> <td><input type="checkbox"/> € 1,610</td> <td><input type="checkbox"/> € 1,150</td> </tr> <tr> <td><input type="checkbox"/> 12 m² € 2,900</td> <td><input type="checkbox"/> € 2,030</td> <td><input type="checkbox"/> € 1,450</td> </tr> <tr> <td><input type="checkbox"/> 14 m² € 3,400</td> <td><input type="checkbox"/> € 2,380</td> <td><input type="checkbox"/> € 1,700</td> </tr> <tr> <td><input type="checkbox"/> 16 m² € 3,900</td> <td><input type="checkbox"/> € 2,730</td> <td><input type="checkbox"/> € 1,950</td> </tr> <tr> <td><input type="checkbox"/> 18 m² € 4,400</td> <td><input type="checkbox"/> € 3,080</td> <td><input type="checkbox"/> € 2,200</td> </tr> </tbody> </table>	Sizes	Early booking discount 30% off (until the end of 2018)	Returned participants/ Combined discount 50% off	<input type="checkbox"/> 6 m ² € 1,500	<input type="checkbox"/> € 1,050	<input type="checkbox"/> € 750	<input type="checkbox"/> 8 m ² € 1,900	<input type="checkbox"/> € 1,330	<input type="checkbox"/> € 950	<input type="checkbox"/> 10 m ² € 2,300	<input type="checkbox"/> € 1,610	<input type="checkbox"/> € 1,150	<input type="checkbox"/> 12 m ² € 2,900	<input type="checkbox"/> € 2,030	<input type="checkbox"/> € 1,450	<input type="checkbox"/> 14 m ² € 3,400	<input type="checkbox"/> € 2,380	<input type="checkbox"/> € 1,700	<input type="checkbox"/> 16 m ² € 3,900	<input type="checkbox"/> € 2,730	<input type="checkbox"/> € 1,950	<input type="checkbox"/> 18 m ² € 4,400	<input type="checkbox"/> € 3,080	<input type="checkbox"/> € 2,200
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Note: Organizations within EU member countries will not be charged 20% VAT if they can provide a currently valid VAT-ID.

STAND TYPE:			
	<input type="checkbox"/> Normal stand (min. sizes 6 m ²)		<input type="checkbox"/> Corner stand (min. sizes 8-10m ²)
	<input type="checkbox"/> Front stand (min. sizes 8 - 10m ²)		<input type="checkbox"/> Island stand (min.sizes 14 m ²)

ADDITIONAL SERVICES	Request for Additional services	
	Presentation during the fair incl. multimedia <input type="checkbox"/> 30 minutes - 200 €	Price includes: 1. Publication of performance information in the program schedule of the fair. 2. Presentation during the student fair at the Sofia venue
	Personal assistant: <input type="checkbox"/> 1 day (10.00 – 18.30 h) - 90 € <input type="checkbox"/> 2 days (10.00 – 18.30 h) - 130 €	Price includes: Personal assistant who speaks Bulgarian language and foreign language (English, German, French, Russian, Spanish, Italian)

GENERAL – ADVERTISING CONDITIONS << CATALOGUE >>	Request for Advertising in the exhibition catalogue	
	I. Standard advertising fee – mandatory for all participants in the fair: <input checked="" type="checkbox"/> 250 euro – standard fee is required for all participants	Price includes: 1. General Advertising 2. Profile page (A4) in the catalogue of the exhibition 3. Project design for a page (A4) – in the catalogue 4. Prepress Project for the page (A4) - in the catalogue
	II. Additional advertising in the exhibition catalogue (options): <input type="checkbox"/> 1/1 Page – 350 euro <input type="checkbox"/> Second / third catalogue cover – 650 euro <input type="checkbox"/> Fourth catalogue cover – 900 euro <input type="checkbox"/> Two pages PR-article – 560 euro	File formats for printing (logo, pictures and other materials of the exhibitor which are necessary for prepress) *.pdf, *.tif, *.cdr, *.eps Catalogue Format - A4 colour - (295 / 210 mm)
	III. Putting up promotional materials in the catalogue <input type="checkbox"/> in all catalogues – format A5 (by request) <input type="checkbox"/> in all catalogues – format A4 (by request)	Advertising at the exhibition: Phone: 00359 (2) 9888 604 Email: office@edu-fair.info

By signing this “Registration form” we ACCEPT the “General Conditions for Participation”
 (described on page 4 of the application form).

Date:

Stamp:

Signature:

CONTRACT

General conditions for participation in the International fair EDUCATION BEYOND BORDERS, March 15 – 16, 2019

I. CONDITIONS OF PARTICIPATION

1. Place:

National Palace of Culture (NPC) - Sofia
Address: 1414 Sofia, "Bulgaria" № 1 Square

2. Who can participate

You can participate in the exposition if you are a Bulgarian or foreign educational organization or an institute, non-profit organizations, government agencies and others offering products and services appropriate to the themes of the exhibition. The participants can offer educational services which are not prohibited by law.

3. Registration

3.1. Request for participation and registration

The Request for participation will be accepted after the carefully filled Registration form is sent by email or fax within the given deadline. You have to receive confirmation from the Organizer – Bery Group Bulgaria. Written confirmation of the application-contract by the Organizer will be considered as a moment of signing the agreement between the two organizations.

EBBS - Bery Group Bulgaria sends a confirmation and an invoice as soon as your registration form has been processed.

The Request for participation will be accepted after the carefully filled Registration form is sent by email or fax within the given deadline.

All prices do not include 20% VAT. Organizations within EU member countries will not be charged 20% VAT if they can provide a currently valid VAT-ID.

3.2. Registration of representatives

The Exhibitor is required to register representatives who will represent him.

3.3. Cancellations

All applications are considered as binding and the contract becomes effective upon dispatch of our confirmation and invoice. The contract is valid under Bulgarian law (EU). Venue is Sofia, Bulgaria. Cancellations need to be made in writing and cancellation fees are charged as follows:

- 8 weeks prior to the conference: 50% of the participation fee
- 5 weeks prior to the conference: 75% of the participation fee
- 4 weeks prior to the conference: 100% of the participation fee

Please note that there is no refund for non-attendance and that even in such a case the contract is still valid. It is, however, possible to send a replacement without any extra cost. In this case, it is important to write to the organisers to inform them of the replacement; furthermore, the replacement cannot already be registered.

Cancellations up to eight weeks prior to the workshop involve a handling charge of €50.

3.4. Exhibition EDUCATION BEYOND BORDERS

1. The prices include participation in the international fair EDUCATION BEYOND BORDERS (2 DAYS).
2. The prices include participation in coffee breaks, lunches, official dinner.
3. The participation does not include accommodation.

The Exhibitor may not sublet all or part of the area leased to third organizations without confirmation of the Organizer.

Participants are not allowed to re-hire or give as a remission their exposition place without the written permission of the organizer.

II. SERVICES

1. Exposition space

Rented exhibition space is available to the Exhibitor for the periods defined in the Registration form and exempt from the exhibits and props from the end of the last working day of the exhibition, not later than the date agreed with the Organizer. After this period, the Exhibitor shall pay as a default twice the amount of the request made by this contract, and paid to the Organizer for the exhibition space.

2. CONSTRUCTION – the exhibition area

Electricity, internet and other services are provided by the Organizer after a written request (registration form) from the Exhibitor.

Participants are not authorized to damage, including drill and weld the constructions in the halls of the NPC.

2.1. Standard booths

The Exhibitor may declare in writing, the type of modular construction "Octanorm". The price for the standard stand includes: rent space, construction "Octanorm", standard equipment, general cleaning during the exhibition, security. The exhibitor has the right to advertise only within the space of his stand.

2.2. Individual booths

The Organizer offers individual projects for stands which could be made with construction.

2.3. The projects for the booths and the profile page in the catalogue

The prices for the booths are by their sizes. Every exhibitor is responsible for the design of its booth. All participants receive empty booths with the Signboard with exhibitor's name on the top.

Every exhibitor has to send logo and required text in advance. Logotype should be in vector format: *.pdf, *.tif, *.cdr, *.eps in a high resolution.

3. Other services

The Organizer offers additional services only after a written request from the Exhibitor is made. These additional services are chargeable. Some of the extra services: branding the booths, branding the hall, additional construction, special Internet connection, parking, radio and TV advertising, advertising spaces, design and print promotional materials, support staff, rooms (hall) and equipment for conducting the accompanying events, business meetings, seminars, presentations and other.

4. Security

The Organizer offers the general security of the exposition. The Organizer is not responsible for damages and shortages caused to the Exhibitor within the working time.

5. Work time

The work time for the Exhibitors starts at 10.00 h a.m. and finishes at 18.30 h p.m. The exact schedules for each exhibition are announced before each edition of the exhibition by the organizers with an additional document.

6. Additional conditions

Changes in Application form signed by the Exhibitor may be made in writing within 30 (thirty) days before the date of the event.

III. TERMS AND PAYMENT

When the Organizer confirms the Registration of the Exhibitor, the Organizer sends an invoice with the data of the Exhibitor. The total fees have to be paid no later than 30 (thirty) days before the scheduled for the start of the exhibition date.

All the payments should be made by bank transfers.

Payment due 30 days before the fair. Payment should be made to the following bank account:

Account name: Bery Group Bulgaria
Address: 74, Gen. Gurko str., Sofia, Bulgaria
Bank account in Euro:
Bank Name: United Bulgarian Bank
Bank Address: Sofia 1000, 108 Rakovski Blvd.
Bank Account (IBAN): BG83UBBS80021431633210
BIC (SWIFT): UBBSBGSF

IMPORTANT: The Organizer will not allow exhibitors to present their organizations during the fair before full payments are made.

Prices are valid for the International fair EDUCATION BEYOND BORDERS in March 2019. Bery Group has the right to change prices based on tax increases, governmental actions, or other events beyond Bery Group's control. Updated Date: 5 November 2018

The prices for the services requested by the Exhibitor in the week before and during the opening of the exhibition will be charged an additional 10% (ten percent) for the temporary implementation of the request. The services requested during the days of the exhibition will be charged additionally according to their value.

IV. OTHER CONDITIONS

1. Fire protection requirements

All construction and promotional materials used by the Exhibitor must comply with the fire and emergency safety requirements.

The electrical installation of the stands must be consistent with the statutory requirements in Bulgaria.

The Exhibitor is obliged to provide access to valves and fire hydrants in the halls and free spaces.

V. FINAL CONDITIONS

1. The Organizer has the right to make changes in the general conditions for participation and promptly notify the Exhibitors.

The Organizer doesn't take any responsibilities if the exhibitor has not arranged the rights which are required by the law of copyright and related rights, and if there is a result of adverse effect.

The Exhibitor is responsible for the exhibit materials and personal belongings during the work time of the exhibition.

The Exhibitor is responsible for the caused to the construction damages, floor and hired facilities.

The Organizer is not responsible for extraordinary circumstances such as: natural disasters, an outbreak of war, and others.

In case of violation, the contract will be regarded as invalid and the paid fees will not be refunded.

2. The general provisions of the Bulgarian legislation will be applied between the relations of the Organizer and the Exhibitor.

3. The Organizer is not responsible for damage, loss, theft of materials and other property of the Exhibitor, unless they are due to the organizer's fault. The Organizer recommends the Exhibitor insures their property against risks.

4. All arguments between the sides of the contract will be solved by negotiations. In case there are unresolved problems left the dispute will be referred to the Tribunal at the Bulgarian Chamber of Commerce and Industry (BCCI).