



SETT
SCHOOL EDUCATION TRANSFORMATION TECHNOLOGY

23 & 24
OCTOBER 2019

Request for admission

To be returned duly and fully completed and signed to validate your participation to katinka.vandeveld@easyfairs.com.

Dit inschrijvingsformulier is ook beschikbaar in het Nederlands.

23 & 24 October 2019 / Flanders Expo Gent / www.sett-gent.be

1. Applicant

CORRESPONDENCE ADDRESS

Company name :

Name of stand :

Address :

.....N° :PB :

Post code : City :

Country :

Website :

General e-mail :

General phone :

CONTACT PERSON

Name :

First name :

Function :

Direct phone :

Mobile :

Direct e-mail :

INVOICE DATA

Company name :

Legal form :

VAT N° :

Bank account N° :

IBAN :

BIC / SWIFT :

Reference order number :

Invoice address, if different from correspondence address :

Address :

.....N° :PB :

Post code : City :

Country :

Be careful! New VAT rules for foreign exhibitors

Decision E.T. 116547 applicable as of 01/07/2009

Info via contr.tva.bcae@minfin.fed.be or +32 (0)2 577 40 70

Do you intend to sell goods or services in Belgium?

Yes No Belgian VAT-number : BE 0 AAA AAA AAA

EASYFAIRS EVENTS NV

Maaltekouter 1
BE - 9051 Ghent
BE 0424.681.440

ORGANISATION

Event Manager
Katinka Vandeveld
Tel: +32 (0)478 20 73 74
katinka.vandeveld@easyfairs.com

2. Participation (ALL COSTS EXCLUSIVE OF 21% VAT)

1/ REGULAR STAND

A. BARE SPACE

~~180,00 €/m²~~ ^{LAUNCH OFFER} **160,00 €/m²** x m² (L... x W...) = €

B. COST PER EXTRA OPEN SIDE

2 open sides or : +5% on A = €

3 open sides : + 10% on A = €

4 open sides : + 15% on A = €

C. PRIME LOCATION



+ 10% on A €

D. ADDITIONAL CHARGE FOR INSTALLATION AN "ALL-IN STAND"

All-in stand: wooden partition walls, name board, carpet, electrical connection (1 x 3A), lighting (1 spot 15WLED/4m²), 1 power strip (4), furniture, daily cleaning + 90,00 €/m² x m² (L... x W...) = €

2/ DIGITAL PACKAGE (COMPULSORY)

<input type="checkbox"/> GO VISIBILITY GO FOR MORE VISIBILITY	799,00 € 499,00 €
<input type="checkbox"/> GO LEADS GO FOR MORE CONTACTS	799,00 € 499,00 €
<input type="checkbox"/> GO PLUS GO THE EXTRA MILE	1360,00 € 850,00 €

ALL-RISK INSURANCE + CIVIL LIABILITY	VALUE TO INSURE	
		50.000,00 €
<input type="checkbox"/>	200,00 €	<input type="checkbox"/> 100,00 €

3/ START-UP STAND* OR NON-PROFIT

950,00 € including **GO VISIBILITY** or **GO LEADS** €

GO PLUS : additional cost 351,00 €

All-risk & civil liability insurance (compulsory) 100,00 €

* START-UP conditions: established no longer than 5 years. Please provide proof of registration attached to this admission form.

TOTAL €

I PARTICIPATE IN SETT NAMUR AS WELL

and receive the advantages of package

and receive a free upgrade to GoPlus (value: 351€).

3. Information for name tag, website and press

If different from correspondence address (in capital letters)

Name:

Address: N°: PB: Post code:

City: Country:

General phone: General fax:

GSM:

General e-mail:

Website:

4. Products & brands information

A. CHOOSE THE CATEGORY THAT CORRESPONDS TO YOUR MAIN ACTIVITY

Choose max. 3 products and number them (1 is the most important).

CONTENT & GAMES	HARDWARE	SCHOOL TRANSFORMATION	SECURITY & RISK MANAGEMENT SERVICE	SOFTWARE	TELECOM	VARIOUS
<input type="radio"/> E-books & interactive textbooks <input type="radio"/> Educational/ Instructional software <input type="radio"/> Hands-on learnings systems <input type="radio"/> Mobile/Tablet apps <input type="radio"/> Educational games <input type="radio"/> Others: <input type="text"/>	<input type="radio"/> Calculators <input type="radio"/> Network <input type="radio"/> PC devices & tablet <input type="radio"/> Printers & copiers <input type="radio"/> Robotics/ Educational toys <input type="radio"/> Smartboards/ Projectors <input type="radio"/> Virtual reality <input type="radio"/> Solutions for inclusion <input type="radio"/> Others: <input type="text"/>	<input type="radio"/> Trainings <input type="radio"/> Coaching <input type="radio"/> Others: <input type="text"/>	<input type="radio"/> Digital security (internet, devices, network,...) <input type="radio"/> Fysical security (access control, camera control,...) <input type="radio"/> Hybrid (digital & fysical) security <input type="radio"/> Others: <input type="text"/>	<input type="radio"/> Antivirus <input type="radio"/> Collaboration software <input type="radio"/> Didactic medium <input type="radio"/> Learning management software <input type="radio"/> School management software <input type="radio"/> Virtual reality <input type="radio"/> Solutions for inclusion <input type="radio"/> Others: <input type="text"/>	<input type="radio"/> Telecom providers <input type="radio"/> Infrastructure (PABX, VOIP, Access points,...) <input type="radio"/> Networking solutions (cabling,...) <input type="radio"/> Cloud services <input type="radio"/> Others: <input type="text"/>	<input type="radio"/> Equipments <input type="radio"/> Furniture <input type="radio"/> Insurance <input type="radio"/> Online payment <input type="radio"/> Webdesign <input type="radio"/> Others: <input type="text"/>

B. BRIEF DESCRIPTION OF YOUR MAIN ACTIVITY

Description will be used for communication purposes.

.....

.....

.....

C. NEW PRODUCTS AND/OR BESTSELLERS

We will launch a new product We will present a bestseller product

Product:

Brand:

Description:

Origin:

Date of creation (only for new product):/...../.....

5. Selection

All the submitted application forms will be the subject of approval by the organizer. The selection will be operated based on following criteria:

- (I) the availability of exhibition space;
- (II) the good balance of the Fair content;
- (III) the correspondence between the orientation of the Fair and that of the Exhibitor;
- (IV) the quality of products, brands and/or services exhibited at the Fair;
- (V) the variety of products and/or services exhibited at the Fair.

6. Declaration by the applicant

I am aware of the general conditions of participation (available on request). I accept and take note of all of the clauses.

I subscribe to these documents and agree to abide by them.

Done at : Date : / /

Function :

Name : First Name :

Signature :

Please mark every page with your initials.

Articles 3, 5 & 6 of the General Condition :

ARTICLE 3: PARTICIPATION REQUEST

3.1 The Participation Request may only be validly submitted by means of the application form provided by the Organiser for this purpose, properly completed and signed by the Applicant-Exhibitor and filed with the Organiser in a timely manner.

3.2 Submission of the Participation Request by the Applicant-Exhibitor constitutes his binding and irrevocable offer to participate in the Fair under the conditions that are set forth in these General Conditions, in the Rate Conditions and in the Participation Request. Any later change or revocation of the Participation Request shall be regarded as a unilateral cancellation by the Applicant-Exhibitor, and shall be governed by the provisions of article 6 of these General Conditions.

3.3 The Participation Request is provisionally registered by the Organiser, which freely decides whether or not to accept the Participation Request in accordance with the provisions of article 4 of these General Conditions.

ARTICLE 5: RATES, INVOICING AND PAYMENT CONDITIONS

5.1 Rates and invoicing

5.1.1 The following shall be owed by the Exhibitor as a result of the Acceptance, unless provided otherwise in the Rate Conditions:

- 1) the registration fee;
- 2) the insurance premium in accordance with the provisions of article 16 of these General Conditions;
- 3) the costs relating to the reservation of a stand at the Fair;
- 4) all other costs that are specified in the Rate Conditions or any other commercial document.

Notwithstanding the provisions in article 6 of these General Conditions, these amounts continue to be owed if the Exhibitor cancels his participation later for any reason whatsoever or if the Exhibitor decides to reduce the surface area initially requested by him. The amounts as listed above are hereafter referred to together as the "Amounts Due".

5.1.2 The Amounts Due are invoiced as follows:

For annual fairs:

- 1) an advance of 50% of all Amounts Due (the "Advance") eight days after Acceptance of the Participation Request;
- 2) the balance of all Amounts Due (the "Balance") at least 120 days before the Opening Date of the Fair; and
- 3) the price of the technical orders at least 30 days before the Opening Date of the Fair.

For non-annual fairs:

- 1) an advance of 20% of all Amounts Due (the "First Advance") eight days after Acceptance of the Participation Request;
- 2) an advance of 30% of all Amounts Due (the "Second Advance") thirteen months before the Opening Date of the Fair;

3) the balance of all Amounts Due (the "Balance") at least 120 days before the Opening Date of the Fair; and

4) the price of the technical orders at least 30 days before the Opening Date of the Fair.

In the event that the Participation Request is submitted to the Organiser less than 120 days, but more than 30 days before the Opening Date of the Fair and this Request is accepted by the selection committee, the Advances and the Balance will be invoiced together and these amounts must be fully paid in order for the Acceptance of the Participation Request to become definitive. The technical orders will be invoiced at least 30 days before the Opening Date of the Fair.

In the event that the Participation Request is filed less than 30 days before the Opening Date of the Fair and this Request is accepted by the selection committee, all Amounts Due, as well as the price of the technical orders, will be invoiced together and all Amounts Due must be paid in order for the Acceptance of the Participation Request to become definitive.

5.2 Payment conditions

5.2.1 The invoices of the Organiser must be paid at the latest within 30 days after date of receipt, net and without discount or offsetting. If the Participation Request is submitted less than 30 days before the Opening Date of the Fair, then these invoices are payable immediately after receipt, net and without discount or offsetting.

5.2.2 Any payment made into the hands of a representative or employee of the Organiser does not have a discharging effect, unless done with the express advance consent of the Organiser.

5.2.3 Any protest against an invoice must be made to the Organiser by the Exhibitor within 8 days after the date of invoicing in writing. Such a protest has no impact on the Exhibitor's obligation to pay the other invoices that are exigible at the time of the protest and grants him no right to suspend any payment obligation or any other obligation vis-à-vis the Organiser.

5.3 Untimely payment

5.3.1 Untimely payment of the full invoice of the Organiser or a part thereof leads, without prior formal notice of default, to the exigibility of late-payment interest at an interest rate of 8% per year, counting from the due date, on all unpaid amounts (even those whose due date has not yet passed) until the date of full payment. Beyond this, untimely payment, under the same conditions as the exigibility of the late-payment interest, leads to the payment of a lump-sum indemnification of 10% of each unpaid invoice amount, with a minimum of 250 euros, without prejudice to the Organiser's right to prove greater damage.

5.3.2 In the event of untimely payment, the Organiser is also authorised, ipso jure and without prior formal notice of default, to suspend execution of all obligations that the Organiser has vis-à-vis the Exhibitor. In the event of untimely payment, the Organiser can also decide not to make the stand space or site available to the Exhibitor and instead to make these available to a different Exhibitor.

ARTICLE 6: RENUNCIATION OF PARTICIPATION BY THE EXHIBITOR OR REDUCTION OF THE REQUESTED SURFACE AREA

6.1 Notwithstanding the provisions of article 3.2, an Exhibitor must notify his renunciation of participation in the Fair and any reduction of the surface area initially requested in his Participation Request by registered letter to the Organiser, regardless of whether this renunciation or reduction takes place before or after the Acceptance by the Organiser.

6.2 In the event of renunciation of participation by the Exhibitor and in so far as the renunciation of participation takes place in accordance with the provisions of article 6.1, the Exhibitor is obliged, ipso jure and without prior formal notice of default, to pay the following cancellation compensations:

- 1) if the renunciation is announced thirty days or more before the Opening Date, a cancellation compensation equal to the total Amounts Due;
- 2) if the renunciation is announced less than thirty days before the Opening Date, a cancellation compensation equal to the total Amounts Due and, as applicable, the amount of all other invoices owed to the Organiser, increased by 1,000 euros as indemnification for the additional harm deriving therefrom for the Organiser due to the lateness of the renunciation.

This cancellation compensation is irrevocable and entirely independent of the Exhibitor's reason for renouncing participation. The Exhibitor expressly agrees that in such a case the Organiser is authorised to allocate the space or site of the Exhibitor to a different exhibitor, or to affix at the space or site allocated to the Exhibitor the message: "this stand was reserved for [name of the Exhibitor] pursuant to registration dated [date]".

6.3 In the event that the reduction of the originally requested surface area is notified in accordance with the provisions of article 6.1 and in so far as the Organiser has expressly accepted the reduction, the Exhibitor shall owe, ipso jure and without prior formal notice of default, a cancellation compensation of 20% of the Amounts Due to the Organiser. Along with this cancellation compensation, all Amounts Due for the reduced surface area continue to be owed by the Exhibitor.

If the reduction of the originally requested surface area is notified in accordance with the provisions of article 6.1 and the Organiser does not accept the reduction, the same amounts as provided in article 6.2 shall be owed by the Exhibitor to the Organiser as cancellation compensation.

6.4 In the event that the renunciation or the reduction is not notified in accordance with the provisions of article 6.1, the Exhibitor shall owe, ipso jure and without prior formal notice of default, a cancellation compensation of 40% of the Amounts Due to the Organiser as indemnification due to unilateral cancellation and the additional harm that derives therefrom for the Organiser due to non-compliance with the notification duty. Along with this cancellation compensation, the Amounts Due for the initially requested surface area continue to be owed by the Exhibitor.

6.5 Untimely payment of the cancellation compensations specified in article 6.2, 6.3 and 6.4 leads, ipso jure and without prior formal notice of default, to the exigibility of late-payment interest at an interest rate of 8% per year, counting from the due date, on all unpaid amounts (even those whose due date has not yet passed) until the date of full payment.