

**ap&m Europe** is the world's premier meeting place for the commercial aviation aftermarket, gathering every level of the airline supply chain since 2003. Split over three days, starting with a one day summit and VIP welcome reception, followed by a two day exhibition including the unique Meet the Buyers platform, **ap&m** is responsible for landing genuine customers on your doorstep.

## BENEFITS OF EXHIBITING

- ✓ Pre-arranged meeting slots at Meet the Buyers
- ✓ 100 word profile plus contact details in the show guide
- ✓ Minimum of 2 VIP passes which entitle you to:
  - ✓ FREE exhibitor lunch
  - ✓ Access to the VIP lounge with free refreshments throughout the event
  - ✓ Entry to the VIP networking reception
  - ✓ Priority booking for the 2021 exhibition

## SHELL SCHEME OR SPACE ONLY?

### SHELL SCHEME

In addition to the above benefits, shell scheme exhibitors receive:

- ✓ Walls and Fascia
- ✓ Carpet
- ✓ Electricity & lighting package (1 x 500w socket & 2 x 120w spotlights)

### SPACE ONLY

If you want the creative freedom to build your own stand, simply select our Space Only/Raw option.

Carpet, electricity and lighting are not included for this option, therefore this option is discounted by £20 per sqm.

Please note: to qualify for a space only stand it must be a minimum of 15sqm and be open on at least 3 sides

## PRICING GUIDE

Size of booth (sqm)	No. of VIP Passes	No. of Meet The Buyer Slots	Shell Scheme	Space Only/Raw (15sqm and above)
6	2	3	£3,050	
9	2	6	£3,985	
12	3	7	£5,170	
15	3	9	£6,370	£6,070
18	4	10	£7,525	£7,165
24	5	10	£9,670	£9,190
36	8	12	£13,470	£12,750
42	9	12	£15,345	£14,505

Please note that VAT will be charged in addition, if applicable, at the current rate.

**Venue:** Manchester Central, UK  
**Date:** 20-21 May 2020

# EXHIBITOR CONTRACT

## COMPANY DETAILS

Name of company to Exhibit under:

Name & address of company for invoicing purposes:

Address:

Postcode:

Country:

EU VAT Registration number (if applicable)

Please list the primary contact for the organisation of the exhibition stand:

Primary Contact:

Tel:

Primary Contact Email:

Please list the contact for all billing enquiries:

Billing Contact: (if different to primary)

Tel:

Billing Contact Email:

**I have read, understand and agree to the terms and conditions by which all exhibitors must abide**

Signature:

Date:

Name: (please print clearly)

## STAND DETAILS

Please indicate your stand number preferences below (all stands are allocated on a first come first served basis)

1st:

2nd:

3rd:

4th:

5th:

### SHELL SCHEME OPTION

☐ I wish to reserve the indicated stand number at the cost of £ \_\_\_\_\_  
plus applicable VAT (refer to price list)

OR

### SPACE ONLY/RAW OPTION

☐ I wish to request a "Space Only" for the total cost of £ \_\_\_\_\_  
plus applicable VAT (refer to price list)

Stand Size

\*Space only stands and any associated discounts are only permitted at the organiser's discretion and will only be considered if the stand space is open on at least three sides. "Space only" bookings exclude shell scheme, carpet, electricity and lighting. The organiser reserves the right to make changes to the layout of the floor plan at any point between the moment of booking and the date of the event. These bookings exclude optional extras such as conference passes, enhanced online and print profiles and social activity passes.

## OPTIONAL EXTRAS DETAILS

### Additional Passes

☐ Delegate Pass(es) to the ap&m Summit on the 19 May @ £499

☐ Additional VIP Exhibitor Pass(es) @ £150

☐ Full details on all available sponsorship, advertising and branding options can be sent upon request. Please tick here if you would like further details of these.

Please note that VAT will be charged in addition to the above prices, if applicable, at the current rate.

### Enhanced Profile

☐ Enhanced profile in the show guide and online directory @ £350\*

\*Enhanced profile includes: boxed out directory listing, colour logo added to profile (online and print) and the ability to add social media links and press releases to your online listing.

**Venue:** Manchester Central, UK

**Date:** 20-21 May 2020

# TERMS & CONDITIONS

## PAYMENT TERMS

Informa will invoice you directly once your contract has been received. Please include any additional information on the contract that is important for Informa to have in order for you to expedite the invoice (i.e. Purchase Order #). Informa provides a number of ways to pay an invoice – please insure that if paying by check/wire transfer that your customer # or invoice # is clearly indicated. Failure to make any payment as indicated on the invoice will result in a cancellation of its involvement at the Event, with no monies returned.

### Payment Terms:

50% of the total fee to confirm/guarantee exhibit space is due with the signed contract or within 30 days of the signed contract. Balance is due on or prior to January 31, 2020. Any company with a balance due at time of show will not be permitted to exhibit.

100% of the total fee is required with all applications received after January 31, 2020. Show Management may, at its discretion, release the exhibit space if payments are not made in accordance with the payment schedule. Reassignment of exhibit space due to missed or late payment does not relieve exhibitor of its obligations under this Agreement.

## CANCELLATION

**Cancellation Policy:** Once this contract form is signed by you and exhibit space is allocated to you by the Organiser, you are contracted to exhibit space. An exhibitor that cancels or downsizes its exhibit space reservation must pay a cancellation fee, as specified herein. Cancellations must be made in writing and are subject to the following:

- 1) Cancellations and booth downsizes received by November 20, 2019 will receive a refund less a processing fee of £500 per 3 x 3 (9 sqm) booth.
- 2) Cancellations and booth downsizes received after November 20, 2019 are subject to a cancellation fee equal to 100% of the booth price.

Cancellations will only be accepted in writing sent to the attention of your account manager via email or via post to:

**MRO Exhibitions Ltd, 240 Blackfriars Road, London, SE1 8BF** and written confirmation of receipt is provided.

## TERMS & CONDITIONS

Produced by MRO Exhibitions Ltd ("Organiser"), a division of Aviation Week Network and Informa Media, Inc. (including its subsidiaries and other affiliates directly or indirectly owned by Informa, Plc). By completing and returning this contract ("Contract Form"), the company identified on this contract form ("Exhibitor") is applying for exhibit space ("Stand Space") at ap&m Europe 2019 (the "Exhibition"). If an agency executes a Contract Form on behalf of a client, then such agency and such client shall be jointly and severally liable for the payment and performance of the obligations of Exhibitor and for any breach of any provision hereof.

Upon written confirmation of acceptance by the Organiser and assignment of Stand Space, this contract shall become effective and form a binding agreement between you and the Organiser governing the non-assignable license granted to you to use the Stand Space for the Exhibition.

The agreement formed incorporates (i) the terms and conditions set forth on this contract form and the Additional Terms and Conditions (accessible at [https://exhibitor.apmexpo.com/apm20/CUSTOM/images/Exhibitor Terms and Conditions.pdf](https://exhibitor.apmexpo.com/apm20/CUSTOM/images/Exhibitor_Terms_and_Conditions.pdf)); (ii) the terms, conditions, rules, regulations and guidelines set forth in the Exhibitor Resource Centre (Ezone) on the Exhibition website (accessible at <https://www.apmexpo.com>) and in the "Exhibitor Technical Manual"; and (iii) all additional standards, policies and directives published or provided by the Organiser relating to the Exhibition, (collectively, the "Agreement"). The foregoing shall control in the following order of priority to the extent there is any direct conflict between or among them: first, the Terms and Conditions, second, the Exhibitor Resource Centre (Ezone) and Exhibitor Technical Manual, and third, the additional standards, policies and directives. The Organiser reserves the right to reject any application for exhibit space for any reason.

### Please return this form to:

MRO Exhibitions Ltd.  
240 Blackfriars Road,  
London, SE1 8BF, UK

Tel: +1 561 279 4646

Email: [betheddy@aviationexhibits.com](mailto:betheddy@aviationexhibits.com)

### FOR OFFICE USE:

Taken By: \_\_\_\_\_

Size: \_\_\_\_\_

Account Manager: \_\_\_\_\_

Confirmed: \_\_\_\_\_