

## hiEdu Fair 2015 Russia

University Preparation, Higher Education and Masters Programs Abroad

**Moscow, February 07, 2015**

**Krasnodar, February 08, 2015**

Contact person: \_\_\_\_\_

Institution: \_\_\_\_\_

Position: \_\_\_\_\_

Address: \_\_\_\_\_

Website: \_\_\_\_\_

Tel: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

**I would like to book a booth at the hiEdu Fair 2015:**

The fee includes the following items:

- Rental of the Exhibition area,
- One free English-speaking interpreter per booth,
- Individual Institution seminars throughout the Fair,
- Booth rental and set-up (badges, table and 4 chairs, 10A 220V single phase socket),
- Air-conditioning, Security service,
- Public Relations activities promoting the Fair:
  - distribution of information material at secondary schools, universities and other locations across Moscow;
  - newspaper advertisements;
  - a website with all the important information and links to the participating universities and organisations;
  - production of a catalogue where each university is represented and which will be distributed during the Fair;
  - the standard information in the Fair catalogue (logo, contact details, information).

**The Exhibition Fee:  Moscow - EUR 1200,  Krasnodar – EUR 500 for each booth (10% discount for 2 cities).**

**Amount:** \_\_\_\_\_

**Please note that travel and accommodation costs are NOT INCLUDED**

**I would like to book an advertisement space in the hiEdu catalogue:** \_\_\_\_\_

**Advertising in Fair Catalogue:** one full color page – EUR 250 (the second and the third page of the cover – EUR 300, the fourth page of the cover – EUR 350), 1/2 page full color – EUR 200, 1 page black & white – EUR 150, 1/2 page black & white – EUR 100.

**Amount:** \_\_\_\_\_

**TOTAL Amount:** \_\_\_\_\_

**Attention: As there are only few booths available for each country, please send this application form as soon as possible to the Open World Education Group (Deadline is January 15, 2015)**

**hiEdu Fair 2015 Russia**  
**Booking and Agreement Form**

We accept the Terms of the Agreement as printed overleaf and we undertake to pay the unit accordance with the said terms of contract, namely: total participation fee must be submitted to the Open World by the date indicated in the invoice. Payment must be in Euro and sent via bank transfer.

Information about additional special-needs equipment will be sent to you by request.

Signature of the Exhibitor:

Date:

\_\_\_\_\_

\_\_\_\_\_

**Terms of the Agreement**

**1. TERMS OF REFERENCE**

Under these rules and regulations the term 'Exhibitor' shall include all employees, servants and agents of any company, partnership, firm or individual to which space has been allocated for the purposes of exhibiting. The term 'Exhibition' shall mean the exhibition referred to on the booking and agreement form. The term of 'Organizer' shall mean Open World Education Ltd (Open World). The term 'Agreement' means the contract for exhibition space at the Exhibition entered into between the Organizer and the Exhibitor which incorporates the rules and regulations.

**2. APPLICATION FOR PARTICIPATION**

All applications for participation shall be made on the prescribed booking form. The booking form shall be submitted to the Organizer or its authorized Representatives. The submission of the form shall deem to be confirmation and acceptance by the Exhibitor of the Term of the Agreement. The Organizer shall reserve the right to accept or refuse any application without disclosing to the Exhibitor any reasons thereof.

**3. ALLOCATION OF EXHIBITION SPACE**

The Organizer shall allocate the space in accordance with the nature of exhibits or in any manner they may deem fit. The Organizer s Exhibitor hall reserve the right to change the space allocated to the Exhibitor at any time prior to the commencement of the erection of the booth of the Exhibitor should exceptional circumstances demand and, to alter the space to transfer or close entrances and exit to the exhibition facilities and to undertake other structural alterations as they may deem fit. Such changes shall be at the discretion of the Organizer and the Exhibitor shall have no claim for compensation as a result of such changes.

**4. USE OF EXHIBITION SPACE**

Exhibitors are bound to exhibit the announced products and to man the stand with competent personnel during the opening hours of the Exhibition. The Organizer reserves the right to refuse admittance to any visitor to the Exhibition or to have access to any stand. Exhibitors are not allowed to sub-let or assign the stand/s allotted to them to other parties either wholly or in part without the written consent of the Organizer. Exhibitors will be liable for any damage to the walls or to any part of the Exhibition hall in which their exhibits are placed and shall not paint or otherwise alter the floors, ceilings, pillars, or walls without the prior consent of the Organizers.

**5. TERMS OF PAYMENT**

After registration the Organizer will send invoice for Exhibitor's participation at the Exhibition. The invoice must be paid within 15 days from the date of its issue. All discounts are cancelled if payment does not arrive to Organizer's bank account by the date indicated in the invoice. If payment is not received by the exhibition opening Exhibitor has to pay penalty in amount 1% per every overdue day from the total cost of contract excluding discount (s).

**6. BREACH OF CONTRACT AND WITHDRAWAL BY EXHIBITOR**

Without prejudice to the rights and remedies of the Organizer in respect of any breach of the Agreement on the part of the Exhibitor the Organizer may at their discretion allow the Exhibitor to withdraw from the Exhibition subject to the following conditions:

- a. The Exhibitor must give written notice to the Organizer that he desires to withdraw and if the Organizer allow such withdrawal they will notify the Exhibitor of their decision in writing.
- b. Any payment to the Organizer will not be refunded.
- c. Should the Exhibitor fail to observe or comply with any of the terms and conditions contained herein or if the Exhibitor shall fail to pay any of the unit costs at the time and in the manner aforesaid, then the Organizer may thereupon by written notice given to the Exhibitor rescind the Agreement.
- d. Upon the Organizer exercising their right to rescind the contract under sub-clause (c) of this clause, they may but are not obliged to relet or otherwise deal with the Exhibition space contracted by the Exhibitor in default on such conditions as the

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7. Organizer having elected to but not able to relet the said Exhibition space, the Exhibitor in default shall be liable to pay the entire unit costs to the Organizer as liquidated damages for the loss of rental.
8. **CHANGES**  
The Organizer reserve the right to change the venue and duration of the Exhibition if exceptional circumstances so demand. In the event of change of venue and/or duration, the agreement to participate shall remain in force so long as the Exhibitor is informed at least a month before such changes will take place. In the event of a change of venue and/or duration or cancellation of the Exhibition, the Exhibitors shall not be entitled to any claim for compensation in connection with their reservation for participation.
9. **CONSTRUCTION AND DECORATION OF STAND**  
Exhibitors will be allowed to decorate their unit as per schedule in Exhibitor's Manual. Any damages caused by the Exhibitor or his/its contractors to other Exhibitor or common property shall be the responsibility of the Exhibitor. All Exhibitors must complete their construction and decoration by the date and time stipulated by the Organizer.
10. **MOVEMENT OF EXHIBITS**  
a. Exhibitors shall bear the responsibility and expenses for the transport of exhibits to the Exhibition Venue.  
b. Exhibitors shall make their own arrangement for storage and warehousing of their exhibits.  
c. Exhibitors shall remove all exhibits from the Exhibition hall within the period stipulated by the Organizer and shall indemnify the Organizer against any loss by reason of the delay or damage to the Exhibition hall.
11. **FAILURE OF SERVICES**  
The Organizers shall not be liable for any loss sustained by the Exhibitor directly or indirectly attributable to the cancellation, suspension or reduction of duration of the scheduled Exhibition from the period advertised or specified due to:  
a. Force Majeure.  
b. Acts of War, Military Activity, Municipal Statutory or Civil Authority requisition.  
c. Fire, flood, typhoon, excessively inclement of weather, earthquake, or a combination of the same.  
d. Damage caused by an aerial object or aircraft.  
e. Strikes or lockouts by workmen.  
If the Exhibition is cancelled, reduced or postponed then and in such event the unit costs paid to the Organizer, or any part thereof may be refunded at the sole discretion of the Organizer to the Exhibitors but without prejudice to the Organizer's right to appropriate the entire sum or any part thereof for expenses they have already incurred for the Exhibition.
12. **SUPPLEMENTARY CLAUSES**  
Whenever necessary, the Organizer shall have the right to issue supplementary regulations in addition to those in the Terms of the Agreement to ensure the smooth management of the Exhibition. Any additional written regulations and/or instructions shall form part of these Terms of the Agreement and they shall be binding on the Exhibitors.
13. **GOVERING LAW**  
This Agreement and the legal relations between the parties hereto shall be governed by and construed in accordance with the laws of Russian Federation in Moscow.
14. **THE LEGAL ADDRESSES AND BANK DETAILS OF THE PARTIES**  
**ORGANIZER:** Open World Education, INN 7702221317, Legal Address: 54-1, Gilyarovskogo Street, Moscow 129110, Russia.  
**Bank:** SBERBANK, Moscow, Russia (Head Office – all Russian offices and branches), SWIFT: SABRRUMM, EUR Account: 40702978038171002495, USD Account: 40702840938170202495, GBP Account: 40702826038171002495.

**EXHIBITOR:** \_\_\_\_\_

**Bank:** \_\_\_\_\_

**Organizer:** Open World Education Ltd **Exhibitor:** \_\_\_\_\_

Grigory Ugarov

(Signature)

(Signature)

(Name)

Date « \_\_\_\_ » \_\_\_\_\_ 2014

Date « \_\_\_\_ » \_\_\_\_\_ 2014