

PASSIVE HOUSE EXHIBITION

at the **16TH** INTERNATIONAL
PASSIVE HOUSE CONFERENCE

04 and 05 May 2012

Conditions of participation

1. Location of exhibition

Eilenriedehalle, Hannover Congress Centrum (HCC), Theodor-Heuss-Platz 1-3, D-30175 Hanover

2. Organiser

Passivhaus Institut, Rheinstr. 44/46, D-64289 Darmstadt and Anichstr. 29 / 54, A-6020 Innsbruck

3. Registration

- 3.1. Registration will be carried out in writing by means of the registration form with a legally binding signature which must be sent to the organisers.
- 3.2. Submission of the registration form does not constitute entitlement for admission to the exhibition.
- 3.3. By registering, the exhibitor accepts the terms of the agreement as set out in the conditions for participation and the "Technical safety operating regulations" of the Hannover Congress Centrum. The applicant is liable for any violation of these conditions due to intent or negligence (gross or slight). He or she is liable for ensuring that all workers and assistants employed at the exhibition are aware of these conditions and that these will be adhered to by them.

4. Admission/allocation

- 4.1. The exhibitor will receive confirmation of the admission in writing. The contract between the organiser and the exhibitor is concluded with this admission.
- 4.2. All companies, institutions etc. whose products are factually and thematically relevant for the exhibition may be admitted. Participation with joint stands is permitted; however, the organisers must be informed of this in writing by all participants concerned.
- 4.3. The size and weight of all exhibits must be described exactly in the application.

5. Co-exhibitors

- 5.1. A co-exhibitor is a company that intends to exhibit its products under its own name at the stand rented by the applicant.
- 5.2. Co-exhibitors must register in writing independently of the main exhibitor. Admitting a co-exhibitor without the permission of the organisers entitles the organisers to terminate the contract with the exhibitor without notice and to claim compensation
- 5.3. If exhibitors intend to rent an exhibition space jointly, they must appoint a joint exhibition representative who shall be the authorised contact person.

- 5.4. A registration fee of € 250 will be charged for each admitted co-exhibitor. Co-exhibitors will be included in the list of exhibitors. The main exhibitor shall be liable for any financial and other obligations of the co-exhibitors resulting from the terms of the contract.

6. Allocation

If necessary, the organiser reserves the right to change the size, shape and location of the allocated space. The organiser shall inform the exhibitor about the need for such measures without delay; an equivalent alternative will be offered where possible. The exhibitor is entitled to withdraw his/her registration within one week of receipt of this notice regarding the change of location. Claims for compensation are mutually excluded.

7. Stand setup

Setup will take place on Thursday 03.05.2012 from 9.00 o'clock onwards and must be completed by 22.00 o'clock at the latest; all packaging material must be removed.

8. Staffing/Equipping of stands

The exhibition space must be equipped and staffed for the entire duration of the exhibition during the fixed opening hours.

9. Dismantling/Clearing of the exhibition space

Partial or full dismantling of the stands before the end of the Passive House Conference at 17.00 o'clock on Saturday 05.05.2012 is not permitted. The exhibition space must be cleared by 23.00 o'clock on Saturday 05.05.2012. Failure to comply will incur an overall penalty of € 2000 subject to proof of increased costs, which will be charged to the person responsible.

10. Sales regulations

The sale of goods at the stand (over-the-counter sale) is only permitted for products that have been registered and have been confirmed by the organisers under the relevant provisions. The organisers have the exclusive right for providing catering.

11. Insurance and liability

The insurance of all exhibited items is the responsibility of the exhibitor. The organisers accept no responsibility for the exhibited goods. The exhibitor shall be liable for any damage incurred to the exhibition building, its access roads and facilities by the exhibitor or his/her representatives, without any proof of fault on the part of the organisers.

12. Rental of exhibition space

Full payment of the rental fee for exhibition space in advance is a prerequisite for admission to the exhibition space.

13. Defects liability

Any complaints about deficiencies regarding the rented space must be made to the organiser in writing immediately after occupation of the space and before the beginning of the exhibition at the latest, so that the organiser can remedy any defects for which the organiser is responsible. Claims that are made later will not be considered and will not result in any claims against the organisers.

14. Withdrawal

- 14.1. Withdrawal of the exhibitor after successful admission is not possible as a rule.

- 14.2. If an exhibitor fails to participate, the full rental fee is payable, unless the organisers are able to reallocate the exhibition space. In that case the exhibitor shall pay only 25 % of the rental fee but not less than € 400 plus VAT, in order to compensate for administrative expenses.
- 14.3. If the exhibitor cannot participate due to circumstances for which neither he/she nor the organisers are responsible (force majeure), the participation fee will be reduced to half.

15. Provisos

- 15.1. The organiser is entitled to cancel, reschedule to a different time or location, or change the length of the exhibition, or to reschedule the rented space, or change/restrict its size due to space, police directions or for other important reasons. The notification of rescheduling or any other changes shall constitute a part of the rental agreement
- 15.2. If the exhibition cannot take place due to circumstances beyond the control of the organiser or force majeure, the organiser is entitled to demand an amount of up to 25% of the pro rata participation fee from the exhibitor. If the exhibitor has ordered additional services for which payment is due, the exhibitor may be charged for these in addition.
- 15.3. If the organiser is responsible for the cancellation of the exhibition, the exhibitor shall not owe any amount.
- 15.4. If the organiser is forced to break off an event that has already begun due to force majeure or reasons beyond the control of the organisers, the exhibitor shall have no right to claim remission or a refund of the participation fee in full or in part.

17. Domiciliary right

The domiciliary right of the organiser shall apply in the premises for all persons involved during the event and its setup and dismantling. Staff instructions must be followed at all times. Non-compliance with the conditions of participation or the technical requirements and fire protection guidelines shall entitle the organisers to close the stand at the expense of the exhibitor without any compensation if violation of these conditions continues even after a request for compliance.

18. Invalidity of individual provisions

If any of the provisions of these terms and conditions, as given in the exhibition guidelines, exhibition conditions and technical requirements, should become invalid, the validity of the remaining provisions shall not be affected by this. Invalid provisions shall be replaced by a valid provision that comes as close as possible to the intended meaning and purpose of the invalid provision.

19. Place of jurisdiction

The place of jurisdiction is Darmstadt/ Germany.