

1. Applicant Information

Company Name			
President/CEO			
Postal Address	Zip code (-)		
Contact Person		Department/Position	
*Telephone	(+)	Fax	
*E-mail		*Website	
Key Exhibition Items			

- * If any of the above details change after the submission of this application form, please immediately inform the KOSIGN Secretariat.
 * Please note that ALL contact details (telephone, email) should be a direct contact line to the person in charge of the application.

2. Booth Type / Scale

Application Category	Booth Type (a)		Booth Cost (b)	Total Fee (a x b)
Early Bird Application (Due <u>July 20st, 2018</u>)	Space Only	() Booth(s)	USD \$ 3,000/Booth	USD _____
	Shell Scheme	() Booth(s)	USD \$ 3,400/Booth	USD _____
General Application (Due <u>September 28th, 2018</u>)	Space Only	() Booth(s)	USD \$ 3,200/Booth	USD _____
	Shell Scheme	() Booth(s)	USD \$ 3,600/Booth	USD _____

- * 1 Booth: 3m×3m=9 m²/ Minimum units for an a space only booth: 2 or more booths. Maximum booth height: 5m.

PAYMENT POLICY

- 50% payment of the total booth fee should be submitted as a deposit within seven days of initial application.
- The contract will not be confirmed and the exhibit space not be reserved until the deposit is paid.
- Please send a copy of the bank transfer receipt by fax to Coex at +82-2-6944-8303.
- It is the sender's responsibility to pay any additional charges that may occur during the wire transfer process.
- Please transfer all payments to:

Beneficiary **Coex**
Account No. **342-05-000470**
Bank **SHINHAN BANK, World Trade Center Branch, Seoul, Korea**
Swift code **SHBKRRSE**

- * The Show organizer reserves the right to refuse exhibits inappropriate to the theme of the show.

I accept and agree to the Participation Regulations and Contract Condition on the back page, and hereby submit an application to exhibit at KOSIGN 2018

_____ (MM/DD/YYYY)

Name of Applicant (please print)

Authorized Signature (Signature)

- * The signee is granted the liability and rights to fulfill the contract conditions as representative of the exhibitor

Article 1 Definitions of Terms

"Exhibitor (Participating Company)" refers to the company, association, and entity submitting the application for participation in the exhibition. "Exhibition" refers to KOSIGN 2018.

Article 2 Allotment of Exhibition Space

Based on the order of down payment, scale of participation, whether a returning participant, composition of the exhibition, and nature of exhibited products, the KOSIGN 2018 Secretariat allocates space to the participating companies within the exhibition hall through KOSIGN 2018 Secretariat. On special occasions, the KOSIGN 2018 Secretariat may change the space allocated to the exhibitors as long as it is before the preparation period. Such changes are under the discretion of the KOSIGN 2018 Secretariat, and exhibitors cannot request compensation thereof.

Article 3 Contract, Application, Participation Fee Payment Procedure

Participation application and contract must be submitted through KOSIGN 2018 Secretariat. Payment for the contract should be completed according to the guidelines on the application form. The participation fee covers the costs for the venue, 24 hour security, hallway cleaning, provision of PR data, exhibition directory, and provision of other information until the opening of the exhibition.

Article 4 Installation & Withdrawal

Installation and withdrawal of all exhibits must be completed within the period stipulated by KOSIGN 2018 Secretariat. Exhibitors are liable for any loss or damage to the KOSIGN 2018 Secretariat due to any delay.

Article 5 Insurance, Security and Safety

Exhibitors must have insurance for all equipment and exhibits during the installation, withdrawal, and exhibition period. The KOSIGN 2018 Secretariat will take appropriate measures to protect the rights of exhibitors and visitors. However, the ultimate liabilities of all items of the exhibitors reside with the exhibitors. All materials such as stands and equipment must be incombustible according to fire safety acts. The KOSIGN 2018 Secretariat may limit construction work and performance if needed.

Article 6 Provision of Information on KOSIGN 2018 Secretariat

Exhibitors must provide data on exhibits and construction so that the KOSIGN 2018 Secretariat may determine whether the equipment and activities undertaken within the booth comply with the exhibition regulations. Exhibitors must also provide necessary information for related marketing and PR of KOSIGN 2018.

Article 7 Exhibit Limits & Hall Management

Exhibitors must display exhibits stated in their original application unless otherwise approved by the KOSIGN 2018 Secretariat, and must locate permanent staff in the booths. Activities of exhibitors are limited to within the allocated space. Also, the responsibility of loss, damage, robbery, and all other related matters regarding the exhibits resides with the exhibitors (participating companies). The KOSIGN 2018 Secretariat reserve the right to limit activities deemed potentially harmful to other exhibitors, including excessive noise, the joint use of one booth between multiple companies, and exhibits disagreeing with the nature of the exhibition.

Article 8 Prohibition of Exhibition Booth Assignment

Exhibitors may not assign all or part of the already allocated exhibition area to a third party without the approval of the KOSIGN 2018 Secretariat.

Article 9 Prohibition of on-the-spot sale

The purpose of a trade show is to showcase products and services, and therefore on-the-spot sales activities are strictly prohibited. Sales activities are permitted only at the specially allocated spaces that KOSIGN 2018 Secretariat has set aside for that purpose. Taxes and other technicalities entailed by such activities are sole responsibility of exhibitors.

Article 10 Cancellation of Application

In the event that the exhibitor declines to use the space allocated, fails to pay the deposit or fails to comply with the regulations set by the organizers, the organizers reserve the right to void the. Participation fees will not be refunded.

Article 11 Changes and Breach of Contract

In the event that the exhibitor decides to cancel or reduce exhibition floor space already reserved, the following penalty must be paid to the organizer within 15 days of the change. If the exhibitor has already paid the registration fee in full, the penalty will be deducted from the total amount.

- Cancellation 60 days or more before the opening date : 50% of total exhibition fee
- Cancellation between 60 and 30 days before the opening date : 80% of total exhibition fee
- Cancellation 30 days or less before the opening date : No refund issued

Article 12 Cancellation

In the event that the exhibitor decides to cancel their participation the following penalty must be paid to the organizers within 15 days of cancellation. If the exhibitor has already paid the registration fee in full, the penalty will be deducted from the total amount.

- Cancellation 60 days or more before the opening date : 50% of total exhibition fee
- Cancellation between 60 and 30 days before the opening date : 80% of total exhibition fee
- Cancellation 30 days or less before the opening date : No refund

Article 13 Act of God

KOSIGN 2018 Secretariat is not liable in the event that a change in the date of location of the event is inevitable due to a national emergency, a natural disaster or other act of God.

Article 14 Application & Interpretation of Related Regulation

- 1) When necessary, the KOSIGN 2018 Secretariat may enact a supplementary regulation not mentioned in this participation regulation. Exhibitors must comply with the supplementary regulation and that of Coex.
- 2) Matters not mentioned in this contract follow the related regulations and laws designated by the KOSIGN 2018 Secretariat.
- 3) In case of different interpretations between the KOSIGN 2018 Secretariat and exhibitors of the contract and other documents, those of the KOSIGN 2018 Secretariat must be followed.

Article 15 Resolution of Disputes

Disputes between exhibitors and KOSIGN 2018 Secretariat will be arbitrated by the Korea Commercial Arbitration Board, and their resolution will be binding to both parties.

Article 16 Clean Fulfillment of Contract

Regarding this contract, the KOSIGN 2018 Secretariat and exhibitors must not directly/ indirectly request or provide any sort of inappropriate granting such as bribable services and money. Both parties must mutually strive to maintain a clean and transparent trading environment and fair trade orders.

Name of Applicant (Please print) _____

Authorized Signature

(Signature)