

Application Form



SEOUL INTERNATIONAL AEROSPACE & DEFENSE EXHIBITION 2019

Company Name			
Contact Name		Job Title	
Telephone			
E-mail			
Address			
		Post / Zip Code	

Indoor Space

Category	Price per sqm (USD)		Size	Subtotal (USD)
	Early Bird Rate by Mar. 31	Regular Rate from Apr. 1		
Shell Scheme (Minimum 9sqm)	680	710	<input type="text"/> sqm	<input type="text"/>
Raw Space (Minimum 36sqm)	590	620	<input type="text"/> sqm	<input type="text"/>

Outdoor Space

Category	Price per sqm (USD)	Size	Subtotal (USD)
Raw Space (Minimum 9sqm)	250	<input type="text"/> sqm	<input type="text"/>

Chalet

Category	Price (USD)		Unit (tick one)	Subtotal (USD)
	Early Bird Rate by Mar. 31	Regular Rate from Apr. 1		
1 Unit (126 sqm + 36 sqm balcony)	87,450	89,100	<input type="checkbox"/>	<input type="text"/>
2 Units (252 sqm + 72 sqm balcony)	160,050	161,700	<input type="checkbox"/>	<input type="text"/>
3 Units (378 sqm + 108 sqm balcony)	232,650	234,300	<input type="checkbox"/>	<input type="text"/>
Multiple n>3 (126×n sqm + 36×n sqm balcony)	75,350×n	77,000×n	<input type="checkbox"/>	<input type="text"/>

※ All chalets are double storey chalets

Static Display

Category	Price (USD)	Quantity	Subtotal (USD)
Up to 1 ton	1,200	<input type="text"/>	<input type="text"/>
1~ 3 tons	1,500	<input type="text"/>	<input type="text"/>
3 ~10 tons	2,000	<input type="text"/>	<input type="text"/>
10 ~ 25 tons	2,500	<input type="text"/>	<input type="text"/>
25 ~ 40 tons	3,500	<input type="text"/>	<input type="text"/>
40 ~ 60 tons	5,500	<input type="text"/>	<input type="text"/>
60 & Over	7,500	<input type="text"/>	<input type="text"/>

Signature / Stamp : _____

Date : _____

Note

- The organizer offers an on-site billboard in front of your chalet.
- To be qualified for the Early Bird Rate, the application form has to be submitted along with 50% of the participation fee, which has to be paid by March 31st, 2019. If the exhibitor misses the deadline of payment or submission of application, the regular rate may be applied. Please pay attention to the due date.
- Booth/space will be allocated based on the order of application (first-come, first-serve basis) and participation scale. Booth allocation will start being processed from April 15th, 2019.

Seoul ADEX Office

4th Floor., 26 Daeheung-ro, Mapo-gu, Seoul, 04162, South Korea / Tel : +82-2-761-1105 / Fax : +82-2-761-1544 / Email : promotion@seouladex.com

Terms and Conditions of Sale 2019

1. Exhibition Participation

A. Application

All exhibitors should fill out the application form to participate in the Seoul International Aerospace and Defense Exhibition 2019 (referred to as "Seoul ADEX 2019").

The application must be submitted with your signature or your company's stamp to the organizer.

An invoice will follow up on the organizer's confirmation. The organizer may cancel the participation of exhibitors for the following reasons:

- 1) Payment not received by the due date of the invoice
- 2) No arrival of their exhibits at the exhibition site on time or stands not ready for the exhibition by October 13th, 2019

B. Payment

Payments will be made by bank transfer. All exhibitors shall transfer the participation fee to the bank account designated by the organizer following the schedule below.

All remittance charges must be paid by the exhibitors.

• The application form is received by

- 1) March 31st, 2019 (Early Bird Rate)
 - 50% of participation fee: it has to be paid by March 31st, 2019; and
 - Outstanding balance: it has to be paid by June 28th, 2019.
- 2) Between April 1st and June 14th, 2019 (Regular Rate)
 - 50% of participation fee : it has to be paid within 2 weeks after the exhibitor receives the invoice; and
 - Outstanding balance: it has to be paid by June 28th, 2019.
- 3) After June 14th, 2019 (Regular Rate)
 - 100% of participation fee: it has to be paid with the submission of application form.

C. Cancellation of Participation and Penalty

If the exhibitor withdraws the application and terminates this contract, he will have to send the request for cancellation with the official letter and related documents that the organizer request for.

The exhibitor will be subject to paying the penalty equal to 50% of the participation fee if the cancellation is made before June 28th, 2019. The exhibitor may not claim for compensation after June 28th, 2019.

2. General Regulation

A. Organizer

The organizers (Korea Aerospace Industries Association, Korea Defense Industries Association, Korea Trade-Investment Promotion Agency) have created the Seoul ADEX Office.

The Seoul ADEX Office, hereinafter referred to as the organizer, reserves the right to change any rules and regulations to run the exhibition smoothly. Any dispute over the build-up and dismantling period or any matter not set forth in the manual which occurs during the exhibition shall be resolved as determined by the organizer. All exhibitors must abide by the organizer's decision.

B. Exhibitors

The exhibitors shall comply with all the rules and instructions, including the Seoul ADEX 2019 Exhibitor Manual. Exhibitors shall also be responsible for any damage caused by their employees, contractors or agents. During the build-up, dismantling or exhibition period, in case facilities of the exhibition site are damaged by exhibitors, the damage will be compensated.

C. Liability and Insurance

Exhibitors are liable for any damage caused to building floors, walls, or column to standard or rented booth equipment and to other any other exhibitor's property. Exhibitors also take the responsibility for the damage caused by their employees, contractor or agents. Exhibitors who use shell scheme booth must take caution not to damage the critical facilities including but not limited to, octanium system, floor, electric devices, and rented furniture. If damages are caused by an exhibitor, he will be responsible for compensation. The organizer will check the amount of compensation and charge the exhibitor accordingly.

Although the organizer will take all measures for the safety and security of exhibition venue and surrounding area during the build-up, dismantling and exhibition periods, exhibitors must ensure not only against physical injury, but also property loss, including fire loss and theft.

We recommend exhibitors to hire security to prevent theft of exhibits for day and night, during the build-up, dismantling, and exhibition periods. In addition, we recommend exhibitors obtain adequate insurance.

D. Censorship and Copyright of Audio-Visual Materials

All the audio-visual materials used in the exhibition will be able to pass customs in Republic of Korea. However, exhibitors will be fully responsible for any infringement of the copyrights occurring from the use of these materials. Therefore, it is strongly recommended that exhibitors check the copyright before using any kind of audio-visual material to prevent problems.

E. Fire Precaution and Safety

Smoking is strictly prohibited to prevent fire during the entire build-up, dismantling, and exhibition periods. Fire extinguishers will be placed in the designated area to be used in case of fire. If the special type of extinguisher is needed, the exhibitors must prepare the extinguisher at their own expense and place it around their exhibits. The exhibitors who book raw space must build their booths with non-flammable materials for the floor; exhibitors are encouraged to place at least one fire extinguisher on the stand. No electric heating appliance is allowed in the exhibition hall for fire precaution.

F. Noise Standard

The noise from the sound system must not disturb other exhibitors and shall have an output of less than 85dB(A) when measured one meter apart from a speaker. Speakers should face the inside of the stand and must not be over the boundaries of the stand. The organizer may frequently measure the sound and can lower or switch off any audio equipment in case an exhibitor violates the noise provision.

If the exhibitor does not comply with the alterations requested by the organizer, the organizer may impose sanctions such as electricity suspension to the stand. In such case, the exhibitor cannot appeal or request for a refund of the participation fee. If an exhibitor receives more than three warnings for violating the noise provision, the exhibitor may be penalized regarding the participation scale or stand allocation during subsequent exhibition.

G. Sales within the Exhibition Hall

Sales activities are strictly prohibited in the exhibition site. The organizer can crack down the selling activities. Violation of this provision may result in a complete shut-down of the exhibitor's booth, even during the exhibition. The organizer will not take any responsibility of the loss inflicted by the shut-down.

H. Force Majeure

The organizer may delay, shorten or extend the number of exhibition days for unforeseeable circumstances and inevitable reasons. When the schedule of the exhibition is rearranged due to inevitable reasons or orders by authorities concerned, exhibitors may cancel the participation. The organizer will refund the rest of participation fee after deducting the expenses or investment costs for the exhibition.

I. Removal of Waste Material

Each exhibitor is responsible for cleaning the stand and removing debris, wrappers, packing and waste of all types, and structures resulting from construction/dismantles. Dumping food waste is prohibited in the exhibition site. The materials stated above should not be of disturbance to the passengers on the aisle. The exhibitors must cooperate with the officially contracted janitors to remove the waste materials generated at the booth daily.

J. Force Freight

All freight must be handled only by the official freight forwarder. Please contact the official freight forwarder for detailed information, including tariff and work manual.

K. Prohibition of Wreath and Flowerpot

No wreath and flower pot are allowed to be brought into the exhibition hall, chalet, and the outdoor exhibition area as they interfere with the visitor traffic flow of the exhibition.

L. Catering

Cooking and using of gas or inflammable liquid are not allowed in the exhibition site for safety reasons. However, beverage and cooked food using the official catering service designated by the organizer can be served. It is not available to use the catering service from non-official contractors. For the detailed information about the catering service, please contact the official catering contractors.

M. Value Added Tax (VAT)

According to the domestic tax law, all domestic companies, local branch offices, and companies registered in the Korean tax office must pay a VAT of 10%. Foreign companies who will pay with US Dollars are exempted.

N. Visa

International exhibitors who are required to obtain a visa for entry in South Korea can get the invitation letter from the organizer. An invitation letter will be issued only once on behalf of the Chief of Seoul ADEX office for exhibitors to apply for a Korean Visa. Please contact your local Korean Embassy to apply for a Korean Visa and prepare all the relevant documents. While you will be staying in South Korea, work will not be permitted, and there will be restrictions on commercial activities. The Visa Waiver Program (VWP) enables nationals of certain countries to travel to South Korea without a visa. Please check the information on the following website: <https://www.visa.go.kr>.