

Space request form

1. EXHIBITING COMPANY DETAILS

Company:

Contact name:

Position:

Phone:

Fax:

Email:

Address:

County /State:

Postcode/Zip:

Country:

Website:

2. STAND OPTIONS Please tick your option

EXHIBIT SPACE ONLY

This option is for indoor floor space and does not include walls, carpets, lights or fascias. Not suitable for basic pop up stands but relevant for companies that hire a stand contractor or who have a modular system. This option involves vigorous health and safety checks and incorporates an extra stand design approval fee.

Regular rate @ £405/m² (excluding VAT)

SMI members rate* @ £360/m² (excluding VAT)

Stand approval fee: £200 (compulsory for space only stands)

SHELL SCHEME STANDS

This option is for indoor floor space including hard walls, carpets, lights and fascia name board. It does not include electricity, which can be ordered separately. Suitable to be used in conjunction with basic pop-up stands.

Regular rate @ £460/m² (excluding VAT)

SMI members rate* @ £415/m² (excluding VAT)

3. PREFERRED EXHIBIT SPACE LOCATION

If available, my preferred stand number is:

4. TRAINING & DEMONSTRATIONS

For all companies booking before 01 October 2018, a complimentary in-classroom one hour training session is included in the cost of exhibit space. After 01 October 2018 the complimentary training sessions will be allocated subject to availability. If you are interested in training and demos at Ocean Business, please tick the relevant boxes below.

Are you interested in using your complimentary in-classroom training hour? Yes No

Are you interested in purchasing additional training and demonstration hours? Yes No

ADDITIONAL HOURS

If yes, are you interested in purchasing additional:

- Classroom Hours Dockside Hours
 Test Tank Hours Vessel Hours
 For vessel hours will you bring your own vessel

For information on training and demonstrations please go to www.oceanbusiness.com. A separate contract will be sent to all companies wishing to participate in the training programme.

6. PAYMENT TERMS

- 25% of the Exhibit Stand will be invoiced once your booking has been confirmed.
- The 2nd stage of 35% will be invoiced on 6 April 2018 and the final 40% on 9 November 2018. All invoices have 30 day payment terms.

Insurance cover, to comply with Contract Terms and Conditions, has been arranged on your behalf, as a 'Participating Exhibitor', under the Master Insurance Policy issued to Diversified Business Communications UK. Exhibitors will be given the opportunity to 'opt-out' of this insurance arrangement. By providing satisfactory evidence of suitable alternative insurance cover, they will be entitled to a credit in respect of the insurance participation fee included in the deposit invoice.

* Ocean Business exhibitors have to be Society of Maritime Industries (SMI) members at the time of booking and remain so until the dates of the show to be eligible for the SMI rate.

PLEASE RETURN THIS FORM TO:

Sheila Ramaiya at Diversified Communications UK
Tel: +44 (0) 1453 836363 Email: sramaiya@divcom.co.uk