

LOVE & LIGHT FESTIVAL SINGAPORE

Date: Sat & Sun, 18th & 19th Sep 2010
Time: 10am - 8pm
Venue: Suntec Singapore Level 3 Concourse



EXHIBITOR PARTICULARS

Company / Business / Individual Name (*invoice/receipt will be issued in this name*) :

Booth Name (*not more than 35 characters including spaces*) :

Booth Services / Profession (*not more than 35 characters including spaces*) :

Address:

Country:

Postal Code:

Email:

Contact No.:

Please furnish a valid and current email address as this will be the main means of communication.

BOOTH PREFERENCE

Choice 1:

Choice 2:

Choice 3:

All booths will come with tables, chairs and power supply.

PAYMENT DETAILS

Amount: S\$

Bank:

Cheque No.:

*Please make cheque payable to Love & Light Festival
and addressed to Blk 2 Jalan Kukoh #01-151 Singapore 163002.*

*I have read and agree to the Terms and Conditions listed in the following page.
In particular, I shall allow attendees the full redemption of the \$6 Entrance Ticket but
subject to a minimum purchase value of \$35, and I shall bear the full cost of the \$6
redemption:*

Name: _____ Designation: _____

Signature: _____ Date: _____

TERMS AND CONDITIONS

The following are the Terms and Conditions of the Agreement to rent a booth at the **Love & Light Festival Singapore**, to be held on 18th & 19th Sep 2010 at Suntec Singapore Level 3 Concourse.

1. **Move-in & Move-out.** Move-in and set-up time is 7am-10am on Saturday (18th Feb 2010). Move-out time is 8pm-10pm on Sunday (19th Feb 2010) and the Exhibitor shall leave booth space clean upon moving out.
2. **Tables, Chairs, Exhibitor Passes & Power Point.** These will be supplied in the following quantities:

Booth Type	No. of Tables	No. of Chairs	No. of Passes	Power Point
Z	4	8	6	1 each
A	2	6	4	1 each
B	2	6	4	1 each
C	1	3	2	2 share 1
D	1	3	2	2 share 1

- a. Table dimensions are 100 cm (Length) x 50 cm (Width) x 75 cm (Height). Exhibitors are encouraged to bring tablecloths for their tables.
 - b. Chairs are plastic, foldable and white in colour.
 - c. Exhibitor Passes will be issued at 9am on Saturday (18th Feb 2010).
 - d. All booths will come with power supply. Z, A & B booths will have one power point each. For C & D booths, every 2 booths will share 1 power point and please therefore remember to bring your own power adaptor.
3. **Ticket Entitlement.** All exhibitors will be allocated entrance tickets (worth S\$6 each) which they can either sell or use to invite their clients, associates, friends or relatives to the Festival. The total number of tickets allocated to each exhibitor will be in an amount equivalent to the exhibitor's booth price.
 4. **Ticket Redemption.** Exhibitors shall allow attendees the full redemption of the \$6 Entrance Ticket but subject to a minimum purchase value of \$35. This is applicable for goods as well as services. Tickets shall not be combined for redemption. Exhibitors shall bear the full cost of the \$6 redemption.
 5. **Booth Area.** Exhibitors shall place products, easels, posters, signs, etc., within their designated booth area only.

6. **Queue Management.** Exhibitors shall ensure that their clients do not queue into neighbouring booth areas. Exhibitors are encouraged to issue clients with queue numbers or to advise clients to return at a specified time rather than to have clients wait at their booth, so as not to obstruct the passageway as well as to save waiting time for clients.

7. **Benefit-Sharing System:**

a. **Booth Sales Rebate.** Exhibitors shall receive a cash rebate that is tied to the total number of booths (excluding charity booths) sold by the Festival Organizer based on the following formula:

Total No. of Booths Sold	Booth Sales Rebate
40 - 49	5% of Booth Price Paid
50 - 59	10% of Booth Price Paid
60 - 69	15% of Booth Price Paid
70 - 79	20% of Booth Price Paid
80 or more	25% of Booth Price Paid

b. **Entrance Ticket Sales Rebate.** The Festival Organizer shall set aside 50% of proceeds collected from the sale of tickets at the Festival's entrance and share them with all exhibitors in ratios that depend on their booth sizes.

8. **Presentation.** Exhibitors shall keep their booth areas tidy and presentable.

9. **Sound Level.** Exhibitors shall keep their voice, sound and music sufficiently low so as not to disturb other exhibitors and attendees.

10. **Damages.** The Exhibitor shall not cause any damage to any booth or any of Suntec Singapore premises, fixtures or fittings.

11. **Prohibitions.** Exhibitor is strictly prohibited from possessing or selling any product or service which is illegal, hazardous, highly combustible or explosive.

12. **Insurance.** Exhibitors are responsible for obtaining their own general liability insurance.

13. **Liability.** The Festival Organizer, its owners, associates, representatives, agents and employees will not be liable for any and all liability arising out of the following:

- a. Exhibitor's non-compliance with the laws and regulations of the Singapore government.
- b. Any injuries, damages, death or losses, foreseeable or unforeseeable, which may occur during the Festival.