

**EXHIBITION SPACE APPLICATION and CONTRACT**

**Please complete all sections and return this application to** [***info@apac2025korea.org***](mailto:info@apac2025korea.org)

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| **1** | **REGISTRATION INFORMATION** |

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| **Company /Organization** | **Name**\* | *APAC 2025* |
| Address\* | *60, Centum Buk-daero, Haeundae-gu, Busan* |
| Phone\* | *+82 10 1234 5678* |
| E-mail\* | *info@apac2025korea.org* |
| Website\* | *http://www.apac2025korea.org* |
| **Point of Contact** | Name\* |  |
| Title/Position |  |
| Phone\* | *+82 10 1234 5678* |
| E-mail\* | *info@apac2025korea.org* |

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| **2** | **BOOKING INFORMATION** |

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| 2-1. Areas to promote (goods and services): |
| 2-2. Space Type   |  |  |  |  | | --- | --- | --- | --- | | **Type** | **Qty** | **Fee per Unit**  **(VAT not included)** | **Total**  **(VAT not included)** | | **Shell Scheme (**3m x 3m x 2.4m**)** |  | USD 3,600 | USD |   ※ ‘Shell Scheme’ prices include set-up costs. |

2-3. Booth Identification Sign\*:

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| **3** | **METHOD OF PAYMENT** |

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| Check (to be sent Account Information) | Credit Card (VISA, Mastercard, etc.) |

※ An invoice will be sent to the email address provided within a week of submitting this application.

※ If you pay with a credit card, we will also provide you with a payment link.

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WE AGREE TO ABIDE BY ALL REGULATIONS GOVERNING THE EXPOSITION & WE ACKNOWLEDGE & ACCEPT ALL INDEMNITY, WAIVER & RELEASE PROVISIONS AS PRINTED ON THE REVERSE SIDE HEREOF AND WHICH ARE A PART OF THIS APPLICATION.

**Authorized Signature Date**

**For more Information, please contact:**

Tel. +82-51-711-0069, Email. [info@apac2025korea.org](mailto:info@apac2025korea.org)

**GENERAL REGULATIONS**

**Definition of Terms**

1. The terms "Exhibitor” and “Sponsor" apply to all companies, associations, and organizations that have paid 100% of the registration fee after submitting the exhibition application form.

2. The term “Exhibition” refers to the International Conference on Asia and Pacific Coasts 2025 (APAC2025).

3. The term “Organizer” refers to the International Conference on Asia and Pacific Coasts 2025 (APAC2025) Local Organizing Committee.

**Participation Application**

1. All forms must be submitted by e-mail.

2. The exhibition/sponsorship contract is confirmed when the Exhibitor or Sponsor registers the contract and pays 100% of the registration fee for the booth.

3. The Organizer reserves the right to reject any application if sufficient space is not available.

4. If an Exhibitor or Sponsor wishes to make any changes to any application forms, he/she shall contact the Organizer immediately. If he/she does not comply, any result shall be deemed to be the responsibility of the Exhibitor or Sponsor.

Assignment of Exhibit Space

1. The organizer shall determine and allocate the exhibition area and location according to the order of application, the nature of the exhibits, and/or other reasonable standards.

2. In the event of special circumstances, the exhibition area allocated to Exhibitors and Sponsors may be changed at any time before the exhibition preparation period. Such changes are made at the discretion of the organizer, and exhibitors and sponsors cannot claim compensation for any changes made.

Payment of Participation Fee

1. Exhibitor/Sponsor shall pay all immediately following the issuance of invoices.

2. If the Exhibitor/Sponsor fails to pay the participation fee, technical support fee, etc. the Organizer may modify and select the content of Exhibitor/Sponsor’s exhibits until the completion of payment.

3. Exhibitor/Sponsor may be disadvantaged if they share information about the participation fee to any third party.

Exhibit Installation and Demolition

1. All exhibits shall be created in accordance with the information submitted in the relevant application and shall be relevant to the subject matter of the Exhibition. Where an Exhibitor or Sponsor violates the regulations, the Organizer may order the Exhibitor or Sponsor to suspend, remove, and/or dismantle the exhibit. In such a case, the registration fee will not be refunded, and the Exhibitor/Sponsor does not hold the right to claim compensation.

2. Installation and Demolition shall be completed within the period prescribed by the Organizer and modifications including floor, ceiling and column decorations are not permitted. The Exhibitor/Sponsor shall compensate the Organizer for any losses due to delay or damage to the exhibition hall.

Provision of Information to the Organizer

The Exhibitor/Sponsor shall provide the Organizer with all information necessary for International Conference on Asia and Pacific Coasts 2025 (APAC2025) Exhibition as well as all relevant information related to the Exhibitor/Sponsor’s exhibit construction so that the Organizer can determine whether the materials and activities in the booth comply with local regulations.

Exhibit Management

The Exhibitor/Sponsor shall display pre-registered products and station personnel at the exhibit during the Exhibition. The activities of the Exhibitor/Sponsor shall not deviate from the allocated exhibition area, and the Organizer may restrict the activities or the Exhibitor if the Exhibitors actions are contrary to the nature of the exhibition.

**On-site Sales Activities**

The purpose of participating in the Exhibition is to demonstrate related equipment and services to visitors, and as such, Exhibitors/Sponsors are not allowed to conduct sales activities on-site. However, sales activities at special locations determined by the Organizer shall be excluded from this rule, and taxes and all other matters accompanying them shall be the responsibility of the Exhibitor/Sponsor.

Risk & Responsibility

The Exhibitor/Sponsor shall bear full responsibility for the theft from or damage of exhibits and shall not claim compensation from the Organizer.

Insurance, Security, and Safety

1. The Organizer shall take appropriate security measures for Exhibitors, Sponsors, and visitors.

2. The Exhibitor/Sponsor shall be fully responsible for the damage or theft to equipment or exhibits within their allocated area during the exhibition and demolition periods.

3. If an Exhibitor or Sponsor intentionally or through negligence causes fire, theft, damage, or other incidences which incur damage to or losses for the Organizer or others, the Exhibitor/Sponsor shall be fully liable for compensation, and the Exhibitor/Sponsor shall also be responsible for insurance.

4. All materials including stands and exhibit-related devices shall be properly non-combustible/flame resistant in accordance with local fire and safety regulations, and the supervisor may restrict construction work and/or demonstration if necessary.

Cancellation

If the Exhibitor or Sponsor refuses to use all or part of the exhibition booth allocated to him/her or fails to pay the participation fee within the deadline, the Organizer may unilaterally terminate the Exhibitor/Sponsor’s application, and in such case, the previously paid participation fee shall not be refunded.

Penalties for Cancellation

1. If the Exhibitor/Sponsor requests cancellation in writing by October 4, 2025, a 50% refund will be made. Refunds are not possible after this date

2. A 75% refund will be made only in the case of "cancellation due to refusal of visa issuance" after October 4, 2025. However, data to prove the refusal of visa issuance must be submitted in writing and notified to the organizer at least three days before the conference. Up to 25% of the registration fees paid may be used for administrative expenses of the Organizer.

3. All refunds will be processed after the general meeting. Refunds are made through account transfer regardless of payment method (credit card or account transfer). Refund requests should be made by contacting the Secretariat

Cancellation/Changes to Exhibition

If the Exhibition is canceled by the Organizer, the participation fee paid will be refunded. However, if canceled by force majeure or an act of God, the fee will not be refunded. The Organizer shall have the right to change the place and duration of the exhibition in the event of exceptional circumstances. In such cases, the paid fee shall not be refunded, and the exhibition or sponsor shall not have the right to claim compensation due to the change.

Additional Provisions

The Organizer may, if necessary, enact supplementary regulations not specified in the participation regulations which the Exhibitor/Sponsor shall comply. Additionally, the Exhibitor/Sponsor shall comply with the enactment of any and all regulations by Paradise Hotel Busan.

Settlement of Disputes

Disputes arising between the Organizer and Exhibitors/Sponsors regarding the interpretation of these regulations, and other disputes concerning rights and obligations of both parties, shall be subject to arbitration by the Busan Branch of the Korea Commercial Arbitration Board, whose judgment shall not be filed with any court.