



EXHIBIT SPACE APPLICATION & CONTRACT

Exhibits: May 23rd – May 25th
Conference: May 22nd – May 25th

Send your application to:
AES EUROPE CONVENTIONS, Kerkstraat 122/1, BE-1653 Dworp, Belgium
Tel: +32-2-345.7971
Fax: +32-2-345.3419
tb@aes.org

SUBMIT YOUR SPACE APPLICATION BEFORE JANUARY 22nd, 2010

EXHIBITOR'S COMPANY DATA This information will be published in the Exhibitor Directory and other AES media. All invoices will be issued to this address.	Company Name* Phone number Contact person..... Fax Number Street 1..... E-mail Street 2..... Web site Post Code, City Country Company type (see list below) <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 * Will appear on fascia of stand and exhibitor listings. Trade suffixes are not published. 1 Exhibitor's main office - 2 Non European Exhibitor's main European office - 3 Exhibitor's local office - 4 Local importer / distributor																				
EXHIBITOR'S INTERFACE TO THE AES All information and correspondence will be sent to this person.	Company Name Direct Phone number Contact person..... Direct Fax Number Street 1..... E-mail Street 2..... Web site Post Code, City Country																				
BOOTH TYPE Indicate desired type of stand and dimensions	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:70%;"></th> <th style="width:10%;">Net</th> <th style="width:10%;">17,5% VAT *</th> <th style="width:10%;">Total</th> </tr> </thead> <tbody> <tr> <td> <input type="checkbox"/> Exhibit space only 1st choice: Length..... m x depth m = surface m² x 288,00 GBP / m² 2nd choice: Length.....m x depthm = surface m² <input type="checkbox"/> I would like to get a quotation for a custom designed stand </td> <td></td> <td></td> <td></td> </tr> <tr> <td> <input type="checkbox"/> Standard booth 1st choice: Length..... m x depth m = surface m² x 299,00 GBP / m² 2nd choice: Length.....m x depthm = surface m² </td> <td></td> <td></td> <td></td> </tr> <tr> <td> <input type="checkbox"/> Plug & Play Pack 9: 3m x 3m <input type="checkbox"/> Plug & Play Pack 12: 4m x 3m </td> <td style="text-align: right;">2960,00 £ 3860,00 £</td> <td style="text-align: right;">518,00 £ 675,50 £</td> <td style="text-align: right;">3478,00 £ 4535,50 £</td> </tr> <tr> <td> <input type="checkbox"/> Sound demonstration room 24m² (Larger rooms are available on request. Please contact AES Europe for further details) <input type="checkbox"/> Demo rooms will be allocated on a first come, first served basis. </td> <td style="text-align: right;">4000,00 £</td> <td style="text-align: right;">700,00 £</td> <td style="text-align: right;">4700,00 £</td> </tr> </tbody> </table> <p style="text-align: right; font-size: small;">* VAT rate as of Jan 1, 2010</p>		Net	17,5% VAT *	Total	<input type="checkbox"/> Exhibit space only 1st choice: Length..... m x depth m = surface m ² x 288,00 GBP / m ² 2nd choice: Length.....m x depthm = surface m ² <input type="checkbox"/> I would like to get a quotation for a custom designed stand				<input type="checkbox"/> Standard booth 1st choice: Length..... m x depth m = surface m ² x 299,00 GBP / m ² 2nd choice: Length.....m x depthm = surface m ²				<input type="checkbox"/> Plug & Play Pack 9: 3m x 3m <input type="checkbox"/> Plug & Play Pack 12: 4m x 3m	2960,00 £ 3860,00 £	518,00 £ 675,50 £	3478,00 £ 4535,50 £	<input type="checkbox"/> Sound demonstration room 24m² (Larger rooms are available on request. Please contact AES Europe for further details) <input type="checkbox"/> Demo rooms will be allocated on a first come, first served basis.	4000,00 £	700,00 £	4700,00 £
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LOCATION	<input type="checkbox"/> If possible, we wish to be placed near: Requested positioning may conflict with requests submitted by other exhibitors. As such, indicating a preferred location constitutes no guarantee that this space can be allocated as requested.																				
PAYMENTS	<ol style="list-style-type: none"> 1. A 30% deposit of the value of exhibit space applied for has to be paid at the time the stand is booked. The Space Application becomes valid on the date of receipt of your deposit payment. See overleaf for more details about payments. 2. 35% of the value of exhibit space applied for has to be paid before February 19th, 2010 3. The balance of the value of exhibit space allocated has to be paid before April 16th, 2010 																				
PAYMENT Only bank transfers will be accepted	I confirm that the 30% deposit payment of GBP will be transferred to: <table style="width:100%; border: none;"> <tr> <td style="width:50%; border: none;"> Account Name: Audio Engineering Society Ltd Account No. 20124354 Sort Code: 20-78-58 IBAN: GB72 BARC 2078 5820 1243 54 SWIFTBIC: BARCGB22 </td> <td style="width:50%; border: none;"> Barclays Bank PLC Hamilton Road Slough SL1 4RP Great Britain </td> </tr> </table> Authorized signature Name of Signatory Date	Account Name: Audio Engineering Society Ltd Account No. 20124354 Sort Code: 20-78-58 IBAN: GB72 BARC 2078 5820 1243 54 SWIFTBIC: BARCGB22	Barclays Bank PLC Hamilton Road Slough SL1 4RP Great Britain																		
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Terms of space application and allocation

1) Space application

Space applications must be sent to the AES Europe office before January 22nd, 2010 to be included in the first stand allocation round and must be validated by a 30% deposit of the stand value applied for. Applications will receive a priority rating based on a company's seniority at European AES exhibitions and the time of application.

2) Priority space applications

A preliminary floor-plan will be made with the valid applications that are received before above mentioned deadline. Exhibitors that have submitted a valid application form and indicated a preferred position on the application form will be contacted by AES by order of priority to determine the stand location in the event of conflicting placement requests being made by two or more exhibitors.

3) Allocation of non-prioritized space applications

Stands applied for after the deadline of January 22nd, 2010, will be allocated at the AES' sole discretion.

4) Validation of space application

A space application form submitted to the AES Europe office will be valid as of the date on which the 30% deposit of the stand applied for is received.

5) Alterations to Layout

Unforeseen circumstances may necessitate a change in the lay-out plan of the exhibition. Participants concerned will be notified. The organisers cannot be held liable for any damage which this may cause for the participants.

6) Stand types

Custom design space:

Includes: carpeted exhibit space, free listing and product preview in exhibitor directory, free listing and product preview in the Journal of the AES, free listing on the AES website, free guest invitations, free staff badges (quantity according to stand surface), access to sponsoring opportunities, possibility to hold exhibitor seminars.

Standard booth:

Includes: carpet, white wall panels, spotlights, basic power connection, fascia with company name, free listing and product preview in AES media, free guest invitations, free staff badges (quantity according to stand surface), access to sponsoring opportunities, possibility to hold exhibitor seminars.

Plug & Play Pack 9:

Includes: 9m² exhibit space with standard booth construction, 1 welcome desk and barstool, 1 table and 4 chairs, free listing and product preview in AES media, free guest invitations, free staff badges (quantity according to stand surface), access to sponsoring opportunities, possibility to hold exhibitor seminars.

Plug & Play Pack 12:

Includes: 12m² exhibit space with standard booth construction, 1 welcome desk and barstool, 1 table and 4 chairs, free listing and product preview in AES media, free guest invitations, free staff badges (quantity according to stand surface), access to sponsoring opportunities, possibility to hold exhibitor seminars.

Demo rooms:

Includes: room, electricity, free listing and product preview in AES media, free guest invitations, free staff badges (quantity according to room surface), access to sponsoring opportunities, possibility to hold exhibitor seminars.

7) Rental fees

Custom design space:	288 GBP / m ² + VAT
Standard booth:	299 GBP / m ² + VAT
Plug & Play Pack 9:	2960 GBP + VAT
Plug & Play Pack 12:	3860 GBP + VAT

Above prices are subject to British VAT. VAT as of January 1st, 2010: 17,50%

Payments

30% of the surface applied for before January 22nd, 2010

35% of the surface applied for before February 19th, 2010

Balance of allocated space to be paid before April 16th, 2010

All payments have to be made by bank transfer to:

Account Name: Audio Engineering Society Ltd	Barclays Bank PLC
Account No. 20124354	Hamilton Road
Sort Code: 20-78-58	Slough
IBAN: GB72 BARC 2078 5820 1243 54	SL1 4RP
SWIFTBIC: BARCGB22	Great Britain

8) Default on payments

The AES Inc. reserves the right to cancel any reservation of space in the event of an Exhibitor not having paid all fees due before April 16th, 2010

9) Cancellation of participation

Cancellation has to be advised in writing to the AES Europe Convention office. Date of cancellation for the calculation of refunds, if any, shall be the postmark on the envelope or date of receipt of fax or e-mail. Amounts refunded cannot exceed amounts paid by the exhibitor. Any bank-fees incurred on payments already made by the exhibitor will be deducted from the refund.

Before January 22 nd , 2010	60 % refund of the payments received
Before February 19 th , 2010	40 % refund of the payments received
Before April 16 th , 2010	20 % refund of the payments received
April 16 th and later	No refund