

EXHIBITORS FILE

17^E ÉDITION

PHYT'AROM



PALAIS DES CONGRÈS
GRASSE

5 au 7 JUIN 2015

**CONGRÈS INTERNATIONAL PROFESSIONNEL
D'AROMATHÉRAPIE ET PLANTES MÉDICINALES**

ANIMATIONS GRAND PUBLIC

www.ville-grasse.fr/phytarom

 **CONSEIL GENERAL
ALPES-MARITIMES**

**AGENDA 21
GRASSE**

REQUEST- PARTICIPATION

PHYT'AROM GRASSE – June 5, 6 & 7, 2015 – Congress Center - Grasse

Exhibitors :

Company Name :
N° Siret :
Address:
Zip code: City: Country:
Ph: Fax :
Email: Web site *: www.

** If you do not have any web site, please include a brochure of your business.*

Invoice address (if different from above):

Company Name:
Address:
Zip Code: City : Country:
Ph : Fax :

Contact Manager for the project:

Name / First Name:
Function:
Phone (Direct Line) or cellular:
Email:

Co-Exhibitor (to be completed if you share your stand with another company):

Company name :
Address:
Zip Code: City : Country:
Ph : Fax :
Email : Web site : www.

Return to : MAIRIE DE GRASSE - B.P. 12069 - 06131 GRASSE cedex 1 -
Tel. 00 33 492 420 215 – Contact : Laurence MEINERIE / laurence.meineri@ville-grasse.fr

Stand Reservation

PHYT'AROM GRASSE – June 5, 6 & 7, 2015 – Congress Center - Grasse

The organizer reserves the right to refuse any reservation request to stand.

➔ Rent a stand equipped (6 m² minimum) includes: the structure of stand (aluminum frame / partitions melamine beige walls, carpeting, a brand of stand type flag, a 3 spotlights, 1 power supply 500w- consumption included-, furniture standard (1 table, 2 chairs), stand cleaning.

❖ **Unit: 6m²** (3m x 2m x 2,5m): _____ ➔

❖ **Unit: 9m²** (3m x 3m x 2,5m): _____ ➔

❖ **Additional Angle:** _____ ➔

Unit can be rented on a 6 or 9 m² depending on availability: **Units of M²**

➔ **Payment Terms:**

Any request to participate must be accompanied by a deposit for registration
Full payment will be required for all requests returned after May 5, 2015

➔ **Payments are due:**

Deposit sent with request of participation: 50% of the total amount VAT incl (*non refundable*)
Balance at May 5, 2015: 50% of the total amount VAT incl (*non refundable*)

➔ **Regulation:**

- By check payable to **TRESOR PUBLIC**
- By Bank swift to **TRESOR GRASSE MUNICIPALE BANLIEUE**
(Please specify on the swift "PHYT'AROM GRASSE" and email a copy of the swift sheet with your name/company)

IBAN	BIC	BANK
FR02 3000 1005 9600 00L0 5006 038	BDFEFRPPXXX	BANQUE DE FRANCE (RC PARIS B 572104891)

➔ **Commitment:**

I, the undersigned, have read the rules of procedure of the event; I have a copy and agree to abide by all terms without reservation or restriction. In case of withdrawal on my part occurring before May 5, 2015, the amount paid as a deposit on space reservation will be due after May 5, 2015, amounts paid or due shall be retained by the organizer.

Date: _____ Title: _____ Signature and company stamp:
Preceded by the mention: read and approved

Please tick off:

Unit Price:

- 540 €VAT incl.
- 620 €VAT incl.
- 80 €VAT incl.
- €VAT incl.

TOTAL VAT incl.

..... €

(VAT 20%)

Badges / Products / Sign board

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Please indicate who is authorized on your stand to issue the badges. The conference access is only valid for two persons designated below. Thank you to attach your business card to request a badge!

1- NAME

First Name

Fonction

2- NAME

First Name

Fonction

3- NAME

First Name

Fonction

Description of the products displayed on your stand (required to validate any application):

.....
.....
.....
.....
.....
.....
.....

Name of the company (for the sign board of exhibition stand - up to 20 characters):

.....
.....

Rules of Procedure

PHYT'AROM GRASSE – June 5, 6 & 7, 2015 – Congress Center - Grasse

Phyt'Arom Grasse 2015 is organised by the City of Grasse with headquarters located at
"Place du Petit Puy- BP 12069-06130 Grasse- ☎: 00. 33.4.92.42.02.15".

PURPOSE

This Rule of procedure defines the conditions under which the Congress Center of Grasse organizes and runs the event. It specifies the respective rights and obligations of the exhibitor and the organizer. The participant formally undertakes to comply with these rules. In addition, it undertakes to read and accept without any reserve the requirements published in the technical file that has been communicated, including security at registration.

LOCATION AND DATES OF THE EVENT

It will be held at the Convention Center of Grasse, on June 5, 6 & 7, 2015. If he was in the interest of the organizer, the dates may however be changed by the organizer without the exhibitor being able to object or claim any compensation. In case of non-availability of premises for holding the event in Grasse, in cases of force majeure, the organizer upon notice and without exposing the conditions of its application are modified such as to its amount, have the right to organize similar premises. Alternatively, the organizer may cancel the event outright after notifying the exhibitor and also in this case, the present application will be found automatically canceled and without compensation for the exhibitor.

ADMISSION

Are allowed to participate as exhibitors: Official agencies and private commercial enterprises, associations engaged in commercial or not in the field of essential oils, medicinal plants and related activities. May be exposed to products and services which directly or indirectly professionals aromatherapy.

REGISTRATION

To be eligible, registrations must be made using the official application forms. They must be completed, signed and stamped by the exhibitors or by the president of the association with the application or by the directors, managers or partners with the authorized signature in case of application by a company. The application will be sent to the City Hall of Grasse- Events Service.

Applications will be considered only to the extent that sites would still be available. Only applications with a payment of the deposit will be accepted. All membership applications must be accompanied by a check payable to the "Tresor Public" or a bank transfer (bank details in the application form). Any request even accompanied by a deposit check is not valid for acceptance for registration.

The City of Grasse has any authority to accept or reject an application for membership and to determine the location and size of modules. Admission to an event does not imply participation in the following events. Non Admission decision shall not give rise to payment of any compensation other than reimbursement of advances paid.

The sending of the invoice to the exhibitor candidate after receipt and acceptance of application for membership is final confirmation of registration. The invoice establishes the lease of a stand subject to compliance by the exhibitor terms of settlement of the balance. The application to join the event is final and irrevocable. In case of withdrawal at any time whatsoever, except in cases of force majeure, the signatory of the application form is liable for the full amount of its participation and any invoice relating thereto.

REGULATION

The amount of participation due, upon signing the membership application has to be paid under the terms of settlement set forth above. In the absence of payment of the balance on the agreed date, this application will be terminated automatically and the signer is nevertheless indebted to the "Tresor Public" of the due balance.

The deposit payment of participation fee is due upon reservation (non refundable). It is payable net and without discount. The balance of the invoice (non refundable) is due on **May 5, 2015** at the latest. Stands for leased late (**after May 5, 2015**), full payment of the invoice is due immediately.

Every exhibitor must pay the full amount of its participation rights, let him deny participating in the event or it can not occupy the space that has been assigned. Not having paid on the expected date, exhibitors may without further notice to be deemed to have withdrawn to expose the full amount of the invoice is due as compensation even if the relocation of location to another exhibitor.

Rules of Procedure

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The unit of the stand includes:

- The entrance fee;
- The development of the stand: melamine beige walls, 1 table and 2 chairs, lightening;
- The power supply;
- A sign on behalf of the exhibiting company;
- Cleaning of the stand;
- Theft insurance, fire and water damage (coverage extends only to materials and objects included in the rent). **The exhibitor must be covered by a personal insurance liability and please send us a copy of his insurance at the time of booking**

LOCATION

The City of Grasse ensures the distribution of sites and remains the only judge of the allocation of stands. It is expressly forbidden to sell, lease or trade in for a free or paid all or part of the site allocated.

TRADE RULES

The exhibitor agrees to:

- Present only the manufacturing and services for which he was admitted;
- Show only products and services comply with regulations he's concerned about;
- Not to make any advertisement likely to mislead, or constitute unfair competition;
- Comply with trade practices including the display and the reporting of prices.

STAND HOSTING

Hosting the stands must be impeccable. The stand must be manned at all times during business hours by a competent person. The exhibitor agrees not to dismantle their stand before the end of the event (**June 7- 7:00 p.m.**). Any person employed on a stand must be correctly dressed, courteous and always a perfect fit.

The exhibitor must provide oversight of its stand and its goods during the period of the event.

The exhibitor and its employees agree to use the stand provided with respect for public order, hygiene and good manners and respect the stand provided.

SUPPLIERS AND SERVICE PROVIDERS

To ensure quality exhibitors of their investment, all professionals and providers must pay a fee to participate in the event by renting a stand. Exhibitors agree not to formally enter anyone except members of staff (licensed or registered).

INSURANCE

The City of Grasse is responsible civilly in its capacity as organizer of the events which he is carrying out: this responsibility shall in no case extend to damage caused by third parties to visitors or exhibitors. The Event Service of the City of Grasse is liable for civil liability in his capacity as owner of the buildings and facilities, permanent or otherwise used for exposition, as well as for business operations and activities that it manages directly.

It is the same for all contractors. The exhibitor is liable for all damages caused to others by itself or by its staff or facilities. The exhibitor is insured by the organizers against theft, water and fire damage, coverage extends only to materials and objects included in the rental.

The exhibitor must be covered by a policy of individual liability insurance (Please send us a copy of the insurance policy when booking)

The City of Grasse reserves the right to remove or edit any improper installation, which would present any danger, or that would interfere with neighboring stands or visitors.

Rules of Procedure

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ASSEMBLY, DISMANTLING/ LAYOUT OF STANDS

The set up date of stands is June 4 from 9:00 am to 7:00 p.m.

The date of dismantling of the stands is June 7 from 7:00 p.m.

The exhibitor must comply with these times. The removal of the stand must be made in care of exhibitors on time.

Past the deadline, the violation of this commitment gives the organizers the right to take the risk and expense of the exhibitor all measures it may consider useful.

The exhibitor must ensure himself the monitoring equipment and goods on its stand during the hours of installation and removal.

All facilities of the stands must conform to safety regulations against fire and panic in establishments open to the public, and meet the requirements of the legislation.

The City of Grasse reserves the right to remove or edit any improper installation, which would present any danger, or that would interfere with neighboring stands or visitors.

HOURS AND STAND ANIMATIONS

Stands must be open continuously for the full duration of the event includes:

- **Friday, June 5 : from 8:30 am to 9:00 p.m**
- **Saturday, June 6 : from 8:30 a.m to 7:00 p.m**
- **Sunday; June 7 : from 8:30 a.m to 7:00 p.m**

On **Friday June 5 from 7:00pm**, the exhibition will be opened at night to registered participants at the conference and this, as part of a cocktail (closed to the public from 7:00p.m.)

DEGRADATION/ INVENTORY

Any damage caused to buildings, facilities, floor, furniture and objects provided will be assessed by the City of Grasse and charged to the exhibitor responsible for such damage. (Exhibitors are responsible for themselves and for companies that are working for them).

APPLICATION OF REGULATION

The City of Grasse reserves the right to rule on all cases not provided for in this Regulation and to bring to it all modifications or additions necessary to become immediately enforceable. Circulars sent to exhibitors at a later form are part of this Regulation.

DISPUTE

By signing this application form, exhibitors declare that they accept without reservation the provisions of this Regulation which only the French text shall prevail.

In case of dispute between exhibitors and administration, and in default of friendly settlement, the dispute shall be brought before the competent courts of the “Alpes Maritimes”.