



# 2023 BOOTH SPACE CONTRACT

Convention: 4-7 December 2023 / Trade Show: 5-7 December 2023  
True Icon Hall I Bangkok, Thailand  
www.cineasia.com

This application for exhibit space in the CineAsia 2023 Trade Show is made in accordance with the Terms and Conditions of the Trade Show as highlighted on the reverse side of this form. A duplicate copy of this application should be retained by the applicant.

**BOOTH COSTS:** Each 3m x 3m booth space reserved and paid in full costs U.S. \$3,900 for ICTA and NAC members and U.S. \$4,400 for non-members.

**PAYMENT:** All payments for booth space rentals must be paid in full upon receipt of the invoice to guarantee a booth space reservation.

**CANCELATION:** The applicant has the right to cancel this agreement by 27 October 2023 by giving written notice, with a full refund less a \$1,000 cancellation fee for each 3m x 3m booth space. If cancellation is received after 27 October 2023, applicant will be liable for 100% of the total exhibit fee.

**INSURANCE:** Please be advised for CineAsia 2023, you must provide a Certificate of Liability Insurance naming Film Expo Group LLC as additional insured with submission of this contract. Refer to Terms & Conditions #17 on the reverse side of this form.

**Please submit the completed form to [william.andino@filmexp.com](mailto:william.andino@filmexp.com)**

**COMPANY NAME** \_\_\_\_\_

**POSTAL ADDRESS** \_\_\_\_\_

**CITY** \_\_\_\_\_ **STATE** \_\_\_\_\_ **POSTAL CODE** \_\_\_\_\_ **COUNTRY** \_\_\_\_\_

**TELEPHONE** \_\_\_\_\_ **FAX** \_\_\_\_\_

**COMPANY CONTACT NAME FOR TRADE SHOW MATERIALS** \_\_\_\_\_

**COMPANY CONTACT EMAIL** \_\_\_\_\_ **COMPANY WEBSITE** \_\_\_\_\_

Check here if you **DO NOT** want your company contact information (email, phone, etc.) to appear on the CineAsia website.

REQUEST FOR BOOTH SPACE: (3m x 3m)					
1st _____	2nd _____	3rd _____	4th _____	5th _____	6th _____
Description of products or services _____					
<b>ICTA/NAC Member (\$3,900)</b>		<b>Non-Member (\$4,400)</b>			
We would like to request _____		3m x 3m trade show booth(s) for a total cost \$ _____			
Please list any companies that may present a conflict of interest for booth placement: _____					

We have read and agree to the terms and conditions for CineAsia printed on the reverse (page 2) of this document. We understand this application becomes a binding contract if, and when, accepted by CineAsia management.

Signed \_\_\_\_\_ Date \_\_\_\_\_

### PAYMENT PROCEDURES:

#### CREDIT CARD POLICY:

As an additional layer of security for all credit card payments, Film Expo Group, LLC has updated its system to process payments through a secure credit card portal. Upon a signed contract being submitted and processed, an order and invoice will be generated and emailed to the company contact on the signed contract. The email will contain instructions and log-in details to make payments.

Remittance information if paying by electronic or wire transfer:

**NOTE: ALL AMOUNTS TO BE PAID IN US FUNDS ONLY**

#### ELECTRONIC PAYMENTS:

JP Morgan Chase  
New York, NY

Routing #: 021000021

Account #: 221695619

Account Name: Film Expo Group, LLC

ABA Routing Number: 021000021

SWIFT: CHASUS33

Please include your invoice # in the wire remittance details

# CineAsia 2023 Booth Space Terms & Conditions

Initial here \_\_\_\_\_

**1. DEFINED TERMS:** "Event" means CineAsia, currently scheduled to be held 4-7 December 2023 (the "Event Dates") at the True Icon Hall, Bangkok, Thailand (the "Exhibit Facility"). Event is owned, produced and managed by Film Expo Group Holdings LLC (FEG). "Organizer" means, collectively, FEG, its officers, directors, shareholders, agents, affiliates, representatives, employees and assignees, unless the context requires otherwise. "Exhibitor" means, collectively, (i) the company or person that applied for exhibit space rental and agreed to enter into this contract upon acceptance by FEG in the manner stated below and (ii) each of its officers, directors, shareholders, employees, contractors, agents, representatives and/or invitees, as applicable.

**2. CONTRACT ACCEPTANCE:** This contract shall become binding and effective only when it has been signed on the facing page by Exhibitor and counter-signed on the facing page by a duly authorized representative of FEG.

**3. ASSUMPTION OF RISKS; RELEASES:** Exhibitor expressly assumes all risks associated with, resulting from or arising in connection with Exhibitor's participation or presence at the Event, including, without limitation, all risks of theft, loss, harm, damage or injury to or of any person (including death), property, business or profits of Exhibitor, whether caused by negligence, intentional act, accident, act of God or otherwise. Exhibitor has sole responsibility for its property or any theft, damage or other loss to such property (whether or not stored in any courtesy storage area), including any subrogation claims by its insurer. Neither Organizer nor the Exhibit Facility accepts responsibility, nor is a bailment created, for property delivered by or to Exhibitor. Neither Organizer nor the Exhibit Facility shall be liable for, and Exhibitor hereby releases all of them from, and covenants not to sue any of them with respect to, any and all risks, losses, damages and liabilities whether described in this paragraph or not.

**4. INDEMNIFICATION:** Exhibitors shall indemnify, defend (with legal counsel satisfactory to FEG), and hold Organizer and the Exhibit Facility harmless from and against any and all claims, demands, suits, liabilities, damages, losses, costs, fees (including attorneys' fees) and expenses which result from or arise out of or in connection with: (a) Exhibitors' participation or presence at the Event, (b) any breach by Exhibitor of any agreements, covenants, promises or other obligations under this contract or any other contract, arrangement or agreement; (c) any matter for which Exhibitor is otherwise responsible under the terms of this contract or any other contract, arrangement or agreement; (d) any violation or infringement (or claim of violation or infringement) of any law or ordinance or the rights of any party under any patent, copyright, trademark, trade secret or other proprietary right; (e) any libel, slander, defamation or similar claims resulting from the actions of Exhibitor; (f) harm or injury (including death) to Exhibitor; and (g) loss of or damage to property or the business or profits of Exhibitor, whether caused by negligence, intentional act, accident, act of God, theft, mysterious disappearance or otherwise.

**5. LIMITATION OF LIABILITY:** Under no circumstances shall Organizer or the Exhibit Facility be liable for any lost profits or any incidental, special, indirect, punitive or consequential damages whatsoever for any of their acts or omissions, whether or not appraised of the possibility of any such lost profits or damages. In no event shall Organizer's maximum liability under any circumstance exceed the amount actually paid to FEG by Exhibitor for exhibit space rental pursuant to this contract. Organizer makes no representations or warranties, expressed or implied, regarding the number of persons who will attend the Event or regarding any other matters. Organizer may employ reputable guards during the course of the exhibition to regulate the flow of attendees at the Event. These guards are not security guards. Neither Organizer, nor the owners or lessors of the Event Facility, shall assume any responsibility for Exhibitor's personal or other property. As a condition of exhibiting at the Event, Exhibitor shall insure its property against damage, loss and theft and hereby releases Organizer and Event Facility from any liability in connection with any such occurrence.

**6. QUALIFICATIONS OF EXHIBITOR:** FEG, in its sole discretion, determines whether a prospective exhibitor is eligible to participate in the Event. Eligibility is generally limited to persons or firms that supply products and services to the motion picture theatre industry. Applicants may be required to submit a description of the nature of their business and the items to be exhibited. FEG reserves the right to restrict or remove any exhibit that FEG, in its sole discretion, believes is objectionable or inappropriate.

**7. ASSIGNMENT OF SPACE:** Exhibit space shall be assigned by FEG in its sole discretion for the Event and for the Event Dates only. That assignment does not imply that similar space will be assigned for future Events. FEG reserves the right to change the floor plan or to move an Exhibitor to another booth location prior to or during the Event for any or no reason.

**8. BOOTH PLACEMENTS:** FEG will attempt to honor all booth placements based on the previous Event if application and payment are made within stipulated time limit. However, FEG reserves the right to make alternative placement. Offers made as to location of space are current policy and not a guarantee. FEG shall be the final authority in assigning space. FEG may refuse acceptance of any contract for any or no reason. FEG reserves the right to determine the eligibility of any company or product for inclusion in the Event. No exhibitor shall exhibit or permit to be exhibited in the space allocated to it any merchandise other than that specified in its application. FEG further reserves the right to add, alter or delete from the Event's floor plan at any time in its sole discretion.

**9. CANCELLATION BY EXHIBITOR:** The Applicant has a right to cancel this agreement by 27 October 2023 by giving written notice, with a full refund less \$1,000 cancellation fee for each 3m x 3m booth. If cancellation is received after 27 October 2023, Applicant will be liable for 100 percent of the total exhibit fee. This amount is considered to be liquidated and agreed upon damages, for the damages FEG will suffer as a result of Exhibitor's cancellation. This provision for liquidated and agreed upon damages is a bona fide provision and not a penalty. The parties understand that the withdrawal of the space reserved from availability at a time when other parties would be interested in applying for it, will cause the Organizer to sustain damages. In this situation, the Organizer's damages will be substantial, but they will not be capable of determination with mathematical precision. Therefore, the provisions for liquidated and agreed upon damages have been incorporated into this Agreement as a valid pre-estimate of these damages. The date of cancellation shall be the date FEG receives the notice. FEG reserves the right to treat Exhibitor's downsizing of booth space as cancellation of the original contract and an offer to purchase new booth space. Exhibitor may be required to move to a new location if it requests a downsizing of space.

**10. CANCELLATION BY FEG:** If Exhibitor fails to make a payment required by this contract in a timely manner, FEG may terminate this contract (and Exhibitor's participation in the Event) without further notice and without obligation to refund any monies previously paid. FEG reserves the right to refuse Exhibitor permission to move in and set up an exhibit if Exhibitor is in arrears of any payment due to Organizer. FEG is expressly authorized (but has no obligation) to occupy or dispose of any space vacated or made available because of action taken under this paragraph in any manner it desires, and without releasing Exhibitor from any liability hereunder. FEG may also terminate this contract effective upon written notice of termination if Exhibitor breaches any of its obligations under this contract or any other contract or arrangement with Organizer, without any obligation on FEG's part to refund any payments previously made and without releasing Exhibitor from any liability arising as result of or in connection with such breach. If FEG removes or restricts an exhibit that FEG considers to be objectionable or inappropriate, no refund will be due to Exhibitor.

**11. CANCELLATION OF THE EVENT:** If FEG cancels the Event due to circumstances beyond the reasonable control of FEG, (such as acts of God, acts of war, governmental emergency, pandemic, labor strike or unavailability of the Exhibit Facility), FEG shall refund to Exhibitor its exhibit space rental payment previously paid, minus a share of costs and expenses incurred by Organizer, in full satisfaction of all liabilities of Organizer to Exhibitor. FEG reserves the right to cancel, rename or relocate the Event or change the Event Dates. If FEG changes the name of the Event, relocates the Event to another event facility within the same city, or changes the Event Dates to dates that are not more than 30 days earlier or 30 days later, no refund will be due to Exhibitor, but FEG shall assign to Exhibitor, in lieu of the original space, other space as FEG deems appropriate and Exhibitor agrees to use that space under the terms of this contract. If FEG elects to cancel the Event other than for a reason previously described in this paragraph, FEG shall refund to Exhibitor its entire exhibit space rental payment previously paid, in full satisfaction of all liabilities of Organizer to Exhibitor.

**12. EXHIBIT SPACE OCCUPANCY:** FEG shall specify the hours and dates for installing, occupying and dismantling exhibits. If Exhibitor, through circumstances beyond control, is delayed in arrival or set-up, Exhibitor must notify the Organizer. Non-notification may result in resale of space, and no refunds will be made. If Exhibitor fails to install its display in its assigned space by 10am, Tuesday, 5 December 2023 or leaves its space unattended at any time during the Event, FEG shall have the right to take possession of the space, terminate this contract and no refund will be due to Exhibitor. All exhibits must be open for business at all times during the Event.

**13. TRADE SHOW SET-UP AND SHOW HOURS:** Information on set-up and Event hours will be provided to you separately. No staff of the Event Facility has any authority in regard to exhibits, or in exhibit area other than authorized security personnel. No one under 16 years of age admitted to the Event. Information on installation and removal of exhibits will be provided to you separately. Please make note of the following: Exhibits must remain open in accordance with the schedule published prior to the Event or as amended by FEG. NO BREAKDOWN or DISMANTLING OF EXHIBITS will be permitted before the Event officially closes. If Exhibitor infringes this rule, it will be assessed a fee of \$500 and may be banned from future Events. Exhibitor must erect or maintain a back wall higher than 2.5m without prior approval from Organizer. No merchandise displays may block viewing of any other exhibits.

**14. LISTINGS AND PROMOTIONAL MATERIALS:** By exhibiting at the Event, Exhibitor grants to Organizer a fully paid, perpetual non-exclusive license to use, display and reproduce the name, trade names, product names of Exhibitor in any directory (print, electronic or other media) listing the companies exhibiting at the Event and to use such names in Organizer promotional materials. Organizer shall not be liable for any errors in any listing or descriptions or for omitting Exhibitor or any other exhibitor from any directory or other lists or materials. Organizer may also take photographs of Exhibitor's booth space, exhibit, guests and personnel during, or after the open hours of the event and use those photographs for any promotional purpose.

**15. CARE OF EXHIBIT FACILITY:** Exhibitor shall promptly pay for any and all damages to the exhibit Facility or associated facilities, booth equipment or the property of others cause by exhibitor.

**16. TAXES AND LICENSES:** Exhibitor shall be solely responsible for obtaining any licenses, permits or approvals under federal, state or local laws applicable to its activities at the Event. Exhibitor shall be solely responsible for obtaining any necessary tax identification numbers and permits and for paying all taxes, license fees, use fees, royalties or other fees, charges, levies or penalties that become due to any governmental authority in connection with its activities at the Event. Exhibitor will not permit the delivery of merchandise at the Event Facility without the express permission of FEG.

**17. INSURANCE:** Exhibitor shall, at its own expense, secure and maintain through the term of this contract, including move-in and move-out days, the insurance listed below. The insurance shall be primary of any other valid and collectible insurance of Exhibitor and shall be written on an occurrence basis. Claims made policies are not acceptable and do not constitute compliance with Exhibitor's obligations under this paragraph. Workers' compensation insurance; Comprehensive general liability insurance with limits not less than \$1,000,000 per occurrence, \$2,000,000 in the aggregate, combined single limit for bodily injury and property damage, including coverage for personal injury, contractual, and operation of mobile equipment, products and liquor liability (if applicable); Automobile liability insurance with limits not less than \$500,000 per occurrence, combined single limit for bodily injury and property damage, including coverage for owned, non-owned and hired vehicles, including loading and unloading operators (if applicable). The insurance policies shall name as additional insureds FEG, the Event Facility, and each of their subsidiaries, affiliates, officers, directors, employees, agents and representatives. If requested, copies of additional insured endorsements, primary coverage endorsements and complete copies of policies, satisfactory to FEG, shall be furnished to FEG. Certified copies of the certificates of insurance or policies shall provide that they may not be cancelled without 30 days' advance written notice to FEG.

**18. COPYRIGHTED MATERIALS:** Exhibitor shall not play or permit the playing or performance of, or distribution of any copyrighted material at the Event unless it has obtained all necessary rights and paid all required royalties, fees or other payments.

**19. OBSERVANCE OF LAWS:** Exhibitor shall abide by and observe all federal, state and local laws, codes, ordinances, rules and regulations, and all rules and regulations of the Event Facility (including any union labor work rules). Without limiting the foregoing, Exhibitor shall construct its exhibits to comply with the Americans with Disabilities Act.

**20. ADDITIONAL TERMS AND CONDITIONS:** FEG has sole control over attendance policies. Except as provided to the contrary in this contract, all monies paid by Exhibitor shall be deemed fully earned and non-refundable at the time of payment. Exhibitor shall conduct itself at all times in accordance with professionalism and normal standards of decorum and good taste. In addition to its right to close an exhibit and withdraw acceptance of or terminate the contract, FEG in its sole judgment and discretion may refuse to consider for participation in future Events an Exhibitor who violates or fails to abide by the contract and any of the accompanying rules and regulations. Any amendment to this contract must be in writing and signed by an authorized representative of FEG. Exhibitor shall not assign this contract or any right or obligation hereunder. Exhibitor shall not subcontract or license all or any portion of its exhibit space. By entering into this contract, you and your affiliates explicitly consent to receive fax, telephone and other communications from Organizer and its partners under 47 U.S.C. § 227 and any other applicable regulations. The use of cameras and video cameras on the exhibit floor is strictly prohibited without the prior permission of FEG.

**21. EXHIBITOR SERVICE MANUAL:** Prior to the Event, FEG will send an Exhibitor Service Manual to the "Primary Contact" listed on the front of this contract. The Exhibitor Service Manual will include information integral to participation at the Event, including but not limited to: additional exhibitor rules and regulations, official contractor order forms, registration, shipping and drayage, utilities and building services, exhibitor display rules, and move-in-move-out schedules.

**22. INCORPORATION OF RULES AND REGULATIONS:** Any and all matters pertaining to the Event and not specifically covered by the terms and conditions of this contract shall be subject to determination by FEG in its sole discretion. FEG may adopt rules or regulations from time-to-time governing such matters and may amend or revoke them at any time, upon notice to Exhibitor. Any rules and regulations (whether or not included in an Exhibitor Service Manual or similar document) are an integral part of this contract and are incorporated herein by reference. Exhibitor shall observe and abide by additional regulations made by FEG as soon as these additional rules or regulations are communicated to Exhibitor. This contract (including the Exhibitor Service Manual and any additional rules or regulations adopted by FEG) states the entire agreement of the parties with respect to the subject matter hereof.

**23. GOVERNING LAW:** This contract is governed by the laws of the State of New York as applied to contracts entered into and entirely performed within that State by residents of that State. Exhibitor hereby submits to the exclusive jurisdiction of the courts located in the Southern District of the State of New York, which shall constitute the exclusive forum for the resolution of any and all disputes arising out of, connected with or related to this contract or the breach of any provision of this contract. Exhibitor waives any right to assert lack of personal or subject matter jurisdiction and agrees that venue properly lies in New York, New York.

**24. OUTSIDE EXHIBITS/HOSPITALITY SUITES:** Exhibitor is prohibited, without express advance written approval from FEG, from displaying products/services and/or other advertising material in areas outside its booth space such as, but not limited to, parking lots, hotel lobbies, lounges, corridors, sleeping rooms, etc., as well as conducting unauthorized activities. Exhibitor shall not operate hospitality suites during hours in which the Event is open or when any Organizer-sponsored activities are being held. All requests for a hospitality suite or public function space must be made through FEG. If Exhibitor cancels or fails to occupy the exhibit space during official Event hours, FEG reserves the right to notify the applicable venue to cancel any hospitality space and/or hotel guest rooms under Exhibitor's name. Exhibitor shall remain liable for the payments made to the hotel or applicable venue.

**25. CONTRACTOR SERVICES:** FEG has contracted, on an exclusive basis, official contractors to provide certain services for the Event. Service companies other than the official contractors will not be allowed to perform any of these exclusive services. Non-exclusive services may be performed by exhibitor-appointed contractors (EAC) within certain guidelines. A complete listing of exclusive services and EAC guidelines will be provided in the Exhibitor Service Manual.

**26. CHARACTER OF DISPLAYS; USE OF AISLES AND COMMON AREAS:** Distribution of samples, printed matter of any kind and any promotional material is restricted to the exhibit booth. Exhibitor shall only exhibit products that it manufactures, represents, or legally distributes. All exhibits shall display products or services in a tasteful manner. The aisles, passageways and overhead spaces remain strictly under control of FEG and no signs, decorations, banners, advertising material or special exhibits will be permitted in the aisles except by written permission of FEG. Uniformed attendants, models and other employees of Exhibitor must remain within its booth. Any and all advertising distribution must be made from Exhibitor's booth space. Ballons and stickers are prohibited in the exhibit area. Handouts with gummed backing that adhere or cause adhesion are considered stickers. Equipment must be arranged so that show visitors do not stand in the aisle while examining equipment or watching demonstrations. Strolling entertainment or moving advertisements outside of an Exhibitor's exhibit space are prohibited.

**27. SOUND DEVICES:** The use of devices for mechanical reproduction of sound or music may be permitted but must be carried. Sound of any kind must not be projected outside of the exhibit booth. Exhibitor is specifically prohibited from employing any carnival-type attraction, animal or human, or from operating noise-creating devices such as bells, horns or megaphones.

**28. FIRE AND SAFETY LAWS AND RULES:** Federal, state and city laws must be strictly observed. A listing of material fire and safety regulations will be found in the Exhibitor Service Manual. All materials used for display of any kind must be flame proofed. This includes all materials used in specially constructed exhibits such as fabric or other materials. The use of crepe paper and any decorative paper of any type are prohibited and will not be permitted. Your display must meet all the required fire regulations. Displays that do not pass inspection will be ordered closed until such fire hazards are corrected against further danger of fire. All booth equipment (i.e., tables, chairs, displays, etc.) must not protrude into aisles under any circumstance. This is a strict order of the fire marshal. Exhibitor may be closed down for infringing this rule.

**29. SUB-LETTING:** No sub-letting or sharing of exhibit space will be permitted.

**30. FREIGHT SHIPPING:** Separate information will be mailed to Exhibitor regarding freight shipments to and from the Event Facility. Exhibitor should follow the shipping instructions provided by FEG for the Event to ensure proper shipment and identification. Shipments made in advance to the authorized Event contractor, as per instructions, will be delivered to your booth. At close of Event, if Exhibitor desires to arrange shipment of its exhibit materials by its own carrier, it should call for pick-up and inform Event's authorized contractor of its arrangements. EXHIBITOR MUST WAIT IN PERSON FOR SUCH PICK-UP. If Exhibitor does not remain in booth/exhibit area for the pick-up or if the pick-up does not occur within reasonable time, the authorized contractor may take the shipment to the contractor's warehouse at Exhibitor's own risk and expense. Exhibit merchandise and/or samples will not be permitted to be taken out of the exhibition area during the Event.

**31. SOLICITATIONS:** The following sales are strictly prohibited during the Event. Any retail sales including, but not limited to, any retail sale in violation of the retail sales tax regulations where the Event is being held. Any sale where display merchandise changes hands during the Event. Any direct sale from Exhibitor to consumer. The Event is strictly TO THE TRADE ONLY.

**32. RIGHTS OF OFFSET:** Enforcement: FEG reserves the right, in its sole discretion, to apply any or all payments made for the Event to any or all outstanding amounts due to Organizer. This applies to ad insertions, sponsorships, booth space, or any other product or services offered by Organizer.

**33. ENTIRE AGREEMENT:** This contract (including the Exhibitor Service Guide and any additional rules or regulations adopted by FEG from time-to-time) represents the entire agreement between FEG and Exhibitor relating to the Event and supersedes any prior written or oral understandings, agreements or representations by or between FEG and Exhibitor relating to the Event.