

## EXHIBITION REGISTRATION FORM

Exhibit dates: **10<sup>th</sup> to 12<sup>th</sup> April 2020** – Location: MITEC, Kuala Lumpur Malaysia

Company:					
Street address:					
City:		State:			
ZIP code:		Country:			
Web site:					
<b>Point-of-Contact</b>					
Name:					
Telephone:					
Email:					
Booth size:		90sq2m		180sq2m	
<b>Early Bird Discount until 31<sup>st</sup> January 2020</b>		RM3190		RM5890	
Normal Price		RM4190		RM7790	
Booth number preferences:	1st	Entrance	Booths assignment will be done on a first-come first served basis. If none of your preferred booths are available, the organisers will propose alternative positions.		
	2nd	Aisle			
	3rd				

### Invoice information

Invoicing Address (if different from above)

Point-of-contact:					
Company:					
Street address:					
City:		State:			
ZIP code:		Country:			

### NOTE

- An invoice and payment information will be provided when this form is processed. Full payment is required within 15 days of invoice date for the booth registration to be confirmed.
- Cancellation policy: a cancellation fee of 30% will apply to confirmed registrations for cancellation requests sent prior to 10<sup>th</sup> of February 2020. Refunds for cancellation requests sent after February 10th cannot be guaranteed and will be processed after the Forum.
- Each booth will be supplied with a shell wall, one table, two chairs, electricity, Wi-Fi, trash can and company name sign.
- Each exhibitor will receive one complimentary ticket for the Investment Forum on 11<sup>th</sup> April 2020.
- Exhibitor rules are listed on next page. Forum site rules and detailed manual will be sent to confirmed registered exhibitors in March 2020.



I have read and agree to the WWTIF exhibitor rules and I am authorized to reserve a WWTIF exhibit booth for my company.

Name	Date	Signature

Return this form by email to [exhibit.wwtif@gmail.com](mailto:exhibit.wwtif@gmail.com) before 15<sup>th</sup> February 2020 for early bird discount.

### Payment Method

Cheque	Please issue to: <b>Malaysia World Chamber of Commerce</b>
Bank Transfer	Account Name: <b>Malaysia World Chamber of Commerce</b> Bank: <b>RHB Bank Berhad</b> Account Number: 21446400013131
Online Ticket Transfer	<a href="http://www.worldwomenforum.com">www.worldwomenforum.com</a>

## EXHIBITOR RULES

- 1. Qualification for Exhibitor:** Exhibitors must showcase their own products or services and are not allowed to share their booth with other business due to non-compete reasons. If for any reasons there is a need to share, approval need to be obtained from the organisers of WWTIF. WWTIF reserves the right to accept or reject any exhibitor.
- 2. Cancellation Policy:** Due to advance financial commitments, refunds of the per-booth deposit requested after 10<sup>th</sup> February 2020 cannot be guaranteed. Consideration of requests for refunds will be processed after the Forum. Requests sent prior to 10<sup>th</sup> February 2020, will be refunded less 30% processing fee.
- 3. Booth Materials Provided by the Organisers:** Each booth will be supplied with a 3x3 meter shell wall, one table, two chairs, low-power electricity, spotlights, Wi-Fi, trash can and company name sign.
- 4. Exhibitor Registration:** Each exhibitor will receive one complimentary ticket for Investment Forum on 11<sup>th</sup> April 2020 registration for each 3x3 meter booth rental.
- 5. Additional services:** All exhibitors will receive equipment and service order forms at least 30 days prior to the Forum that will list the available services and their respective additional cost. Additional services will be invoiced separately from the exhibiting space rental charge.
- 6. Freight Movement:** All freight sent to the Forum site will be placed in exhibit booths by the established setup time. Exhibitors may deliver their own equipment directly to the exhibit booths after that time.
- 7. Exhibit Hours:** Every effort is being made to assure attendees' participation in the WWTIF exhibit. For specific hours of the exhibit, please refer to the exhibit schedule.
- 8. Compliance with Local Rules:** Exhibitors assume responsibility for compliance with pertinent ordinances, regulations, and codes of duly authorized bodies concerning fire safety and health, and the rules and regulations of operators and owners of the property in which the exhibit is held.
- 9. Insurance:** Organizers do not take any liability for loss, theft or damage to personal belongings and to equipment during the Forum; should not be liable to the participant for any special, consequential or incidental damages (personal injury or accident) howsoever arising during the period of the Forum. It is the responsibility of the participants to take out medical insurance as well as liability insurance on their own.