





# Revitalizing Higher Education in Africa



## Exhibition of the COMEDAF IV Conference of African Ministers of Education Mombasa, Kenya, November 22 - 26, 2009

### TERMS & CONDITIONS FOR EXHIBITING

#### Terms and Conditions

##### 1 General

Participation is open to individual exhibitors and groups of exhibitors nominated by the Association for the Development of Education in Africa (ADEA), the African Union (AU), the United Nations Educational, Scientific and Cultural Organization (UNESCO) and the Ministry of Education (MOE). Groups of exhibitors are kindly requested to nominate a responsible representative who is authorised to sign and who will accept the responsibility and liability of the group towards the organisers (ICWE Africa). Should the exhibitor accommodate a sub-exhibitor or a company which is additionally represented, without the permission of the organisers (written confirmation), this shall be grounds for dissolving the contract without notice and to have the stand space vacated at the exhibitor's risk and expense. Sub-exhibitors are companies within groups and subsidiaries or with their own products and their own personnel that use the stand area of the main exhibitor. The exhibition management will be entitled to decide on the allocation of exhibition space, the execution of instructions concerning the building of the stands and passages, and on all required safety measures. Any exchange of space between two exhibitors will be subject to the approval of the exhibition management.

##### 2 Allocation of exhibition space

The organizers will allocate the stands and try, wherever possible, to comply with the requests of the exhibitor. However, the organisers cannot guarantee that all wishes will be fulfilled.

##### 3 Catalogue

The exhibitor's profile and contact details will be listed in the exhibition catalogue. The catalogue will be distributed during the exhibition.

##### 4 Transport and delivery of exhibits

Exhibitors are free to employ their own forwarding agent. The exhibition management shall not be held liable for loss or incorrect delivery or return of materials. The storage of crates or any other kind of packing material in the stand and in the exhibition halls is not possible because of fire regulations.

##### 5 Advertising during the exhibition

Advertising is only permitted within the allocated exhibition space. Any exhibits / displays outside this allocated exhibition space will be subject to written approval from the exhibition management. In the interests of all exhibitors, distributing flyers and other advertising material outside the stand will not be tolerated. The exhibition management is entitled to prohibit unauthorised advertising without judicial order.

##### 6 Liability and insurance

Exhibitors should be insured against fire and theft. The organisers will not be held liable for any loss of or damage to exhibits or equipment, for instance through fire or theft, regardless of whether this damage or loss is sustained prior to, during, or after the exhibition. The exhibitors on their part will be held liable for any damage to persons or objects caused by them, their employees, their representatives or by their exhibits or items of their equipment. The exhibitors also carry the full risk for their stand and exhibits.

##### 7 Security and cleaning

The exhibition area will be guarded overnight on conference days between 18:00 and 8:30. However, no liability will arise from this for the exhibition management. The daily cleaning of the passages in the exhibition halls will be arranged by the management and is included in the rent. Details are included in the Exhibitors' handbook.

##### 8 Electricity

The cost of general lighting is included in the rent paid for the allocated exhibition space. Outlet boxes for special lighting and equipment can be installed by staff at the expense of the exhibitor. Payment can be made on a lump sum basis according to the connected load.

##### 9 Concluding provisions

No exhibit may be removed from the exhibition premises prior to November 27<sup>th</sup>, 2009 at 09:00 and 11:00 without the special permission of the exhibition management. Oral agreements, in particular those concerning the modification of these conditions, will be subject to the written approval of the exhibition management. This contract is valid under Kenyan law.

**ICWE Africa reserves the right to change any of its General Terms and Conditions at any time and without notice.**

### CONTACT

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Association for the Development of Education in Africa  
Association pour le développement de l'éducation en Afrique



United Nations Education,  
Scientific and Cultural Organization