



REGULATIONS FAIR BELGIAN OFFSHORE DAYS

WEDNESDAY 23 AND THURSDAY 24 MARCH 2022

1 – GENERAL

1.1 ORGANIZER AND OBJECTIVE OF THE FAIR

1.1.1 The BELGIAN OFFSHORE DAYS are organized by the Belgian Offshore Cluster (BOC vzw), with registered office in Oostende, Esplanadestraat 1.

For the practical organization of the fair, as well as for all decisions, of whatever nature, that have to be taken within the framework of the organization, BOC vzw disposes of a working group whose members are appointed by the Board of Directors.

THE BOARD OF DIRECTORS ISSUES THIS DOCUMENT WITH GENERAL REGULATIONS.

1.1.2 The aim of the BELGIAN OFFSHORE DAYS is to contribute to the promotion of the goods and services of the offshore industry with a view to promoting this offshore market.

1.2 PLACE AND DURATION OF THE FAIR

The BELGIAN OFFSHORE DAYS will take place in ACEG Arena on 23 & 24 March 2022.

Place: ACEG Arena, Kon. Astridlaan 10, 8400 OOSTENDE

Opening hours: on 23 March

Fair from 10 am to 6 pm (+ reception from 6 pm to 7 pm)

Conference from 10:30 am to 2:30 pm

on 24 March

Fair from 10 am to 4 pm

B2B meeting from 11 am to 3 pm

Target group: B2B (offshore professionals): free access with registration

1.3 REGISTRATIONS

In order to be validly registered, the participation requests must be fully completed, signed and mailed to info@belgianoffshoredays.be

1.4 INFORMATION - PUBLICITY - VISITOR CARDS

The working group will promote the BELGIAN OFFSHORE DAYS through various channels.

A website, including registration module has been designed for the BELGIAN OFFSHORE DAYS:

www.belgianoffshoredays.be

In addition, press releases will be issued social media posts will be actively promoted.

Exhibitors can invite as many guests as they like, they all have to register via

www.belgianoffshorecluster.be

1.5 DUTIES AND RIGHTS

1.5.1 As soon as BOC vzw has received the confirmation of participation, as stipulated in article 1.3, the parties respect the current general regulations. Upon simple request, the present regulations can be sent to a prospective exhibitor and this even before his application to participate reaches the secretariat.

1.5.2 As long as the exhibition lasts, each exhibitor is obliged to have at least one person at the stand responsible for both stand and safety.

During the opening hours for the public, this person responsible must be present from the opening to the closing time of the fair.

1.5.3 The exhibitors can only rent a basic stand of 9 m² (3 x 3m) or a kiosk of 3m² (3 x 1 m)

1.5.4 The exhibitors will build their stands:

- Tuesday 22 March: 4 - 6 pm
- Wednesday 23 March: 8 - 10 am

The exhibitors will remove their stands:

- Thursday 24 March: 5 - 7 pm

1.5.5 Serving or donating own beverages is not allowed

1.5.6 In case of urgent necessity, the organizers reserve the right to shorten the duration of the exhibition; this decision doesn't give the registered participants the right to cancel their registration or to claim compensation.

1.5.7 The organizers remind exhibitors that Belgian social legislation requires the employer to keep a special personnel register at each place of employment. The stand is considered a place of employment.

1.5.8 All costs and damage caused during the construction, opening and/or dismantling period will be recovered from the exhibitor concerned, even if the costs or damage are caused by companies that work on behalf of the exhibitor concerned.

1.5.9 By signing his participation request, each exhibitor explicitly accepts to respect all regulations and all decisions taken by the organizers in this context. He explicitly refrains from claiming any compensation from the organizers due to any sanctions that may be taken in his regard.

The circulars issued afterwards are an integral part of the present regulations.

The exhibitor who acts in violation of the present regulations after having been served notice by the organizers, will be sanctioned, in particular with a fine of € 250,00 to € 2 480,00 maximum, and even by exclusion of the fair or immediate closure of his stand.

1.5.10 The organizers cannot be held responsible in any way for possible accidents before, during or after the fair; nor for theft of any kind, with or without traces of breakage.

2 - EXHIBITORS

2.1 EXHIBITORS ALLOWED

Are accepted as exhibitors: members and structural partners of Belgian Offshore Cluster vzw as well as non-BOC members who have a demonstrable link with the international offshore market. The requests for participation are dealt with in chronological order. The organizers evaluate individually each request for participation from a non-BOC member.

3 - ALLOCATION OF STANDS

3.1 PROCEDURE

3.1.1 When completing their participation request, the candidate exhibitors mention the stand number they wish to obtain, followed by a second choice. This request will be taken into account as much as possible, but in no way obliges the organization. The allocation of the stand numbers takes place according to the principle first come-first serve.

3.1.2 Under no circumstances may the stand be sublet fully or partially. The assigned stands must be occupied by the holder who is only allowed to exhibit the products and services explicitly mentioned in the participation application, without prejudice to the right of the organizers to prohibit the exhibition of products and/or services that are not in accordance with the present regulations.

Under no circumstances may the stand be sublet fully or partially or passed on to another organisation.

3.1.3 The names, addresses and activities of non-exhibitors and/or non-BOC members must not be mentioned in any form or be visible at the stand.

Exceptions are made for the names of the manufacturers (for example, of material). These may be shown. This poster may occupy maximum 25 % of the stand. If this 25 % is exceeded, the supplier will be considered as a co-holder and the stand price will be doubled.

4 - DEMOS

Demonstrations are subject to conditions on the outdoor area of Ostend Sea P'lace. Exhibitors who wish to give a demonstration must notify the organization before 28/02/2022. The working group will evaluate each request individually.

The exhibitor who gives the demonstration is always careful and responsible for the safety of the stand staff and the visitors. He will take out all necessary insurance for this himself.

5 - PRICES, PAYMENTS

5.1 PRICE TO RENT A STAND

BOC members: stand of 9 m² costs 1 750 euros + VAT up to and including 31st January 2022 (early bird rate).

From 1/2/2022 a stand of 9 m² will cost 2 188 euros + VAT.

Non-BOC members: stand of 9 m² costs € 2 625 + VAT up to and including January 31st 2022 (early bird rate).

From 1/2/2022 a stand of 9 m² costs 3 282 euros + VAT.

This price includes:

- Rent of the basic stand for the entire period of the exhibition (walls, carpet, table, 2 chairs)
- 3 exhibitor cards
- Participation at the network reception for 3 exhibitors on the 23th of March
- 6 food jetons

BOC members: kiosk of 3 m² costs 1 000 euros + VAT up to and including 31st January 2022 (early bird rate).

From 1/2/2022 a kiosk of 3m² will cost 1 250 euros + VAT.

Non-BOC members: kiosk of 3 m² costs € 1 500 + VAT up to and including January 31st 2022 (early bird rate).

From 1/2/2022 a kiosk of 3 m² costs 1 875 euros + VAT.

This price includes:

- Rent of the basic kiosk for the entire period of the exhibition (walls, carpet, desk, 1 stool)
- 1 exhibitor card
- Participation at the network reception for 1 exhibitor on the 23th of March
- 2 food jetons

If deviations are requested on the standard stand offered by the organisation, this must be reported when reserving the stand. A surcharge of 250 euro will be charged.

5.2 TERMS OF PAYMENT

5.2.1 For the payment of the rent, BOC vzw will draw up an invoice, which must be paid within 30 days of receipt. If full payment has not been made before 27 February 2022 (early bird rate) and 16 March 2022 (regular rate), admission to the fair as an exhibitor can be refused and a 100% compensation (plus any (court) costs) of the full stand fee is due.

5.2.2 A compensation of 100% will be charged for cancelling a stand after 1st of March 2022. Full or partial reimbursement can only be considered if the vacant stand is re-rented.

5.3 MISCELLANEA

5.3.1 Only Belgian law applies to the rights and obligations arising from these general regulations.

5.3.3 Only the Courts of Ghent, department Bruges, will be competent for any dispute. The exhibitors opt for a special residence at their stand for the entire duration of the exhibition, including the time required for setting up or removing the exhibited products.

5.3.4 No complaints will be accepted unless they are sent to the registered office of the Belgian Offshore Cluster by registered letter. The letter must in any case arrive at the latest within a week after the end of the fair.

5.4 HEALTH AND SAFETY MEASUREMENTS

5.4.1 Every visitor will be required to provide a Corona Safe Ticket (CST) in order to gain access to the halls. A valid CST proves that an individual has been fully vaccinated, recently tested negative or recovered from the virus in the past six months.

5.4.2 In compliance with the federal policy and safety regulations, wearing a mask covering mouth and nose will be mandatory inside the venue for anyone

5.5 CORONA CANCELLATION CONDITIONS

If the fair cannot be held because of government decision(s), cannot take place or is practically unfeasible as a result, the following rules apply to the registration fee:

- The paid invoice will remain valid until it is possible to organise the Belgian Offshore Days physically (in other words, we will postpone the event and not cancel it)
- In case of cancellation by the exhibitor itself, 50 % of the registration costs remain due.