



BUYER'S ORDERING FORM

COMPANY OR ORGANISATION

Company:

Belonging to a group:

Full address:

Postcode: City: Country:

Tel.: Fax:

E-mail: Website:

VAT Code:

ACTIVITY (mandatory field – will appear in the catalog of participants)

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PARTICIPANT

■ PARTICIPANT N°1

- First name: Name:

Job title:

Direct phone: E-mail :

Mobile phone (for organisation purposes only):

ADDITIONAL PARTICIPANT

Additional meetings schedule : Free

Meeting schedule shared with participant 1 + accommodation included: 250 €H

Meeting schedule shared with participant 1 without accommodation: 100 €HT

- First name: Name:

Job title:

Direct phone: E-mail :

Mobile phone (for organisation purposes only):



LE PLANNING DE RENDEZ-VOUS

The objective of a business convention is to offer to all participants the opportunity to develop professional relations thanks to a planning of preprogrammed meetings, but also by means of informal meetings.
The organization committee is in charge of your logistic to your arrival to the place of the convention. In exchange, you engage to respect the meetings which will be planned under these criteria:

1. THE REFERENCE PLANNING

Your planning is elaborated mainly based on your elections, and the wish of meetings of the exhibitors that you would have validated (1 week before the date of the event) and finally, if there are free time gaps, for the non-validated applications of exhibitors.
If you consider less useful to encounter with a company, you will have the possibility to reject the meeting but clicking "reject". In this case this one would be in your agenda only when the other meetings do, and according to the available time slots. Last point: In order to organize correctly your planning of meetings, is essential that you communicate all the information regarding your presence (days and times of arrival/ departure) or any other useful information to optimize your planning.

2. AVAILABLE TIME SLOTS OR MAYOR IMPORTANCE CONTACTS

If you didn't get a meeting with a particular company, this is because their planning is complete or because there wasn't any common time slot available. If you still need to meet with this company, you can go directly to their stand to agree a supplementary meeting.
Likewise, if you have an available time slot or a meeting that has shortened, and you have already identified another person/company that you wish to meet, you can go directly to their stand to agree a supplementary meeting.

Attention: The definitive planning, which you will use as base for your work, will be delivered to you at your arrival where the convention takes place, in your welcome folder.

REGISTRATION

Registration fees : 250€(excl. VAT) / 1 person per company

PROCUREMENT OF LOGISTICS FACILITIES :

- Your accommodation on the 16th & 17th of October in a Hotel **/****
- Includes lunches on 2 days
- Includes evening cocktail
- Access to free coffee

REGISTRATION TO THE TOP TRANSPORT EUROPE BUSINESS CONVENTION INCLUDES:

- Access to the conference programme
- Access to expert workshops (managed and organised by participants)
- Your personalised and pre-scheduled programme of meetings
- The catalog introduction of participants on a USB device

Your participation commits you to:

- Participating in all meetings which are chosen and approved by you
- Participating in all meetings requested by the exhibitors additionally to chosen and validated meetings, in case of availability on your schedule
- Attending conferences and workshops which you pre-register for
- Not cancelling your participation less than 60 days prior to the convention without providing a replacement.

I register to participate to TOP TRANSPORT EUROPE. If unable to attend, I engage myself to find a replacement. In case of cancellation after September 17th, 2018, the organiser committee reserves the right to invoice participation fees (250 Euros) and the accommodation fees if applicable.

Name of a replacement: Position:

Payment to Adhesion Group

..... x 250 € HT = € x 100 € = € Total : €

I will pay my registration costs upon receipt of invoice. I will provide you at the earliest convenience our "order form (if needed)

I engage myself to participate in all meetings scheduled.

Name of signee:

Company:

Done at: Date:

The Company seal and signature:

TERMS AND CONDITIONS FOR TOP TRANSPORT EUROPE

1 • Organisation

The TOP TRANSPORT EUROPE business convention is organised by Adhesion Group, a business corporation with a capital of 305 910,79 Euros whose headquarters are located at 35-37 rue des abondances – 92513 Boulogne Billancourt Cedex.

2 • Purpose

These regulations define the terms under which **Adhesion Group** organises and operates this convention. They specify the respective obligations and rights of the participant and organiser. The participant formally agrees to respect these regulations.

3 • Date and place

The **TOP TRANSPORT EUROPE** convention will be held in the Palais du Pharo in Marseille (France) on the 17th & 18th October 2018. If it is not possible to use the site as planned, the organiser has the right to change the locality or alter the dates of the convention. The organiser can cancel the operation after having informed the participant, and in such a case, this registration form shall be rightfully cancelled without compensation being paid to the participant except for the reimbursement of the registration fees paid.

4 • Admission & registration

The organiser reserves the right to refuse any request for registration for whatever reason, without having to justify its decision. The request for admission to **TOP TRANSPORT EUROPE** is final and irrevocable. In case of withdrawal at any time and for whatever reason, the signatory shall still owe the total amount of his/her participation fee. As the registration is made in the name of a company, the participants themselves can be replaced on condition that the organiser be notified. The participation fee shall be paid upon receipt of invoice. Should payment not intervene at the agreed time, this request for admission shall be rightfully cancelled and the signatory shall be considered a debtor of **Adhesion Group** for the said amount.

5 • Competition

In order to preserve intact the speciality to which TOP TRANSPORT EUROPE owes its success, it is formally forbidden to exhibit products outside the areas provided to this effect. No fixed or mobile structure will be accepted outside or above the exhibition stands.

6 • Commercial rules

It is forbidden for participants to allow any other company to benefit from all or part of the services offered by the **TOP TRANSPORT EUROPE** convention without the prior consent of the organisers. The participant is formally forbidden to indulge, outside the premises hosting the convention, in activities similar to those carried out within the context of the convention, for the entire duration thereof.

7 • Insurance

Adhesion Group bears civil liability in its capacity as organiser of the events which it manages: this responsibility does not, however, extend to damage caused by third parties to participants. The « Palais du Pharo » shall be civilly liable in its capacity as owner of the buildings and installations, fixed or temporary, serving for the convention, as well as for the operation of companies and business it manages directly. The same is true for all outside companies. The participant shall be responsible for all damage or injury caused to others either by itself or its personnel or installations.

8 • Application of regulations

The organiser has the right to decide in all cases not provided for in these regulations and to make any necessary modifications or additions which become immediately applicable. The memoranda sent to participants later shall be considered an integral part of these regulations. Any breach of these regulations shall lead to the exclusion of the offending participant, at the sole will of Adhesion Group, without notice and without reimbursement of the participation fee or any other amount paid by said exhibitor which shall remain in the possession of the organiser.

9 • Jurisdiction

When signing the admission request, the participant agrees without reservation to accept the clauses of these regulations, whose French language text shall be considered authentic. In case of dispute and before any action, any exhibitor agrees to submit his/her claim to the Steward's Office. In case of dispute, the courts of the place of the registered offices of **Adhesion Group** shall entertain jurisdiction.