



**Australian Government**  
**Austrade**

# Participant Registration Form

Please return fax to:  
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**The 7<sup>th</sup> China Xiamen Int'l Stone Fair**  
8 – 11 March 2007, Xiamen  
**Deadline: Friday, 10 November 2006**

Company Name: \_\_\_\_\_ ABN: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Position: \_\_\_\_\_  
Mail Address: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_  
Tel. ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_ Mobile: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Website: \_\_\_\_\_  
Representative/s at Fair: \_\_\_\_\_ Position: \_\_\_\_\_  
Is your company registered in Austrade's New Exporter Development Program?  Yes  No

**YES** we wish to participate in the Xiamen Stone Fair and join the Australian National Stand at a total cost of A\$4200.

**YES** we wish to participate in the Austrade Hong Kong Program on Monday 12 March 2007 at a cost A\$570.

We will represent/promote the following products and/or services. **Items for display must be products of Australian Industry** as defined in the Conditions of Participation.

**Please tick the appropriate box. You are:**

- |   |  |
|---|--|
| <input type="checkbox"/> A new exporter                     | <input type="checkbox"/> Currently exporting but new to this market  |
| <input type="checkbox"/> Presently exporting to this market | <input type="checkbox"/> We have exhibited in this exhibition before |

**If applicable: please indicate your overseas representative (s) for this market:**

**OUR OBJECTIVES IN PARTICIPATION.** Please tick the appropriate objectives: it should help you to define your own reasons for participating in the Mission and/or Exhibition as well as helping us to measure the overall effectiveness of the event. At the end of the event we will follow-up with you to evaluate the outcomes of your objectives.

- |  |  |
|--|--|
| <input type="checkbox"/> Appoint local representatives             | <input type="checkbox"/> Make direct sales                     |
| <input type="checkbox"/> Identify potential joint ventures         | <input type="checkbox"/> Generate inward or outward investment |
| <input type="checkbox"/> Launch a new product                      | <input type="checkbox"/> Support an existing agent             |
| <input type="checkbox"/> Identify new high quality buyers          | <input type="checkbox"/> Reinforce a corporate image           |
| <input type="checkbox"/> Meet end users                            | <input type="checkbox"/> Keep abreast of competitor's activity |
| <input type="checkbox"/> Meet existing buyers                      | <input type="checkbox"/> Increase market share                 |
| <input type="checkbox"/> Identify new sales outlets (distributors) | <input type="checkbox"/> Other (please specify) _____          |

I declare that this information is true and correct in every particular. I agree to the **Terms and Conditions of Participation** and the **Payment Terms and Exhibitors' Responsibilities** in connection with this event. I agree to pay the total participation fee as indicated in this agreement.

Authorised Representative (Print Name) \_\_\_\_\_ Position \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Note: Once this registration form is received from you, a detailed Austrade Service Proposal will be followed for your formal confirmation. *Thank you for your Participation!***

## Terms and Conditions of Participation

**1** Participants in Austrade trade exhibitions must be Australian Organisations, either a sole trader, partnerships or companies registered in Australia and conducting export related business in Australia. Austrade reserves the right to decline any application for participation in an Austrade trade exhibition where it is determined that the Australian organisation is not conducting business in Australia, or is not export ready, or is not likely to contribute to trade between Australia and overseas countries.

**2** The exhibit must be attended by an employee, representative or agent of the participant, and the exhibitor must meet costs involved.

**3** The Australian Trade Commission (AUSTRADE) normally accepts applications only from principals (ie. manufacturers or merchants actually owning the goods at the time of export). AUSTRADE reserves the right to seek confirmation that merchants are authorised to sell the products being promoted in the market concerned.

**4** AUSTRADE reserves the right to accept or reject any application, to exhibit or withhold any items submitted for exhibition purposes, and to allocate space and position in accordance with the overall design and limitations of venue and any other special circumstances that may arise.

Exhibitors cannot sub-let exhibition space to other parties without AUSTRADE's prior written agreement.

**5** The exhibitor will make all arrangements, accept all responsibility, and meet all costs for the supply and disposal of exhibit items, including packaging, documentation, freight, handling, insurance, customs clearance, import duties and other taxes.

**6** No items on display may be removed by the exhibitor or authorised representative from the exhibition site during the exhibition. Exhibitors undertake to take possession of their display goods at the conclusion of the exhibition or when requested to do so by AUSTRADE or its accredited officers.

**7** All exhibitors must obtain Austrade approval of any sponsorship arrangements prior to participation in this exhibition.

**8** In the event of an exhibitor's withdrawal from the exhibition AUSTRADE accepts no responsibility for any financial losses incurred. (See **Withdrawal** clause below).

**9** Austrade reserves the right to cancel or postpone an exhibition at any time and Austrade will not be liable to pay compensation, damages or costs to any person arising from the postponement or cancellation of the exhibition, at Austrade's sole discretion, as a result of force majeure, Act of God, or any government act, fire, earthquake, explosion, actual or the perceived risk of a terrorist or violent act, industrial dispute, civil commotion, accident or anything beyond the control of Austrade and whether happening in Australia or elsewhere.

**10** The exhibitor agrees to indemnify AUSTRADE, its employees and agents against all actions, proceedings, claims and demands which may be brought or made against AUSTRADE, its employees and agents, by any person, firm or corporation in respect of any loss, damage or injury (including death) occurring to any person or property arising out of or in connection with the participation or proposed participation in the exhibition or the use or occupation of the space and position allocated by AUSTRADE or from anything owned, operated, exhibited, displayed, demonstrated by or under the direct or indirect control of the exhibitor or arising from the cancellation or postponement of the exhibition and such indemnity shall include any costs incurred by AUSTRADE in defending such actions, proceedings, claims and demands and any costs incurred in being represented at any proceedings arising out of any accident including any inquiry or inquest.

**11** Access to an AUSTRADE exhibition site is restricted until payment is received in full, prior to the commencement of the specified exhibition. Austrade reserves the right to prohibit access by the exhibitor to the exhibition site where payment has not been received in full prior to the commencement of the event.

**12** Late registration – In the event that a potential exhibitor registers after the published deadline of a specified exhibition, and should space be available to accommodate this client, Austrade will endeavour to accommodate the client but there will be no guarantee provided that will ensure the client a place in the specified exhibition.

**13** These terms and conditions will be governed by and construed in accordance with the laws of Victoria.

**14** The services provided by Austrade for this exhibition (and any other services provided to exhibitors under an Austrade Service Proposal) are subject to our standard terms and conditions. [www.austrade.gov.au](http://www.austrade.gov.au)

## Payment Terms and Exhibitor's Responsibilities

### Payment Terms

All invoices for exhibition participation are payable within the terms of the invoice and prior to the exhibition. Exhibitors will not be permitted to exhibit under the terms of this agreement until full payment is received by AUSTRADE. Space is not confirmed until payment is received.

### Late Applications

Applicants who apply less than 60 days before the exhibition will be sent an invoice for the total participation fee and will be required to pay strictly within the stated terms.

### Withdrawal

An exhibitor will be liable for costs up to the value of the full participation fee should they decide to withdraw at any stage after an application form is received by Austrade, unless a suitable replacement is found. Austrade makes no guarantees to find a replacement but shall use its best endeavours, at its discretion. Once notice of withdrawal is given, Austrade reserves the right to re-contract the space without further consultation. If a suitable replacement is contracted, the exhibitor may still be liable for costs incurred by Austrade on their behalf. This may include a cancellation fee of AUD\$1000 for time and administration costs. Any other costs are subject to a 15% service fee. If a suitable replacement is not found, the exhibitor shall be liable to pay the full participation fee before the exhibition commences.

### Costs

Exhibitors are required to bear all costs involved in the provision, disposal or return of exhibit items, product samples, sales literature and any cost involved in the manning of the exhibitor's display as well as any other costs as outlined in the Exhibitor Package. Where an exhibitor has requirements beyond the normal allocation, the exhibitor shall bear the additional costs involved, at the sole discretion of AUSTRADE.

### Freight Arrangements

AUSTRADE may nominate a forwarding agent to consolidate shipment of exhibit goods from Australia. Exhibitors will be responsible to liaise with the forwarding agent and meet all costs, including customs clearances, freight and handling charges. Exhibitors are under no obligation to utilise the nominated forwarding agent. AUSTRADE is not responsible for the clearance of display goods, delivery to display site or other freight arrangements.

### Import and Related Charges

Exhibitors are responsible for meeting all charges incurred in import duties, bonds and other taxes where applicable.

### Insurance

The Exhibitor will take out and keep current Public Liability insurance for the period of the Exhibit, covering all Public Liability risks arising from participation in the Exhibit. The Exhibitor should seek professional advice concerning other insurances that should be taken out.

### Provision of Exhibit Items

Exhibitors are responsible for the provision and disposal of exhibit items, product samples, sales literature, etc. Exhibitors are strongly advised to insure exhibit materials against loss or damage, in transit and at the exhibition site. The cost of such insurances is to be met by the exhibitor.

### Disposal of Goods

It is the responsibility of the exhibitor to arrange for the disposal or return of their exhibit items.

### Privacy

Personal information on this registration form may be collected and used by Austrade or its contracted service providers to advise you of opportunities, seminars, conferences, trade fairs and other export related activities designed to facilitate Australian exports. Austrade's Privacy Policy can be viewed on [www.austrade.gov.au](http://www.austrade.gov.au).