

# EXHIBITOR REGISTRATION

*Quito, Ecuador*  
*October 6<sup>th</sup> - 7<sup>th</sup> - 8<sup>th</sup>, 2010*



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Please, send by fax to +34 91 542 07 00

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<b>1. Person from your company, who will be in contact with MITM Americas:</b>					
Name: .....		Email: .....			
<b>2. Your details for MITM Americas Directory:</b>					
Name on Stand (25 characters maximum): .....					
Address: .....					
City/P. Code: .....		Province/State: .....		Country: .....	
Web: .....		Email: .....			
Phone: (.....) .....		Fax: (.....) .....			
<b>3. Delegate Registration: (Please, verify the number of delegates allowed. It includes working lunch, coffee breaks and social functions)</b>					
Delegate 1: .....		Job Title 1: .....			
Delegate 2: .....		Job Title 2: .....			
<b>4. Exhibiting Options. Panelled modular stands. Characteristics:</b>					
	<b>Stand Measurements</b>	<b>Delegates Included</b>	<b>Extra Delegates</b>	<b>Pre-Scheduled Appointments</b>	<b>Furniture Included</b>
Single Stand	3 x 2 m	1	Yes, up to 2.	Up to 20	Sign, 1 table / 3 chairs
Shared Stand	3 x 2 m	2	No	Up to 20 (10 per company)	Sign, 2 tables / 4 chairs
Multiple Stand	6 x 2 m	4	No, only additional Stand.	Up to 40 (10 per company)	Sign, 4 tables / 8 chairs
Additional (Multiple)	3 x 2 m	2	No	Up to 20 (10 per company)	Sign, 2 tables / 4 chairs
<b>5. Stands Prices - 20% Discount until April 30<sup>th</sup>, 2010:</b>				<b>PRICE:</b>	<b>YOUR SELECTION:</b>
<b>5.1. Single Stand (For 1 company's use)</b>				EUR 3.245,00	<input type="checkbox"/> ____ Stand(s)
<b>5.2. Shared Stand (For 2 companies' use)</b>				EUR 3.996,00	<input type="checkbox"/> ____ Stand(s)
<b>5.3. Multiple Stand (For 4 companies' use)</b>				EUR 6.985,00	<input type="checkbox"/> ____ Stand(s)
<b>5.4. Additional to Multiple Stand (For 2 companies' use)</b>				EUR 3.345,00	<input type="checkbox"/> ____ Stand(s)
Extra Delegate (20% discount not applicable on delegate(s) price):				EUR 192,00	<input type="checkbox"/> ____ Delegate(s)
<b>6. Extra Services for Exhibitors:</b>				<b>PRICE:</b>	<b>YOUR SELECTION:</b>
Advertisement on Buyers Directory:				EUR 753,00	<input type="checkbox"/>
Early appointments agenda (Sent by email 3 days before MITM commencement):				EUR 38,00	<input type="checkbox"/>
Buyer Contacts in Excel and Access formats:				EUR 115,00	<input type="checkbox"/>
1 hour seminar to buyers, press and exhibitors. Room and audio included.				EUR 3.490,00	<input type="checkbox"/>
Promotional material in registration bags:				From EUR 300,00	<input type="checkbox"/>
Banner in MITM Americas Web:				EUR 769,00	<input type="checkbox"/>
3 E-Mailings to more than 65.000 international buyers:				EUR 1.846,00	<input type="checkbox"/>
<b>7. Deposit required with registration: EUR 1.000 (by credit card)*.</b>				<b>SUBTOTAL: EUR</b> _____	
<input type="checkbox"/> VISA <input type="checkbox"/> MasterCard    Credit Card #: _____				<b>8% TAXES:</b> _____	
Exp. Date: _____    Holder: _____					
Signature: _____    Date: _____				<b>TOTAL: EUR</b> _____	
<b>8. Total Payment by bank transfer to GSAR Marketing S.L. within 30 days from Registration (See payment conditions).</b>					
<b>Billing Details:</b> _____					
_____ RFC / NIF of your Company: _____					

*\*Refundable due to cancellation, less EUR 400 of handling fee, up to April 8<sup>th</sup>, 2010.*

# OFFICIAL RULES AND REGULATIONS

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1. MITM Americas 2010 exhibitors must be suppliers of tourism and travel related services for incentive travel, conventions, congresses and events or public tourism organizations only from **American** countries.
2. The contracting of at least one single, shared or multiple stand is a prerequisite for participating as exhibitor in MITM Americas.
3. Each single, shared or multiple stands are provided with appointment agendas. The maximum number of these is detailed in the registration form.
4. Registrations are final when this form is received signed by G.S.A.R. Marketing.
5. Participants must be bona-fide employees of the contracting company or organization. The use of a stand is limited to the companies or organizations that appear in the registration form.
6. The maximum number of delegates per single stand are three. For shared stands, one per sharing company. For multiple stands, four. For additional to multiple stands, two.
7. Only the contracting company name sign will be shown at the stand –single or multiple-. The two company names will be placed on the shared stand. For multiple stands, the names of the participating companies –up to four- will be placed either on the wall of the stand or on top of the tables.
8. One company profile will appear in the Directory per single stand, two per shared stand and up to four profiles –if delegates represent different companies- for multiple stands.
9. A deposit of EUR 1.000 is required to be paid by credit card with the registration form. The deposit will be refundable under the cancellation conditions specified at point #15 below. Total payment must be done within 30 days from registration. If registration is done within the 45 days before MITM commencement, payment must be sent in full within 3 days maximum by bank transfer.
10. The 20% discount is applicable only to the price of any stand option. An invoice will be sent showing the total price of the stand selected and if the total payment is made before April 30, 2010 the 20% of the stand price would be refunded to the exhibitor.
11. Payment for multiple stands will be invoiced and paid by the contracting organization or company being the responsibility of this the collection of payments from the stands' sharing companies.
12. Exhibitor stands will be assigned by national or geographic regions if possible.
13. Exhibitors may decorate aisles to identify countries, regions or corporate groupings at exhibitor's cost.
14. Displays and decorations must not surpass the stand's contracted measurements and must be approved by GSAR.
15. Cancellations must be made in writing and received *by mail, email or fax*, under the following conditions: Cancellations sent up to April, 8<sup>th</sup>, 2010 will be refundable, less EUR 400,00 of handling fee. Between April 9<sup>th</sup> and May 7<sup>th</sup>, 2010 will receive 50% from the total refund. NO REFUNDS FOR CANCELLATIONS MADE AFTER MAY 7<sup>th</sup>, 2010.
16. Exhibitor kits, containing name badge, appointments agenda and delegates directory, will be given to the company's first registering delegate, and only upon full payment of all fees.
17. MITM identification badge is required for entry into the travel market.
18. Delegates must wear their name badge during all official MITM functions. Replacements for lost badges are available for EUR 100,00.
19. Badges may not be shared. Shared badges will be confiscated.
20. The time limit for the request of identification badges is September 6<sup>th</sup>, 2010. After that date, any name change will incur a charge of EUR 35,00. Registrations after this date will not have early appointments agenda.
21. In order to be present in the Exhibitors Directory, complete registration forms must be received before September 6<sup>th</sup>, 2010. Registration received between September 6<sup>th</sup> and 17<sup>th</sup>, 2010 will appear in the Addendum.
22. Registrations received after September 6<sup>th</sup>, 2010 will not be provided with a pre-scheduled appointments agenda.
23. Exhibitor's advertisement must be received in the proper format by September 6<sup>th</sup>, 2010. There will not be refunds if material is received after the deadline.
24. Private functions will not be permitted during MITM events. Non compliance will result in ejection from this and future MITMs.
25. Dismantling of stands will not be permitted before 12:00 noon on October 8<sup>th</sup>, 2010.
26. The distribution of commercial material is only permitted within the stands. Material found in other areas will be confiscated.
27. Publicity selling is completely forbidden and commercial activities outside the module are completely forbidden.
28. The supplier agrees not to hold G.S.A.R. Marketing responsible for loss, damages or charges resulted from the use of contracted space.
29. In the event of any circumstance which may create an extraordinary risk of injury or damage, or due to strikes, extreme weather conditions or natural disasters, G.S.A.R. Marketing, S.L shall have the right and sole discretion, to determine the course of action to be followed with respect to MITM. In the event that G.S.A.R. Marketing, S.L cancels or limits MITM for reasons of safety, or by the other conditions explained above, neither G.S.A.R. Marketing, S.L nor any of its officers, directors, or employees shall be held liable or responsible in connection with such cancellations or limitations, and their failure to perform any further obligations regarding MITM shall not constitute a breach of any contract on the part of G.S.A.R. Marketing, S.L.
30. G.S.A.R. Marketing is not liable for any financial responsibilities incurred by individual delegates, or exhibiting companies.
31. Points not covered by this document are subject to G.S.A.R. Marketing, S.L. approval. It is understood that incompliance by exhibitor of any official rule can be sanctioned by ejection from the present and/or future MITM editions.
32. Insurance such as personal, theft, medical, injure, liability, etc is not included and it is the responsibility of the registered delegate.
33. Charges and fees assessed by the exhibitors bank for payments to G.S.A.R. Marketing must be paid in cash at registration time at the venue.

***Signing this registration form means to fully agree with above Official Rules and Regulations as well as agreeing to pay in full the services contracted in previous page at the shown times and cancellations penalties will apply as mentioned above.***

Authorized Signature: ..... Name: ..... Date: .....

According to the current legislation (Constitutional Act 15/1999 (Data Protection) and the 34/2002 Act (Information Society and e-Commerce Services), we hereby inform you that your details, including your email and mobile telephone number, will be included in the automated files owned by GSAR Marketing (Ferraz, 80, 28008 Madrid), for the purposes of commercial communications. To exercise your rights of access, modification and opposition, please, contact GSAR Marketing. Promotion only valid for adults aged 18 and above.

# MARKET PROFILE

Choose the categories that best describe your company or organization and its activities.

This information will appear in the MITM Directory for distribution to buyers, so they can choose appointments.

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## A. WE ARE A:

- |   |  |  |
|---|--|--|
| 01 <input type="checkbox"/> Airline           | 09 <input type="checkbox"/> Tourism Office             | 17 <input type="checkbox"/> Incoming Agency        |
| 02 <input type="checkbox"/> Car Rental        | 10 <input type="checkbox"/> Convention Visitors Bureau | 18 <input type="checkbox"/> Shows                  |
| 03 <input type="checkbox"/> Bus Charter       | 11 <input type="checkbox"/> Audiovisual Company        | 19 <input type="checkbox"/> Restaurants            |
| 04 <input type="checkbox"/> City Hotel        | 12 <input type="checkbox"/> Theme Park                 | 20 <input type="checkbox"/> Conventions Center     |
| 05 <input type="checkbox"/> Beach Hotel       | 13 <input type="checkbox"/> Sea Transport              | 21 <input type="checkbox"/> Exhibition Center      |
| 06 <input type="checkbox"/> Mountain Hotel    | 14 <input type="checkbox"/> Entertainment Company      | 22 <input type="checkbox"/> Casino                 |
| 07 <input type="checkbox"/> Airport Hotel     | 15 <input type="checkbox"/> Cruise Line                | 23 <input type="checkbox"/> Other (specify): _____ |
| 08 <input type="checkbox"/> Apartments/Villas | 16 <input type="checkbox"/> Railroad                   | _____  |

## B. WE ARE LOCATED IN:

- |  |   |  |  |
|--|---|--|--|
| 01 <input type="checkbox"/> Argentina  | 08 <input type="checkbox"/> Cuba        | 15 <input type="checkbox"/> Panama         | 22 <input type="checkbox"/> Caribbean: _____ |
| 02 <input type="checkbox"/> Belize     | 09 <input type="checkbox"/> Ecuador     | 16 <input type="checkbox"/> Paraguay       | _____  |
| 03 <input type="checkbox"/> Bolivia    | 10 <input type="checkbox"/> El Salvador | 17 <input type="checkbox"/> Peru           | _____  |
| 04 <input type="checkbox"/> Brazil     | 11 <input type="checkbox"/> Guatemala   | 18 <input type="checkbox"/> Puerto Rico    | _____  |
| 05 <input type="checkbox"/> Chile      | 12 <input type="checkbox"/> Honduras    | 19 <input type="checkbox"/> Dominican Rep. | _____  |
| 06 <input type="checkbox"/> Colombia   | 13 <input type="checkbox"/> Mexico      | 20 <input type="checkbox"/> Uruguay        | 23 <input type="checkbox"/> Canada           |
| 07 <input type="checkbox"/> Costa Rica | 14 <input type="checkbox"/> Nicaragua   | 21 <input type="checkbox"/> Venezuela      | 24 <input type="checkbox"/> USA              |

## C. WE'D LIKE TO OBTAIN:

- |   |   |
|---|---|
| 01 <input type="checkbox"/> Incentive Travel Groups (Large)   | 07 <input type="checkbox"/> Board Meetings          |
| 02 <input type="checkbox"/> Incentive Travel Groups (Small)   | 08 <input type="checkbox"/> Seminars                |
| 03 <input type="checkbox"/> Incentive Travel (Couples)        | 09 <input type="checkbox"/> Exhibitions ( _____ m2) |
| 04 <input type="checkbox"/> Conventions (Up to _____ persons) | 10 <input type="checkbox"/> Product Presentations   |
| 05 <input type="checkbox"/> Meetings (Up to _____ persons)    | 11 <input type="checkbox"/> Other: _____            |
| 06 <input type="checkbox"/> Congresses (Up to _____ persons)  | _____   |

## D. WE OFFER THE FOLLOWING SERVICES:

- |  |   |   |
|--|---|---|
| 01 <input type="checkbox"/> Hotel (Stars: _____ )                  | 07 <input type="checkbox"/> Translations          | 14 <input type="checkbox"/> Multilingual Guides     |
| 02 <input type="checkbox"/> Transport                              | 08 <input type="checkbox"/> Currency Exchange     | 15 <input type="checkbox"/> Car Rental              |
| 03 <input type="checkbox"/> Facilities for<br>Conventions/Meetings | 09 <input type="checkbox"/> Tours / Transfers     | 16 <input type="checkbox"/> Apartments / Villas     |
| 04 <input type="checkbox"/> Insurance                              | 10 <input type="checkbox"/> Own Bus / Car         | 17 <input type="checkbox"/> Audiovisual Aids        |
| 05 <input type="checkbox"/> Meals                                  | 11 <input type="checkbox"/> Inhouse Entertainment | 18 <input type="checkbox"/> Shows                   |
| 06 <input type="checkbox"/> Theme Parks                            | 12 <input type="checkbox"/> Theme Functions       | 19 <input type="checkbox"/> Others (Specify): _____ |
|  | 13 <input type="checkbox"/> Secretarial Services  | _____   |

## E. WE CAN PROVIDE YOU WITH THE FOLLOWING SUPPORT:

- |  |  |  |
|--|--|--|
| 01 <input type="checkbox"/> Group Discounts              | 05 <input type="checkbox"/> Teasers    | 09 <input type="checkbox"/> CDs                    |
| 02 <input type="checkbox"/> Tailored Packages            | 06 <input type="checkbox"/> Pendrives  | 10 <input type="checkbox"/> Multilingual Brochures |
| 03 <input type="checkbox"/> International Representation | 07 <input type="checkbox"/> Give aways | 11 <input type="checkbox"/> Posters                |
| 04 <input type="checkbox"/> Shells                       | 08 <input type="checkbox"/> Post Cards | 12 <input type="checkbox"/> Others: _____          |

## F. A SHORT DESCRIPTION OF MY COMPANY IN 25 WORDS

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