

General Terms and Conditions
of
Sponsors for Participation in IAA-ISRO-ASI-Human Spaceflight Symposium

I. General

1. For the purpose of these General Terms and Conditions the following team shall mean:

Organizer	- International Academy of Astronautics (IAA) / Indian Space Research Organisation (ISRO) / Astronautical Society of India (ASI)
Symposium	- IAA - ISRO - ASI - Human Spaceflight Symposium
Sponsor	- Organisation / Industry who intends to Sponsor in the Symposium by availing benefit.
Stall	- Bare / plain exhibition Stall (area of 3m x 3m / 3m x 2m) allotted to the Sponsor for displaying their exhibits.
Sponsorship Form	- A registration form provided by Organizer which is basis for the participation of the Sponsor in the Symposium organized by the Organizer.

These terms and conditions shall apply to all Sponsors participating in the Symposium. By filling the application form for the participation, a Sponsor accepts the responsibilities as provided in these terms and conditions expressly.

2. Stalls will be constructed and equipped by Organizer and the allotment of the stalls to the Sponsor will be taken up on first come first served basis.
3. Stalls will be allotted only to Gold/Silver Sponsors on first come first serve basis based on availability.
4. Apart from the services mentioned in point I.5, the sponsors will be provided with an exhibition stand constructed and equipped in accordance with the layout specified by the Organizer in the Symposium brochure.

If the Sponsor places his exhibit on the standard equipped exhibition stand, the Sponsor will be responsible for placing as well as for the removal of his exhibit from the exhibition area by the end of the Symposium in the terms set by the Organizer.

5. Upon the order of this service by Sponsor he is also provided with
- General Security of an exhibition area.
 - Waste and package disposal during an Exhibition, installation and dismantling.
 - General cleaning of an exhibition space.

II. Registration for participation in the Symposium

1. In order to participate in the Symposium, the Sponsor establishes a contract relationship with the Organizer on the basis of the Sponsorship Form provided by the Organizer which has to be confirmed by the Organizer according to this Terms and Conditions, or on the basis of an agreement between the Sponsor and the Organizer.

An Organisation/Industry desiring to participate in the Symposium according to the Terms and Conditions contemplated by this document, communicates to the Organizer for participation in accordance to the Sponsorship Form.

Amended Sponsorship forms will not be accepted by the Organizer. Forms containing condition clauses will only be accepted in consent of the Organizer.

The Organizer will as far as possible consider the choice of the Sponsor regarding the location of the Stall. The Organizer bears no responsibility for the exclusion of competition.

2. After the confirmation of the participation, the Organizer is entitled to change the location and the size of the exhibition stall made available to the Sponsors, due to technical or any other reasons. The Organizer has to inform the Sponsors of such amendment within a reasonable period of time.
3. The Organizer communicates to the Sponsor, the confirmation of the participation in the Symposium after the payment is done by the Sponsor. An agreement concerning the participation of the Sponsors in the Symposium is deemed to be established after the communication of confirmation by the Organizer.

Prior to the confirmation the Organizer has the right:

- To reject the participation
- To reduce the size of the exhibition stall for which the Sponsor desired to participate.
- To reject the placement of an exhibit which do not confirm with the subject of the Symposium.
- To exclude any firm (industry) from the list of participants.

The Organizer and the Sponsor agree to exchange documents through mail or any other electronic channel in process of prearrangement and during the Symposium. The original of the documents have to be submitted to the Organizer after these have been communicated through mail or any other electronic channel.

4. A Sponsor who intends to participate in the Symposium using other Terms and Conditions other than this General Terms and Conditions concludes with the Organizer for a special agreement regarding sponsors and benefits in placement of the exhibits, which contains the special terms and conditions agreed upon between the Organizer and Sponsor.

III. Services fees, Payment conditions

1. The payment for the participation will be performed on the basis of the invoices issued by the Organizer in accordance with the sum and the terms specified in the invoice. The payment has to be made within the fixed time and is to be made by means of transfer of the required sum to the bank account of the Organizer. Bills will not be accepted. The right to use the exhibition stand is only guaranteed if all set payment terms have been met. Non-compliance by the Sponsor with the set terms gives the Organizer the right to dissolve the agreement with the sponsor.
2. If the Sponsor does not comply with the set terms of payment, the Organizer has the right to exclude the Sponsor from the participation in the Symposium. The procedure of payment on the basis of agreements regarding participation in the Symposium is stipulated in the respective agreement between the Organizer and the Sponsor.

IV. Withdrawal from the participation in the Symposium

Unilateral withdrawal of the Sponsor from the participation in the Symposium, as well as unilateral reduction of the exhibition stall area through the Sponsor will not be accepted after the Sponsor has received the confirmation from the Organizer. The Sponsor who wishes to withdraw from the participation in the Symposium is obliged to send their respective proposal to the Organizer. The parties decide upon this proposal in accordance with the agreement between them.

V. Cancellation or postponement of the Symposium

The Organizer will inform the Sponsors if the Symposium is cancelled or the terms of the Symposium are changed. In such case the obligations of the Organizer will be carried forward for an adequate period of time or will cease to exist. The Organizer has the right to retain the costs paid by the Sponsors which were spent on the organization of the Symposium at the moments of its cancellation. The Sponsor is not entitled to claim compensation for his losses in connection with the cancellation or postponement of the Symposium.

VI. Duties of the Organizer

1. To provide the Gold/Silver Sponsor with the standard equipped exhibition stall with the area and the equipment in accordance with the layout defined in the Symposium brochure.
2. To provide the Sponsors with other services in connection with the placement of exhibits, logo and playing promotional videos according the services prepared by the Organizer for the Symposium.

VII. Duties of the Sponsor

1. The Sponsors are obliged:
 - To provide the Organizer with information and advertisement materials for the purposes of placement of these materials. The Organizer defines the required quantity of materials as well as the time period and the form in which the materials have to be provided;
 - To organize display of his exhibits and of other belongings in the Symposium and their placement on the stand in the time frame determined by the Organizer;
 - To comply with the security rules in the course of the Symposium and with the rules of fire safety and electricity safety as well as the rules set for the Sponsors by the Organizer;
 - Not to allow third parties to work on the stall, to switch on or to switch off electric devices and not to let the stall without any control during the Symposium;
 - Not to assign the rights and obligations in connection with participation in an Exhibition to other third parties:
2. After expiration of the installation period it is prohibited to transport goods in the area of the Exhibition in the working hours of the Symposium and to carry out installation or dismantling works. Removal of the exhibits and of other belongings of the Sponsors will only be allowed after the closing of the Symposium. The Organizer does not bear responsibility for the property of the Sponsor which is left in absence of the Sponsor staff. The Sponsor is obliged to hand back the exhibition area and the exhibition equipment in the same condition in which he had received. The Sponsor bears the costs for clean up of the space provided and for possible reparation of the exhibition equipment.

3. If it is not possible to dismantle exhibits in the set terms, the Organizer dismantles exhibits at the expenses of the Sponsor and places exhibits and other belongings of the Sponsor in the Symposium on the costs of the Sponsor. The Organizer does not bear responsibility for the Sponsor's or third party's property. The property will be returned by the Organizer after the Sponsor has satisfied the Organizer's claims concerning payments in connection with dismantling of exhibits, storage of property as well as losses in connection with expiration of dismantling period or penalty.
4. Exhibition areas which will not be occupied by the Sponsor until 11 a.m. on the day of symposium, the exhibition area will be deemed as not occupied and the Organizer has the right to reallocate it.
5. Apart from that: *In case of placement of the exhibits on the standard equipped exhibition area the duties of the Gold/Silver Sponsors are:*
 - To use the exhibition stall constructed by the Organizer and the stand equipment belonging to the Organizer in accordance with its purpose and not to damage exhibition property;
 - At the end of the Symposium to clear the stall from belongings of the Symposium in the time period defined by the Organizer;
 - To compensate damage of the stall, of the stall equipment or of the construction of the stall caused by the Sponsors or by third parties.

VIII. Technical support

Technical support of the Symposium is provided by the contractor who is mandated by the Organizer. The Sponsors has to contact the contractor for obtaining the needed support.

IX. Installation and dismantling of the exhibits through the Exhibitors or by third parties

1. Installation of the exhibits begins in the time period defined by the Organizer and has to end on the time period set by the Organizer. Packing material and other garbage left after installation/dismantling of exhibits has to be removed from the exhibition area. Dismantling of the exhibits may only be performed after an official end of the Symposium. Installation and dismantling of the exhibits as well as delivery and removal of other belongings of the Sponsor has to be performed by the Sponsor.
2. In case of performance of installation and dismantling works by the Sponsor or by the third party, the Sponsor has to obtain permission for the performance of installation and dismantling works in the time set by the Organizer.
3. The Sponsor and the third parties are not allowed to pollute the exhibition area in the course of performance of the exhibits installation/dismantling works or to pollute or damage other property in exhibition area.

An equipment used by installation of the stands has to meet requirements of fire safety and of electrotechnical safety, shall not constitute any danger for life and health and shall not pollute the exhibition area and the air in the building.

In the exhibition area it is not allowed to:

- Deliver wood-working equipment or plank timber and to perform sawing, planing and other joiners works for fabrication of exhibition stand parts;

- Perform paint coating works for painting of the exhibition stand under construction;
- Lay the paint, varnish, glue or other coating which is hard to remove from the floor, walls and pillars of the exhibition rooms;
- Drill holes in floors, walls, pillars and other parts of exhibition rooms or damage them in any other way.

X. Safety rules:

1. The Sponsor is obliged to comply with the rules of fire safety, safety regarding electricity cables and sanitary rules. The Sponsor bears liability for compliance with these safety rules.

2. In order to prevent violation of the rules of technical and fire safety during the Symposium and during installation and dismantling works the Sponsor is obliged:
 - To comply with requirements set by the Organizer and by administration of the exhibition area which derive from the rules of technical and fire safety and safety concerning electric facilities as well as sanitary rules;
 - To sign exhibits which require higher safety requirements in the exhibit list. The Sponsor is liable for damages to the Organizer's or third party's property, and for violation of Organizer's or third party's property rights and intellectual property rights caused in connection with display of the exhibits. Potentially dangerous subjects and agents which will not be mentioned by the Sponsor in the exhibits' list or placed without consent of the Organizer may be removed by the Organizer from an Exhibition on the costs of the Sponsor.
 - Display of motor vehicles and of other potentially dangerous subjects is only permitted in case of consent of the Organizer and in compliance with the following requirements:
 - The motor vehicles may only be displayed with empty tanks.
 - The Sponsor is obliged to fix the motor vehicles in order to prevent spontaneous movement of the vehicles.
 - Neither the Sponsor nor the exhibition visitors may start the engine of the displayed motor vehicles in the Symposium. The Sponsor has to block the vehicles in order to prevent their starting.
 - Dangerous subjects may not be left in the exhibition area without supervision.
 - The Sponsor is obliged to fence all exhibits and especially moving mechanisms in order to provide safety of the personell and of the visitors. The Organizer has to be notified of usage of gas, inflammable materials and other agents, which constitute danger. These stuff may not be used without prior written consent of the Organizer.
 - Caustic and toxic liquids and gases, storage tanks with compressed and liquefied gases (except fire extinguishers), radioactive, explosive and inflammable subjects are not permitted and therefore not to be held on an exhibition. If the exhibits feature mentioned characteristics, the Sponsor has to replace them by inactive models. It is prohibited to demonstrate the work of inflammable and explosive instruments and mechanisms, as well as of instruments and mechanisms which use the mentioned agents.
 - If pharmaceutical agents will be displayed on an Exhibition, the Sponsor is obliged to replace narcotic and psychotropic agents and drugs by safe models.

Display of arms and of munition (and of components thereof) is NOT allowed within the precincts of the Exhibition or the Symposium venue by the Organizer. It is prohibited to

display operable examples of arms and of munition. The mentioned items have to be replaced by inactive models. It is prohibited to demonstrate the functioning of firearms, airguns and propellant weapons.

Demonstration of functioning of electrical and motorized instruments and mechanisms is only allowed upon condition that the Organizer consents to it in written form and that safety of the personnel of the Sponsor and of third parties is guaranteed by the Sponsor.

It is not allowed to demonstrate the functioning or use of loudspeaker and noisy installations, which impede the normal work of the Symposium.

The Sponsor is obliged to switch off all electronic devices on the stand after the working hours of the Symposium. It is prohibited to smoke outside of specially signed areas and to use open flame or electric heating devices in the Symposium.

3. In case of violation of these conditions the Organizer of the Symposium retains the right to remove from the area the items which do not meet the mentioned requirements or constitute danger in Organizer's view.

The Sponsor bears responsibility for eventual damages caused by his exhibits and other properties to life, health, property of personnel of the Exhibitor, of the Organizer or of third parties at the Symposium venue. The Sponsor bears all the costs in connection with fire fighting to be carried out due to the functioning or malfunctioning of the Sponsor's exhibit(s) on display.