

NEW SHARED UK STAND INITIATIVE
CLOSING DATE: 17 JUNE 2022

MEDLAB AFRICA is a distinct sector within AFRICA HEALTH, 'sister' show to ARAB HEALTH and part of the Informa portfolio. The 9th edition of the event, in May 2019, attracted more than 10,560 visitors (605 exhibitors, including 19 country pavilions). Please contact Kirsty Roberts for a copy of the Show Brochure, or more information on the event can be found at www.africahealthexhibition.com

Medilink UK are a national, health technology, business support network, dedicated to the growth of the sector across the UK. Like GAMBICA, they co-ordinate UK pavilions at many international healthcare events, such as MEDICA and ARAB HEALTH and have organised the sole UK pavilion at Africa Health since 2012. Their pavilion features a wide variety of UK companies from across the life sciences sector, ranging in size and exporting experience. We are delighted that they have agreed to 'team up' with GAMBICA for this initiative and share their market experience and event arrangements.



GAMBICA are holding an excellent location in Hall 2. We are offering the opportunity to take a small 'pod' type stand on a shared larger stand - providing a full exhibitor presence at the event with at show back-up support from GAMBICA, in conjunction with Medilink UK, at a significantly lower cost than taking a full exhibition stand.

WE PROVIDE

- Excellent group location with high quality UK stand design, co-branded with Medilink UK
- Pod type stand area including a display counter & stool, electricity point with two metres of graphic display wall, includes the production & installation of graphics (group member to supply print-ready artwork) Carpeting, lighting and cleaning are also included
- Access to all organiser catalogue and event promotion opportunities
- Shared central hospitality/ meeting area, incl refreshments.
- On-site support throughout event, set-up and breakdown ◊ information stand & 'sign posting' point
- A Guide to the British Group is circulated to British embassies & posts, and distributed from the information stand.
- Competitively priced British delegation travel and hotel packages
- In addition to the overall administration of the group and the above on-site facilities, GAMBICA provides help & advice prior to, during and after the event.

WE CHARGE

£3,330 for a pod stand on this basis, and an administration and on-site service fee of £599 (GAMBICA members), £709 (non-members). This charge is made to cover GAMBICA's administration costs for the event and on-site service costs (ie on-site GAMBICA representative, wifi/internet point if available, refreshments, practical assistance before the event and on-site assistance during the build-up and the show itself). If actual expenses are in excess of our estimates, a further charge will be made and will be invoiced after the event.

PLEASE NOTE This is a first time initiative, and the viability of this scheme is dependent on a minimum number of 6 participants. When this is confirmed, we will issue an invoice for stand costs & the full admin fee. This will be payable not later than two months prior to the event.

TO BOOK

Please complete and return the attached application form as soon as possible, and **by not later than 17 June 2022**. The number of pod stands is limited & will be allocated on a first-come, first-served basis.

DETAILS OF SERVICES

Exhibiting in a GAMBICA organised group benefits exhibitors by relieving them of much of the burden of stand design, booking administration, liaising with contractors, etc. Group stands are normally well positioned in the exhibition hall and have a high standard of presentation and finish, often far superior to the organisers' shell stands. Exhibitors, particularly newcomers, benefit from the local knowledge and market experience of other companies in the group.

STAND STAFFING AND DISPLAYS

The stand must be in the name of a UK registered company.

Exhibitors should arrive at least 24 hours before the opening of the event to set up their display, unless agreed in writing, with GAMBICA, prior to departure. Stands must be staffed at all times by personnel conversant with the company's products until the end of the show.

PAYMENT

We will invoice you shortly after confirmation of the group participation. Payment of this invoice must be made by BACS, details will be supplied on invoice. Stand fees will only be refunded if the space can be reallocated.

Costs were calculated in March 2022. GAMBICA reserves the right to adjust any increase or decrease in costs due to unavoidable increases in stand costs and/or exchange rate fluctuations.

GAMBICA will be responsible for payment of all space and construction costs within strict time limits. Companies wishing to withdraw from the event after the closing date will be liable for all costs. Please see Terms and Conditions regarding cancellation.

TRAVEL, INSURANCE & FREIGHT

GAMBICA does not provide any insurance cover for this event. Companies should therefore ensure that all possible liabilities are covered, including the possibility of loss, damage, cancellation or postponement due to external causes.

GAMBICA will advise exhibitors on the requirements for freight, travel and accommodation and nominate agents for these services, although exhibitors are responsible for making their own arrangements. Unless you inform us to the contrary, we will assume you agree to your company's name being included in the list of participants made available to our freight and travel agents and other relevant service providers.

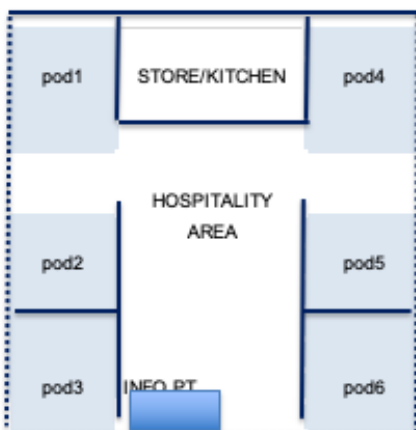
ACTION

To take part, carefully review the enclosed Terms and Conditions, complete and return the GAMBICA application form and note the payment dates. If you have any queries with regard to MEDLAB - AFRICA HEALTH 2022 please contact Kirsty Roberts on telephone 07587 081026 or email kirsty.roberts@gambica.org.uk.

Visual Layout / Design of Shared Stand @ MEDLAB AFRICA



- ◆ Excellent group location with high quality UK stand design
- ◆ Pod type stand area including a display counter & stool, electricity point, two metres of graphic display wall, includes the production & installation of graphics (group member to supply print-ready artwork) Carpet, lighting and cleaning are also included
- ◆ Access to all organiser catalogue and event promotion opportunities
- ◆ Shared central hospitality/ meeting area, incl refreshments



- ◆ On-site support throughout event, set-up and breakdown ◆ information stand & 'sign posting' point
- ◆ A Guide to the British Group is circulated to British embassies & posts, and distributed from the information stand
- ◆ Competitively priced British delegation travel and hotel packages
- ◆ In addition to the overall administration of the group and the above on-site facilities, GAMBICA provides help & advice prior to, during and after the event.

APPLICATION FORM MEDLAB AFRICA Johannesburg 26/28 October 2022

CLOSING DATE: 17 JUNE 2022

- Please read attached information & Terms before completing.
- Below cost is for a pod-type stand with shared hospitality area
- Special requests. Eg, corner locations, or if there are other group participants which you do, or do not wish to be located near by – please advise when making your booking. PLEASE NOTE we cannot accept bookings *subject* to these. Will be dealt with on a first come first served basis
- The viability of this scheme is subject to a minimum of 6 participants. This will be confirmed as soon as possible and not later than above date.
- An invoice will be supplied once scheme is confirmed **and payment will be due immediately, to secure your booking. No booking can be confirmed until this is received.**
- Payment must be made by BACS (unfortunately we are currently unable to accept cheques)
- Stand space will be allocated strictly in order of receipt of booking form

CONTACT DETAILS	Please supply the details for person responsible for the organisation of your stand		
Company Name			
Contact Person			
Contact Tel Number			
Email			
Website			
Address			
PAYMENT	Please indicate req stand size & whether a member of GAMBICA or BIVDA		
Stand Cost	£ 3,330 per stand	A	£ 3,330.00
Management Fee	£ 599+VAT = £ 718.80	GAMBICA / BIVDA Member	
	OR		
	£ 709+VAT = £850.80	Non Member	£
TOTAL	<i>Above stand costs are inclusive of SA VAT</i>	A+B	£
PUBLICITY	Please provide the following to be used in pre show group publicity		
Approx 50 word Product/Service Description			
Email for Publicity Items			
Logo Artwork (high res)	A high res copy of our Company Logo artwork is attached	<input type="checkbox"/>	(please tick)
IF YOU HAVE A PREFERRED LOCATION PLEASE INDICATE BELOW			
ADDITIONAL MANDATORY FEES (will be invoiced shortly before the event)			
In addition to the above, the following charges will apply: \$250 for Public Liability Insurance for the duration of the exhibition; however, this fee can be waived if a company can evidence suitable insurance cover (please request details). Additionally, all exhibitors will be charged a \$25 Administration fee and \$300 online marketing fee. These charges are mandatory and imposed by Informa Markets, the organisers of Africa Health. A 15% charge for South African VAT will be appropriate for the majority of costs, this will be included with your invoice.			
We have read and agree to comply with the conditions overleaf and undertake to pay GAMBICA costs as specified above			
Signature		Date	

PLEASE RETURN BOOKING FORM TO KIRSTY ROBERTS, GAMBICA
Email kirsty.roberts@gambica.org.uk. Tel 020 7642 8086. Mobile 07587 081026

CONDITIONS OF CONTRACT FOR PARTICIPATION IN A GAMBICA SUPPORTED GROUP AT AN EXHIBITION - 2021 / 2022

1. In these conditions "Exhibitor" will mean the company, firm or individual signing this application and, where appropriate, will include their employees and agents. "Organisers" will mean the organisers of the exhibition.
2. The stand must be in the name of a UK registered company.
3. Exhibitors must comply in full with the exhibition terms and conditions, technical guidelines, requirements and other regulations, together with any other relevant national, region or local technical, legal, safety requirements and regulations. A copy of the exhibition terms and conditions is usually available on the event website. Alternatively a copy may be obtained from GAMBICA on request
4. Exhibitors must comply in full with the Organisers' terms and conditions, technical guidelines, requirements and other regulations, together with any other relevant national, regional or local technical, legal and safety requirements or regulations, and indemnify GAMBICA against any liability which may arise due to failure to follow the said rules. A copy of the terms and conditions may be obtained from the event website or, on request, from GAMBICA.

GAMBICA will not be held responsible for any claim arising out of a failure to comply with the above requirements or regulations.

5. Exhibitors must comply with time limits notified to them by GAMBICA. Goods and services exhibited should be of UK origin; any Exhibitor who wishes to display goods or services, which are not of UK origin, must apply to GAMBICA for permission, with details of the goods or services in advance of the cut-off date.
6. UK export agents may be Exhibitors provided that: (a) they have the appropriate sales franchise for the product concerned, (b) they apply well in advance of the cut-off date, and (c) they provide a signed declaration from their principal confirming that the agent is an accredited representative and that it is understood that this participation will be taken into account when determining the principal's eligibility for future UKTI support.
7. The allocation of the area and position of stands will be within the sole discretion of GAMBICA. Where necessary, GAMBICA may vary the area and position of stands allocated and payment will be increased or reduced accordingly. Any variations in area will not normally exceed 20% of the original allocated space.
8. Exhibitors may not sublet any space allocated to them nor may advertisements of other companies, firms or individuals be displayed. Only goods and services mentioned in the application form may be promoted.
9. GAMBICA will bear no liability for loss, damage or destruction of any property of the Exhibitor caused other than by the negligence of GAMBICA. GAMBICA will bear no liability for economic loss. GAMBICA will bear no liability for loss or damage sustained as a result of circumstances beyond GAMBICA's control, including but not limited to, unusual weather conditions, war, hostilities, national emergency, virus outbreak or pandemic, riot, revolution, rebellion, labour disputes or strikes.

If, due to such an event, **cancellation or postponement of the exhibition** is considered necessary by the Organisers or GAMBICA, we would make every reasonable effort to recover costs incurred on behalf of the group. However, GAMBICA will be entitled to retain such proportion of sums paid by Exhibitors as may be necessary to cover unavoidable loss and expense.

10. The Exhibitor will indemnify GAMBICA against any claims by third parties arising from the Exhibitor's activities during the exhibition. No material, which may present a risk to health and safety, may be brought onto the exhibition site without GAMBICA's written consent. Exhibitors must obtain insurance cover for the exhibition including public liability, all risks on their property and employer's liability. This should indemnify the Organisers and GAMBICA against any claims or costs resulting from personal injury or property damage resulting from the acts of the Exhibitor.
11. **Cancellation of participation, by the Exhibitor** before the closing date will incur no penalty charges.

Should the Exhibitor cancel after the closing date they will be liable for the GAMBICA Management Fee plus any stand related costs or organisers participation fees committed to and/or incurred on their behalf by GAMBICA.

By analogy, this also applies to a reduction in stand area and to cases where GAMBICA cancels the contract as a result of a default of payment by the exhibitor.

The decisive criterion is the date of receipt at GAMBICA of the declaration of cancellation or the date on which the exhibitor falls into arrears respectively.

GAMBICA reserves the right to recover the full costs and to reallocate the space at its discretion.

12. If an Exhibitor commits an act of bankruptcy or goes into liquidation, receivership or administration or any act is done or event occurs which has a similar effect to the foregoing under any applicable law, this contract will be determined and any monies already paid will be retained by GAMBICA.
13. GAMBICA reserves the right to exclude any Exhibitor who is in debt to GAMBICA or whom it considers unsuitable to be an Exhibitor. GAMBICA may require the removal of any literature which contains serious linguistic errors or which is judged to be embarrassing or otherwise unacceptable.
14. The costs for this event were calculated in December 2020. GAMBICA reserves the right to adjust any increase or decrease in costs due to unavoidable increases in stand costs and/or exchange rate fluctuations. Should the exchange rate of the pound sterling to the currency in which payments to Organisers are required change by more than 2% from the date of application to the date of the Exhibition, based on the Reuters Exchange Rate Service, the payment by the Exhibitor shall be raised or lowered accordingly to reflect any additional or reduced costs to GAMBICA.
15. Should any services provided to the Exhibitor, including but not restricted to electric power, water/air, communications or refreshments, these will be charged for as extra.
16. **Stand Staffing & Displays.** Exhibitors should arrive at least 24 hours before the opening of the event to set up their display, unless agreed in writing with GAMBICA, prior to departure. Stands must be staffed at all times by personnel conversant with the company's products until the organisers published end of the show.
17. Stands must be properly attended at all times the exhibition is open. No exhibit may be removed before the end of the exhibition without the written permission of GAMBICA. All materials must be removed within the period set by the Organisers. The Exhibitor will indemnify GAMBICA against any damage or loss to the structure, building or land occurring during occupation.

Most organisers' Terms and Conditions state that exhibitors' stands be manned for the full duration of the event opening hours. Should the organisers consider that a group stand participant has prematurely 'abandoned' their stand, the participant indemnifies GAMBICA and any penalty charge or fine made against GAMBICA will be invoiced on to the participant

18. **Stand Design for Space Only Exhibitors.** Companies wishing to take space only who are designing and building their own stands MUST advise GAMBICA prior to the closing date. Designs should be submitted as soon as they are available and are subject to approval by GAMBICA. We strongly recommend that companies do not incur costs on design and build until your plans have been agreed by GAMBICA. Stand designs also must be sent, by the exhibitor, to the appointed UK pavilion stand construction company.
19. All companies must ensure that their exhibits and/or internal stand decoration do not obscure the pavilion design features. A full set of drawings and plans (with dimensions) will be provided, but can be obtained from GAMBICA on request prior to this if required. In most cases the maximum height permitted is 2.5 metres.
20. This contract is subject to English law and to the exclusive jurisdiction of the English court.