

EXHIBITION BOOTHS

NIGERIAN BAR ASSOCIATION (NBA) SECTION ON BUSINESS LAW (SBL)

The SBL presents the 5th Business Law Conference of The Nigerian Bar Association. This Conference has proved to be an important part of the global law calendar and is a rallying point for policy makers, industry practitioners and the law regime, in a unique partnership to drive Africa's economic development.

Conference

The SBL conference provides a rare opportunity to meet the wide range of people and organizations which make up the business in Nigeria and the Pacific. We expect 1,000 legal luminaries both in the public and private sector, academics, trainers and public sector staff to attend, so it provides an excellent opportunity to showcase products and services to the sector.

This year's conference will be held in Nigeria's capital city, Abuja. The venue is the Ladi Kwali Conference Centre of the Sheraton Hotels and Towers, Abuja which provides a spectacular location and excellent conference facilities for sponsors, trade exhibitors and delegates.

The theme for the SBL conference 2010 is **"REGULATING THE BUSINESS ENVIRONMENT IN EMERGING MARKETS"**

The program has been developed to attract people from throughout the local and international legal profession as well as policy makers from all sectors of the economy.

The obvious quality and pedigree that the SBL conference now has provides a wonderful opportunity for exhibitors to showcase their products and services.

See below for details regarding exhibiting at the conference,

The Exhibition Venue

The Exhibition Gallery will be located at the Ladi Kwali Conference Hall of the Sheraton Hotels, Abuja which is on the ground floor within the hotel.

Why Become an Exhibitor

The NBA Section on Business Law (SBL) gathers together individuals and organizations from throughout Nigeria and the abroad who are involved in all kinds of open, flexible and networked business; the annual conferences are an excellent opportunity to reach many of the leaders and decision makers in the sector to promote your services and products.

Emphasis will be placed on ensuring that all conference delegates and attendees are frequently required to visit the Gallery, Catering (morning, afternoon teas on 2 (two) of the days and all lunches) for delegates and exhibitors will be served within The Exhibition area.

Exhibition Details

Stand setup

Monday (stand build) 5 April 2010 12.00noon – 5.00pm

Stand open

Tuesday 6 April 2010 8.30am – 5.00pm

Wednesday 7 April 2010 8.30am – 5.00pm

Thursday 8 April 2010 8.30am – 5.00pm

Exhibition Stand size and cost are:

EXHIBITION STAND SIZE	EXHIBITION STAND COST
2. 0m x 2. 0m	N200, 000
3.0m x 3. 0m	N300, 000
Special booth	N400, 000

Stands will be built with the following equipment included in the booth price:

STAND ACCESSORIES

Back and side walls of black fronrunner Velcro receptive partitions with aluminum stabilizing structures at top and bottom only. Sides are 2.5m high.

10amp power supply

2 x 150 watt spotlights

Standards company name sign

1 No of Table

2 No of Chairs

Vinyl cut letters for Facial names

1 Dustbin

Additional Exhibitors

Booth price allows for 1 exhibitor, if you require additional exhibitors these may be allowed only for the 3.0m x 3. 0m booths at a cost of N150, 000.00 for the extra exhibitor.

Additional Equipment

Any additional equipment such as additional sign requirements, carpet etc can be ordered from the exhibit contractors, please contact the efe@nba-sbl.org for more details.

Payment

Upon receipt of your stand application, an acknowledgment will be sent to you. Included with this acknowledgement will be an invoice requesting 75% payment. This payment must be received within 5 working days following receipt of the invoice to guarantee an allocation of space, Initial space allocations will be confirmed only upon receipt of this payment. The outstanding balance is due for payment by Thursday 1st April 2010.

Floor plan

A floor plan showing allocated space and booth numbers will be made available on request. Stands will be allocated on first come first serve basis.

Security

General site and access security will be provided for all Exhibitions by the venue staff. Security of your individual exhibition site within the confines of the stand itself is the responsibility of the exhibitor. Exhibitors should have their own insurance covers for any valuable items that are to be left on the stand.

Exhibitor Registration

Exhibitor Stands will receive one free Exhibitor Registration with each space purchased, all additional booth personnel must register at a fee of N50, 000 per person which covers the entitlements below. Exhibitor registration does not entitle the exhibitor to attend conference sessions; exhibitors must register as a conference Delegate.

Exhibitors Registrations include:

- Name badge
- List of participants
- Lunch
- Additional Purchase Items

The right to purchase tickets for the social function as published in the Registration Brochure.

Application for stand Space

Applications for space can be made by completing the Exhibitors Gallery Application Form, return by mail to the Exhibition Manger. Bookings will be handled strictly on a "first come, first served" basis.

For submission of application and further enquiries, please contact the Exhibition Manager on the following:

NBA Section on Business Law
1b Professor Tihamiyu Bello Osagie Road
Parkview Estate

Lagos

Tel: 08035651897

Email: efe@nba-sbl.org

Web: www.nba-sbl.org

Terms and Conditions of Booth Holders and Exhibitors

Contract

These terms and conditions form part of the contract governing the allocation of an Exhibitors' booth at the Section on Business Law Conference Exhibition 2010.

Definitions

In this contract:

'Event' means SBL Conference Exhibition, April 5 - 8, 2010

'Organizers' means the SBL organizing committee and its appointed agents:

'Exhibitor' includes all employees or agents of the company, partnership or individual exhibiting at the SBL Conference Exhibition 2010.

'Booth' means the space allotted to the Exhibitor.

Official Programme

The SBL Conference 2010 Program, which appears on the registration brochure publication. Reference to the masculine gender includes the feminine and to the singular includes the plural and to persons includes corporations and in each case vice versa. Exemption from any of these Terms and Conditions shall be given only at the Organizers discretion and will only be affective if made in writing.

Duration of Event

Event Exhibition open times are:

Tuesday	6 April 2010	8.30am – 5.00pm
Wednesday	7 April 2010	8.30am – 5.00pm
Thursday	8 April 2010	8.30am – 5.00pm

Use of Data at the SBL Conference Exhibition 2010

To enable the organizers function in the best interests of both delegates and exhibitors, you agree that the information you provide to us (such as name, position, company, email and contact details) may be distributed to third parties attending this event.

Exhibiting Criteria

Companies wishing to register for the SBL Conference Exhibition 2010 must:

- Have a connection to the field of law
- Have a quality product or service suitable for purchase or use or organization attending the conference
- Have the ability to provide purchasers with confirmed rates for a period of 6 months after the SBL Conference Exhibition 2010.
- Be in stable financial position – should the need arise to check on the financial standing of individual companies checks will be made via accepted agencies. Adverse findings of such a check will be referred to the applicant for comments before final decision is made.
- Upon exhibitor registration for the SBL Conference Exhibition 2010 exhibitors must pay 75% for their booth space, the balance to be paid by Thursday 1st April 2010, Companies that fail to pay either the booth space monies by the due dates will lose the right to attend the SBL Conference Exhibition 2010.
- Staff their booth for the duration of the event
- Companies who do not meet the exhibiting criteria and who wish to exhibit at the SBL Conference Exhibition 2010 can make a written application to the organizers stating their reasons for exhibiting. In certain circumstances exceptions to the exhibiting criteria can be made, but this is not guaranteed and is entirely at the discretion of the organizers.

Additional Exhibitor Delegates

Additional exhibitor delegates may be requested over and above the number allocated and may be placed on a waiting list and consideration given to approval after Thursday 1st April 2010. Applications for additional exhibitors are to be made writing to the organizers.

Booth Specification

The Organizers will supply to the Exhibitor a booth and inclusions as specified in the Exhibitors Proposal.

Payment for Booth

The Exhibitor agrees to make total payment for the booth no later than Thursday 1st April 2010, Failure to make payment by this date will result in cancellation of the booth reservation.

Cancellation

In exceptional circumstances the Organizers may be prepared to cancel their contract with the Exhibitor. Any request for cancellation must be submitted to the Organizers in writing. If the Organizers agree to the cancellation, the Exhibitor undertakes to make payment as follows:

Cancellation prior to Friday 26th March 2010 will result in cancellation fee of 50% of total booth costs. From Thursday 1st April 2010 the cancellation fee will result in 100% of all booth costs being payable, unpaid accounts will incur late payment fees and collection costs.

Right of Rejection

The Organizers reserve the right to prohibit, in whole or in part, any exhibit that they deem to be inappropriate. The Exhibitor agrees not to display or disseminate any material that in the opinion of the Organizers is unsuitable. The Organizers reserve the right to refuse any person admission to the Event without assigning any reason.

Prohibition of Transfer

This contract creates a license to exhibit at the Event and not a tenancy. Exhibitors may not assign, share, sub-let or grant licenses in respect of the whole or any part of the booth except where written approval has first been obtained from the Organizers.

Use of the Booth

The Exhibitor may conduct business only from the allocated booth and not from aisles or common parts of the Event. Any noise generated must not cause a nuisance to neighbouring booths or visitors. The Organizers' judgment will be final in this

regard. Exhibitors within the booth must not be positioned so as to cause obstruction of the aisles.

Booth Construction

All construction and exhibits must be confined to the booth and must not overlap aisles or common space. Any structure erected on the booth must at all times comply with the prevailing regulations imposed by statutory authorities and the venue management.

The Exhibitors shall not paint, mark or damage any fixtures or fabric of the Event premises or any booth fittings. The exhibitors shall be responsible for the costs of making good breach of this clause. The design of all structures erected is subject to the approval of the Organizers. Any design considered not to be in the best interests of the Event may be rejected. Any structure erected without the approval of the Organizers or contrary to this contract, may be altered or removed by the Organizers at the Exhibitors expense.

Banners & Signage

Exhibitors are not to hang banners, signage or other materials from the ceiling or on the walls within the venue building or from any structure outside the venue building without permission from the Organizers. This includes any projection from the exhibitor's booth to areas outside their allocated booth space. Exhibitors must confine promotional material to within their allocated booth space.

Copyrights and Patents

The Organizers will not be liable for any damages the Exhibitor may sustain in respect of the infringement of any of their copyright nor for any damages the Exhibitor

may cause in respect of infringement of the third party copyrights arising out of their participation in the Event.

Exhibitors' Liabilities

The Exhibitors hereby accepts liability for all acts or omissions of him/herself, their staff, contractors, agents or visitors and undertakes to indemnify the Organizers, to keep them indemnified in all liability in respect thereof and against all action suits proceedings, claims, demands, costs and expenses whatsoever which may be taken or made against the Organizers, or in respect thereof, including any claims arising out of the supply by the Exhibitors of samples of any kind whatsoever, whether such samples be sold or given away free, and including any legal costs and expenses any compensation costs and disbursement paid by the Organizers on any such claims. Notwithstanding the indemnity hereby given, the Exhibitor undertakes to arrange appropriate liability insurance.

The Organizers make no representation or warranty on behalf of any supplier or event organizer and any dealings undertaken in this regard will be solely at the exhibitors' risk.

Insurance

The Organizers shall not be responsible for any loss or damage to any exhibit or property of any Exhibitor or any other person by theft or fire or any other cause whatsoever, nor for any loss or damage whatsoever sustained by the Exhibitor by reason of any defect in the building or circumstances beyond the control of the organizers not related to the building, caused by fire storm tempest, lighting, national emergency, war, terrorism, labour disputes, strikes or lock outs, civil disturbances, explosion, inevitable accident, force majeure, nor any other causes not

within the control of the Organizers, nor for any loss or damage occasioned, if by reason of happening of any such event, the opening of the Event is prevented, or postponed or delayed or abandoned, or the building becomes wholly or partially unavailable for the holding of the Event. The Exhibitor agrees and undertakes to insure in their full replacement value the contents of their booth and all associated items.

Postponement or Abandonment

In no event shall the Exhibitor have any claim for damages of any kind against the Organizers in respect of any loss or damage consequential upon the prevention, postponement or abandonment of the event, by reason of the happening of any of the events referred to in the previous clause, or of the Event building becoming wholly or partially unavailable for the holding of the event for reasons beyond the Organizers' control. The Organizers shall be entitled to retain such part of all sums paid by the Exhibitors, as the Organizers consider necessary. If in the opinion of the Organizers, by re-arrangement or postponement of the period of the event, or by substitution of another hall or building or by other reasonable manner, the event can be carried through, when the contract shall be binding upon the parties except as to size and position of booths, as to which any modifications, substitutions or re-arrangement they consider necessary shall be determined by the Organizers. Where the event building becomes wholly or partially unavailable for the holding of the Event, through reasons beyond the Organizers' control, the Organizers shall be entitled on giving notice in writing to determine this contract and may, in their absolute discretion, refund in whole or in

part ay payment the Exhibitor is liable to make under this contract.

Security

The building will be locked overnight when the building is unattended. All participants are advised that valuables should not be left unattended or unsecured at any time. The organizers accept no responsibility for any loss or damage suffered by participants or visitors.

Set up and Completion of Booths

Access for set up is available from 12.00noon to 5.00pm on Monday 5th April 2010.

Dismantling/Removal of Exhibits

The Exhibitor undertakes not to remove exhibits from display, either partially or totally prior to 6:30pm Thursday 8th April 2010; Prior removal will only be allowed when advance application has been agreed in writing.

Revision of Layout

The Organizers reserve the right to revise the layout of the Event and/or to transfer an Exhibitor to an alternative site, or alter the size or shape of any booth. Should any such alteration result in a reduced booth size the booth payment required from the Exhibitor may be reduced pro-rata.

Unoccupied Booths

Where a booth is unoccupied by 8.30am Tuesday 6th April 2010 the Organizers reserve the right to reallocate or otherwise deal with the booth as they so decide, without reimbursing the Exhibitor.

Safety of Exhibits

The Exhibitors shall not bring or cause to be brought into the Event premises any dangerous goods, except with the prior written approval of the Organizers. The Exhibitor shall at all times comply with all statutory requirements as to safety, including without limiting the generality of the foregoing the storage and handling of dangerous goods. All exhibits must be properly protected to avoid danger to any person. The Organizers shall indemnified by the Exhibitor against any claim or action caused or occasioned by an exhibit to any persons whatsoever.

Fire Risks and Access

Exhibitors will adhere to all fire and safety regulations that affect the Event. Aisles and fire exits must be kept clear of exhibits.

Storage

The Organizers shall not be liable for the storage of the Exhibitors packaging and other material. The Exhibitor shall be responsible for the removal from the Event premises and storage of all crates and packaging not required on their booth.

Exhibitor Name Badges and Materials

Name badges that are issued to exhibitors are non- transferable and must be worn for the duration of the SBL Conference Exhibition 2010. The Exhibitor, their staff and contractors will not be admitted to the Event building without such name badges being displayed.

Should an exhibitor lose or misplace their name badge a replacement will be re-issued at a cost of N5,000.00 per badge.

all sums due from the Exhibitor to the Organizers under this Contract.

Conduct of Exhibitors

The Exhibitors undertakes that all times during the open hours of the Event they shall keep booth open to view and adequately staffed; conduct business only from their booth, keep aisles adjacent to their booth free from obstruction; and shall not in the Organizers opinion, cause nuisance or annoyance to other persons. The Exhibitor further undertakes not to conduct or allow to be conducted any unauthorized auction, sale, lottery, raffle, competition, game of chance or side show.

Services

The organizers shall not incur any liability for any loss or damage if the supply of any services shall fail or cease to be available. Nor shall the Exhibitor be entitled to any allowance in respect of payments due under this contract.

Failure to Perform

In the event of the Exhibitor being unable or unwilling to comply with or otherwise breaching this contract, the Organizers may terminate the contract by giving notice in writing. Thereafter, the Organizers may retain any payment made by the Exhibitor shall be prohibited from occupying the booth and shall immediately remove their exhibits from the event, in accordance with the Organizers instructions, provided that the Organizers may remove such exhibits and dispatch them to the Exhibitors address as stated on this contract, the Organizers shall be under no liability for the loss or damage of such exhibits in transit and the cost of such removal and dispatch shall become a debt due by the exhibitor to the Organizers. All exhibits are subject to a general lien in favour of the Organizers for

Organizers' Right of Determination

The Organizers shall have absolute discretion on giving notice in writing to determine this Contract. Where the Contract is so determined, the Organizers shall be liable whatsoever for any expenditure or liability for loss, including consequential loss, incurred by the Exhibitor.

Terms and Conditions

Any notice to be given by the organizers to the exhibitor shall be given if delivered to or sent by post or emailed to the address of the exhibitor appearing on the contract or if posted on the booth during the period 5 -8 April 2010. The Organizers may at anytime in the interests of the good management or safety of the Event, introduce such further Terms and Conditions to this contract as they may, in their discretion think fit. If any part of this contract is the law, having such jurisdiction, the contract shall be construed as though such part had not been inserted herein and the remainder of this contract shall remain in full force and effect. The description headings to these Terms and Conditions are merely for reference and do not form part of the contract between the parties. The laws of Nigeria govern this Contract.

