



EXPO 2024 EXHIBITOR'S REGISTRATION FORM

Company Name:

Telephone: Fax:

Address:

Email: Contact Person:

BOOTH SPACE REQUIRED: (Please tick)

COST

10x20 (Including 110 volts)	Chamber Members	\$164,450.00
	Non Members	\$183,425.00
10x10 (Including 110 volts)	Chamber Members	\$126,500.00
	Non Members	\$145,475.00

Tabletop: \$69,575.00

GCT included in all costs

OTHER REQUIREMENTS: (Please tick)

Pipes and Drapes for booth	Yes	No	- (additional cost)
Electrical Voltage Required	110	220	- (additional cost)
Number of Outlets	1	2	

TYPE OF BUSINESS: (Please tick)

Tourism	Service	Financial
Manufacture	Agriculture	Other
Export	Trade	

DESCRIPTION OF BUSINESS:

EQUIPMENT TO BE USED:

Exhibitor agrees to be bound by the Expo Exhibitors Terms and Conditions.

Exhibitor's Name

Exhibitor's Signature

Date

EXPO 2024

EXHIBITORS' TERMS AND CONDITIONS

PLEASE SIGN AND RETURN A COPY TO THE SECRETARIAT ALONG WITH YOUR REGISTRATION FORM

- Contracts must be signed and returned with full payment for space and additional electrical costs if needed, to the Secretariat by March 9, 2024.
- After booth space is allotted, the booth location cannot be changed or transferred without permission of the Secretariat.
- The Secretariat reserves the right to make changes in space allocation where necessary, to facilitate smooth flow.
- Exhibits must be confined within the booth space supplied; displays are not allowed outside the booth space. Booths should not be higher than 8ft from the floor. The Secretariat reserves the right to reject any display it considers unsafe or hazardous to the public, or otherwise unacceptable.
- Displays must be completed no later than March 21, 2024, 9pm. Displays must be dismantled and removed from site by 9pm on March 24, 2024 (this will be strictly adhered to. Failing which it will attract an additional fee).
- Displays will be judged in categories between 11:00am and 3:00pm on March 22, 2024. Presentation to winners will take place at the Opening Ceremony on Friday, March 22, 2024 at approximately 6 pm.
- Exhibitors will be responsible for all costs associated with erecting of their displays.
- Permanent displays must remain for the duration of the Expo. The sale of products is permitted, providing this does not affect the permanent display or flow of visitors. This should be done discreetly and should not be removed from the booth until the last day of the Expo when there will be general sale.
- The Montego Bay Chamber of Commerce and Industry will not be held liable for any claim in damage of losses, arising out of the use of booth space by the Exhibitors, its employees or agents, its invitees or any other person associated with or attending the Expo. The Exhibitor further agrees to indemnify the Secretariat, the Organizing Committee and/or the Chamber against any such claim made against them.
- Display and items associated with displays must not be affixed to the floor. Exhibitors will be held liable for any damage caused to the venue.
- Exhibitors requiring telephone service should apply directly to the telephone company.
- The Expo 2024 Organizing Committee reserves the right to reject any application.

CANCELLATION POLICY

Where an Exhibitor cancels before February 22, 2024, he will receive 90% refund.
Any Exhibitor who cancels after February 23, 2024, shall forfeit the total deposit paid.

EXHIBITOR'S NAME:

(Please Print)

ORGANIZATON:

SIGNATURE:

DATE:
