

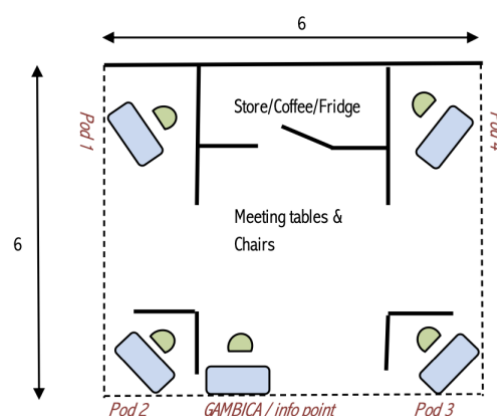
APPLICATION FORM SHARED UK STAND INITIATIVE
CLOSING DATE: Friday 14 March 2025

Why Exhibit at ANALYTICA LAB AFRICA

- Part of the worldwide analytica network (including analytica Munich, analytica China & analytica Vietnam) and the leading laboratory technology & analysis event in South Africa
- Co-located with one of the world's leading exhibitions for the water treatment and renewable energy sectors, IFAT Africa 2025, thus benefiting from the **multidisciplinary applications** of these technologies.
- The event will bring together 145+ exhibitors from 15 countries, with country pavilions from China, Germany & UK
- In 2023 the co-location of analytica Lab Africa and IFAT Africa brought over 6,000 visitors to the Gallagher Convention Centre, of which 4,762 visited analytica Lab Africa (an increase of over 45% to the previous edition)
- More details on the event itself can be found at <http://www.analytica-africa.com/>

Why Exhibit with the GAMBICA Shared Stand

- 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 hot/cold refreshments and snacks
- On-site support throughout event, set-up and breakdown from the information & '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 hotel and transfers to Gallagher Estate package
- 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.



All of which mean a cost-effective & resource friendly participation at ANALYTICA LAB AFRICA 2025.

To Book

Please review the attached Terms & Conditions & complete and return the application form by not later than **14 March 2025**. The number of pod stands is limited & will be allocated on a first-come, first-served basis. Please also note the costs are based on a minimum of 4 participants. As and when this is confirmed we will issue an invoice for the stand costs and administration fee. This will be payable not later than two months prior to the event.

To discuss any aspect of your participation at ANALYTICA LAB AFRICA 2025 please contact Kirsty Roberts on 07587 081026 or email kirsty.roberts@gambica.org.uk

APPLICATION FORM ANALYTICA LAB AFRICA Johannesburg 8/10 July 2025
CLOSING DATE: 14 March 2025

- 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 nearby – 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 4 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	£ 3,500 per stand	A	£ 3,500.00
Management Fee	£ 599+VAT = £ 718.80	GAMBICA Member	
	OR		
	£ 709+VAT = £850.80	Non-Member	B
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)

PLEASE INDICATE PREFERRED LOCATION REQUIREMENT (if applicable) BELOW

We have read and agree to comply with the conditions overleaf and undertake to pay GAMBICA costs as specified above

Signature		Date	
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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 – 2023/5

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.

If applicable, exhibitors must comply in full with Department of International Trade Terms and Conditions of grant support. A copy of the DIT terms and conditions of support is provided on application for a grant.

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. GAMBICA may use any grants held by them for the Exhibitor to set-off any monies owed by the Exhibitor.
15. The costs for this event were calculated in December 2023. 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.
16. Should any services be provided to the Exhibitor, over and above the standard electrical connection, including but not restricted to additional electric services, water/air, communications or refreshments, these will be charged for as extra.
17. **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.
18. 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
19. **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.
20. 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.
21. This contract is subject to English law and to the exclusive jurisdiction of the English court.