

EDHEC Forum 2025 General Rules

1. The EDHEC Forum 2025 will take place on **10 January 2025 at the Espace Champerret in Paris.**

2. The Forum is open to the public from **9.30am to 6pm.**

3. Order forms are received and registered by EDHEC (hereinafter 'the Organiser').

4. By signing the application form, the exhibitor undertakes to comply with these regulations. The exhibitor undertakes to apply all the articles, without reservations of any kind. Any offender will automatically be excluded from the event.

5. The exhibitor's file, which will be sent after booking, contains all the technical information and prices relating to the services provided.

6. Stands must be occupied only by those who have signed the admission form. It is strictly forbidden to sublet or give away all or part of a stand unless expressly authorised by the organiser.

7. An invoice will be sent to the exhibitor by the Organiser after the event. It must be paid within thirty days of receipt.

In the hypothetical event that payment is not made within the allotted time, a penalty at the legal rate of the ECB (European Central Bank) plus 10 points will be charged.

The invoice will also be sent to EDHEC's Debt Collection Department, which may charge administration fees.

Any request to cancel the exhibitor's participation will be subject to penalties payable by the exhibitor as follows:

- Cancellation 60 days before the date of the event: 50% of the order form;
- Cancellation 15 days before the date of the event: 100% of the purchase order.

8. The organiser has taken out a civil liability insurance policy for the event. It is up to the exhibitor, if he wishes, to take out 'all risks exhibition' insurance. The organiser may not under any circumstances, and for any reason whatsoever, be held responsible for any theft of or damage to goods or persons in the exhibition buildings at any time during the exhibition. By the very fact of their admission, exhibitors waive any recourse against the organiser and the other operators involved in the organisation for any damage whatsoever, and whatever the cause.

9-a. The event plan is drawn up by the organising committee. It studies and allocates the stands.

9-b. In the case of bare stand areas, the exhibitor must hire a professional decorator to fit out the stand. **The latter must provide** the organiser with **details of his project and certificates of conformity for the materials used at least one month before the event.**

10. The organiser wishes to know how the exhibitor plans to furnish and decorate his stand so that the general spirit of the Fair can be maintained.

If the decoration is not in keeping with the spirit of the Fair, or presents safety risks, the organiser reserves the right to refuse to fit out the stand.

11. The furnished stands will be delivered in accordance with the description attached to the application form.

12. The Organiser hereby grants the exhibitor permission to use its logo, on the Internet or on paper (poster, leaflet, advertising, etc.), for the entire duration of the forum, and exclusively within the framework of this event.

Any further use will be subject to prior written authorisation from the Organiser.

13. Any additional services requested by the exhibitor **will be invoiced separately** and are not included in the basic prices communicated in the application form.

14. The set-up of exhibitors will take place on **9 January 2025 between 2pm and 7pm and on 10 January 2025 between 7.30am and 9am.**

15. Stands must be occupied at all times during opening hours. Exhibitors undertake not to leave their stand before the end of the event.

16. No signs may be placed outside the allocated stand. Stand entertainment, games, competitions, tombola, etc. will be subject to the organiser's approval. The noise level of the entertainment must not interfere with neighbouring stands.

17. Exhibitors will take the site as they find it and must leave it in the same condition. Any damage caused by their installations and decorations will be at their expense.

18. In the event of force majeure, the dates and venue of the exhibition may be changed.

19. The exhibitor undertakes to dismantle his stand and remove his equipment **before 10 pm on 10 January 2025.**

20. In the event of a dispute concerning the application or interpretation of this contract, the Paris Commercial Court shall have sole jurisdiction.