**Exhibition Organiser**
International Association of Public Transport (UITP)
Rue Sainte Marie, 6 • B - 1080 Brussels (Belgium)
Tel: +32 2 673 61 00 • Fax: +32 2 660 10 72
• e-mail: exhibitions@uitp.org • website: http://www.uitp.org
• http://www.uitpsummit.org

**Contact details:**
Hicham Badran
Tel: +32 2 661 31 86 • Fax: +32 2 660 10 72
e-mail: hicham.bradan@uitp.org

Jean-Frédéric Charles
Tel: +32 2 788 01 20 • Fax: +32 2 660 10 72
e-mail: jeanfrederic.charles@uitp.org

Doriano Angotzi
Tel: +32 2 663 66 46 • Fax: +32 2 660 10 72
e-mail: doriano.angotzi@uitp.org

Yasin Basar
Tel: +90 545 545 96 40 • Fax: +32 2 660 10 72
e-mail: yasin.basar@uitp.org

---

**ENTRY FORM**

1. **Exhibitor** (to complete in capital letters)

   - Company name:
   - Contact Person:
   - Contact Person’s Title:
   - Address:
   - postcode:
   - City:
   - Country:
   - Website:
   - E-mail:
   - Telephone:
   - V.A.T. number:
   - UITP Member: Yes | No
   - Billing address: (only if different than the above):
   - Billing contact person:
   - E-mail address:
   - Website:

   **Please note that all the prices are subject to 10% Australian GST**

2. **Participation**

   **Complimentary:** the application fee, marketing and PR package are 1,000 EUR.
   The package is compulsory for all exhibitors and it includes:
   - 1 colored advertisement in the exhibition catalogue (Paper or digital format).
   - An insertion (500 words) of the company profile or company exhibits in the exhibition catalogue.
   - An insertion (500 words) of the company profile or company exhibits on our website with a link to the exhibitors’ website.
   - Optional: 1 registration to the full congress programme at 1,000 EUR. Valid for one person only.

3. **Stands**

   3.1 **Non-equipped area** (floor space only), Taxes not included:

<table>
<thead>
<tr>
<th>UTTP Member</th>
<th>Normal Prices per m²</th>
<th>Prices per m²</th>
</tr>
</thead>
<tbody>
<tr>
<td>With vehicle and heavy equipment**</td>
<td>190€</td>
<td>200€</td>
</tr>
<tr>
<td>Without vehicle and heavy equipment**</td>
<td>190€</td>
<td>200€</td>
</tr>
<tr>
<td>Without vehicle and heavy equipment**</td>
<td>200€</td>
<td>240€</td>
</tr>
<tr>
<td>With vehicle and heavy equipment**</td>
<td>280€</td>
<td>350€</td>
</tr>
<tr>
<td>Without vehicle and heavy equipment**</td>
<td>300€</td>
<td>370€</td>
</tr>
</tbody>
</table>

   *Loyalty price is applied only on the exhibitors who are both UITP members and had participated as exhibitors in the UITP Summits 2015, 2017 and 2019. This discount is applicable if the Entry Form is signed by 30 December 2020.

   **The price 'With vehicle and heavy equipment' is reserved for exhibitors coming with heavy exhibits such as rail vehicles, road vehicles and any equipment over 500 Kg.

   3.2 **Stand reservation:**

   We book ……………………………………m² of non-equipped area at ……………………………. EUR/m² Stand Number: ……………
   We book ……………………………………m² of non-equipped corner stand at ……………………… EUR/m² Stand Number: ……………
   We book ……………………………………m² of Shell Scheme at additional 30 EUR/m².

   Shell scheme stands include: separation walls, carpet, fascia with company name of the exhibitor, 1 electrical connection socket, 3 spot lights, 1 table, 2 chairs per module of 12 m². For two-story structures an additional sum of 125.00 EUR will be charged for each 1m² of actual constructed surface area on the second story.

   Two-story structures: an additional sum of 125.00 EUR will be charged for each 1m² of actual constructed surface area on the second story.

---

**Date**
From Wednesday 15 December to Friday 17 December 2021

**Venue**
Melbourne Convention & Exhibition Centre (MCEC)
1 Convention Centre Place
South Wharf
Victoria, Australia 3006
4. Co-exhibitors

Co-exhibitors will be charged 1000 EUR each for the administration costs, and the marketing & PR package (please see item 2 in page 1).

4.1 List and full address of any co-exhibitor whose products will be displayed on your stand (to complete in capital):

Name of the company:

Contact person:

Address: ............................................. City: ............................................. Country: .............................................

Tel: ............................................. Fax: ............................................. e-mail: .............................................

5. Terms and conditions

Upon receipt of this entry form UITP will:

a) Confirm the reservation of space
b) Send the invoice including the application fee, the marketing & PR package as well as the cost of the stand
c) Confirm the stand allocation once the exhibitor has paid the full amount invoiced
d) Reserve the right to reduce the delay of payment as the exhibition approaches
e) Place the stands at the disposal of the participants when they have fulfilled all the obligations required by the management of the exhibition.

5.1 Schedule of payment

Reservation before 31 March 2020:

a) The application fee, the marketing & PR package and 50% of the total price of the stand and taxes (if applicable) are invoiced and the payment must be made within the 60 days from the date of the invoice. The remaining 50% will be invoiced at a later stage. Only those exhibitors who have made this payment can be allocated a definitive stand.

b) The application fee, the marketing & PR package and the total price of the stand and taxes (if applicable) are invoiced and the payment must be made within the 60 days of the date of invoice. Only those exhibitors who have made this payment can be allocated a definitive stand.

Reservations made between 1 April 2020 and 31 March 2021:

a) The application fee, the marketing & PR package and 50% of the total price of the stand and taxes (if applicable) are invoiced and the payment must be made immediately. Only those exhibitors who have made this payment can be allocated a definitive stand

Note. Any bank charges have to be paid by the exhibitors. In case of non-payment before the specified dates, UITP reserves the right to reallocate the reserved stand. The exhibitors, however, bound by their registration contract and have to pay the total costs of their exhibition stand.

6. UITP Membership fee

Exhibitors will profit from the members rate only if they have regularly paid all UITP membership fees including 2021.

7. Reduction of reserved space until 30 November 2020

Exhibitors reducing the size of their stand will automatically be charged 100 EUR per m² of reduced space. No reduction of space will be accepted after 30 November 2020 and the totality of the price of the reserved m² remains due.

8. Withdrawal

For cancellations made before 30 October 2020, 50% of the full amount of the original space will remain due. The application fee and the marketing & PR package will not be reimbursed. As from 1 November 2020, the exhibitor has to pay the full amount for the space reserved in all cases and whatever the reason for the withdrawal may be. Unpaid invoices remain due in all cases. Withdrawal must be made by registered post or by fax to the UITP exhibition management.

9. Additional information

Please state your core business (COMPULSORY TO FILL IN):

Buses

Electrical equipment

Energy saving, recycling & ecological services

Financial services

Infrastructures

IT ticketing and passenger information

Maintenance

Combined mobility

Operator, authority, consultant or association

Publisher

Rail vehicles

Security

Trainings & consulting

Urban furniture

Vehicles components

Other components and materials

Waterborne transport

10. General exhibition regulations

Article 1 - General information

The Global Public Transport Summit 2021 - Exhibition, an international public transport exhibition, will be organised from 15 - 17 December 2021 in Melbourne.

Article 2 - Organisation

The Organiser of the Exhibition is the International Association of Public Transport (UITP).

Article 3 - Admission

The Organiser is the only authority able to accept or reject applications and to allocate stands. Its decisions are final.

Article 4 - Contract

The signed registration form constitutes a legally binding contract for the Exhibitors. All stands are confirmed in writing and the position allocated is definitive unless the Exhibitor has informed the Organiser within 4 weeks of the confirmation letter. The Organiser reserves the right to change the allocation of stand in case of unforeseen and/or unavoidable circumstances, beyond its control.

Article 5 - Advertising

Advertising onsite is only possible through the channels offered by the Organiser.

Article 6 - Stands

Non-equipped floor space:

- the Exhibitor may only occupy the area(s) allocated to it
- the Organiser supplies the general lighting and the ventilation of the Exhibition hall(s).

The equipped stands (Shell Scheme):

- Shell scheme stands will receive separate walls, carpet, fascia with company name of the exhibitor, 1 electrical connection socket, 3 spot lights, 1 table, 2 chairs per module of 12 m².

Article 7 - Technical documents

All information relating to the constructing, fitting and dismantling of stands will be sent to each Exhibitor in form of a Technical Guide, together with order forms for technical installations (water, telephone, electricity, furniture etc.) to be sent to the nominated sub-contractors. These installations are at the expense of the Exhibitor as are the related costs for consumption and use.

Article 8 - Construction and dismantling timetable

The exact timetable of move-in, move-out days will be announced in the Exhibition Technical Guide. Prolongation of move-in, move-out days above the days fixed by UITP are at the Exhibitors’ own expense and are subject to availability in the Exhibition Centre.

Article 9 - Fitting and exploitation

The setting up of stands (structure and decoration) must be pre-approved by the Exhibitor architect who ensures that the local regulations are respected. The setting up of stands (structure and decoration) must be executed with materials that are not easily flammable and which do not give off harmful gases under the effect of heat. Any installations or decorative elements that could affect another exhibitor in any way are prohibited.

Noisy publicity of any kind, in particular the use of loud-speakers, is prohibited. Publicity may only be handled out on the Exhibitor’s own stand. No part of the stand may exceed the given stand limits. The Exhibitor is responsible for organising his stand so that all exhibitions can be examined and demonstrated within the stand limits. Parts or exhibits exceeding the limits may be removed from the Exhibition hall by the Organisers at the expense of the Exhibitor.

11. Declaration of the exhibitor

We confirm our participation in the Global Public Transport Summit 2021 - Exhibition, to be organised from 15 - 17 December 2021, and comply with the rules and regulations governing the present contract and the attached General Exhibition Regulations.

Date: ............................................. Name/Title: ............................................. Signature: .............................................