

	Rental Rates		Requirement		Amount (RM/USD)
	Booth (2M x 2M)	Table (1M x 2M)	No. of Booth	No. of Table	
Local Exhibitor	RM 1500	RM 300			
Foreign Exhibitor	USD 500	USD 100			

Both the completed registration form and payment in full must be received by **28th February 2011**.

Payment should be made in favour of: **MAJLIS BUKU KEBANGSAAN MALAYSIA**

I hereby declare that the information given is true, and agree to abide by the General Terms and Conditions stipulated in the Kuala Lumpur International Book Fair 2011 as listed overleaf.

Signature

Company Stamp

Date

**Please send the completed registration form and payment in full to the sales office at:
ORIENTAL BUSINESSLINK SDN. BHD.**

No. 24, Jalan Semarak, 54100 Kuala Lumpur, Malaysia.

Tel.: +603-2694 4799 Fax.: +603-2694 4766 E-mail: amran_snatrade@obl.com.my

For office use:

No. of Booth(s) Booked		REMARKS
Date of Application Received		
Cheque No./Bank		
Amount		
Received by		
Invoice No.		
Receipt No.		

EXHIBITOR'S PROFILE

(COMPULSORY)

(A brief introduction to each exhibitor will be printed in the book fair directory).

Please complete the following details and send the profile via fax to the sales office at **+603-2694 4766** or via e-mail to **amran_snatrade@obl.com.my** by 28th February 2011. Thank you for your kind attention. Your cooperation is greatly appreciated.

Please print or write in Block Letters

Name of Company/Organisation:

Contact Person: Mr./Ms

Designation:

Address:

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City: **Postcode:**

Country:

Tel.: **Mobile:** **Fax:**

E-mail: **Website:**

Company/Organisation Description:

(Please write your company/organisation description in not more than 100 words)

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Note: Incomplete submission of Exhibitor's Profile may result in your company/organisation being omitted from the book fair directory. The Organiser accepts no responsibility for inaccurate information printed in the directory.

GENERAL TERMS AND CONDITIONS

The Organiser of the Kuala Lumpur International Book Fair is the National Book Council of Malaysia. The organiser welcomes participation from both local and international companies and government statutory bodies involved in publishing and other book-related industries.

Booth Rental & Payment

Booth rental for each category of participants are shown in the Registration Form. Payment should be made in favour of MAJLIS BUKU KEBANGSAAN MALAYSIA and sent to the sales office together with the completed registration form.

Booth Specifications

A standard booth covers an area of 2m by 2m and comprises basic lighting, one bookshelf, a table, a chair and a wastepaper basket. Changes to the basic booth structure and design are subject to the Organiser's approval and can only be done by the official contractor. Additional fittings and furnishing, for which there will be separate charges, shall be provided by the official contractor only.

Booth Allocation

The Organiser shall have the absolute right with regards to the number of booths allocated to each of the exhibitor. The Organiser will allocate booth location to exhibitors by balloting.

Cancellation

Should the Exhibitor decide to cancel participation or reduce the total number of booths once the application has been submitted, the following charges will be deducted from the payment made by the Exhibitor and the rest of the total payment will be refunded within 15 days of cancellation to the Exhibitor.

Before 1 March 2011 : 50% of the total payment will be deducted

After 1 March 2011 : 100% of the total payment will be deducted

Vacant Booth

The Organiser will repossess and sell any vacant booths on the first day in the event of cancellation and withdrawal by the Exhibitors. Booth rental and payment in this case will be forfeited by the Organiser.

Fire Policy

The Organiser shall provide an insurance cover for fire risks on stock in trade only. The insured sum shall not be more than RM10,000,000.00 (Ringgit Malaysia: Ten Million) only.

Unsuitable Publications

The Exhibitor shall ensure that titles and exhibits prohibited by Malaysian laws are not displayed to the public. The Exhibitor shall indemnify the Organiser against all expenses incurred in the removal of the said exhibits. The exhibitor shall further indemnify the Organiser against all claims for compensation by the aggrieved party.

Opening Hours

The opening hours are as follows:

Trade & Copyright Centre : 10.00 am to 6.00 pm

The exhibitors must ensure that their booths shall remain open during opening hours.

Display Set up and Removal

Setting up time starts from 10.00 am and must be completed by 7.00 pm on 19th April 2011 while removal of exhibits starts from 10.00 am and must be completed by 1.00 pm on 24th April 2011.

Exhibitor's Pass

Exhibitors must wear the Exhibitor's Pass to enter the venue for the setting up and removal of booths.

Cleanliness

Exhibitors are fully responsible for keeping their booths clean during the fair.

Security and Safety

The Organiser shall reserve the right to limit any constructions or demonstrations that pose as potential safety hazards. Inflammable materials are strictly prohibited in the hall.

Special Provision

The Organiser reserves the right to amend and make changes when deemed necessary.

Disclaimer

The Organiser shall not be liable to any claims for compensation by the Exhibitors in the event the Fair is suspended or cancelled due to floods, fire, power failures, riots or any disruptions beyond the control of the Organiser.

Note : Trade & Copyright Centre will be opened only for business transaction for four days (20th – 23rd April 2011), whereas for the last day (23rd April 2011) exhibitors are allowed to sell their products for the public.