

GENERAL RULES & REGULATIONS

- i. Upon submitting the application form to the Organizers, it constitute an agreement which is a binding contract between the Organizer and the Seller subject to the parties' respective rights in the general rules & regulations set forth below. No space shall be permitted to exhibit at the show unless the Seller has executed this agreement, paid all applicable fees by the deadlines and otherwise complied with this agreement in all respects.

- ii. Reservations & Payments and deadlines/Schedules:
 - a. Reservation is on a "First Come, First Served Basis".
 - b. Payments are to be paid in US Dollars
 - c. Payment Deadlines/Schedules:

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|--|------------------|
| Deadline for Submission of Registration Form | 16 October 2017 |
| Deadline for 50% Down payment | 31 October 2017 |
| Deadline for Full payment | 30 November 2017 |
| Opening of B2B matching system | 12 January 2018 |
 - d. Payment must be made in the form of telegraphic transfer, bank draft or international money order, payable to:

| | | |
|---------------------|---|--|
| Account Name | : | PTAA Travel and Tour Expo Association Inc. |
| Bank Name | : | Metrobank |
| Address | : | 743 Boni Ave., Brgy. Malamig, Mandaluyong City, Philippines |
| Account No. | : | 086-2-08601484-4 (US Dollar Account) |
| Swift Code | : | MBTCPHMM |

- iii. Late Fee, Cancellation, withdrawal and Refund
 - a. 10% late fee will be applied after 30 November 2017
 - b. If no payment received on or before 30 November 2017, the organizer reserves the right to cancel the booking.
 - c. The iTTE Secretariat must be notified in writing by letter, facsimile or email of any cancellation of participation.
 - d. An administrative fee of US\$350 will be levied for cancellation of each iTTE booth postmarked on or before 15 December 2017.
 - e. Any Seller who seeks to withdraw from the exhibition or to reduce the number of booths for any reason less than (60) sixty days prior to the exhibition opening shall forfeit the entire full payment and be obligated to pay the Organizers all amounts due for the booth space/exhibit space and booth package originally ordered. To receive a full refund of the fees paid (less processing fee); exhibitor must request in writing at least (60) sixty days prior to the exhibition and shall be deemed on the date such notice is received by the Organizer. All refunds will be process within sixty (60) days after the end of exhibition.

- iv. The Organizers reserves the right to increase or decrease exhibition hours, days or location.

- v. Should the premises or any portion thereof, be rendered unusable for any reason or due any cause whatsoever, including but not limited to fire, the elements acts of God, mob, riot, war or civil commotion, the Organizer shall in no way be liable for any personal or business loss or any other damage, consequential or otherwise, inconvenience or annoyance to the Seller arising from any said causes.

- vi. The organizer makes no representations or warranties, express or implied the condition of the premises or the success of the Sellers' efforts for which the exhibit place will be used. Under no circumstances shall the Organizer be held responsible or liable for any cost, expenses, damages or any other sums whatsoever incurred by the Seller or any other party as a result of the condition of the premises, the exhibit place, or the Sellers' efforts for which the exhibit place will be used, or theft or destruction of the Sellers' products or property.

- vii. Seller understands and acknowledges that all utilities including but not limited to, electrical, water, heating, ventilation, and air conditioning are provided by the show facility and not by the organizer, and as such the organizer assumes no responsibility for any disruption in service.

- viii. Exhibit Space Rules. The Organizers shall have the right in its sole and absolute discretion to establish rules for the exhibition and the use of exhibit space covered by this Agreement, including but not limited to the rules within the Seller's Manual. All Sellers are required to comply with all such rules which are deemed incorporated herein by this reference and shall be available to each Seller prior to the show.

Mr. /Ms : _____ **Position:** _____
Company Name : _____
Telephone # : _____ **Email:** _____
Signature : _____

Company Stamp



 Signature over printed name

SELLERS' PACKAGE INCLUSIONS

(2 days – February 09 – 10, 2018)

- ✓ 2-day (at least 20 pre-scheduled appointments per day) with Qualified buyers
- ✓ Access to variety iTTE networking events and socials
- ✓ Invitation for Opening and Closing Gala Night
- ✓ Meals (2 Lunch & 1 dinner)
- ✓ Media Exposure
- ✓ Access to Traveltour Expo events
- ✓ Free WI-FI internet connectivity
- ✓ Hotel accommodation discounted rates

REGISTRATION FEES:

| OPTION 1 | Rate | Inclusions |
|---------------------------------|---------------|--|
| Standard booth package | US\$ 850.00 | 1 delegate 1.5m x 1.5m carpeted space (1) or 1 booth 1 fascia name 1 unit information table 3 units conference chairs Needle punch carpet |
| OPTION 2 | Rate | Inclusions |
| 1 Tour Operator plus 1 Property | US\$ 1,500.00 | 2 delegates 1.5m x 1.5m carpeted space (1) or 1 booth 2 fascia names 2 unit information tables 6 units conference chairs Needle punch carpet |
| OPTION 3 | Rate | Inclusions |
| 6 booths get 1 FREE booth | US\$ 5,100.00 | 7 delegates 1.5m x 1.5m carpeted space (7) or 7 booths 7 fascia names 7 units information tables 14 units conference chairs Needle punch carpet |
| Additional delegate | USD 150.00 | |

FOR QUERIES, PLEASE CONTACT:

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