

## **FAIR ORGANIZING CONTRACT**

First Party : Erbil International fair company , represented by (Mr. SoranQader Aziz)  
General Supervisor .

Second Party : ( ) company ,  
represented by  
( )

Both parties agreed on organizing ( ) fair ) the following  
terms:-

First party:

The obligations of the first party are: -

- 1-Facilaite entrance of exhibitor and visitors via Erbil and Sulaimaniyah Airports and those who will come by land through the border points of belonging to Kurdistan Region Government.
- 2- Facilitate entrance of goods , commodities , machineries , equipment of the participant companies in the fair , by means of addressing related customs authorities to Facilitate entrance of them visa border points belonging to Kurdistan Region Government .
- 3- Invite institutions, establishments, businessmen, Regional government representative, and central government representatives to attend the fair.
- 4- Preparation the fair in aspects of (Water services, bathrooms, cleaning the fair and external areas.
- 5- Supply electricity power of (2 Mega watts) and substitutes in case cut- off with electricity power generators with the same of the same Mega watts.
- 6-Preparation of opening ceremony hall and conferences equipped with translation, audio, video and illumination installations.
- 7- Cover (pay) all the costs related to security aspect of the fair.

8-The official working times of the fair will be identified by mutual consent and in coordination with security committee which are responsible of the fair protection.

9- Provide internet service inside the fair by (fastlink) only and according to the concluded contract with them and other parties not permitted to provide the service.

10-Publish the information about the fair on electronic site of the company.

11-The site handover to the second party will be 7 days before the official appointment of the fair, through handover/ receive meeting minutes. The second party must empty the fair hall from goods and without defects and damages during the fair ,within 4 day period from the end date of the fair; Otherwise ,the second party will bear delay charges of amount(1000\$) each day of delay .

12-Preparation of Cafeteria with all necessary requirements in the allocated area and carry out providing the needed services during the fair.

Obligation of the second party:

1-Submit the list of participant companies in a period not less than one month from the date of the fair opening ceremony and report regularly about marketing operations also the same about the companies, besides the design of the fair via Email: ( [info@erbilfair.com](mailto:info@erbilfair.com) )

2-The second party bear all marketing- advertise –and media of all central governorates belonging to central government, and media covering in Kurdistan region via satellite channels , journals ,local official newspapers, the advertising campaign for the fair will start inside the region before one month from the opening Date.

3-The second party undertake to prepare –design ( Brochures , the fair Gide-badges-posters –Invitation cards and advertising boards and all affairs related to advertisement and media on condition that all printing items will be in official languages ( Arabic, Kurdish , English )and be submitted to the first part to acquire approved properly in writing.

4-The second party undertakes to publish information about the first party on electronic site of the company.

5- The second party is not entitled to contract with a third party to execute the obligations stated in this contract, except with consent and knowledge of the first party; otherwise the contract be annulled.

6- The second must party must provide a list of the names of participant countries for preparation of media.

7- The second must party must prepare explanation of the fair and distribute with guide and fair brochure for inference purpose.

8- It is prevented absolutely to account the paid guaranty and amount 40% of the contract value, in case of fair postponed or merge it with other fair for whatever reason is, except, force majeure.

9- It is impossible to change the fair hall after the contract signed whatever the condition and in case of necessity and availability of another hall ,the contract agreed amount must be paid and upon the consent of the first party.

10-It is impossible for non-specialization companies fixed in the contract to participate in the fair, the first party entitled to prevent that.

11- The second party sends lists of delegations from outside Iraq to participate in the fair before 20 days from the fair date; otherwise, the fair administration will not bear delay responsibility.

12-An area of 3X4 be allocated to directorate of customs wing(Part) in the fair to facilitate entrance of commodities into the fair and complete the processes of what sold from machineries ,equipment and cars which are subjected to customs charges and to take back of what requested by the participant companies.

13 - Allocation of an area of (45) m<sup>2</sup> (3 × 15 equipped) for the first party free of charge for participation of government departments and some other necessary parties.

14 – Incase of holding two different exhibitions in Hall No.1 and No.2 at the same time, none of the organizers has the right to object.

**Financial Terms:-**

1-The second party will pay to the first party the amount of ( ) \$) as rental of Hall No. (1) With the area of (10000 M<sup>2</sup>) including the external areas.

2-The second party will pay to the first party cash amount guaranty of (40%) of hall rental upon the signature of the contract, and it will be confiscated in case of breaching the contract and not organizing it, Or execute the fair and it will be registered as income for the first party, except in case beyond capability of both parties (force majeure case), the guaranty amount will be returned back.

3-The second party will pay the rate of (%40) from the remained amount before one month from the fair appointment and (20%) of the remained amount (7 )days before starting the fair ; otherwise, the second party will bear delay charges of amount(1000\$) each day of delay .

4-The second party will pay the amount of (5000\$) as cleaning guaranty and damages, the amount will be returned at the end of fair without any defects and garbage ; otherwise , the first party will complete the defects and remove garbage the work from the guaranty amount .

This construct is of four pages.

Signe in Erbil On. : / /

**Second party**

( )  
represented by  
Mr. ( )

**First party**

Erbil International fair company ,  
represented by  
(Mr. Soran Qader Aziz )