



TTW French-speaking Switzerland

Travel Trade Workshop

Lausanne

20 & 21 September 2017

Rates and Conditions Market Place

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General Information

TTW French-speaking Switzerland 2017

Venue	Mövenpick Hotel Lausanne Avenue de Rhodanie 4, 1006 Lausanne
Event dates	Wednesday, 20.09.2017, 11h30 – 19h00 Thursday, 21.09.2017, 11h30 – 18h00
Organization	TTW Management Ltd. Hammerstrasse 81, CH-8032 Zurich Tel.: +41 (0)44 387 57 97 Fax: +41 (0)44 387 57 90 E-mail: info@ttw.ch Internet: www.ttw.ch

Contact



Bruno Indelicato, Head of TTW



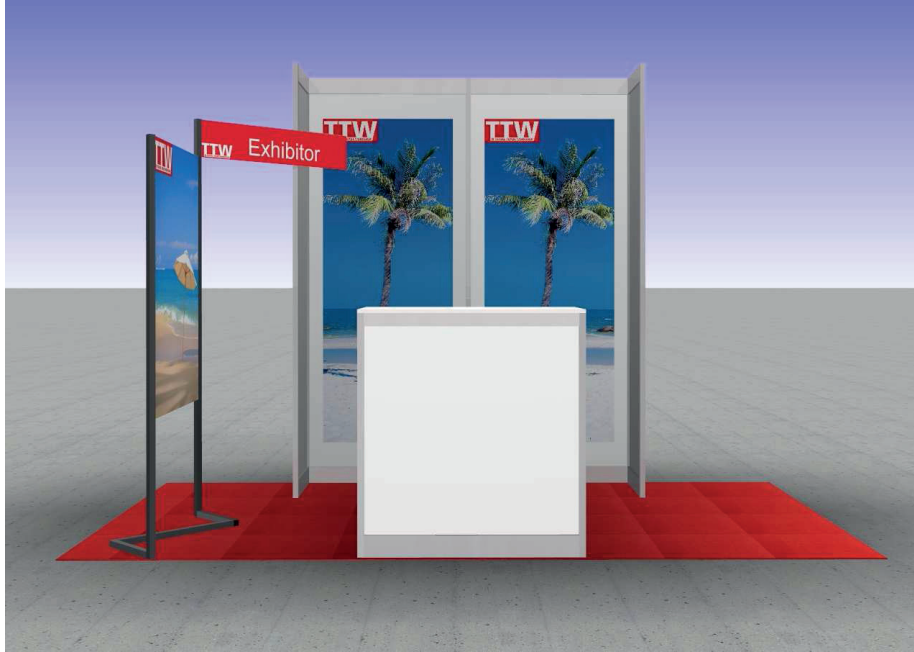
Muriel Bassin, Head of Sales & Marketing

Numbers & Facts

	French-speaking Switzerland 2016	Swiss Travel Day 2016
Participants	858	1543
Exhibitors & Sponsors	55	105
Workshops	4 Envol, 2 Seminar & Workshops	9 Spotlight, 4 Education Workshops, 4 Guest Events & 2 Seminar
Trainee Programm SRV/FSAV	43 Trainees	90 Trainees

Offer Market Place

all rates excluding 8% VAT



1 exhibitor per booth for 2 days
 2 exhibitors per booth for 2 days

Rate

CHF 3'500.–

CHF 4'500.–

Included in the rates

- 1 desk
- 2 bar stools
- Waste disposal
- Cleaning of the stand
- Exhibitor tickets (2 free tickets for 1 exhibitor, 4 free tickets for 2 exhibitors)
- Entry in the index of exhibitors

Compulsory surcharges

- General liability insurance (see General Conditions p. 5)

CHF 125.– per exhibitor

Optional surcharges

- Electricity (Supply : 1x 220V – 2 kWh)

CHF 80.–



For all booths installations and usage of light is included in the price of your booth. Installations for further electricity have to be ordered separately and will be additionally charged.

Important Information

The allocation of stands is the responsibility of the organizer. Allocation requests will be taken into consideration as far as possible.

Order TTW French-speaking Switzerland 2017

Invoice address:

Company

Contact

Position

Address

Postal code

City/Country

Phone

Fax

E-mail

Website

Date

Place

Legal Signature

Stamp

I wish to order the following services (rates in CHF, excluding 8% VAT).

1 exhibitor CHF 3'500.- for 2 days

2 exhibitors CHF 4'500.- for 2 days

Name of the second exhibitor

General liability insurance
(compulsory, see General Conditions, p. 5)

CHF 125.- per exhibitor

1x 220 V - 2 kWh

CHF 80.- per supply

**Please return the completed application form to TTW Management Ltd.
by post (TTW Management Ltd., Hammerstrasse 81, CH-8032 Zurich) or e-mail (info@ttw.ch).**

General Conditions and Regulations

Organization

TTW French-speaking Switzerland is organized by TTW Management Ltd., Hammerstrasse 81, CH-8032 Zurich

Application/Acceptance/Signature

The application to participate is valid only if submitted on the official Application Form, with stamp and legally valid signature. By signing the Application Form, the TTW participant accepts these General Conditions & Regulations. Responsibility for acceptance or non-acceptance of an application lies with TTW Management Ltd. Applications may be rejected without TTW Management Ltd. being required to state a reason. The application becomes effective as a contract upon written confirmation by TTW Management Ltd.

Withdrawal

Companies with binding applications cannot be released from the contract without payment of a withdrawal compensation fee. Should the participant withdraw from TTW after placing the order, the participant shall be liable to pay a compensation fee of 20% of the total cost (the minimum amount being CHF 1000 as an administrative contribution). This fee applies even if the stand is rented out at a later date. Should the participant withdraw after 01.04.2017 the participant shall be liable to pay the full stand rental and any additional costs that may occur. If an application to participate in TTW is not accepted, the applicant shall be informed as quickly as possible. TTW Management Ltd. shall not be held liable for any disadvantages which may be suffered by the participant resulting from rejection of the application.

Payment dates/Terms of payment

The participation fee is to be paid in full after receipt of the invoice and within the specified time. Without settlement of outstanding invoices, stand construction and participation in the TTW shall not be permitted. Late payments shall be charged interest at a rate of 5%. Terms of payment: 100% of the invoice total shall be due 30 days after the issue date of the invoice. Under Swiss legislation, TTW Management Ltd. is obliged to charge Value Added Tax of 8% – separately indicated on invoices – on the price of stand rental and other services provided. However, all prices are listed excluding Value Added Tax unless explicitly stated otherwise. Value Added Tax applies to exhibitors from Switzerland as well as from abroad.

Stand allocation

TTW Management Ltd. will allocate stands in the order in which correct applications are received. Any special allocation requests must be mentioned in writing on the application and will be taken into consideration as far as possible, but cannot be guaranteed as a condition of participation. TTW Management Ltd. shall reserve the right to modify the location, square-metre area or number of open sides of the stand to the prevailing space conditions – in other words, to adapt the stand location and/or area within reasonable proportions and (in such event) without the exhibitor being entitled to any special compensation. The additional placing of a stand not indicated on the Hall Plan must be accepted.

Promotion outside the stand

The participant undertakes not to engage in any sales or promotion activity (including distribution of advertising material, leaflets etc.) outside his stand, unless prior written authorization has been granted by TTW Management Ltd. In the event of contravention of this regulation, the offending exhibitor shall be charged additionally a minimum amount of CHF 5000 without prior notification.

Index of participants

Entry in the official TTW catalogue is obligatory. TTW Management Ltd. accepts no liability for errors or omissions.

Operation of stands

The exhibitor undertakes to ensure that the deadlines for construction and dismantling are met and that his stand is permanently staffed during the entire opening hours of TTW. On the last day, stands must not – even partially – be cleared or dismantled before the official closing time.

Stand installation and decoration

Exhibitors may not mount any installation or decoration on their stand or make any other changes considered in any way to be detrimental to other exhibitors. TTW Management Ltd. reserves the right to remove or order modification (at the participant's cost and risk) of any stand installation or decoration which it considers detrimental to the image of TTW, represents a potential danger, or could disturb visitors or neighbouring stands. In addition, no objects may be placed in the public areas.

Cancellation or modification of the event

In the event of TTW being cancelled, its importance being restricted or its character being changed due to political or economic circumstances or an act of God, participants shall not be entitled to compensation. In the event of cancellation, the organizers shall retain rent paid for the stands up to an amount sufficient to cover expenditure already incurred.

Modification of Regulations

TTW Management Ltd. is empowered to rule on situations not covered by these regulations and to make any appropriate modifications or additions. Such modifications shall enter into force with immediate effect. Any circular letters sent to participants at a later stage shall constitute an integral part of the General Conditions & Regulations.

Contravention of Regulations

Contravention of any clause of these General Conditions & Regulations may result in immediate exclusion of the offending exhibitor from TTW. In such an event, the participant in question shall not be entitled to reimbursement or compensation.

Insurance

Every TTW exhibitor entering into a contractual agreement with TTW Management Ltd. shall accept liability for any damage to the exhibition halls and installations of the Mövenpick Hotel, to other exhibitors and also to third parties (including TTW visitors, clients, etc.), caused by the exhibitor in question or by that exhibitor's stand personnel. Every TTW exhibitor is required to conclude a liability insurance agreement with an insurer based in Switzerland and covering minimum damage of CHF 3 million. Any TTW participant not able to provide proof of such a liability insurance coverage will be provided with appropriate insurance by TTW Management Ltd., chargeable to the exhibitor. In turn, every TTW exhibitor is covered by TTW Management Ltd. against fire and water damage (caused by fire-fighting operations, burst pipes or natural disaster). Maximum damage coverage amounts to CHF 400 per m² of invoiced and paid stand area. TTW Management Ltd. itself accepts no liability in respect of exhibitors' own property and stand installations. Every exhibitor is therefore required to ensure that exhibited property and equipment conform to accident prevention regulations. Such insurance costs CHF 125 per exhibitor (excluding VAT). Exhibitors already in possession of appropriate liability insurance are required to submit a copy of the policy to TTW Management Ltd.

Disputes

In the event of dispute, both parties shall endeavour to reach a settlement before resorting to litigation. The participant undertakes to submit any such complaint to TTW Management Ltd. in writing. Should a dispute not be settled amicably, the place of jurisdiction shall be Zurich and only Swiss law shall apply. The German text of these General Conditions & Regulations is the legally binding version.