



EXHIBITOR APPLICATION FORM

For Companies with 100% Philippine-made Products
Deadline of Submission: **15 July 2017**

20 – 22 October 2017 | www.manilafame.com

COMPANY INFORMATION

COMPANY NAME (per legal registration documents)			
BOOTH NAME TO APPEAR IN BOOTH / DIRECTORY (e.g., brand name)			
OFFICE ADDRESS			
FACTORY ADDRESS (if different from Office Address)			
TELEPHONE NUMBER		FAX NUMBER	
COMPANY EMAIL		WEBSITE (mandatory):	

SOCIAL MEDIA ACCOUNTS		
		Others: _____

YEAR ESTABLISHED		COMPANY TIN		BSO MEMBERSHIP	
LEGAL STATUS		NATURE OF BUSINESS			
<input type="checkbox"/> Single Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Foundation / Cooperative <input type="checkbox"/> Government		Manufacturer <input type="checkbox"/> with Export Experience, since year _____ <input type="checkbox"/> without Export Experience Trader <input type="checkbox"/> with Export Experience, since year _____ <input type="checkbox"/> without Export Experience Independent Product/Fashion Designer/Artist <input type="checkbox"/> with Export Experience, since year _____ <input type="checkbox"/> without Export Experience			
COMPANY SIZE (Based on Value of Assets)		<input type="checkbox"/> Micro (up to P3M) <input type="checkbox"/> Small (above P3M-15M) <input type="checkbox"/> Medium (above P15M-100M) <input type="checkbox"/> Large (above P100M)			
NO. OF WORKERS		Direct _____ Indirect (Approx. no. of subcontractors) _____			

CONTACT INFORMATION

HEAD OF COMPANY		DESIGNATION	
MOBILE NO.		EMAIL	
CONTACT PERSON FOR MANILA FAME (If not the Head of the Company / Owner)		DESIGNATION	
MOBILE NO.		EMAIL	

BUSINESS TARGETS

COUNTRIES EXPORTING TO (Top 3): 1. _____ 2. _____ 3. _____	TARGET COUNTRIES FOR EXPORT (Top 3): 1. _____ 2. _____ 3. _____
Pls. Identify Target Buyers: <input type="checkbox"/> Trader <input type="checkbox"/> Importer <input type="checkbox"/> Retailer <input type="checkbox"/> Others _____	
Name of target buyer, if applicable: _____	

PRODUCTS TO BE DISPLAYED

MATERIALS USED IN PRODUCTION (indicate top 3 materials): 1. _____ 2. _____ 3. _____	MARKET SEGMENT: <input type="checkbox"/> Exclusively Low-end <input type="checkbox"/> Exclusively High-end <input type="checkbox"/> Low to Middle-end <input type="checkbox"/> Contract Market <input type="checkbox"/> Middle to High-end
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BOOTH INFORMATION**STAND OPTION (choose one):**

- ☐ Raw Space (exhibitor will build own booth)
☐ Packaged Booth System (for rent)

NATURE OF PARTICIPATION:

- ☐ Export Only
☐ Export with Retail

PREFERRED BOOTH SIZE:

- ☐ 6sqm (Exclusive for Health and Wellness, and Arts and Crafts Exhibitors)
☐ 9 sqm. ☐ 18 sqm. ☐ 27 sqm ☐ 36 sqm.
☐ 54 sqm. ☐ 72 sqm. ☐ 90 sqm ☐ Bigger than 90 sqm _____

NOTE: Location of booth will be assigned by the Manila FAME Booth Allocation Committee. The submitted PRODUCT PROFILE SHEET and the booth shots from previous Manila FAME participation will be their basis for booth assignment.

PRODUCTS TO BE DISPLAYED

Please tick off all products for export :

HOME		HOLIDAY & GIFTS	
Architectural Fitting <input type="checkbox"/> Decorative Panels <input type="checkbox"/> Wall Covers & Cladding <input type="checkbox"/> Window Blinds <input type="checkbox"/> Other _____	Home/ Home Décor / Furnishing <input type="checkbox"/> Baskets & Storage <input type="checkbox"/> Candleholders <input type="checkbox"/> Chest / Lockers <input type="checkbox"/> Decorative Box <input type="checkbox"/> Decorative Figurines <input type="checkbox"/> Garden & Outdoor Accessories <input type="checkbox"/> Jars & Vases <input type="checkbox"/> Lamps & Lighting <input type="checkbox"/> Mirrors & Mirror Frames <input type="checkbox"/> Tabletops <input type="checkbox"/> Wall Décor <input type="checkbox"/> Other _____	Festive / Seasonal Décor <input type="checkbox"/> Lights & Lanterns <input type="checkbox"/> Holiday-themed Tabletops <input type="checkbox"/> Ornaments & Hangings <input type="checkbox"/> Seasonal Candles & Candleholders <input type="checkbox"/> Seasonal Figurines & Display <input type="checkbox"/> Wreaths / Garlands	Gift Items <input type="checkbox"/> Cards & Stationery <input type="checkbox"/> Collectibles <input type="checkbox"/> Desk Accessories <input type="checkbox"/> Food packaged as Gifts <input type="checkbox"/> Gift Boxes & Packaging <input type="checkbox"/> Gift Candles & Votives <input type="checkbox"/> Party Products <input type="checkbox"/> Picture Frames <input type="checkbox"/> Toys & Games
Furniture <input type="checkbox"/> Indoor Furniture <input type="checkbox"/> Kids Furniture <input type="checkbox"/> Outdoor Furniture <input type="checkbox"/> Other _____		Health and Wellness <input type="checkbox"/> Food as Gifts <input type="checkbox"/> Personal Care <input type="checkbox"/> Natural Cosmetics <input type="checkbox"/> Spa Products and Services <input type="checkbox"/> Wellness Destinations <input type="checkbox"/> Other Health and Wellness Products and Services	
Visual Art <input type="checkbox"/> Art installation <input type="checkbox"/> Sculptures <input type="checkbox"/> Painting <input type="checkbox"/> Wall Art <input type="checkbox"/> Other _____			
FASHION		ALLIED INDUSTRIES	
Apparel (for Manila Wear Program only) <input type="checkbox"/> Ladies' Wear <input type="checkbox"/> Men's Wear <input type="checkbox"/> Children's Wear		Please specify:	
Fashion Accessories <input type="checkbox"/> Bag / Clutch <input type="checkbox"/> Costume Jewelry <input type="checkbox"/> Fashion Complements (belt, hat, headband, scarf, gloves) <input type="checkbox"/> Fine Jewelry <input type="checkbox"/> Footwear <input type="checkbox"/> Fashion Textiles			

80% of products in my booth will be (CHOOSE ONLY ONE FOR VENUE ASSIGNMENT / SECTORAL ZONING PURPOSES):

Home

- ☐ Architectural Fitting
☐ Furniture
☐ Home Accent
☐ Home Essential
☐ Lamps & Lighting
☐ Visual Art

Holiday & Gifts

- ☐ Festive / Seasonal Decor
☐ Gift Items
☐ Personal Care Products

☐ Fashion☐ Services**APPLICANT:**

We agree to abide by the Terms and Conditions governing the participation in Manila FAME as well as any additional rules and regulations which may be made by the Organizer.

FOR AND IN BEHALF OF APPLICANT COMPANY:

Signature: _____
Printed Name: _____
Designation: _____

CITEM:

We accept the participation of the company subject to full compliance with all applicable participation guidelines.

FOR AND IN BEHALF OF CITEM:

Signature: _____
Printed Name: _____
Designation: _____

CONTRACT FOR PARTICIPATION

(for Philippine Exporters)

20 – 22 October 2017 | www.manilafame.com

CONTRACT AGREEMENT

I commit to conform to all the provisions contained in the Contract for Participation, Terms and Conditions, Exhibitors Service Manual, Circulars, and other documents which will be issued by CITEM in relation to my participation in the October 2017 Manila FAME.

Authorized Signatory: _____
(Printed Name)

Designation: _____

Signature: _____

Date: _____

PARTICIPATION IN MANILA FAME

Participation in Manila FAME is subject to the application/selection process indicated in the Participation and Acceptance Procedures. Approved companies must comply with the show rules and regulations contained in the Manila FAME Exhibitors' Service Manual and subsequently issued circulars for the event.

APPLICATION FORM

The submitted Application Form shall be one of the bases for acceptance of an applicant by CITEM. Information specified in the Form shall also be the basis of CITEM for the promotion of the company through press releases, collateral materials and social media. CITEM shall not be held liable in case there will be any discrepancy due to failure of company to provide updated information.

COMPANY WEBSITE

Exhibitor is required to have an updated company website that contains the following basic information: About the company, Contact Information, and Products photos/profile.

BOOTH ASSIGNMENTS

Booth/space allocation shall be the responsibility of CITEM. Though the Exhibitors may have their interest to book a corner space, CITEM will still determine the allocation and assignment of spaces taking into consideration the following, but not limited to: the thematic presentation, curatorial considerations, product presentation, and any other reason deemed important by CITEM to the overall image of the show. The Company's previous booth design and current Product Profile Sheet may also affect allocation assignment.

PAYMENTS

Compliance to payment deadlines must be observed. Before an Exhibitor is allowed to ingress, CITEM shall require full payments of participation fees, as well as other fees that Exhibitors owe CITEM, if any. Except otherwise warranted, a "No Full Payment, No Ingress" policy shall be implemented.

INCREASE/ADJUSTMENT OF FEES

CITEM reserves the right to increase or adjust reasonable participation fees or any other fees, whenever necessary and warranted.

PRODUCT DISPLAY

Products to be displayed or its design is/are not subject of infringement, trademark, or patent complaint as defined under RA 8293, or the Intellectual Property Law. Products displayed in the booth should all be labeled in the name of the approved Exhibitor. Exhibitor is strictly prohibited to share its booth/spaces to its sub-contractors nor to accommodate/display the products of subcontractors in its booth. Exhibitor is required that, at least, 1/3 of its total product display are NEW collections and to strictly follow Sectoral Zoning declared in the Application Form.

INTELLECTUAL PROPERTY RIGHTS

Any complaint regarding IP matters must be put in writing and discussed within the jurisdiction of the Intellectual Property Office (IPO). Particularly for complaints without IP support documents, no request for product pull-out will be entertained.

ATTENDANCE TO BRIEFINGS AND EXPORT COACHING PROGRAMS

Exhibitor must commit to sending at least one (1) company representative with decision-making power to Exhibitor briefings and seminars required by CITEM.

BOOTH STRUCTURE

CITEM shall define the specifics of the basic booth structure for the event. Exhibitor is expected to adopt these booth regulations and submit to CITEM its detailed booth plan which includes a sketch of booth design indicating booth measurement, signage plan, and color scheme. CITEM will have the right to prohibit exhibitor entry to the Exhibition Hall should the Company failed to submit its booth design for approval.

WITHDRAWAL FROM PARTICIPATION

Withdrawal of participation may be allowed until 15 August only. After said date, payments made shall be forfeited in favor of CITEM. Likewise, application in future editions and other CITEM projects may also be affected.

THIRD-PARTY CLAIMS

The Exhibitor shall hold CITEM free from any third-party claim/liability arising from his/her participation in the show as well as the design/products exhibited, or acts/deeds committed by the Exhibitor or his/her employees or agents.

RESOLUTION OF CONFLICT & DISAGREEMENT

In case of conflict or disagreement in the interpretation in this Contract for Participation and/or Terms and Conditions / Service Manual / Circulars, if any, the decision of CITEM shall be considered final and binding.

UNFORSEEN CIRCUMSTANCES / EVENT

CITEM shall not be held liable for any unforeseen event or circumstances that may occur in the course of the participation in the Manila FAME.

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES) S.S.

CITY OF _____)

BEFORE ME, A NOTARY PUBLIC for and in the City of _____, personally appeared the following with their Residence Certificates/Passport Numbers:

Name	Competent Evidence of Identity	Issued at	Issued On
_____	_____	_____	_____
_____	_____	_____	_____

Known to me and to me known to be the same persons who executed the foregoing contract and acknowledged to me that the same is their free and voluntary act and deed of the entities they respectively represent.

I FURTHER CERTIFY that the foregoing instrument has been signed by the parties and sealed with my notarial seal.

WITNESS MY HAND AND SEAL on the date, year, and place above written.

NOTARY PUBLIC

Doc. No. _____

Page No. _____

Book No. _____

Series of 2017