

Embassy
of the Republic of Iraq
Commercial Attaché
Seoul
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سفارة جمهورية العراق
الملحقية التجارية
كوريا الجنوبية / سيول
العدد:
التاريخ



Subject: Session of 39 the Baghdad international fair

The Iraqi Commercial Attaché in the Embassy of the Republic of Iraq in Seoul presents its compliments to your distinguished Companies, and glad to avail itself this opportunity to renew the assurances of its highest consideration, and would like to inform you that here is a tender conditions for participation in the session (39) of the Baghdad international Fair in English, which will be held for the period (1-10/11/2012).


we attach a copy of document. For more information contact below.

E-mail: iraqifairs@gmail.com

Website: <http://fairs.mot.gov.iq>

Mobile: 07902270253 – 5423321

I would greatly appreciate your cooperation in this respect


Abdul Hussein Al-Naseri
Assistant Commercial Attaché

Embassy of the Republic of Iraq in Korea

10/4/2012

Terms & Regulations

The 39th Session of
BAGHDAD INTERNATIONAL FAIR
1-10/11/2012

1. **Opening hours :**
9 am – 1 pm.
3 pm – 7 pm.
2. **Participation fees:**
\$ 175 per sq.m indoor area.
\$ 75 per sq. m stand
\$ 250 per sq.m indoor area + stand
\$ 75 per sq.m indoor area upper hall (without stand) .
\$ 75 per sq.m outdoor area .
The total amount should be paid as soon as reservation is confirmed, the payment receipt is accredited as a reservation confirmation except the participating countries, the payment deadline will be one week prior to the opening date of the fair.
3. The fair's management keeps the right to assign the location according to the available space and payment priority.
4. This company will issue the 39th session catalogue, in case a participant intends to advertise in the catalogue he shall introduce the required information, statistics & advertisements in a CD as soon as reservation is confirmed.
5. Minimum required space reservation is (9) sq.m indoor area and (20) sq.m outdoor area.
6. \$ (75) per sq.m as stand construction fees. This includes (one information desk + two chairs +carpet + lighting). The participant has the right to use its own stand and shall pay 35 USD per each sq. meter to our company regarding the special design and also the ordinary stand.
7. The application form is considered a lease contract between both parties, the participant is obliged to settle all the financial commitments.
8. By signing the application form, the participant entirely commits himself to comply with the State Company for Iraqi Fairs & commercial Services' terms and regulations of participation which govern the custom, finance and import issues.
9. Its not allowed to occupy the stand unless settle the total amount of participation fees, payable to (State Company for Iraqi Fairs & Commercial Services) through (The Trade Bank of Iraq TBI) Account No. 0002-001736-001. Regarding the participating countries which reserve the entire area of the hall, the deadline settlement should be one week prior to the opening date of the fair. (in case any party intends to reserve a part of the hall, the corridors will be measured) The fair's management has right not to consider any application form in the event of participation charges not being settled. The fees settlement of foreign participants shall be in USD.
10. The settled amount will be confiscated if the participant cancels participation after payment is settled & reservation is made.
11. Exhibits neither sold nor donated will be re-exported to the country of origin after export manifest is issued by Baghdad International Fair Custom Office.

12. Exhibitor shall vacate rented stand , indoor / outdoor , removed all exhibits or damages and handed to the Technical Department. Otherwise, exhibitor shall cover the cost of all damages resulting thereof , without need for a formal notice / legal proceedings, commencing from the first day after closing of the fair, during (15) days for Arab & foreign participants and (10) days for the agents of foreign companies branches except holidays, the fair's management shall not be held responsible for materials remain in stands during above specified period. The storage fees mentioned below shall be settled after the end of the allowance period mentioned above otherwise the exhibits will be confiscated and the participant shall not be allowed to participate in the future.

Storage Fees:-

* Iraqi Dinars 5000 per cubic meter daily (covered warehouse).

* Iraqi Dinars 3000 per cubic meter daily (uncovered warehouse).

In case of not evacuating the exhibits or not paying the storage fees, the company has the right to confiscate the exhibits during one month

13. The fair's management shall deliver a site plan showing the stand location for the reserved area and dimensions. This plan is considered the confirmation of a space reservation after paying the total fees.
14. The participant which reserves an entire area of the hall shall send back the stand design with two signed copies to the Interior Fairs Department. The approval of Technical Department shall be obtained before implementation and the approved design shall be sent back to the participant.
15. Exhibits admitted in the fairground for being displayed shall not be removed before the closing of the fair.
16. Exhibits are not allowed to be removed after the close of the fair unless participation and service fees are settled. The relevant quittance shall be certified from departments of our company.
17. All films video – programs, pamphlets and any publications to be displayed at the fair shall be approved beforehand by the (Publications Control Directorate). Distribution of unrelated publications which has nothing to do with the fair and its objectives is prohibited and the earlier approval of the State Company for Iraqi Fairs & Commercial Services on all pamphlets and printed materials shall be obtained before distribution.
18. The exhibitor or his authorized representative shall be present with the person in charge from the Interior Fairs Dept. during the exhibits custom inspection as soon as the goods arrive the fair ground.
19. After the close of the fair, all exhibits shall be inspected by customs officials, who will take stock of the balance of exhibits against the original last recorded at the opening of the fair, the difference in stock shall be property accounted for a record sheet showing movement of stock i . e. (Sales, gifts, losses, etc...).
20. All packing crates, consignment documents and invoices shall be addressed to (Baghdad International Fair) with the exhibitor full name, address etc...
21. Exhibitor shall submit a list of exhibits for approval. The fair's management has the right to reject any displayed product that does not meet the rules and regulations. Only one sample of product is recommended to be exhibited. In case of admission of any exhibits from branch companies or agents, a letter including all exhibits details shall be addressed to the Commercial Section / Interior Fairs Dept. in order to obtain the gate pass. A quittance shall be obtained from the custom office and the relevant departments of our company before clearing the exhibits.
22. The deadline for exhibits admission to the Fair ground shall be one day prior to the opening day of the fair.
23. The height of stand partition should not exceed 2.5 meter except special design stand.
24. It is not allowed to add nails, paint the stand components that belong to the fair's management, or cause damage to / or change floorings of the exhibiting halls. It is also not allowed to make any change or extension on electrical and water connections points. Exhibitor shall repair any damages caused to rented sites or pay repair expenses.

25. Each participating country shall have the right to hold the National Day according to the time set in coordination with the fair's management (Public Relations Dept). In case the participant intends to rent the V.I.P. hall, (1200000) I.D. or (1000) USD shall be settled.
26. Each participant is responsible for guarding his stand during the fair period and guarding the whole fair is guaranteed by the fair's management. In case of appointing guards, the approval of our company shall be obtained when guards start guarding their stand.
27. Samples and gifts are subject to the (temporary custom admission regulations) and Admittance, clearance of exhibits shall be done in accordance with the valid customs regulations; otherwise a fine set by the customs office shall be paid.
28. The fair management is not responsible for any extra terms set in the participation forms by the exhibitor.
29. If the participant fails to occupy the allocated site at least (4) days prior to the opening of the fair, the fair's management shall have the right to dispose the site without a prior notification. The paid fees shall not be refunded.
30. Under force majeure, the fair's management keeps the right to cancel or postpone the opening date of the fair.
31. Participant is not entitled to sub-let or hand over a stand or any part of it, neither for a charge or for free unless the fair's management approval is obtained.
32. The fair management prior approval shall be obtained before carrying out experiments or using exhibited equipments & machines.
33. The companies that carry Israeli nationality or Israel originally registered companies are not allowed to participate.
34. Vehicle / private cars shall not be allowed to enter the fair ground. All vehicles / private cars shall use the outside park.
35. The fair ground is a custom zone and the participant shall comply with the valid custom regulations.
36. The food stuff exhibits will be checked out by the health authorities in the borders entries. These materials shall not be exhibited unless confirmation is given by the concerned authorities certifies that these materials are fit for human consumption.
37. In case participants desires to get entry visa to Iraq, a letter should be written to our company including the participant's name, his company's name and passport number with a colored copy of passport (30) days prior to the opening date of the fair to help the Public Relations Dept. in our company take the necessary actions.
38. In case the participant intends to hold any activity in the Celebrations Square and neighboring gardens, He shall pay 750 000 I.D. per each day as rent fees without furnishing.
39. In case the participant intends to rent a fair tent, it will be charged as an indoor area.
40. Any governmental or private party intends to reserve an entire hall, the fees of the entire hall shall be charged without including the services corridors (only around the hall).
41. The resolution of the board of directors: Terms of the (39th) Session of Baghdad International Fair accredited by The board of directors of the state company for Iraqi fairs and commercial services and shall be valid commencing from the date of its ratification ,added to these terms, deducting stamp fees (0,002) and tax accounting rate (3,5)%.
42. Note: if the participant is an agent of an Arab or foreign company, he is obliged to bring an authorization letter from his original company, the payment shall be settled in USD according to the fees mentioned below:
 - \$ 175 per sq.m indoor area.
 - \$ 250 per sq.m indoor area + stand
 - \$ 75 per sq.m indoor area upper hall (without stand) .
 - \$ 75 per sq.m outdoor area .

IRAQ-BAGHDAD-ALMANSOUR P.O BOX 6188

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