

GENERAL TERMS AND CONDITIONS – ANNUAL CONTRACTORS REGISTRATION

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Article 1: Annual Contractor Registration

The Annual Contractors Registration is valid up to 1 show cycle of Messe Frankfurt Middle East and has to be renewed annually. 1 show cycle includes one edition of each of the Messe Frankfurt shows.

Only registered Contractors will be allowed to contract a project for Exhibitors of Messe Frankfurt Middle East shows. Registered Contractors will have the opportunity to get their contracted project to be approved and have access to the buildup and order necessary mains. Registered Contractors accepts the relationship of trust and confidence established between him and the Organizer by this Agreement.

1.1 Validity of Annual Contractors Registration: 1 June 2025 – 31 May 2026. Valid through one entire show cycle, starting from the first Show of Messe Frankfurt Middle East fiscal year.

1.2 Exhibition Schedule:

YEAR	SHOW NAME	BUILD UP DATES	SHOW DATES	BREAK DOWN DATES
2025	Beautyworld Middle East	24 – 26 Oct	27 – 29 Oct	30 Oct
	Paperworld /Playworld ME	9 – 10 Nov	11 – 13 Nov	14 Nov
	Gifts & Lifestyle Middle East	9 – 10 Nov	11 – 13 Nov	14 Nov
	Automechanika Dubai	6 – 8 Dec	9 – 11 Dec	12 Dec
2026	Intersec	9 - 11 Jan	12 - 14 Jan	15-Jan
	Light ME	10 - 11 Jan	12 - 14 Jan	15-Jan
	Logimotion	19 – 20 Apr	21 - 23 Apr	24 Apr

1.3 Any new MFME exhibitions in the UAE introduced within this time period will be included in this schedule.

1.4 The Project: The Exhibition Stand or any construction or services related to exhibition stands for MFME shows

Article 2: Registration Fees and Required Documentation

Messe Frankfurt Middle East would require a Contractor to submit a valid Trade License showing the scopes but not limited to Construction, Stand Construction and Services related to Stand Construction, a valid VAT registration Certificate and valid Third-Party Liability Insurance. The Contractor must also pay a Registration Fee for the Annual Contractors Registration. This payment is valid for 1 show cycle of MFME and should be renewed on an annual basis if the contractor wishes to continue working on all MFME Shows.

2.1 Valid Trade License: Valid during the time of registration, in the case that the Trade License will expire before the end of the show cycle, it is the responsibility of the Contractor to send an updated/renewed Trade License to the Organizer. If the Trade License is no longer valid, the Organizer reserves the right to cancel the registration of the Contractor and the contractor should apply to renew their registration and pay the necessary fees again.

2.2 Valid VAT Certificate: Valid during the time of registration, in the case that the VAT Certificate will expire before the end of the show cycle, it is the responsibility of the Contractor to send an updated/renewed VAT Certificate to the Organizer. If the VAT Certificate is no longer valid, the Organizer reserves the right to cancel the registration of the Contractor and the contractor should apply to renew their registration and pay the necessary fees again.

2.3 Third Party Liability Insurance: Valid during the time of registration and should be valid upon commencement of any stand construction services for MFME Exhibitors. If there is no valid TPL Insurance the Organizer has the right to stop all construction activities of the Contractor during the buildup.

2.4 Refunds: The Contractor acknowledge and agree that any payments made in the MFME Annual Contractor registration are non-refundable under any circumstances.

Article 3: Contractor's Responsibilities

3.1 Contractors Registration

3.1.1 The Contractor shall be responsible to register with Messe Frankfurt Middle East's Annual Contractor Registration if they wish to work on MFME Shows. The Contractor must provide all necessary document and pay the fee related to the annual contractor registration.

3.1.2 The Contractor shall be responsible to resend renewed/valid documents that have been expired during the duration of the registration. The Organizer has the right to refuse, cancel all works of the Contractor who has not submitted the valid documents required.

3.1.3 The Contractor shall be responsible in renewing his annual registration if they wish to continue working on MFME Shows. The Organizer has the right to refuse any renewal of registration of any contractor with grounds that affected the delivery of MFME Shows e.g., delay in stand construction resulting to unfinished stand during the opening and or non-compliance with venue rules and regulations.

3.2 Stand Design Submission

Only registered Contractors will be granted review of their stand design project and receive approval from the Venue for their stand design. The Organizer has the right to stop refuse any construction activity during build up for those Contractors who does not have any approval of the Operations Department or Permit to Build issued by the Venue (DWTC).

3.2.1 The Contractor shall be responsible in submitting proper stand design documents to the Organizer for approval. For non-submission, incomplete submission and unapproved stand designs, the Organizer has the right to stop all construction activities during build up unless the Contractor would submit, resubmit complete stand design documents and be approved by the Organizer and the Venue (DWTC).

3.2.2 The Contractor shall be responsible in implementing/constructing the approved design during the buildup. In the case where there is an alteration in the approved design. The Contractor shall be responsible to resubmit the design for re-approval. The Organizer has the right to stop all construction of the stand unless other otherwise the design has been re-approved.

3.2.3 The Contractor shall be responsible to pay necessary Stand Design Approval Fees of the Venue (DWTC) depending on the complexity of the stand design they have submitted to Organizer for stand design guideline approval.

3.3 During Buildup and Teardown

3.3.1 The contractor shall provide a performance bond cheque before commencing construction. The amount of the performance bond cheque corresponds to the number of stands they will be building and or as per the performance bond matrix provided by the organizer.

3.3.2 The Contractor will provide all construction supervision, inspection, labor materials, tools, construction equipment and subcontracted items necessary for the execution of the stand construction project.

3.3.3 The Contractor shall at all times keep the premises and aisles free from accumulation of waste materials or rubbish caused by his construction. At the completion and or deadline of the construction period during build up, the contractor shall remove all of his waste materials around his stand construction project as well as his tools, construction equipment and surplus materials.

3.3.4 The Contractor must be aware that they will be required to changes and structural enhancements onsite for any previously approved stands where the organizer and the venue deemed unsafe and/or doesn't meet the policies and regulations of both the venue and the organizer.

3.3.5 The Contractor shall be responsible for the teardown and disposal of any part of the stand construction they have built. The space where the stand was erected should be clear of all construction debris during end of the teardown schedule.

3.3.6 The Contractor shall be responsible to any damage in the venue premises due to his activities for the stand construction project.

3.4 Non-compliance and neglect of Contractors Responsibilities

3.4.1 The Organizer has the right to revoke the Contractors Registration and apply necessary penalties to the Contractor in the event of non-compliance and neglect of the contractor's responsibilities.

Article 4: Organizer's Responsibilities

4.1 The Organizer shall be responsible in keeping a complete record of all registered contractors who have undergone the Annual Contractors Registration Process.

4.2 The Organizer shall be responsible in monitoring checking the validity of required documents sent by Contractors for the Annual Contractors Registration.

4.3 The Organizer will make sure that only registered contractors will have their stand design eligible for review and approval, and be given permission to build onsite

4.4 The Organizer is not be liable and bears no responsibility whatsoever for any orders made to Dubai World Trade or any of its partners or subsidiaries, even in the event that the Contractor Registration or stand design is not approved. Orders include, but are not restricted to utilities/mains electrics, rigging, telecommunications, water & waste and compressed air necessary for the build-up days, show days and tear down days of the exhibition tenancy.

4.5 The Organizer shall be responsible in approving all designs sent by the registered contractor based on MFME design guidelines and upload it to the venue portal for health and safety approval. The organizer is not responsible for any rejection from the venue with regards to the stand design. Design approval fees shall be paid by the contractor as stated in paragraph **3.2.3**.

4.6 The Organizer shall not be liable in any way in the event that the stand construction has been delayed due to force majeure, contractor's incapacity to finish the work on time and or delays due to non-compliance of exhibitors and contractors' responsibilities.

4.7 The Organizer shall not be liable in any way in the event that there will be issues with regards to breach of contracts between Contractor and Exhibitor. The Organizer will not get involved in any way with regards to settling payments for both parties.

4.8 The Organizer shall be responsible to inform a contractor that his registration is refused, revoked or nullified and give necessary reasons for the action.

Article 5: Subcontracts

5.1 Subcontractors remain the sole responsibility of the registered contractor.

5.2 Subcontractor is a person or entity who has direct contact with the contractor to perform any work in connection with the project. The term subcontractor does not include any separate contractor employed by the exhibitor.

5.3 Subcontractors will not be asked to register in the Annual Contractors Registration process if in the event that they were hired by another contractor to perform as a subcontractor to their project. A written agreement between a contractor and subcontractor should be with the subcontractor on the commencement of their scope of work in the stand construction project.

5.4 In the event that a non-registered contractor undertakes project work as a main contractor for any MFME show while working as a subcontractor for another contractor. The Organizer has the right to stop all their construction activities and apply necessary penalties and ultimately blocking the contractor on all MFME shows including working as a subcontractor.

5.5 It is the sole responsibility of the Main Contractor in case of any issue that may arise while employing a subcontractor for the stand construction project.

Article 6: Time Schedule

6.1 The Time Schedule for all show will be available in the Exhibitor Portal and Technical Manual of the Organizer.

6.2 All schedules are subject to change by the Organizer. Any change in schedule will be disseminated in any form to both Exhibitors and Contractors.

Article 7: Insurance, Indemnity and Waiver of Subrogation

7.1 Indemnity

7.1.1 The Contractor agrees to indemnify and hold the Exhibitor and Organizer from all claims for bodily injury and property damage that may arise from the Contractors operations under this agreement.

7.1.2 Third Party Liability Insurance – as stated in Article 2, it is mandatory for the contractor to submit a valid Third-Party Liability Insurance that will cover against death, bodily injury and damage to property including legal fees, medical and settlement costs.

7.2 Release and Waiver of Subrogation. The parties hereto release each other, and their respective agents and employees, from any liability for injury to any person or damage to property that is caused by or results from any risk insured against under any valid and collectible insurance policy carried by either of the parties which contains a **waiver of subrogation** by the insurer and is in force at the time of such injury or damage. This release shall be in effect only so long as the applicable insurance policy contains a clause to the effect that this release shall not affect the right of the insured to recover under such policy. Each party shall use reasonable efforts to cause each insurance policy obtained by it to provide that the insurer waives all right of recovery by way of

subrogation against the other party and its agents and employees in connection with any injury or damage covered by such policy. However, if any insurance policy cannot be obtained with such a **waiver of subrogation**, or if such **waiver of subrogation** is only available at additional cost and the party for whose benefit the waiver is to be obtained does not pay such additional cost, then the party obtaining such insurance shall notify the other party of that fact and thereupon shall be relieved of the obligation to obtain such **waiver of subrogation** rights from the insurer with respect to the particular insurance involved.

Article 8: Assignment and Governing Laws

8.1 Neither the Exhibitor, Contractor nor Organizer shall assign his interest in this Agreement without the written consent of the other except as to the assignment of proceeds.

8.2 This Agreement shall be governed by the law in effect at the location of the Project.