

**2026 AOC Europe Symposium & Convention**  
**EXHIBITOR APPLICATION**  
**Terms & Conditions / Rules & Regulations**

The 2026 AOC Europe Symposium & Convention (AOC Europe/the Event) Terms & Conditions and Rules & Regulations, with later amendments, if any, that may be issued, are intended to be for the best interest of exhibitors and the EW/EMSO industry and are a part of the contract with each Exhibitor. Association of Old Crows (AOC), as the owner/organizer of the Event, respectfully requests the full cooperation of Exhibitors in observance of these rules. Any points not covered are subject to final decision by AOC.

By signing this Agreement, the exhibitor acknowledges and agrees to comply with all current Terms/Rules as well as any future amendments, updates, or additional Rules & Regulations issued by the Messukeskus Helsinki Expo and Convention Centre and/or the Official General Contractor for the event. The exhibitor further agrees that such Rules & Regulations, as updated from time to time, shall be binding and enforceable as part of this Agreement.

**1. APPLICATION**

- a. Applications for Space must be made on AOC's official Application form. AOC may, at its sole discretion, accept Applications by other means. These Terms and Rules shall apply to all Applications (whether or not such Application is made on the prescribed form). An Application constitutes an offer from an Exhibitor for a Space Package at an Event.
- b. AOC reserves the right to accept or reject any Application from any potential Exhibitor.
- c. A binding Agreement shall come into force only when AOC has accepted the Exhibitor's Application.
- d. AOC is not bound to accept an Application from a potential Exhibitor for the Event even if it has accepted an Application from that Exhibitor for another event. There is no automatic right for an Exhibitor to participate in any subsequent Event.

**2. COMPLIANCE AND ELIGIBILITY TO EXHIBIT**

- a. All Exhibitors' equipment, services, documentation and all other forms of visual promotion and display, exhibited or proposed must be of a type which complies with:
  - i. Law in the territory in which the Event is held.
  - ii. Law in the territory of origin of the exhibitor

- iii. UN Law and UN international undertakings
- b. These controls may encompass export from the country of origin, involvement in movements of these goods between overseas countries where the deal is made in the Territory, or by a person of the Territory of origin of the Exhibitor based overseas. It is important that your organization is aware of all current applicable trade controls and whether they affect your business prior to exhibiting at the Event.
- c. Breach of any aspect of relevant trade controls will be treated as breach of the Event terms and conditions regarding Compliance and Eligibility to Exhibit.

### **3. USE OF STANDS**

- a. Exhibits shall be of a nature which promotes the common business interests of our industry, including products or services which are used by members of our industry for business purposes, or which are otherwise directly related to those interests. The judgment of AOC as to whether an Exhibitor or an exhibit satisfies this requirement, and in other respects hereinafter referred to, shall be final.
- b. All exhibits, demonstrations, and other activities by an Exhibitor shall be confined to its exhibit stand(s). No Exhibitor shall assign, sublet, or share the whole or any part of the stand space allotted. Only one company name shall be listed per stand.
- c. Exhibitors who have subsidiary ownership of a company operating under a different name, have the option to purchase a co-exhibitor listing. This listing will allow for the subsidiary company name to be listed on the floorplan and be searchable by name only.
- d. Any exhibit, device, material, or activity, including sounds, fumes, or odours, which, in the judgment of AOC, is unethical, in bad taste, annoying or otherwise offensive to Exhibitors, the Event or the industry, is prohibited. Compressed Gas Cylinders, open flames and helium balloons are specifically forbidden.
- e. Equipment, services, documentation and all other forms of visual promotion and display, exhibited or proposed, must comply with current UN Law.

### **4. SPACE ASSIGNMENTS**

- a. On-site stand sales will be done in a manner with priority given to AOC Europe Symposium & Convention exhibitors in stand size descending order. Each exhibitor will have time set aside to select next year's stand location on a first come, first serve basis during their time slot. The plan will be shared prior to arrival to all exhibitors on record.

- b. AOC Show Management reserves the right to shift space assignment after the contract has been signed if we find it necessary to do so. AOC retains the right to place AOC areas adjacent to, in the aisles, or behind exhibitor's stands in the exhibition hall. AOC items include but are not limited to food and beverage areas, promotional and literature displays, education stages, membership areas, and video monitors.

## **5. PAYMENTS AND SCHEDULE**

- a. All stands (and meeting rooms, if applicable) are subject to Finnish VAT laws, irrespective of the exhibitor's country of origin. As they are classified as immovable property in Finland, exhibitors are required to pay the applicable VAT to participate in the event. Failure to comply with this requirement will result in the forfeiture of the exhibitor's stand.
- b. For Exhibitors – A 50% non-refundable deposit is required with the completed contract to reserve exhibit space. Final 50% (100% of the stand total cost) is required by 31 January 2026. Failure to pay the balance of the assigned space by the payment deadline will result in forfeiture of the space and AOC will have the right to cancel the contract. All exhibit space contracted 31 January 2026 or later must pay the stand fee in full via credit card or wire transfer. 100% VAT is due and payable upon contracting.
- c. For Sponsors – 100% non-refundable sponsorship payment is due at the time of contracting.

## **6. CANCELLATION/DOWNSIZING/REDUCTION OF SPACE**

- a. For Exhibitors – Any company cancelling stand space (including a downsize which is deemed a partial cancellation of space) after assigned but before 31 January 2026, will remain responsible for 50% payment under this contract and/or will forfeit the paid 50% deposit if paid. Cancellations made 31 January 2026 or later will be responsible for 100% payment under this contract and/or will forfeit the paid 100%. In either case, AOC shall have the right to rent the cancelled space to another exhibitor.
- b. For Sponsors – In the event that the Sponsor cancels or wishes to withdraw the Sponsorship any time after signing of the contract, AOC reserves the right to collect or retain 100% of the sponsorship fee.

## **7. SPONSORSHIP LATE FEE**

- a. If sponsorship includes graphic components, a late fee of 25% of the sponsorship fee will be billed to the Sponsor if final graphics are not submitted and approved by the deadline provided with sponsorship fulfilment information.

## **8. ADMISSIONS**

- a. AOC Show Management will have sole control over all admissions of persons.
- b. Two (2) gratis Exhibitor/Stand Personnel badges per 3m x 3m stand will be given with each stand rented. Exhibitor/Stand Personnel badges allow access to the Exhibit Area during setup, show hours, and move out. They do not allow access to the conference/sessions. Additional stand personnel badges may be purchased. All persons visiting the Exhibit Area are required to display proper Event credentials at all times. Attendees may be asked, at any time for proof of identification to compare to their registration credentials.
- c. Exhibitors and their employees and agents will be admitted to the Exhibit Area prior to the opening of the Event upon displaying authorized Exhibitor badges. No admission will be allowed without proper registration badges. No children under 18 are allowed in the exhibit hall at any time.
- d. All personnel attending the Event, including Exhibitors' stand personnel, representatives, guests, and contractors/subcontractors (stand build and services) who will be working on stands and hospitality areas, must be pre-registered to attend the Event. It is the responsibility of the Exhibitor to check the bona fides of all personnel that they register to attend the Event.
- e. AOC reserves the right to refuse any person admission to the Event or remove from the Event any person whose presence, in the sole opinion of AOC, is or is likely to be undesirable and AOC may exercise such rights notwithstanding that any person is the servant or agent of the Exhibitor or otherwise in any way connected or associated with the Exhibitor.

#### **9. HEALTH & SAFETY**

- a. By attending this Event, participant agrees to voluntarily assume all risk related to exposure to COVID, other unknown variants or yet-unknown communicable diseases and agrees to not hold AOC or any of their affiliates including partners and sponsors, directors, officers, employees, agents, contractors, volunteers, or sponsored venues liable for including without limitation, personal injury, illness, or otherwise. Participant shall take necessary precautions while at the Event. Participant shall agree to not attend the Event if he/she feels ill or has had recent exposure to a COVID or other unknown variant at the time of the Event.

#### **10. PHOTOGRAPHY/VIDEOGRAPHY**

- a. AOC reserves the right to use any photograph/video taken at AOC Europe, without the expressed written permissions of those included within the photograph/video. AOC may use the photograph/video in publications or

other media material produced, used, or contracted by AOC including but not limited to brochures, newspapers, magazines, websites, etc.

- b. Photography or video recording by exhibitors, sponsors or attendees is not permitted at any time at AOC Europe.

#### **11. POWERS AND DISCRETION OF AOC**

- a. AOC shall at its sole discretion be entitled to:
  - i. alter the dates, opening hours and/or duration of the dates and duration of Installation Period, Dismantling Period, and the total duration of the Event; and
  - ii. change or vary these Terms and Rules at any time or permit exceptions in special circumstances.
- b. AOC shall be free to include in any format chosen by AOC (or on its behalf) in connection with the Event the Exhibitor Intellectual Property (IP) or any other material or information supplied to AOC by the Exhibitor.
- c. The Exhibitor warrants that all Exhibitor IP provided to AOC:
  - i. is true, accurate and not misleading.
  - ii. is owned by the Exhibitor.
  - iii. is not offensive, abusive, indecent, defamatory, obscene, or menacing in any way, and
  - iv. does not, and its use in connection with the Event shall not, infringe the IP rights of any third party.
- d. The Exhibitor hereby grants to AOC a non-exclusive and royalty free License to use the Exhibitor IP solely in connection with the Event including, without limitation, the promotion of the Event and any after-Event literature or marketing materials.
- e. The Exhibitor shall indemnify and hold harmless AOC against all liabilities, costs, expenses, damages and losses (including any direct, indirect or consequential losses, loss of profit, loss of reputation and all interest, penalties and legal and other professional costs and expenses) suffered or incurred by AOC arising out of or in connection with any claim made against AOC for actual or alleged infringement of a third party's IP rights arising out of or in connection with use of the Exhibitor IP (or any other material or information supplied to AOC by the Exhibitor) by AOC in connection with the Event and any after-Event literature or marketing materials.
- f. AOC reserves the right to delete or remove the Exhibitor IP from any materials if it believes, in its sole discretion, that the Exhibitor IP is in breach or may breach the provisions of this clause.

- g. AOC shall not be responsible for any omissions, misquotations or other errors in any materials relating to the Event.
- h. The Exhibitor shall not use Organizer's IP for any purposes without Organizer's prior written consent.

## **12. DATA PROTECTION**

- a. The Exhibitor warrants and guarantees that it understands and is compliant with all Data Protection Laws including GDPR. The Exhibitor shall promptly notify AOC if it suspects or becomes aware of any Personal Data Breach in respect of any Personal Data which has been collected by or on behalf of AOC.
- b. The Exhibitor agrees to indemnify and hold harmless AOC against all expenses, costs, claims, losses and liabilities incurred by AOC or for which AOC may become liable due to any failure by the Exhibitor to comply with Data Protection Laws including without limitation, due to any failure by the Exhibitor to implement and maintain appropriate technical and organizational measures to protect Personal Data against accidental, unauthorized or unlawful destruction, loss, alteration, disclosure or access.

## **13. COPYRIGHTS AND TRADEMARKS**

- a. It shall be the Exhibitor's sole responsibility to obtain permission and any necessary licenses to use any copyrighted materials in its stand, particularly music. The Exhibitor hereby agrees to indemnify and defend AOC against any claims or damages whatsoever for copyright or trademark infringements.
- b. Use of AOC Logo or Event Logo by exhibitors must first be approved by AOC.

## **14. LIABILITIES**

- a. The Exhibitor shall obtain, and maintain in force, insurance from a reputable insurance company in connection with its presence at the Event. Without limiting its obligation to secure insurance cover for such risks as it shall consider appropriate, the Exhibitor shall take out insurance including (without limitation) public liability insurance for loss, damage or injury caused by the Exhibitor's negligence or default up to a value of €2million any one occurrence. The Exhibitor shall, on request by AOC, produce to AOC its insurance certificate(s) and evidence that all payments under such insurance policy have been paid up to date.
- b. The Exhibitor agrees that AOC, and their officers, directors, committees, agents, and employees:
  - i. will not be responsible for any damage to or for the loss or destruction of the Exhibitor's property, or injuries to the Exhibitor, his

- representatives, agents or employees, all claims for such loss, damage, destruction, or injury being expressly waived by the Exhibitor,
- ii. will be indemnified and held harmless by the Exhibitor for any claims of injury to any of the Exhibitor's representatives, agents, or employees and for any claims by other persons for injury, loss or damages caused in whole or in part by the Exhibitor or its representatives, agents, or employees.

#### **15. FAILURE TO HOLD EVENT**

- a. AOC, and their officers, directors, committees, agents, and employees, will not be liable for failure to hold the Event as scheduled. Payments for stand space will be returned in that event except that any actual expenses incurred in connection with the Event will be deducted if the Event is cancelled because of acts of God, hazardous weather conditions (actual or forecasted), war (declared or undeclared), specific threat of war, government regulation (including governmental advisories, quarantines and/or curfews) or travel advisory, disasters, fire, earthquakes, accidents or other casualty, labour dispute, picketing, work stoppages, strikes or specific threat of strikes or picketing by Venue employees, actual or threatened secondary strikes by other unions that would have a material effect on the Event, an event or occurrence creating a significant risk to the anticipated attendees' health or safety, civil disorder, terrorist acts and/or specific threats of terrorism occurring after execution of this Agreement (as determined by a change in the threat level by the U.S. Office of Homeland Security, or as determined by the Overseas Security Advisory Council, the U.S. State Department and/or other valid sources or indicators on a case by case basis), acts of domestic or foreign enemies, a cancellation or restriction in commercial air transportation preventing some or all of the anticipated attendees from attending or arriving for the Event within 24 hours of their scheduled arrival times, nuclear or biological hazard, outbreak of disease in the city or region where the Event is to be held or in one or more cities from where anticipated attendees would be traveling, as reported by the World Health Organization, or a similar supervening cause (including a frustration of purpose) beyond the control of either party which make it illegal, impossible, or commercially impracticable, or which materially affects AOC's ability to hold the Event. The Exhibitors and Sponsors waive all claims for damages or recovery of payments made, if, for any reason, the Event shall be cancelled or deferred any time.

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**ACCEPTANCE OF TERMS**

The person executing this agreement has read and agrees, on behalf of the individual or entity for which it is executed, to be bound by the terms and conditions of the contract, incorporated herein by reference, further warrants that he or she has authority to execute this agreement by electronic signature and full authority to act for the individual or entity entering into this agreement. Exhibitor shall have no right to claim against AOC that such person or persons did not have such authority.