

## 【2024 OWC】 Vendor Registration Form

Booth Name	(In English)	Booth No.	(Fill in by Organizer)	
	(In Chinese)			
Exhibitor's Name		Booth Category	<input type="checkbox"/> corporate	<input type="checkbox"/> unit/institution
Exhibitor's Tax ID No.	(Personal Exhibitor Fill in Personal ID No.)		<input type="checkbox"/> food and beverage	<input type="checkbox"/> publication
Exhibitor's Representative		Applicant's Contact No.	(Phone)	
Exhibitor's Applicant	<input type="checkbox"/> Same as Representative		(Mobile)	
Email Address		Electric-supplied Require? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Products For Sale and Descriptions				
<b>Description for Extra Electrical Equipment</b> (*Please fill in the blank if there is Extra Power Demand*)				
序	Equipment Name	Volt	Watts	Description
1		<input type="checkbox"/> 110V <input type="checkbox"/> 220V		
2		<input type="checkbox"/> 110V <input type="checkbox"/> 220V		
3		<input type="checkbox"/> 110V <input type="checkbox"/> 220V		
4		<input type="checkbox"/> 110V <input type="checkbox"/> 220V		
5		<input type="checkbox"/> 110V <input type="checkbox"/> 220V		
110V socket needs _____, Each Socket Charged NTD \$ _____ per day, Extended Use Charged NTD\$ _____ per day.				
220V socket needs _____, Each Socket Charged NTD \$ _____ per day, Extended Use Charged NTD\$ _____ per day.				

※Booth Fees and Instructions:

1. The booth original price including tax is ERU €170 per nine square meters, the booth equipment (see table below).

Booth Equipment (9 square meter, 3m in width, 3m in length, 2.7m in height)					
No.	Basic Equipment	Quantity	No.	Basic Equipment	Quantity
1	Marquee (3m*3m)	one	3	Booth Cloth	one
2	Wooden Booth Rack (L 1.5m*W 0.6m*H 2.2m)	one	4	White Folding Chair	two
3	Company Signboard				

2. Each booth is provided with basic electricity, with specifications: 1 110V sockets (Taiwan standard plug). The electricity supply period is limited to event business hours 8:00~17:30. The power supply will be automatically turned off after the venue is closed every day.
3. If there is additional power demand or the use of electricity outside the power supply hours, a description of the additional electrical equipment must be filled in, and the applicant shall bear the extension costs.
4. If the electrical equipment is found to be misrepresentation and causes a power outage, the deposit will be confiscated and the qualification to set up a booth will be cancelled.

Our company has carefully read “Appendix I: Exhibition Rules and Regulations” and promises to abide by it. If it fails to perform or violates the rules, it is willing to bear relevant legal compensation and administrative responsibilities without any objection.

Signature: : \_\_\_\_\_.

- ※After completing the form, please e-mail to [partnerships2024@owc-bio.org](mailto:partnerships2024@owc-bio.org)
- ※After the registration, the organizer will confirm the qualification and admission will be notified via email within 5 working days (including payment method by email). Please complete the payment within one week.
- ※If there is any question, please contact Mr. Liang 886-5-2721001 ext. 8553

## Appendix I: 2024 OWC Organic Fair Rules and Regulations

### 1. Exhibition name

2024 Organic World Congress 21<sup>st</sup>

### 2. Organizer

Nanhua University

Address: No. 55, Section 1, Nanhua Road, Dalin Town, Chiayi County, Taiwan 62249

Tel: +886-5-2721001 Ext. 8553

E-mail: [partnerships2024@owc-bio.org](mailto:partnerships2024@owc-bio.org)

Website: <https://owc.ifoam.bio/>

### 3. Exhibition location

Nanhua University

Address: No. 55, Section 1, Nanhua Road, Dalin Town, Chiayi County, Taiwan 62249

### 4. Exhibition date and time

Arrival layout:	December 1, 2024	10:00 am ~ 18:00 pm
Exhibition date:	December 2 - December 4, 2024	08:00 am ~ 17:00 pm
Exit time:	December 4, 2024	17:00 pm ~ 20:00 pm

### 5. Registration method

Registration time: from now until the quota is full.

Seat selection method: Based on booth size and registration order and time.

Submission method: Provide an electronic copy of the registration form, stamped with the company seal and the signature of the person in charge, and email it to [partnerships2024@owc-bio.org](mailto:partnerships2024@owc-bio.org)

\* The organizer has the right to accept registrations based on the attributes of the exhibits of the manufacturer.

### 6. Regulations

## **I. Normal Regulations:**

- (1). Exhibitors must display products related to the theme of the exhibition, otherwise products will not be displayed. Those found to have registered falsely will have their exhibition immediately terminated, and fees will not be refunded.
- (2). The organizer reserves the right to change the exhibition date and location. If the exhibition date or location must be changed due to natural disasters or other force majeure The organizer will not refund the fees collected and will not be liable for compensation.
- (3). Once the contract is signed, it will take effect immediately. If the exhibitor withdraws from the exhibition before 30 days, exhibitor must pay 50% of the booth fee as liquidated damages; withdraws from the exhibition with in 30 days, exhibitor still need to pay 100% of the booth fee. If the exhibitor disputes about the fees, all losses of the organizer, including litigation costs, attorney fees, reputational damage, etc., shall be borne by the exhibitor.
- (4). Exhibitors must comply with the event's setup, teardown, and operating hours regulations. They must check in and attend the briefing on Friday, November 1<sup>st</sup>. If the date has changed, please refer to the organizer's announcement.
- (5). Vendors must submit a booth deposit five days after registration. The deposit will be refunded via transfer after the event, provided there were no violations of regulations, and the booth area was properly maintained and kept clean.
- (6). Vendors must accurately fill out the "Booth Electrical Appliance List," with each booth provided three 110V outlets.

## **II. Move-in/Move-out Regulations:**

- (1). Exhibitors should obtain badge from service desk; it must be worn to enter the venue during the exhibition.
- (2). Before setup, vendors must inspect the equipment provided by the organizers. Any malfunctions or damages must be reported immediately. At teardown, equipment must

be checked for intactness, and any damages will incur repair costs or full compensation if unreparable.

### III. Exhibition Regulations:

- (1). Booths rented by vendors cannot be sublet or exhibited under a different name or product than what was initially registered. Violations will result in disqualification, forced removal, and forfeiture of the deposit.
- (2). Any violation of regulations, such as not operating the booth during the event, will result in a daily penalty of ERU €60 deducted from the deposit, with no objections allowed.
- (3). Operating hours must be adhered to as specified by the organizers. Vendors must open and close on time unless they have sold out early and informed the organizers or the organizers announce a schedule change. Random checks will be conducted, and violations will be penalized.
- (4). Vendors must not move their booths or extend beyond the designated area.
- (5). Vendor vehicles must be parked in designated areas and are not allowed in the event venue during operating hours.
- (6). Supply vehicles can enter from 7:00 AM to 9:00 AM and 5:00 PM to 7:00 PM daily.
- (7). Electricity is provided only during operating hours 8:00 AM to 5:30 PM. If additional power is needed, vendors must specify their needs and bear the costs for additional appliances. Vendors are responsible for any losses due to power shutdowns.
- (8). Overloading the electrical system will result in forfeiture of the deposit and additional compensation for equipment repair.
- (9). Vendors are responsible for their personal items and equipment, with the organizers bearing no liability for loss or damage.
- (10). Smoking, open flames, drones, paragliders, model aircraft, and kites are prohibited at the Nanhua University and all venues.

- (11). Water and cleaning areas will be provided. Washing or disposing of waste outside designated areas will result in a fine of ERU €8,600.
- (12). If the booths selling delicatessen or drinks, 200 grams of samples per product must be provided every day, it will be send to the organizer's Student Health Center - Health Services (Room C112) for centralized storage and future reference.
- (13). In response to the national policy on reducing plastic use, booths at this market will not proactively provide plastic bags or plastic utensils.

#### **IV. Sales Regulations:**

- (1). Vendors must ensure food safety and hygiene for their booths and cooperate with inspections for hygiene, environment, and fire safety.
- (2). For the health of all attendees, only ready-to-eat food and beverages are allowed, and booth personnel must always wear masks.
- (3). Excessive sales tactics, use of microphones, or loud advertising, as well as random distribution of flyers or promotional materials, are prohibited.
- (4). When attendees use the OWC commodity vouchers issued by the conference to make purchases, the vouchers cannot be given in change, resold, or exchanged for cash, coupons, gift cards, or used as stored money in electronic, magnetic, optical, etc. forms.

#### **V. Cleaning Regulations:**

- (1). No loud noises, running, or improper disposal of food waste and garbage. Garbage must be sorted and placed in designated areas after the event.
- (2). Vendors are responsible for cleaning their booth areas. Booths and surrounding areas must be kept tidy, and inventory must not obstruct public areas.
- (3). After the event, vendors must remove all equipment and restore the site to its original condition by 8:00 PM on December 4. Unremoved items will be treated as waste, and vendors will bear the removal costs without objections. Teardown times must follow the organizer's regulations.

## VI. Penalty Regulations

Regulated Item	Fine Amount	Remarks
Vendors are late, leave early for more than 3 hours cumulatively per day, or absent, causing an empty stall situation.	ERU €30/day	Fined per day
Dirty environment, odor, or disorganized equipment, and failure to improve as notified.	ERU €30/time	Fined per occurrence
Placing any form of obstruction (e.g., signs, billboards, equipment, etc.) outside the stall area that affects the flow.	ERU €30/time	Fined per occurrence
Operating drones in the event area, confirmed upon inquiry or evidence.	ERU €30/time	Fined per occurrence
Subletting, leasing, transferring, lending, subdividing, mortgaging, or using the stall under a third party's name, confirmed by evidence.	Full forfeiture of the deposit	Stall fees are non-refundable
Selling illegal items (weapons, drugs, etc.), copyright-infringing items (pirated goods), obscene materials, or other illegal items, confirmed upon inquiry or evidence.	Full forfeiture of the deposit	Stall fees are non-refundable
Fraud, concealment, and selling non-organic or non-sustainable farm products	ERU €145/time	Fined per occurrence
Counterfeiting the commodity coupons issued by the conference.	Full forfeiture of the deposit	Stall fees are non-refundable

※Note:

1. The organizer reserves the right to modify or adjust the event. In case of cancellation due to safety concerns such as epidemics or weather conditions, vendors are not entitled to claim compensation for losses.
2. The organizer reserves the right to interpret, amend, and revise the above terms and may issue additional clauses at any time, which shall not be contested.

## Appendix II: Vendor Recruitment Standards

### 1. Types of Recruitment:

Divided into food and beverage (prepared food/drinks/fresh food), unit/institution, publication, academic research, and corporate.

### 2. Recruitment Conditions:

All vendors must meet the conditions of organic verification (verified by a certification agency) or friendly farming (register in the system of the environmental-friendly cropping promotion group).

### 3. Category Descriptions:

#### ● Food and Beverage:

A. Product contents must adhere to the "Green Dining Declaration" (Note 1).

B. The fresh food category is limited to organic agricultural products and processed goods.

● Unit/Institution: Non-profit organizations and government units are related to the organic industry.

● Publication: Chinese and English publications are related to organic themes.

● Academic Research: Departments or units are related to the organic industry.

● Corporate: Company products and technologies are related to the organic industry.

Note 1: Initiated by the Taipei Cultural Exploration Association, Taiwan's "Green Dining Guide" (GDG), includes the following:

The 6 principles of the Green Dining Pledge:

(1) Purchase organic and environmentally friendly ingredients preferentially.

(2) Use local and seasonal ingredients preferentially.

(3) Abide by sustainable development of ecosystem and marine resources.

(4) Reduce the use of artificial additives.

(5) Provide plant-based meal options.

(6) Reduce energy consumption and waste.