



VIZION

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This Agreement is made on [] between

THE PARTIES

- (1) Vizion Network Limited, a company incorporated in England and Wales with company registered number 06751660, whose office is based in The Deep Business Centre, Tower Street, Hull, East Yorkshire, HU1 4BG (“**Vizion**” or “**Us**” or “**We**” or “**Our**”)

and

- (2) [] a company incorporated in [] with company registration number [] whose office is based in [] ([“**NAME OF BUSINESS**”] (“**You**” or “**Your**”))

Together the “Parties”

- (A) **BACKGROUND:** Vizion is hosting Kinetic 25 (“the Event”) at [Telford International Centre] on [3rd – 4th September 2025] and You wish to attend the Event to enable networking opportunities and to showcase the goods and services Your business provides, at the Event;

(B) You have agreed to hire exhibition space and certain equipment from Us for Your use at the Event. Details of which have been agreed within a Booking Form attached and incorporated within this Agreement.

AGREED TERMS:

1. Interpretation

In this Agreement the following words shall have the following meanings:

Booking Fee means a non-refundable payment of 25% of the Total Fee stated on the Booking Form payable by You to Us;

Booking Form means any supporting documentation agreed between the Parties which form part of this Agreement; which shall include (but not be limited to) details of:

- You as the Client,
- the Event details (venue, date, duration)
- the Exhibition Space that You wish to hire
- The Equipment that You wish to hire



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- any other relevant information;

Date of Event means the date(s) on which the Event will take place; 3rd – 4th September 2025

Event means Kinetic 25;



Equipment means all the portable exhibition equipment You have agreed to hire from Us for the duration of the Event detailed within the Booking Form;

Exhibition Space means the area hired by You from Us;

Exhibitor means You or Your employees displaying products or goods ;

Payment Plan means payment of the Total Fee by agreed instalments at agreed intervals and/or dates;

Set Up Date means the date(s) agreed between the Parties, within the Booking Form and which shall be prior to the Exhibition;

Total Fee means the total amount agreed between the Parties and payable by You to Us for consideration of hire of the Exhibition Space, Equipment (where applicable) and the associated set up services We may provide to You;

Venue means the location where the Event is to be held at Telford International Centre, Telford



2. General

Please read this Agreement carefully as it constitutes a legally binding contract between Vizion and You.

This Agreement outlines the standard contractual terms and conditions that shall apply to the Event Space and Equipment (where applicable) You agree to hire from Us; the details of such hire and set up services are incorporated within the Booking Form agreed by the Parties.

The Booking Form comprises part of the provisions of this Agreement and references to this Agreement shall, include references to the Booking Form.

You acknowledge that You have read, understood, and agree to be bound by all of the terms and conditions contained in this Agreement.



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Full payment must be made 2 months before the date of the Event specified within the Booking Form.

To confirm your booking a non-refundable Booking Fee of 25% of the Total Fee must be made at the time of acceptance by Us of the booking. For clarity and the avoidance of doubt if payments are not received on the dates specified then your booking may be cancelled with the loss of your non-returnable Booking Fee. Furthermore, you may be invoiced a cancellation charge in accordance with clause 5

Please make all payments including Booking Fee to the account details provided on the invoice.

3. Delivery of Equipment

- a) On the Set up Date of the Event, We shall deliver Equipment to the Venue. The Equipment shall be delivered in accordance with Your requirements and any other instructions specified and agreed by the Parties and stipulated within the Booking Form.
- b) We will be responsible for setting up the Equipment within the Exhibition Space unless We have agreed with You to do so.
- c) After the Event has concluded, We require You to ensure that all your promotional material and any additional equipment not hired from us is removed.

3. Fees and Payments

- a) The Total Fee for the hire and set up of the Equipment (where applicable) shall be payable by You to Us in accordance with the Payment Plan specified within the Booking Form but for clarity is as follows:
- b) You agree to pay the Booking Fee directly to Us on the date of signing the Booking Form. You agree to pay the balance of the Total Fee 8 weeks before the Date of the Event.
- c) All payments must be made to Vizion through any of the following payment methods: BACS or CHAPS or any other agreed payment methods. Unless otherwise specified in this Agreement, all payments are final and non-refundable in accordance with clause 5..
- d) We shall not grant You access to the Event or provide Equipment until the Total Fee is paid. .

4. Agreement Term (Duration)

Unless otherwise specified, this Agreement will take effect on the date you sign the Booking Form (the "Effective Date"), and shall continue in full force and effect until the Event has concluded.

5. Event Changes / Cancellations

- a) Any request for a change must be made at least 12 weeks in advance of the Event date. Change is subject to Equipment and Exhibition Space availability, and receipt of a new Agreement.
- b) If you wish to cancel the Event, you must notify Us as soon as possible. You acknowledge and



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accept that the Booking Fee is non-refundable. We shall refund all other fees already paid if we are able to secure a replacement booking, however if we fail to find a replacement customer then the following Cancellation Fees shall be payable by You:

| Cancellation | Fee Payable by You to Us |
|--|---|
| Up to 4 weeks after payment of Booking Fee | 25% of Total Fee which is the Booking Fee and is non-refundable |
| 12 weeks prior to Set up Date | 50% of Total Fee |
| Within 8 weeks of Set up Date | 100% of Total Fee |

You may also be responsible for any refund charges.

c) Once 50% of the Total Fee has been made, amendments can no longer be made to Your confirmed Booking Form. However, additional Equipment can be requested once you have accepted a new quotation.

d) All requests for Event changes or cancellations must be emailed to: []

6. Equipment and Exhibition Space Care and Damages

a) You shall be responsible for the overall care of the Equipment and Exhibition Space. You agree that You, Your employees or invited guests will not maliciously and deliberately mishandle any of the Equipment or Exhibition Space or remove the Equipment from the Exhibition Space or Venue without Our prior authorisation.

b) You agree that you will be responsible and accountable for all and any costs (including consequential damages/losses) for any damages and/or losses caused by You, to the Equipment or Exhibition Space used during the Event, (including during set up) and until We have received confirmation from the Venue that no losses have been incurred

We shall deem, at Our sole discretion, whether the damages or losses were caused by Your failure to follow the instructions specified in Section 6(a) above or You &/or Your employees or invited guests have disabused the Equipment and/or Exhibition Space , and/or the Equipment has been lost or stolen or whether the Venue suffered an unforeseeable disaster (fire, floods, rain, earthquake etc.) causing damages or losses to the Equipment and/or the Exhibition Space .

7. Indemnification

a) You agree to defend, indemnify and hold harmless Vizion , and its employees from and against any and all losses, liability claims, damages, injuries, demands, actions and causes of action whatsoever, arising out of or related to the hire of Exhibition Space and/or Equipment at the Event.

b) You agree to assume all costs and expenses of every kind and nature, including legal fees and disbursements arising out of and in connection with Your hire of the Exhibition Space and/or Equipment at the Event.



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c) You agree to indemnify Us for all, and any losses and damages caused to the Exhibition Space, Equipment and Venue including consequential losses suffered by Us, through any action or inaction carried out by You, Your employees or Your guests.

8. Limitation of Liability

a) Vizion shall not be responsible for any direct, incidental, or consequential damages causing either bodily injury or property damages, regardless of the cause, arising out of or related to your hire of the Exhibition Space and/or Equipment at the Event..

b) Notwithstanding any language to the contrary contained in this Agreement, Vizion’s liability to You shall not exceed the total of any payments you have made for the hire of the Exhibition Space and/or Equipment and any associated set up services.

9. Governing Law

a) This Agreement shall be construed and enforced according to English Law.

b) Any dispute or difference which may arise in relation to any matter arising under this Agreement, shall be settled amicably and in good faith between You and Vizion, prior to resorting to arbitration.

10. Severability


If any term of this Agreement is held by a court of competent jurisdiction to be invalid or unenforceable, then this Agreement, including all of the remaining terms, will remain in full force and effect.

11. Entire Agreement, Modification;

This Agreement constitutes, together with the associated Booking Form, the entire understanding between You and Vizion with respect to the hire of the Exhibition Space and/or Equipment , and may be modified only by a writing signed by both You and a representative of Vizion.

13. Counterparts

The exchange of copies of this Agreement and original signatures by electronic mail transmission shall constitute effective execution and delivery of this Agreement in place of the original Agreement for all purposes.

Signed by.....


Name.....

Date.....