



Bologna, Italy
28 April - 1 May 2022

INTERNATIONAL TRADE FAIR DELIVERY
CONTRACT-

Agreement with the
Department for International Trade



EVENT PLANNING CONTRACT

This agreement is made effective as of Tuesday 1st February 2022 between the Greater Birmingham Chamber of Commerce Overseas Fairs Division and the Department for International Trade. In this Agreement the Overseas Fairs Division (referred as OFD and a division of Cox Exhibition Consultants Limited) is contracted to provide goods and services to the Department for International Trade (referred as DIT) .

BACKGROUND-

COSMOPROF Bologna is the World's leading International Trade Fair for the Cosmetics, Hair and Beauty Industry. The dates of the show are to run from the 28th April—1st May 2022.

The Department for International Trade are expecting OFD to co-ordinate and provide a series of events leading up to and including the dates of the show.

Therefore , the parties agree as follows:-

1) DESCRIPTION OF GOODS AND SERVICES:

The Overseas Fairs Division will provide the following

- Pre Event Webinar delivered prior to the Trade Fair for UK Visitors and Exhibitors in conjunction with DIT, the British Embassy in Rome and other trade bodies
- Organise the DIT stand at the show which will form part of the official UK Pavilion. A representative from OFD will be at the event to ensure the smooth running of the stand delivery. Stand layout, livery and design to be sourced by OFD and agreed by all parties
- Create a Digital Catalogue of the UK participants for the show
- Recruit up to 4 UK exhibitors for the exhibition pods which make up part of the DIT stand
- Organise an "Exporting to Europe" Workshop
- Organise an "exporting to China " Workshop

2) PAYMENT FOR GOODS AND SERVICES:

DIT agrees to pay OFD the sum of [REDACTED] plus UK VAT for all goods and services outlined above..

No payment schedule has been agreed but full payment is expected prior to the 25th February 2022.

Payment should be made by BACS to the bank details given on the invoice.

3) CANCELLATIONS:

If the event is cancelled, or the goods and services are terminated by DIT, all payments incurred by OFD are non-refundable, all outstanding payments due to date will be due immediately, and any payments due in the future are cancelled. Should any monies that OFD have paid for items can recovered for DIT it will be done so and repaid accordingly.

4) ENTIRE AGREEMENT:

This Agreement contains the entire agreement of the parties and there are no other promises or conditions in any other agreement whether oral or written. This Agreement supercedes any prior written or oral agreements between the parties.

5) AMENDMENT:

This Agreement may be modified or amended only if the amendment is made in writing and is signed by both parties.

6) SIGNED:

On behalf of The Department for International Trade

Name

Position

Date

[REDACTED]

Head of Commercial

11/2/2022

On behalf of The Overseas Fairs Division

Name

Position

Date

[REDACTED]

Mr

8/2/2022