

### AOGS2025 EXHIBITORS AND SPONSORS TERMS & CONDITIONS

#### Terms of Reference

The term "Sponsor" shall include all representatives and agents of any organization to whom space and promotional activities have been allocated for the purpose of participating in the AOGS2025 Exhibitor & Sponsor program. The term "Organizer" shall mean AOGS and/or Meeting Matters International Pte Ltd (Meet Matt) also referred to as AOGS Secretariat. The term "Contract" means the contract for sponsorship participation in AOGS2025 – 22<sup>nd</sup> Annual Meeting also referred to as the Event.

#### 1. Use of Sponsored Space

Sponsors are not allowed to sub-let or assign their digital showcase or sponsor's acknowledgement space to other parties either wholly or in part without the written consent of the Organizer in writing.

#### 2. Exhibition Booth Location

The original booth placement may be changed at the organizer's discretion.

#### 3. Terms of Payment

All payments are required to be made within 21 days of the invoice date, unless otherwise agreed in writing we may be required to release your booking.

#### 4. Breach of Contract and/or Withdrawal by Sponsor

If a Sponsor decides not to participate, they must notify Meet Matt in writing. The following expenses will be borne by the Sponsor:

- Cancellation within 30 days of submitting the Exhibitor/Sponsor Booking Form: No charge unless booking is made after 20 May 2025 (11:59 Hours GMT+8) in which case, full cost of participation is payable.
- Cancellation between 30 days after Exhibitor & Sponsor Booking Form submission and before 20 May 2025 (11:59 Hours GMT+8): 50% of cancelled participation costs apply.

#### 5. Changes in Venue, Date and/or Duration of the Event

The Event's location, date, and length may all be altered at the organizer's discretion. If the location, date, or duration of the event are altered, the participation agreement will still be in effect as long as the Sponsor is notified at least one month in advance of the new information.

#### 6. Failure of Services

The Organizer shall not be held responsible for any losses incurred by the Sponsor, either directly or indirectly should any portion of the Event be cancelled, suspended, reduced or postponed, due to

- i. Force Majeure
- ii. Acts of war, military activity, municipal statutory or civil authority requisition
- iii. Fire or excessively inclement weather e.g., earthquake, flood, typhoon
- iv. Acts of terrorism
- v. Strikes or lockouts
- vi. Or any other cause beyond the Organizer's control.

#### 7. Event Cancellation / Postponement

Should any portion of the Event be cancelled, reduced or postponed, the Organizer reserves the right to withhold the full payment or part thereof to cover any costs they have already incurred for the Sponsorship. Payments made to the Organizer, or any part thereof, may be refunded to the Sponsor at the Organizer's sole discretion.

#### 8. Jurisdiction

These Terms of Contract shall be subject to Singapore law.

#### 9. Prices

Prices are fixed and do not include any relevant taxes.

#### 10. Indemnification

It is the responsibility of the Exhibitor/Sponsor to indemnify the organizer against any claims or liabilities arising from their participation in the Event.