

THE POWERFUL WOMEN NEXT GENERATION  
WOMEN LEADING THE WAY



## BOOKING FORM (USD)

LEADING  
TRADE EXHIBITION &  
CONFERENCE  
IN THE MUSLIM  
WORLD

1–2 SEPTEMBER 2023

KUALA LUMPUR CONVENTION CENTRE (KLCC)  
MALAYSIA

[www.muslimworldbiz.com](http://www.muslimworldbiz.com)

ORGANIZER



CO-ORGANIZER



OFFICIAL OUTDOOR MEDIA



SUPPORTED BY



ENDORSED BY





1–2 SEPTEMBER 2023  
KUALA LUMPUR CONVENTION CENTRE  
KLCC, MALAYSIA

BOOKING FORM (USD)

**PACKAGES**

**WORTH (USD)**

STANDARD SHELL SCHEME BOOTH (9SQM)	USD 800
CONFERENCES (2 SEATS)	USD 600
THE MUSLIM WORLD RANIA AWARD (1 SEAT)	USD 280
OPENING CEREMONY (1 SEAT)	USD 250
<b>TOTAL WORTH</b>	<b>USD 1,930</b>

\* Exhibition Rate Applicable for 2 Days

\* Conference Rate Applicable for 2 Days

**FILL UP HERE TO REGISTER YOUR SPACE NOW**

Organisation : \_\_\_\_\_ Industry : \_\_\_\_\_  
Address : \_\_\_\_\_  
Telephone No. : \_\_\_\_\_ Fax No. : \_\_\_\_\_  
Contact Person : \_\_\_\_\_ Designation : \_\_\_\_\_  
Mobile No. : \_\_\_\_\_ Email : \_\_\_\_\_

Products/services to be exhibited:

I/We have read and understood the contents and hereby agree to abide by terms and conditions.

TOTAL COST = USD   
6% SST = USD   
FULL PAYMENT AMOUNT = USD

**FOR ORGANISER'S USE**

Date Received  Cheque No.   
Amount  Invoice No.

Authorised Signature & Company Stamp \_\_\_\_\_ Date \_\_\_\_\_

\*Upon receiving the completed registration form, we will send you the invoice.

**MUSLIM WORLD BIZ SDN BHD**

Suite 1A, 24th Floor, Menara TH Selborn, 153 Jalan Tun Razak, 50400, Kuala Lumpur, Malaysia  
Telephone: +603 2681 0037 | Fax: +603 2681 0032 | Email: info@oictoday.biz | Website: www.muslimworldbiz.com

## TERMS & CONDITIONS

(these are not exhaustive and please read the detailed Rules & Regulations on [www.muslimworldbiz.com](http://www.muslimworldbiz.com))

### 1.0 APPLICATION FOR PARTICIPATION

- 1.1 All exhibitors must submit the original completed copy of the Registration Form to Muslim World Biz Sdn Bhd (here after shall be referred to as Muslim World Biz Sdn Bhd or Event Organizer)
- 1.2 Confirmation of participation is ONLY upon the Event Organiser receiving the Official Registration Form accompanied by FULL PAYMENT.
- 1.3 The Muslim World Women's Summit 2023 is open to Trade Buyers and Trade Visitors. All Sellers/Exhibitors are permitted to network and conduct business including selling their products or services.

### 2.0 EXHIBITION SPACE

Exhibition space would be allocated based on nature of business / type of products or services, country/region, sector or type of industry. The Event Organizer reserves the right to allocate the space based on these criteria and for the better management of the overall event. Exhibitors may indicate their preferred choice of booth location but the Final decision is the sole right of the Event Organizer. Confirmation of exhibition space shall be advised by the Event Organizer in writing.

### 3.0 ALLOCATION OF BOOTH

The Event Organiser shall reserve the right to change the booth allocated to the exhibitor at any time prior to the commencement of the build-up of the exhibition should exceptional circumstances demand, to transfer or close entrances or exits to the exhibition hall and to undertake other structural alterations as is deemed fit. Such changes shall be at the sole discretion of the Event Organiser and the exhibitor shall have no claims for compensation because of these changes. The Event Organizer shall reserve the right to enlarge or shrink the number of halls if in the opinion of the Event Organizer it is deemed necessary to better manage the event.

### 4.0 FURNITURE, ELECTRICAL FITTING AND ELECTRICITY SUPPLY

Official Contractor appointed is New Fair (Malaysia) Sdn Bhd who shall provide all electrical, furniture and fittings for all standard shell scheme booths. Any request for additional furniture, electrical supply and fittings shall be made with New Fair whereby a charge shall apply. **Exhibitors are to use New Fair for ALL Special Design booths as NO Other contractors shall be permitted** to ensure quality and timely completion of construction within the stipulated set up timeline. The respective forms for electrical, furniture and fittings & other relevant Contractor Forms can be downloaded from the Official Website [www.muslimworldbiz.com](http://www.muslimworldbiz.com).

### 5.0 PAYMENT TERM

- 5.1 All Registration Forms MUST be accompanied with FULL Payment. No deposit or partial payment shall be entertained. Government entities shall be permitted to provide a Local Order or Letter of Undertaking pending Full Payment to ensure completion of Registration BUT all Payment must be submitted prior to the start of the Event.
- 5.2 Event Organizer reserves the right to refuse the participation of an exhibitor if the above is not complied to.

### 6.0 CANCELLATION POLICY

- 6.1 All cancellation must be in writing on respective official company / organization letterhead and can be emailed or faxed to the Event Organizer. It shall take effect upon confirmation from Event Organizer in writing.
- 6.2 In the event of the exhibitor cancelling their exhibition space, the following terms shall apply :
- 6.3 Within 60 days of submission of Registration Form, the Event Organizer reserves the right to withhold 30% of the amount paid.
- 6.4 30 days or less before the event start date, the Event Organizer reserves the right to charge / withhold the exhibitor's payment in full.

### 7.0 LIABILITY & LOSSES

The Event Organizer and all organisations and individuals who are employed by or associated with in connection to this exhibition will not be responsible and shall be indemnified by all exhibitors for damage or loss resulting from or any other cause whatsoever including accident or injury to exhibitors, their employees and agents, the public and others. The exhibitors agree to pay promptly for any / all damage to the exhibition building or its equipment incurred through carelessness or otherwise, of exhibitor of his employees or agents. The Event Organizer shall not be responsible in the event of any errors or mistakes in any promotional material. The Event Organizer shall not be responsible for damage to exhibitors' property or lost shipment either coming on or going out, or moving. Damage to inadequately packed property is exhibitor's own responsibility. If exhibit fails to arrive, exhibitor is nevertheless responsible to exhibit space rental. Exhibitors are advised to insure against such risks.

### 8.0 SAFETY AND FIRE LAWS

All applicable fire and safety laws of the venue must be strictly observed by the exhibitors. Cloth decorations must be fire proof. Wiring must comply with Local Fire Department and Underwriters' Rules. Smoking in the exhibition area is forbidden, exhibits must not block any aisle and fire exits. No decorations of paper, pine boughs, leaf decorations or tree branches are allowed. (Acetate and most rayon drapes which are not flame proof are prohibited).

### 9.0 TERMINATION OF EXHIBITION

In the event that the premises in which the exhibition is to be conducted shall become, in the sole discretion of the Event Organizer, unfit for occupancy or in the event the holding of the exhibition or the performance of the Event Organizer under Application form and/or Exhibition (of which these Term and Conditions are a part) are substantially or materially interfered with by virtue of any cause or caused not reasonably within the control of Event organizer (or any part thereof) may be terminated by the Event Organizer. The Event Organizer shall not be responsible for delays, damage, loss, increased cost, or unfavourable conditions

arising by virtue of causes not reasonably within the control of the Event Organizer. If the Event Organizer Terminates said Application form and /or Exhibition (or any part thereof) as foresaid, then the Event Organizer shall not be liable to the exhibitor other than for a prorated refund of such exhibit days remaining.

### 10.0 FAILURE TO EXHIBIT

The Organizer shall be at liberty to let out the booths without reference to the defaulting exhibitor, in the event the exhibitor fails to exhibit.

### 11.0 INSURANCE

Although the Event Organizer shall have Insurance coverage, All Exhibitors are advised to purchase their own insurance coverage (but not limited) against theft, property damage and public liability. All organizations and individuals who are employed by or associated with in connection with the exhibition will not be responsible for any injury, damage or loss that may occur to an exhibitor or his employees or agents of any exhibits or other property against robbery, fire or any other destructive causes.

### 12.0 RIGHT OF POSSESSION

In the event of an exhibitor owing the Event Organizer a sum still outstanding at the end of the payment due date, the Event Organizer reserves the right to prohibit and/or prevent the exhibitor from moving all relevant exhibits & materials from the exhibition venue. The Event Organizer also reserves the right to remove the exhibits to be stored at the premises of the Event Organizer until full settlement has been made.

### 13.0 SUB - LEASING

Exhibitors must not sublet or subcontract in whole or any part of his space without prior written approval of the Event Organizer.

### 14.0 CODE OF BUSINESS ETHICS

- 14.1 Exhibitors are to conduct their business in an orderly manner so as not to create unhealthy practices that may be detrimental to the exhibition as a whole. Exhibitors are to be Professionally attired as this is a Trade Exhibition and International Conference. No round neck T-shirts, shorts pants, slippers are allowed.
- 14.2 Children below 18 years of Age are strictly prohibited from the Event and exhibitors are not to have children employed / sitting or working in their booths at any time during the operational hours of the Exhibition.

### 15.0 ITEMS ON EXHIBIT

All items exhibited by exhibitors must remain at the booth for the whole duration of the exhibition and shall not be removed from the exhibition hall without prior written consent from the Event Organizer. Exhibitors are not allowed to display their bunting stands, pop up system, banners and other similar materials without the written approval of the Event manager. The Organizer reserves the right to remove these items without any further notice.

### 16.0 CHANGES

The Event Organizer reserves the right to change the venue and dates or duration of the exhibition should circumstances demand. In the event of such changes the agreement to participate by the exhibitors shall remain in force. In the event of such change in venue and dates or duration or cancelling of the exhibition, the exhibitors shall not be entitled to any claims for compensation in connection with their booking for participation.

### 17.0 FAILURE OF SERVICES

- 17.1 The Event Organizer shall not be liable for any damage or lost by the exhibitors directly or indirectly attributed to the cancellation, suspension or reduction of the exhibition space.
- 17.2 In the event the exhibition is cancelled, reduced or postponed, the fees paid to the Event Organizer or any part thereof may be refunded at the sole discretion of the Event Organizer but this shall not prejudice the Event Organizer's right to appropriate the entire sum/s or any part thereof to defray administration and / or other expenses.

### 18.0 LEGAL COST

It is agreed that the exhibitor will bear all legal costs and expenses incurred by the Event Organizer if legal action is taken against the exhibitor for any sum due or damages done to the Event Organizer under the contract.

### 19.0 REJECTED DISPLAY

The exhibitor agrees that the exhibition booth shall be admitted and shall remain from day to day solely in strict compliance with the Term and Conditions here in lay down. The Event Organizer reserves the right to reject, eject or prohibit any exhibit in whole or in part of any exhibitor or his representatives, before or during the exhibition. The Event Organizer and their Agents shall not be held liable for any damages or loss if an exhibit or exhibitor is ejected for violation of these Term and Conditions for any other stated reason, and no refund shall be made.

### 20.0 MODE OF PAYMENT

Payments in the form of cheques or direct transfer shall be made payable to **Muslim World Biz Sdn Bhd**. A fax copy of the payment transaction slip is required by the Organizer to confirm your registration.

Name of Account : Muslim World Biz Sdn Bhd

Account No : 8008174126

Name of Bank : CIMB Bank Berhad

Branch : Taman Seri Gombak, Selangor

Branch Address : 2 Jalan Sg. 1/2, Taman Sri Gombak, 68100 Batu

Caves, Selangor

Bank Swift Code : CIBBMYKL

## INCORPORATING



## OTHER EVENTS



## ORGANISER



CONTACT : +603 2681 0037

### MUSLIM WORLD BIZ SDN BHD

Level 24, Unit 1A, Menara TH Selborn  
153, Jalan Tun Razak, 50400 Kuala Lumpur, Malaysia.  
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