

PERFORMANCE BOND

(To be filled by the Contractor)

DEADLINE 6th JANUARY 2020

Please complete and return this form to:

INDEX® Conferences & Exhibitions Organisation Est.

INDEX Holding Headquarters | Road # D-62, Opposite Nad Al Hamar
P.O. Box: 13636, Dubai, United Arab Emirates | Tel + 971 4 520 8888 | Fax + 971 4 338 4193
E-mail: info@innovationarabia.ae | Website: index.ae

All **SPACE-ONLY** contractors must provide a refundable performance bond of AED. 500/sqm, paid to organizers- INDEX Conferences & Exhibitions Org. Est. This amount will be used towards any damages caused by the contractor during the build-up or tear-down of stands. Any costs borne by the official contractor will be deducted from the bond without prior notice and/or approval. This includes (but is not restricted to) non-completion of work, unpaid orders and venue fees/fines.

- The Performance Bond is to be in the form of a current –dated cheque made out to INDEX & Conferences and Exhibitions Org. Est. The maximum amount of this bond is AED 50,000. Should there be any further fines incurred, the exhibitor and their contractor will be informed accordingly.
- **The organizers – INDEX CONFERENCES & EXHIBITIONS ORG. EST. reserve the right to refuse access to the exhibition halls until receipt of this document, signed and accompanied with a performance bond receipt.**

REFUND PROCESS:

- The Performance Bond is refundable after 3 weeks from the end of the exhibition. However, the refundable amount will be subject to the application of penalties for any breach of the conditions mentioned in the Letter of Undertaking.
- The deadline to submit the Performance Bond is on January 6, 2020 you can send this form along with the cheque to the Organizer's office (Index Conferences & Exhibitions) between hours of 14:00 – 17:00 Sunday to Thursday only.

Company Name: _____

Contact Person: _____ Designation: _____

Address: _____

P.O. Box: _____ City/ Country: _____ Email: _____

Tel: _____ Mobile: _____ Fax: _____

Signature: _____ Date: _____ Company Stamp: _____

* This Document must be returned together with the Letter of Undertaking Form # 3