

Arabian Travel Market 2022 9 May – 12 May

Hosted Buyer Programme Terms and Conditions

A. DEFINITIONS

In these Terms and Conditions, the following words shall have the following meanings unless the context otherwise requires:

“**Hosted Buyer Programme**” is an exclusive and limited capacity programme whereby RX provides accommodation and other benefits to Buyers who have been qualified to participate and who in return, agree to commit to certain programme requirements including but not limited to a minimum number of pre-scheduled appointments.

“**Event or Show**” means the Arabian Travel Market in- person event from 9 – 12 May 2022 also referred to as ATM Dubai 2022.

“**Exhibitor**” refers to suppliers to travel products who have contracted with RX to take stand space at the Event.

“**Hosted Buyer**”; is a term designated to a travel trade professional and buyer of travel products, who has registered to attend ATM and has been qualified and accepted by RX, on the basis of these terms and conditions to participate in the Hosted Buyer Programme.

“**Medical Condition**”; means an injury, illness or disease which would cause any ordinary prudent person to seek treatment, diagnosis, care or medical advice or treatment.

“**Pre-Scheduled Appointment**”; is an appointment organised by RX between a Hosted Buyer and an Exhibitor taking place at the Event.

“**RX**”; means Reed Exhibitions Ltd of Gateway House, 28 The Quadrant, Richmond, Surrey, TW9 1DN, UK is the organiser of the Event and the contracting party with the Hosted Buyer.

“**RTE**” Reed Travel Exhibitions is a division of Reed Exhibitions Ltd.

“**ATM Hosted Buyer Team**” refers directly to the RX Event team based at Gateway House, 28 The Quadrant, Richmond, Surrey TW9 1DN UK.

B. REGISTRATION

- a) Completion of the online Hosted Buyer Interest Form does not automatically guarantee you a place on the ATM Hosted Buyer Programme. You will be notified if your application is successful as each applicant must undergo a strict qualifying process. RX's decision shall be final.

- b) It is important to note that due to limited capacity on the Hosted Buyer Programme and the volume of applicants, it is not possible to accommodate everyone who applies
- c) Preference will be given to individuals who have not attended ATM previously or participated in the Hosted Buyer Programme in the last 3 years.
- d) **A registration fee of USD \$250 (plus VAT) will be taken if you are accepted onto the programme as a Hosted Buyer. This is not a deposit and is non-refundable. Failure to complete the registration fee within the stated time, will result in your application being cancelled.**
- e) RX will only accept one application form per participant. In the event of more than one application per participant being received, only the first application form will be processed.
- f) RX will only ordinarily only accept one application per company for the Hosted Buyer Programme. Any acceptance of any additional applications from the same company for the Hosted Buyer Programme is at the complete discretion of RX.
- g) All applicants must be aged 18 or over and must meet Hosted Buyer application requirements.
- h) Please do not apply if you do not meet the stated requirements or do not intend to meet the Hosted Buyer commitments as related below. All applicants will undergo a vetting process against strict qualifying criteria, and you may be contacted for further information to support your application.
- i) References as provided on the Hosted Buyer interest form may be contacted at any time during the application process.
- j) Applicants must only apply if attending the event to invest in outbound travel products and services and must NOT be attempting to sell any kind of inbound products and services.
- k) Successful applicants will be advised by email as to their Hosted Buyer status and will need to complete the official buyer registration and pay the registration fee to secure their place.
- l) Once the meetings platform is live, Hosted Buyers must complete their buyer and company profiles in full in a timely manner. Information will be sent on how to do this. Failure to complete this final part of the process could result in removal from the Hosted Buyer Programme.
- m) Applications from Hosted Buyers with any known Government travel restrictions or border closures as a result of Covid-19 or other causes at the time of application, will not be accepted.

C. HOSTED BUYER REQUIREMENTS

In order to apply and be considered as a Hosted Buyer, all applicants must meet the below requirements:

- a) Senior travel industry professional with direct purchasing and contracting authority
- b) Direct spend in the Middle East
- c) Be able to demonstrate up-to-date Middle Eastern products or showcase a clearly defined business model for expansion into the Middle East
- d) Have an annual budget that is consolidated in various categories (flights, hotels, transport, etc.)
- e) Must not have participated in the ATM Hosted Buyer programme in the last three years
- f) Must be willing to adhere to all Hosted Buyer programme commitments
- g) Be able to provide references for business conducted in the last 6 months to 1 year
- h) All applicants must be able to speak English to an intermediate level in order to converse with international Exhibitors.

D. HOSTED BUYER BENEFITS

Successful applicants to the Hosted Buyer programme will receive the following exclusive benefits and events as organised by Arabian Travel Market and Official Partners:

- a) Recognition as a key buyer in the market
- b) Complimentary hotel accommodation in one of ATM's partner properties for four (4) nights unless otherwise agreed (Check in Saturday – check out Wednesday)
- c) Complimentary breakfast at your allocated hotel
- d) Transfers from the partner hotel to the exhibition venue each day of ATM 2022
- e) Early access to the online dairy
- f) Listing in the Hosted Buyer Directory in the online platform
- g) Business card drop function available in the online platform
- h) Opportunity to attend ATM Virtual also as a Hosted Buyer (optional)
- i) Invitation to the highly exclusive ATM Event (optional) - *(return transfer post event not included)*
- j) Exclusive invitation to La Perle by Dragone (optional) - *(transport not included)*
- k) ALL other costs and incidental expenses are the responsibility of each attendee, examples include but are not limited to: flights, airport transfers, private transfers, all food and beverages, flight upgrades, flight time / date changes, hotel upgrades, Dubai hotel tax, additional nights' accommodation, personal extras, early hotel check in or late check out, travel & medical insurance.

E. HOSTED BUYER COMMITMENTS

All Hosted Buyers accepted onto the programme must be able to:

- a) Attend the in-person event in Dubai
- b) Attend all 4 days of the event in full
- c) Arrange to arrive on the 8th May (day prior to the event) and depart only after the close of the ATM Dubai on the 12th May 2022
- d) Commit to a minimum of 35 appointments (10 per day on days 1-3 and 5 on day 4)
- e) Complete both the Hosted Buyer Interest Form and Buyer Registration once live
- f) Pay the \$250 USD + VAT registration fee upon successful application
- g) Complete Hosted Buyer & Company profiles in full
- h) Complete all appointment ratings
- i) Complete a post-show survey
- j) Attend the mandatory onsite speed networking as scheduled
- k) Attend any other mandatory networking events as part of the programme where not indicated as optional
- l) Participation in the relevant Buyer Forum in the ATM Global Stage will be required for Hosted Buyers from India, KSA, Russia and China. The format will be an interactive panel followed by informal networking between the Exhibitors and buyers attending the session.

F. ATTENDANCE

- a) As part of your Hosted Buyer status, you are required to pre-schedule a minimum number of 35 appointments with Exhibitors, 10 per day on days 1 -3 of the event and a minimum of 5 appointments on day 4. Appointment requirements may not be bundled together and must be adhered to per day.
- b) Arabian Travel Market takes no responsibility for any individual on the ATM Hosted Buyer Programme who may miss organised flights, transfers or functions related to

Arabian Travel Market 2022. Any additional expense incurred is at the Buyer's own expense.

- c) Buyers agree to settle all expenses with the hotel prior to departure and will indemnify RX for any failure to do so.
- d) Buyers who are unable to honour an appointment onsite should contact the Exhibitor directly to arrange a more convenient appointment time.
- e) Please note that appointment attendance will be monitored, and non-attendance shall constitute a breach of these terms and conditions.
- f) Buyers applying to be a part of the ATM Hosted Buyer Programme are consenting to their contact details being made available to all Exhibitors at Arabian Travel Market for the purposes of fixing additional appointments.
- g) **Failure to meet all terms and conditions will be a breach of this contract could mean an additional fee of \$250 + VAT and your removal from the Hosted Buyer Programme. This will also affect future applications.**

G. CANCELLATIONS & NO-SHOWS

- a) Cancellations will only be accepted, without charge by written confirmation by email to ATM-buyers@reedexpo.co.uk and only if received before Monday 11 April 2022.
- b) Unless for Medical reasons as explained below, cancellations will not be refunded the \$250 + VAT registration fee.
- c) **Any cancellation received after Monday 11 April 2022 will incur a cancellation fee of US\$500 (plus VAT).**
- d) If you miss three (3) or more Pre-Scheduled Appointments, you will be deemed to be a 'No Show'. **'No Shows' will incur an additional cancellation fee of US \$500 (plus VAT) and their Hosted Buyer place will be cancelled along with any associated Hosted Buyer benefits such as accommodation. Behaviour of this nature will also affect future applications.**
- e) **Speed networking is mandatory for all Hosted Buyers. Failure to attend or late attendance** could result in your Hosted Buyer place being cancelled and your associated benefits along with any associated Hosted Buyer benefits. Behaviour of this nature will also affect future applications.
- f) The cancellation and no-show fees are a reasonable pre-estimate of the losses and costs to be incurred by RX, including administration costs in cancelling and rearranging the relevant booking. RX shall take payment of such cancellation and no-show fees from the Hosted Buyers' credit cards 14 days after the closing date of the Event if the payment has not been made by other means. RX will provide Hosted Buyers with a receipt in respect of such credit card fees for cancellation of attendance fees and no-show fees. Buyers may request an invoice if required.
- g) Cancellation exceptions include medical reasons, bankruptcy, company closure, travel restrictions as a result of Covid-19 and/or redundancy. Evidence of such will need to be provided.
- h) 'Medical Condition' is deemed to mean an injury, illness or disease which would cause any ordinary prudent person to seek treatment, diagnosis, care or medical advice or treatment.
- i) Cancellations due to medical conditions will require proof of a medical certificate from a licensed practitioner. Please kindly provide this in English where possible. This must be signed and stamped by the attending Doctor.
- j) Where cancellations need to take place, we ask the Hosted Buyer to extend the courtesy to the ATM organisers by trying to find a replacement from within their company.

H. TRAVEL

a) FLIGHTS:

- i. We recommend that your flight details are confirmed no later than Monday 11 April 2022 to ATM-buyers@reedexpo.co.uk.
- ii. All Hosted Buyers must arrange to arrive the day prior to the event start date and depart only after the close of ATM 2022 on the last day
- iii. Hosted Buyers arriving the morning of the event and unable to attend the morning appointment sessions could be removed from the programme
- iv. Delays to arrival times due to unforeseen flight circumstances as a result of an airline delay or cancellation must be communicated as soon as possible to the ATM Hosted Buyer Team. Failure to do so could see you removed from the Hosted Buyer programme.
- v. Discounts by airline partners cannot be guaranteed and where offered, RX takes no responsibility in the promotion available or the associated terms and conditions of such.
- vi. RX is not responsible for any flight cancellations including but not limited to potential lockdown situation or border closures. RX and ATM recommend that Hosted Buyers book flexible fares and are careful to observe the cancellations and refund policies before booking.
- vii. It is the responsibility of all individuals to check any travel restrictions before booking flights.

b) ACCOMMODATION:

- i. Your hotel will be confirmed two weeks prior to the event start date.
- ii. Hotel accommodation will be provided from the 8th until the 12th May morning only. Requests to deviate from these dates will not be accommodated.
- iii. Check in at the hotel will start at 3pm local time. Early check in or late check out expenses are NOT included in the Hosted Buyer Programme and such arrangements are to be made and paid for directly with the hotel.
- iv. Hosted Buyers are kindly asked not to submit requests for a particular hotel unless for mobility, dietary or bed arrangement requirements.
- v. Additional nights' stay in order to arrive by the 8th will be the responsibility of the Hosted Buyer to arrange and pay for.
- vi. If additional accommodation is required you must contact the hotel directly. Bookings for additional accommodation will be confirmed directly to you by the hotel.
- vii. Your account for the additional accommodation is to be settled directly with the hotel before departure along with any incidentals from your stay (costs incurred above the four (4) nights provided by RX).
- viii. All Hosted Buyers are liable to pay Dubai Hotel Tax as per regulations by the Dubai Authorities. These must be paid by each visitor in person and RX will not be responsible for these charges. Please note that charges may vary according to hotel.
- ix. On the last day of the event, you will be able to leave your luggage at the hotel with the concierge while you attend the event to complete your remaining appointments. Transfers to and from the hotel will operate as normal. If an individual needs to arrange transport outside of these scheduled transfer times, this will need to be self-arranged and self-paid.

c) TRANSFERS:

- i. Airport transfers are not provided as part of the Hosted Buyer programme and will need to be booked at your own expense.
 - ii. Transfers between the hotel and Exhibition Venue are included as part of the programme. A schedule will be provided but RX will not be responsible for any missed departures.
 - iii. Any and all additional transfers to those provided as part of the Hosted Buyer Programme will need to be self-arranged and self-paid
 - iv. We ask all Hosted Buyers to kindly respect the transfer schedule. Transfers will depart on time and will not wait for missing or late individuals.

- d) **VISAS:**
 - i. Please note that participants from certain countries may require a Visa to enter the United Arab Emirates.
 - ii. Visa costs are not covered as part of the programme.
 - iii. It is the responsibility of the individual to determine what visa you may need, pay and arrange for your visa in time to arrive at the event.

- e) **TRAVEL INSURANCE:**
 - i. Please note that Travel Insurance is the responsibility of each individual buyer and RX have not and will not arrange travel insurance for the buyer. Travel insurance must be in effect from the day of departure up to and including the day you arrive back to your home country.

- f) **AIRPORT CHARGES:**
 - i. Excess baggage, customs fines and the like are the responsibility of each individual buyer. Please consult the United Arab Emirates Customs Service (www.dxbcustoms.gov.ae) should you require further information.
 - ii. RX does not endorse or approve of export gifts given to Buyers by Exhibitors. It is the responsibility of each attendee to ensure that such gifts may be both legally removed from the UAE and imported into your home country.

- g) **MEDICAL:**
 - I. All Hosted Buyers will need to undergo quarantine should they test positive for COVID-19 after arriving and/or during their stay in Dubai and must bear all associated expenses, costs and losses.
 - II. It is advisable to ensure that Hosted Buyers travel with sufficient medical insurance to cover any Covid-19 or other costs such as hospitalisation, quarantine, loss of flights etc
 - III. Hosted Buyers must meet all travel, entry and regulatory requirements as mandated by Dubai government and the federal government of the United Arab Emirates.
 - IV. It is important that each individual check the Covid-19 travel requirements to exit and re-enter their own country as well as what may be required to enter Dubai.
 - V. RX will not cover the cost of any PCR or other Covid-19 testing requirements
 - VI. Any Hosted Buyer required to do a PCR test upon entry to Dubai must remain in quarantine for the required amount of time until test results are received. It is the responsibility of the individual to ensure that sufficient time has been allowed for this in order to arrive at the exhibition venue on time for the start of the event.

I. GENERAL

- a) Arabian Travel Market is a trade event owned and organised by RX,
- a) The Agreement and these Terms and Conditions shall be governed by and construed in accordance with English law.
- b) Successful applicants will only be accepted as Hosted Buyers if they have read and agreed to these terms and conditions and have ticked the relevant boxes on the online application form
- c) RX reserves the right to remove a Hosted Buyer from the Hosted Buyer Programme at its complete discretion without liability if it is in the best interests of RX and the Exhibitors or if their attendance is likely to damage the goodwill or reputation of the Event;
- d) Persons participating in the Event from the same company as the Hosted Buyer or are accompanying the Hosted Buyer are not included in any offers regarding the Hosted Buyer programme;
- e) Any buyer reported as selling his or her own products and services will have their buyer status revoked immediately and must apply to attend as an Exhibitor or Trade Visitor. This may result in the cancelation of scheduled appointments and attendance at future events.
- f) Hosted Buyers are asked to always adhere to show etiquette by responding to Exhibitor meeting requests in a timely manner, checking regularly for new meetings requests and messages from Exhibitors
- g) Hosted Buyers must be open to receiving reminders with regards to the Hosted Buyer Programme commitments, especially where deadlines or requirements are not being met.

J. FORCE MAJEURE

Force Majeure shall include, but not be limited to: fire; casualty; flood; epidemic; pandemic; World Health Organisation travel advisory or travel alert; earthquake; explosion or accident; blockade embargo; inclement weather; governmental restraints; restraints or orders of civil defence or military authorities; act of public enemy; riot or civil disturbance; act or threatened act of terrorism, strike, lockout, boycott or other labour disturbance; Venue cancellation; inability to secure sufficient labour; technical or other personnel failure; impairment or lack of adequate transportation facilities; inability to obtain condemnation, requisition or commandeering of necessary supplies or equipment; general fuel or energy shortages, local, state or federal laws, ordinances, rules, orders, decrees or regulations whether legislative, executive or judicial, and whether constitutional or unconstitutional; or acts of God or any other cause or causes not reasonably within the control of Reed Exhibitions Limited. Reed Exhibitions Limited, its agents, its employees, and its subcontractors shall not be liable for loss, damage or delay resulting from a Force Majeure event, or any other circumstances outside Reed Exhibition Limited's or its subcontractors' control which shall make it impossible or inadvisable for Reed Exhibitions Limited using its reasonable discretion to hold the Event at the time and place provided or interferes with Reed Exhibitions ability to get the Hosted Buyers to the Event or to provide flights, hotels, transfer appointments, events or other services to Hosted Buyers. Reed Exhibitions Limited reserves the right to re-schedule the Event at another date and/or at an alternative site which will be advised to the Hosted Buyer by email.

K. USE OF PERSONAL INFORMATION

RX will use your personal information for the purposes of fulfilling these terms and conditions, including disclosure to travel and destination management companies, conference service

providers as well as our Exhibitors in connection with your attendance at the Event, and subject to the RX privacy policy available at <https://privacy.reedexpo.com>