

## EXHIBITOR APPLICATION

Once you complete the form, please return the confirmation to the Congress secretariat at [info@montessoricongress2023.org](mailto:info@montessoricongress2023.org)

Exhibitor Information	Company:		
	Contact Person:		
	Address:	City:	
	Postal Code:	Country:	
	Telephone:	Fax:	
	Email:		
Package	Exhibition Type	<input type="checkbox"/> Table Top	USD 600
		<input type="checkbox"/> Standard Booth 6 sq.m.	USD 2,500
		<input type="checkbox"/> Standard Booth 12 sq.m.	USD 5,000
Total Amount	USD		

### CONTRACTS & CONFIRMATION

Once an Exhibitor Application Form is received, a confirmation of the exhibition will be mailed to you with an accompanying invoice.

Upon receipt of the Exhibitor Application Form, the organizer will reserve the items listed in it. Completion of the Application Form by the Exhibitors shall be considered as a commitment to purchase the items.

**Terms and Conditions** are included in this Prospectus and will be included in the agreement.

## TERMS OF PAYMENT

- 60% upon receipt of the Agreement and first invoice.
- 40% by **30 April 2023**.
- All payments must be received before the starting date of the congress.
- Reservations made less than 3 months before the Congress will be subject to 100% payment upon reservations.
- After completing payment, please send the receipt to the secretariat for confirmation.
- All transaction fees are borne by the applicant.
- All benefits will go into effect after receiving the applications.
- Should the sponsor fail to complete payments prior to the commencement of the Congress. The Organizer will be entitled to cancel the reservation while cancellation will be subject to cancellation fees as determined below.

### Cancellation Policy

- If the Sponsor/Exhibitor wishes to cancel their participation, a request must be submitted to the Organizer in writing.
- **For Notice of Cancellation received on or before 15 June 2023**, the Exhibitor will be entitled to a 50% refund on the funds due at the time of the cancellation.
- **No refund will be given after 30 June 2023.**

### Payment Methods

- To be announced

### Contact Details

Secretariat of the 29<sup>th</sup> International Montessori Congress  
Convention Organizer  
N.C.C. Management & Development Co., Ltd.  
90 CW Tower 5<sup>th</sup> Floor, Ratchadaphisek Road  
Huai Khwang Sub-District, Huai Khwang District  
Bangkok 10310 Thailand  
**Email: [info@montessoricongress2023.org](mailto:info@montessoricongress2023.org)**