

TERMS & CONDITIONS

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Terms & conditions regarding the career fair ARKAD, arranged by Teknologkåren vid Lunds Tekniska Högskola, 12–13 November 2024

You are now applying to participate at the career fair ARKAD 2024, arranged by Teknologkåren vid Lunds Tekniska Högskola. Before you can submit your initial application, you must read and accept these Terms and Conditions.

1. Definitions

- 1.1. Under these terms and conditions, ARKAD [through Teknologkåren vid Lunds Tekniska Högskola, org. nr: 945000-0246, Sölvegatan 22A, 22362 Lund] is referred to as the **Organiser**.
- 1.2. The organisation applying for participation is referred to as the **Exhibitor**.
- 1.3. ARKAD 2024, taking place on 12–13 November 2024 is referred to as the **Fair**.
- 1.4. The **Initial application** refers to the registration process which is open March 20th 2024 up to, and including, the 17th of May 2024.
- 1.5. The **Complete registration** refers to the period when details relating to the exhibition must be provided. This period is between the 5th of August up to and including the 13th of September.

2. Applicability

- 2.1. These terms are applicable to any Exhibitor who has made an Initial Registration or Final Registration. If there is any written agreement between the Exhibitor and the Organiser and any term or part of that agreement and these Terms are in conflict, the client agreement takes precedence. In all other cases, these Terms shall be considered a complement to any written agreement between the Exhibitor and the Organiser.

3. Validity & Changes

These Terms are valid from the time the Exhibitor have completed their Initial application until full payment to Teknologkåren vid LTH has been received.

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The Complete registration gives the Exhibitor the right to make amendments to the Exhibition Package. All changes to the Exhibition Package or these terms and conditions shall only be considered valid if made in writing and duly confirmed by both parties.

4. Cancellation

Cancellation shall be sent to the Organiser in writing. Cancellations should be made out to the Head of External Relations, external.arkad@tlth.se.

4.1. Cancellation by the Exhibitor

- 4.1.1. The Exhibitor has the right to cancel their participation free of charge until the deadline of the Initial application on the 17th of May 2024.
- 4.1.2. Cancellation from the 18th of May 2024 up to and including the 4th of August 2024 will result in an administrative fee of half the Exhibition Package (19 500 SEK).
- 4.1.3. Cancellation made by the Exhibitor from the 5th of August 2024 until the deadline of the Complete registration will result in an administrative fee worth the full cost of the Exhibition Package (39 000 SEK).
- 4.1.4. Cancellation made by the Exhibitor after the deadline of the Complete registration will result in an administrative fee of the full value of their participation, including amendments and additions done during the Complete registration.
- 4.1.5. If the Exhibitor fails to provide a Complete registration this will be seen as a cancellation and the Exhibitor will be charged with an administrative fee of the full value of the Exhibition Package (39 000 SEK).

4.2. Cancellation by the Organiser

- 4.2.1. The Organiser has an unilateral right to cancel the fair and/or the participation of the Exhibitor in the fair at any time. All fees paid by the Exhibitor to the Organiser for the Exhibition Package will be fully reimbursed in case of such cancellation by the Organiser.
- 4.2.2. In the event that the Organiser cancels the career fair ARKAD and/or the participation of the Exhibitor in the career fair, the Exhibitor cannot claim any damages or compensation against the Organiser in addition to the aforementioned reimbursement of fees paid by the Exhibitor to the Organiser for the Exhibition Package.

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4.3. Disclaimer

The Organiser reserves the right to:

- 4.3.1. Select Exhibitors to the fair freely. Exhibitors not selected will not be charged for participation or administration.
- 4.3.2. Without charging payment deny Exhibitors the right to participate in the fair.
- 4.3.3. Charge an administrative fee of 1000 SEK in the event the Exhibitor has incorrectly submitted payment details and a new invoice must be generated.

5. Order & Cost

- 5.1.1. The Organiser shall provide the Exhibitor with the Exhibition Package as specified here, unless otherwise agreed to.

5.2. The Exhibition Package

- 5.2.1. The Exhibition Package shall include the following:

An exhibitor stand area of 3x2 metres with a guaranteed height of at least 2.3 metres;
Access to business lounges, wardrobes, and information desks;
Breakfast, coffee, fika, and refreshments during both fair days;
Lunch tickets to two (2) representatives per fair day;
Parking tickets for (1) vehicle;
Access to Wi-fi and electrical outlets;
Access to a Career Fair Host;
Exposure through our website and mobile application.

5.3. Price

- 5.3.1. Unless otherwise agreed to by the Project Manager of ARKAD, the price for the Exhibition Package shall be: 39 000 SEK.

5.4. Amendments & Additions

- 5.4.1. Additions and extended packages can be selected during the Complete registration. These will mean a higher final price for the participation. Information relating to additions and packages will be provided by the Organiser close to the start of the Complete registration.

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6. Use of exhibition areas

6.1.1. All of the Exhibitor's material and equipment must be placed within the allocated stand area at all times during the fair. Equipment and giveaways at the stand must not pose a risk to the visitors of the fair, risk damaging the fair building, or risk triggering the sensor alarms or fire alarms in the building.

6.2. Responsibilities

6.2.1. The Exhibitor must follow safety directives given by the Organiser. The Exhibitor is responsible for all the equipment belonging to the Exhibitor. The Organiser is responsible for the surveillance of the premises from the night prior to the fair until the close of the final fair day.

6.2.2. Unless otherwise agreed to by the Organiser in writing, the Exhibitor must not have activities outside of the allocated area.

7. Payment

7.1. Payment is due within 30 days from when the invoice is issued, unless otherwise agreed with the Organiser.

7.2. The Exhibitor is obligated to provide correct invoice information during the Complete registration.

8. Delay of payment

8.1. If payment is not made to due date interest will be charged according to the applicable interest rate.

9. Exhibitor's responsibility

9.1. The Exhibitor is responsible for providing correct information at all stages of the registration process. This includes payment information, marketing information, or any other information relating to the participation at the fair. The Organiser is not responsible for inaccuracies in information supplied by the Exhibitor and not responsible for checking such information.

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- 9.2. The Exhibitor is accountable for any damage on person, possessions and on the property of the Organiser and possessions therein that occurs relating to the Fair or this agreement. In this accountability, all equipment or other possessions rented by the Exhibitor during the fair is included. The Exhibitor is also accountable for damage, costs or obligations from authorities that arise due to the Exhibitor's negligence of the exhibitor space; or negligence of obtaining approval from the Organiser; or negligence of following the terms and conditions which are included in this agreement.
- 9.3. The Exhibitor accountability in accordance with this agreement is effective regardless of the damage or failure to follow the Terms and Conditions is caused by the Exhibitor or another physical entity or legal entity which the Exhibitor has hired or for which the Exhibitor is accountable.
- 9.4. The Exhibitor ensures that the exhibitor space is always manned during the opening hours of the Fair.
- 9.5. The Exhibitor must follow the policies of Teknologkåren vid LTH in every sense. Should this not be the case, the Organiser has the right to dismiss the Exhibitor from the Fair. This does not constitute an exemption basis from this agreement.

10. The Organiser's responsibility

- 10.1. The Organizer ensures that there is surveillance in the premises of the Fair during the night before the first day of the Fair and the night between day one and day two of the Fair.
- 10.2. Should a fault of a service provided by the Organizer be observed, the Organizer should at first hand be allowed to remedy the fault if possible. The Exhibitor has, if not able to use the service due to the fault, right to fair compensation corresponding to the value of the faulty service and the period during which the service was unavailable.
- 10.3. The Organizer is accountable for any damage on person or possessions related to the Exhibitor which is caused by the Organizer.

11. Personal information

- 11.1. The Exhibitor admits to the Fair handling personal information due to the application. In the application, what information is compulsory is indicated. The Exhibitor is aware that such information is registered for the purpose of this agreement and administration.

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12. Force Majeure

The following circumstances constitute grounds for relief, if these factors imply that the fulfilment of these terms and conditions is prevented, and that their effect on these terms and conditions could not be foreseen when terms and conditions were accepted: all circumstances that a party cannot control, such as bankruptcy, fire, war, mobilisation or military call, insurrection, riot. The party wishing to claim relief as above is to immediately notify in writing the other Party of the occurrence of such grounds and in writing later also inform about its cessation.

13. Governing law & dispute resolution

13.1. These terms and conditions are governed by Swedish law. Any dispute, controversy or claim arising out of or in connection with these terms and conditions and the agreement between parties, or the breach, termination or invalidity thereof, shall be settled by Swedish general court, with first instance being Lunds Tingsrätt.