



## GENERAL TERMS AND CONDITIONS FOR EXHIBITORS AT PIXIECON

Pixiecon Leuven will be organized by Pixie Surprise VZW with its corporate headquarters at Lindestraat 90, 3471 Hoeleden (Kortenaken) and is included in the register of legal entities under company number BE 0700.437.988.

### 1. Organization and exhibitors

1.1 We will only allow a maximum of 5 food trucks with each a different variety of food excluding the food stand of Pixie Surprise VZW.

1.2 The food trucks are not allowed to sell drinks that are also sold by Pixie Surprise VZW.

1.3 We keep in mind that we don't have too many shops with the same items. This is better for the exhibitors but also for the visitors. Therefore, please be specific which items you will sell when you apply for Pixiecon. The organization will then check if you will be allowed at the convention or not. Once you receive the invoice and have paid it, your application will be completed.

1.4 We as organization try to get as many visitors as possible at our event and therefore can't be held responsible if the attendance of visitors is below expectations.

1.5 Pixiecon is equipped with exhibition walls, rear wall of 2.5 meters high and partition walls of 1 meter high. These walls give Pixiecon a uniform appearance and makes it clear for visitors which shop starts where. The corner stands have 2 sides open and have a different price than the others.

1.6 The organization has taken out an insurance for this event and will pass this on in the reservation costs to the exhibitors. The reservation costs are € 20,00 where the insurance and the electricity are included.

1.7 We, as organization, will announce at least 2 weeks before the start of the event from what time and which day you will be able to build your shop at Pixiecon (usually the evening before the event).

1.8 If you have received an invoice from us, you are welcome to attend this event once the invoice is paid. However, you must bear in mind that the invoice must be paid within 8 days of receipt. If the invoice is unpaid after 8 days, a one-time reminder with a payment period of 8 days will be sent. If the invoice then still stays unpaid, an invoice will be made containing the price of the stand and a fine of 15% with a minimum of € 50,00 per stand (4x2.5 meters).

1.9 Once the invoice is sent, this invoice has to be paid. When you cancel your presence, this implicates that a certain amount of the invoice will have to be paid. Till 3 months before Pixiecon, an annulation fee of 20% of the invoice will have to be paid. Between 3 months and 2 months before Pixiecon, an annulation fee of 50% of the invoice will have to be paid. Between 2 months and 1 months before Pixiecon, an annulation fee of 75% of the invoice will have to be paid. Later then that, the whole amount has to be paid as annulation fee.

1.10 The organization does not intervene in conflicts between exhibitors or during legal proceedings. Also, the organization is not liable for damage caused by third parties and/or physical damage. If the organization is nevertheless summoned for legal proceedings, an invoice will be issued of € 500,00 per convocation. Damage caused by the organization is covered by the insurance of the event. If a conflict between exhibitors is not resolved, the organizer is forced to remove both exhibitors from the event.

1.11 For the exhibitors, the visit to the toilet is free of charge. You will receive a strap that you must carry with you during the event. On presentation of this strap, you can go to the toilet when needed. This strap also allows you to exit and reenter the convention. It is therefore important to state how many people you will bring with you when you apply for a stand.

## 2. Stands and waste

2.1 As mentioned earlier, the stands are 4 meters wide and 2.5 meters deep, the rear wall is 2.5 meters high, partitions 1 meter high. We charge € 190,00 per day per stand for shops and € 100,00 per day per stand for artists.

The price for food trucks is on demand as this depends on the space you need and what you want to sell.

Please note that with the above mentioned prices an additional reservation fee of € 20,00 will be added per booking, as also a deposit fee of € 100,00 which you will get refunded if your stand is neatly left behind after the convention.

If the stand is not in the same state as when you received it, the deposit fee will be withheld and your stand will be cleared by the organization.

2.2 No tables are provided if they have not been ordered in advance. You can rent them at € 10,00 per day each. You must pay a deposit of € 50,00 per table that you will get refunded when you return them after the event.

2.3 The organization will provide containers for the waste outside. This is not a dump so only waste from the event is allowed.

2.4 On the buildup day, there will be a crew member who will bring you to your stand. If you have any questions, you can always contact Wilco van Logten, Evy Dussart or Senne Denis.

2.5 In every stand, 1 power point is provided, if you want an additional power point, you can rent it at € 15,00 each (Note, power points provided are for normal use).

2.6 Nothing may be stuck or mounted on the walls. If you still want to attach something, please do this with hooks that you hang over the wall so that no damage is done to it.

## 3. Charities

3.1 In addition to Pixie Surprise VZW, there are two other charities that will be supported by this event. The amount of support for these two additional charities will be announced and handed over on the last day of the event.

3.2 The 3 charities will each sell items at their own stand to promote their charity.

## 4. Discount on booking

4.1 On December 19 through December 22 2020, we will organize a Christmas version of Pixiecon with very nice activities and shows. There will also be plenty of Christmas decorations and Santa Claus will be in the house as well. A competition will be held among the exhibitors: The exhibitor with the best and most decorated Christmas booth will receive 100% of his stand money from this event in return. The second winner will get a refund of 75% and the third winner will get 50% refunded. However, it is expected that every exhibitor will participate in this competition so that in addition to our decoration, the stands are also beautifully decorated. The winning stands will be chosen by an independent jury.

If you book a stand at both events now, you will receive a 20% discount on the stand fees of both events and there will be only 1 reservation fee of € 20,00. If you book both events, you will be assigned the same location at both events unless you choose another space at the second event.

## 5. Promotion of your stand

5.1 The organization will advertise your shop for free on the Facebook page of Pixiecon starting two months before the start of the event until the day before the event. A few stands will be promoted each day so that we have announced everyone on the last day. To be able to do this, we need your logo and an announcement text from you. Please mail this to [bookings@pixiecon.be](mailto:bookings@pixiecon.be).

5.2 A LED-screen of 8 meters wide by 3 meters high will be placed on stage. You will be able to place an advertisement of your shop during the event. Your advertisement will then appear on that screen several times (next to the activities off course). This service costs € 150,00. If you choose this option, we ask you to mail the advertisement you want to promote, to [bookings@pixiecon.be](mailto:bookings@pixiecon.be).

5.3 There will be program booklets (A5) in which you can, if desired, have an advertisement placed. You can choose between ¼, ½ or an entire page. The cost for a ¼ page is € 75,00, for a ½ page € 125,00 and for a whole page € 225,00. When you choose one of these options, we ask you to mail the advertisement to us ([bookings@pixiecon.be](mailto:bookings@pixiecon.be)).

5.4 It is possible to hang a banner at various places on the event. These banners are provided by us and are 340 by 173 cm. As these banners are placed at strategic places at the convention, they will be seen by all our visitors. The price for an advertisement on a full banner will be € 350,00, for a banner ½ € 250,00, for a ¼ banner € 150,00 and for a 1/8 banner € 100,00. The prices mentioned are excl. VAT and include installation costs and printing. When you want one of these options, please send your advertisement to [bookings@pixiecon.be](mailto:bookings@pixiecon.be) so that we can process it.

**The mentioned prices on these general terms and conditions are per convention and excl. VAT.**