



The 19<sup>th</sup> Philippine Semiconductor & Electronics Convention and Exhibition  
July 24-26, 2024 |SMX Convention Center, Pasay City, Philippines

**PSECE 2024 EXHIBITOR BOOTH APPLICATION FORM**

**I. PRIMARY INFORMATION**

COMPANY NAME: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_

ZIP CODE: \_\_\_\_\_

COUNTRY: \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_

COMPANY NATIONALITY: \_\_\_\_\_

YEAR ESTABLISHED: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

WEBSITE: \_\_\_\_\_

II. **MEMBERSHIP**       SEIPI Member                       Non-member

**III. KEY COMPANY OFFICERS**

NAME	DESIGNATION	PHONE NUMBER	EMAIL ADDRESS
1.			
2.			

**IV. BOOTH SPECIFICATIONS**

A. **Booth Type:**  Standard Shell Scheme       Special Booth Design

B. **Booth Size:**  9 sqm  18 sqm  27 sqm  36 sqm    Others: \_\_\_\_\_

C. **Discount Options:**

- 5% Discount if availing booths of 36 sqm or bigger
- 5% SEIPI Member Discount

D. **Preferred Booth Location:**

1st Preference \_\_\_\_\_ 2<sup>nd</sup> Preference \_\_\_\_\_ 3<sup>rd</sup> Preference \_\_\_\_\_

E. **Booth Prices** [Booths are sold in cluster of 3m x 3m (9 sqm) each.]

BOOTH TYPE	PRICE
PRIME LOCATION (First three rows near the Hall Entrances)	₱ 95,000.00
STANDARD LOCATION	₱ 90,000.00

**V. TYPE OF BUSINESS**

Manufacturing       Retail       Trade       Service       Others: \_\_\_\_\_

**A. COMPANY DESCRIPTION AND OPERATION/PROCESS**

**B. SPECIFIC PRODUCTS BY THE COMPANY**

**C. SERVICES OFFERED**

**V. FOCAL PERSONS** (Names stated below will work directly with the **PSECE 2024 Secretariat**. Please provide updated contact details. The Secretariat will coordinate with the contact persons listed below only. Should there be any changes, please send us a written notice.)

**A. Main Contact**

Name: \_\_\_\_\_  
Position/Title: \_\_\_\_\_ Office Tel. Number: \_\_\_\_\_  
Department: \_\_\_\_\_ Mobile Number: \_\_\_\_\_  
E-mail address: \_\_\_\_\_ Fax Number: \_\_\_\_\_

**B. Secondary/Alternate Contact**

Name: \_\_\_\_\_  
Position: \_\_\_\_\_ Office Tel. Number: \_\_\_\_\_  
Department: \_\_\_\_\_ Mobile Number: \_\_\_\_\_  
E-mail address: \_\_\_\_\_ Fax Number: \_\_\_\_\_

**VI. EXHIBIT ITEMS**

ITEM/PRODUCT	DESCRIPTION
1.	
2.	
3.	
4.	
5.	

**VII. EXHIBIT CATEGORY**

**ELECTRICAL POWER EQUIPMENT**

- Power Supply Technology
- Transformer Technology
- Drive Elements & Servomotor Technology
- Power Systems
- Power Accessories
- Electrical Power-Related Services
- Electrical Power Facilities

**ELECTRONICS SERVICES**

- Design, Engineering, and Related Services
- Manufacturing & Assembly Services

**ELECTRONICS SUBSYSTEMS**

- Board Assemblies
- Passive Components Technology
- Interconnection Technology
- Optical Electronics Technology
- Personal Computer Subsystems
- Displays and Imaging Technology

**CONSUMER ELECTRONICS PRODUCTS**

- Audio
- Audio-Visual
- Communications
- Household Electronics and Appliances

**COMMUNICATION ELECTRONICS PRODUCTS**

- RF Technology
- Telecommunication Technology
- Networks Technology

**SEMICONDUCTOR PRODUCTS AND SERVICES**

- Research, Development, and Engineering (RD&E)
- Manufacturing and Assembly Services
- Discrete Manufacturing
- Devices Microelectronics Technology
- Processors
- Testing and Measurement Services

**SOFTWARE PRODUCTS AND SERVICES**

- Information Technology and Communication

**ALLIED AND SUPPORT INDUSTRY**

- Direct Materials
- Indirect Materials
- Equipment
- Casing Technology
- Electronics Manufacturing Allied Services
- Miscellaneous Allied Services

**INSRUMENTATION & CONTROL PRODUCTS**

- Measurement and Control Application Assemblies
- Automotive Electronics Technology

**GREEN TECHNOLOGY & RENEWABLE ENERGY**

- Waste Management
- Treatment of Hazardous Waste
- Solar Panels and Waters
- Solar PV Power Supply

**VIII. MODE OF PAYMENT: Over-the-Counter Deposits or Bank Transfer**

**Bank details:**

**Bank Name:** BDO UNIBANK, INC.  
**Bank Address:** FILINVEST – ALABANG BRANCH  
**Bank Account Name:** SEMICONDUCTOR & ELECTRONICS INDUSTRIES IN THE PHILS FOUNDATION INC (SEIPI)  
**Bank Account Number:** 006340094987 (PESO)  
**Swift code:** BNORPHMM

**Bank Name:** SECURITY BANK CORPORATION  
**Bank Address:** GF, Tower II Insular Life Corporate Tower Center, Insular Life Drive, Filinvest Corporate City, Alabang 1781, Muntinlupa City  
**Bank Account Number:** 00000-493-44470  
**Account Name:** Semiconductor and Electronics Industries in the Philippines, (SEIPI) Foundation Inc.  
**Swift code:** SETCPHMM

Kindly email the **scanned copy of your deposit slip or proof of remittance** to SEIPI's Finance Group at [finance@seipi.org.ph](mailto:finance@seipi.org.ph) and [princess.caraca@seipi.org.ph](mailto:princess.caraca@seipi.org.ph)

**IX. PACKAGE INCLUSIONS FOR STANDARD SHELL SCHEME BOOTHS**

- One (1) information table
- Two (2) chairs
- One (1) unit of needle punch carpet
- Two (2) units of fluorescent lights
- One (1) convenience outlet (3-gang/300watts)
- Company name on fascia board (20-character limit)
- Listing in the PSECE 2024 Show Directory
- Pre-scheduled one-on-one Business Matching
- Exhibitor Presentation Schedule (first-come-first-served basis)
- Free pass to the Fellowship/Exhibitors' Night
- Electricity

**Upon affixing your name and signature below, you hereby agree to the following:**

1. A **non-refundable 25% down payment/reservation fee** is required to confirm your booth space. Payment must be made on or before **May 27, 2024 (Monday)**. Should you fail to comply, the Organizer reserves the right to release the area blocking for your booth.
2. Should the exhibitor decide to cancel their reservation, they must submit a formal letter of cancellation addressed to SEIPI and must be signed by the same person who signed this Booth Application Form. The letter must be sent to **PSECE@seipi.org.ph**
3. A **Cancellation Fee of 30% of the original booth price** is required for cancellations made **on or before May 10, 2024**
4. A **Cancellation Fee amounting to 100% of the booth price** is required for cancellations made from **May 24, 2024 onwards**.
5. The **full payment** must be settled **on or before June 14, 2024 (Monday)**. Failure to comply shall result in a **late payment fee** equivalent to **10% of the total exhibition fee**.
6. Exhibitor's company name and logo shall only be used in all advanced publicity of and for PSECE 2024 only. The undersigned also agrees to the terms and conditions of the contract and the organizer's rules and regulations (Kindly refer to the succeeding pages.).

\_\_\_\_\_  
**SIGNATURE OVER PRINTED NAME OF EXHIBITOR**

\_\_\_\_\_  
**PSECE 2024 EVENTS BUSINESS LEAD**

\_\_\_\_\_  
**DATE**

## **PSECE 2024 EXHIBITION TERMS AND CONDITIONS:**

### **DEFINITION**

"Organizer" – the proponent and management team in charge of all aspects of the Exhibition-- the Semiconductor and Electronics Industries in the Philippines Foundation, Inc. (SEIPI).

"Exhibition" – event to be organized by SEIPI as specified in the application form

"Conditions" – the terms of this application and the Exhibition as a whole; the rules and regulations stated may be amended from time to time by the Organizer

"Exhibitor" – the sole proprietor, partner, or limited company applying to participate in the Exhibition or, as the case provides, whose application to exhibit has been approved by the Organizer

"Exhibition Venue" – The Exhibition shall take place at the World Trade Center, Pasay Extension corner, 1300 Sen. Gil J. Puyat Ave, Pasay, Metro Manila, Philippines.

"Publicity Materials" – These are print and/or digital media materials used for the sole purpose of promoting the Exhibition.

### **ELIGIBILITY AND CONDITIONS OF PARTICIPATION**

The Organizer has absolute discretion in every application received. Until an Exhibitor's intent to join has been accepted in writing, no rights will be granted unless payment (required down payment or full payment) and duly accomplished Booth Application Form are both submitted. The Organizer reserves the right to decline any application without full disclosure of the cause.

Exhibition space is licensed to the Exhibitor strictly for trade and promotion purposes which should only last for the whole duration of the Exhibition. It is required of the Exhibitor to use the space allocated in such a manner that is satisfactory to the Organizer during both installation and assembling of the booths. The Organizer reserves the right to release location blockings (a portion or the entirety of an Exhibition space) without prior notice, if they are not satisfied with how an Exhibition space is being used.

### **PAYMENT**

The appropriate down payment must accompany the Booth Application Form of the Exhibitor. Full settlement of the Exhibition fee is due upon the written confirmation sent by the Organizer based on the location type of the booth space.

The Organizer reserves the right to demand an additional, non-interest bearing security deposit/s at any time to serve as a guarantee for the cost of any actual or potential damage.

In the event that the Organizer denies an application for an Exhibition space, the appropriate fee that was paid shall be refunded without interest within thirty (30) days from the date of rejection.

If an Exhibitor withdraws participation for whatever reason beyond the time frame of cancellation, the deposit for Exhibition fees will not be refunded.

### **SPACE ALLOCATION**

The Organizer has absolute discretion in allocating Exhibition space/s. Booths are sold on a first-come-first-served basis; the earliest to submit the Booth Application Form along with the proof of the reservation fee (30% of the total Exhibition fee) will be entertained as first priority.

### **STAND CONSTRUCTION**

Stands and items for showcase should not exceed the maximum floor loading limit of 250 psf, as stipulated by the venue partner (World Trade).

The Organizer reserves the right to alter or remove without prior notice at the Exhibitor's expense, any stand which will:

- defer from the prescribed specification;
- will not conform to the Organizer's standards of booth requirements; and
- will not comply to the signed Rules and Regulations.

The Exhibitor shall have no claim against the Organizer or its agents of any extra cost of replacing the "substandard" Exhibition space in order to build one that should fit the Organizer's specifications. This also applies for any other losses or damages created by not conforming to the prescribed standards.

Any kind of work carried out at the Exhibition Venue shall conform to the current regulations of the local force in the Philippines and of the Organizer. This applies to the Exhibitor, his agents, contractors, and sub-contractors. The Organizer reserves any right to halt any active work which violates these local rules and regulations.

The presence of stands or lighting fittings from the ceiling of the Exhibition Venue will not be permitted unless prior approval in form of writing has been obtained by the Organizer.

Fixings at the floor surface to secure margin boards and stand fittings are prohibited unless prior approval was given by the Organizer.

The removal and disposal of crates and stand fittings or materials are not covered by the rental, hence, are subject to additional fees in cases of loss or damages to the Exhibition Venue.

### **SHELL BOOTHS**

Shell Scheme Booths are provided by the Organizer's official contractor. These include standard design and basic facilities (as stated on page 3. No variation of the fascia board, lettering (font), and the fitting of the shell booth shall be allowed unless given prior written approval by the Organizer.

No excessive decorations and/or (not limited to) booth fittings shall exceed the standard booth height unless given prior written approval by the Organizer.

### **ELECTRICITY**

Only electrical power for source of light, sound, etc. inside the Exhibition Venue is permitted.

All electrical works, unless specified as included in the booth package, shall be carried out at an Exhibitor's expense by the official contractor appointed by the Organizer. Design plan and/or proposals for a varied electrical installation must be submitted to the Organizer not later than two (2) months before the event proper. It is the Organizer's discretion to require amendments or variations to the design proposals before giving an approval.

Electric current will be supplied at a standard of 220V, single phase. Requests for higher voltage or phases will be supplied according to prior arrangements with the Organizer and the official contractor.

Electricity whether from the main source, batteries, or generators shall be supplied by the official contractor.

### **USE OF SITE AND SAFETY PRECAUTIONS**

Security measures such as guards or other means of protection must be taken both by the Organizer and the Exhibitors, to ensure safety from moving or working exhibits. Such items should only be operated/demonstrated by individuals authorized by the Exhibitors.

Use of laser products for the Exhibition should acquire written approval from the Organizer prior to the exhibit dates. Submit your application for approval at least two (2) months before show dates.

No advertisements or demonstration at the Exhibition i.e. fashion shows, musical or vulgar performances, and the like will be entertained inside the Exhibition Venue unless prior written approval is obtained. Possible fees and/or expenses related to the application for the abovementioned demonstrations shall be based on individual Exhibitor concerns.

Publicity materials may only be disseminated within the confines of an Exhibitor's stand or shell booth. Advertising, demonstrations, or business canvassing done outside the perimeters of one's booth is strictly prohibited.

Posters, stickers, hangers, or other decorative materials on fascia boards are not allowed.

Gas-filled balloons as exhibit items are not allowed inside the Exhibition Venue under any circumstance.

Exhibitor's shell booth shall be manned at all times during the exhibition hours only by a competent representative authorized in writing. Such representative must be fully knowledgeable about the products that will be showcased. Identification badges will be provided to the Exhibitors by the Organizer.

The Organizer is entitled (without obligation to give any reason therefor and without thereby incurring any liability whatsoever to the Exhibitor or any other person) to remove from the Exhibition space any goods, publicity material, display items, or anything that may pose physical threat to the entirety of the Exhibition. This will be based on the discretion of the Organizer.

The Exhibitor warrants that the exhibits and packages thereof and the Publicity Material do not in any way violate or infringe on any third party's rights including trademarks, copyrights, designs, names, and patents whether registered or otherwise, and agrees to fully indemnify the Organizer and its agents and contractors against all costs, expenses and damages arising from any third party's claim of infringement by the Exhibitor and/or the Organizer of such third party's rights.

Stand assembling, installation and decoration must be carried out after the Exhibition is closed to the public and with prior written agreement of the Organizer.

Repairs or alterations to the stand or displays may only be carried out after the Exhibition is closed to the public and with prior written agreement of the Organizer.

No stand or exhibits shall be dismantled or removed before the official closing time of the Exhibition on the last day of the Exhibition unless special written permission has been granted by the Organizer.

All audio visual equipment must be cited and be of a noise level so as not to cause inconvenience to other exhibitors or visitors. The Organizer reserve the right to appoint one or more exclusive audio visual suppliers whereupon the exhibitor shall be obliged to hire the equipment of such exclusive suppliers.

No exhibitor shall engage in or permit firming, sound or video recording telecasting and broadcasting at the Exhibition Venue unless prior written approval is obtained from the Organizer.

Public auction is not be permitted at the Exhibition Venue under any circumstances.

Full particulars of all persons, agents, or representative of the Exhibitor must be submitted to the Organizer for written approval and registration before they may be admitted to the Exhibition Venue. All such personnel, agents, and representatives as are approved by the Organizer will be issued badges for identification and admission purposes. The Exhibitor shall procure that as authorized personnel, they should:

- display their badges conspicuously while at the Exhibition Venue;

- do not pass their badges to any other person;
- return their badges to the Organizer at the conclusion of the Exhibition or earlier, as demand by the Organizer;
- comply with all obligations expressed to be imposed by these Conditions on the exhibitor; and
- comply with all obligations imposed on them as the condition of their approval by the Organizer

The Organizer shall arrange and be responsible for all publicity arrangements for the Exhibition, both overseas and in the Philippines. No exhibitor, or its agents, shall give cause to be given any interview, public announcement, press statement, or any other publicity whatsoever intended to publicize the Exhibition as a whole.

The Exhibitor shall not disclose, appropriate, or use and shall prevent its representative at the Exhibition from disclosing, appropriating, or using any technical or confidential information regarding the business or its affairs of the Organizer or any of the exhibitors at the Exhibition acquired by way of the Exhibitor's license to exhibit at the Exhibition.

#### **MOVE-IN AND MOVE-OUT OF STAND MATERIAL EXHIBITS**

Exhibitor shall move-in to the Exhibition Venue according to the arrangements and within the time limit specified by the Organizer. Only fully paid Exhibitors shall be allowed to move-in.

The arrangement and payments for transporting goods to and from the Exhibition Venue, receiving, decorating, and removing its exhibits are entirely the responsibility of the Exhibitor.

No trolleys/dollies shall be allowed on any carpeted areas on the Exhibition areas.

All exhibit stand materials and the like shall be removed immediately after closing of the Exhibition according to arrangements and within the time limits specified by the Organizer. Any exhibits or stand shall be disposed of by the Organizer at the expense of the Exhibitor concerned. All proceeds if any of such disposals shall be retained by the Organizer.

The Organizer reserve the right to appoint one or more exclusive contractors to handle the movements of goods and exhibits in and out of the Exhibition Venue, whereupon the Exhibitor shall be obliged to hire the services of such contractors.

#### **EXCLUSION OF LIABILITY**

None of the Organizer, its agents, representatives, contractors, or employees shall be liable in any way whatsoever for any loss, injury, or other damages caused by the negligence of the Organizer or its employees, suffered by or caused to the exhibitor, its agents, its representatives, employees, or contractors or the products or other property of the Exhibitor or such parties of any exhibitor or visitor.

The Organizer shall not be responsible in any manner whatsoever for the consequences of any introduction of commercial transaction made during or as a result of the Exhibition.

The Exhibitor undertakes to indemnify and at all times hereafter to keep indemnified the Organizer, its employees and agents demand from and against all liability, actions, proceedings, claims, damages, costs and expense whatsoever which it may suffer or incur by reason of or in relation to the agreement hereunder or by and breach by the Exhibitor of these Conditions.

The Exhibitor shall be responsible for effecting insurance which shall include (but not limited to) his displays, exhibits and stands against loss or damage by theft, fire, public (including occupiers' liability) and any other natural causes,



and shall produce such policy of insurance to the Organizer upon request.

The Exhibitor shall take out insurance policies to cover itself against all potential liabilities imposed on it in these Conditions as well as possible legal liability for negligence and shall produce such policy of insurance to the Organizer upon request. The Exhibitor is fully liable for any loss or damage caused by an act of omission of the Exhibitor, its representatives, employees or agents, to any property of the Exhibition Venue, the other exhibitors or the Organizer.

The Organizer reserves the right to exercise a general lien over any property the Exhibitor has in the Exhibition Venue with respect to all monies due to the Organizer (including claims for damages) in connection with the Exhibition.

#### **WAIVER**

The waiver by the Organizer of any of these Conditions shall not prevent the subsequent enforcement of these Conditions and shall not be deemed to act as a waiver in respect of any subsequent breach.

#### **TERMINATION OF RIGHT TO EXHIBIT**

The Organizer shall have the right to terminate a company's right to exhibit without notice if:

- an Exhibitor or any of its representative commits a breach of any of the Rules and Regulations;
- an Exhibitor, being a corporate body, enters into a liquidation whether compulsory or voluntarily, or compounds with the creditors or has a receiver appointed overall or any part of its assets or takes or suffers any similar action in consequence;
- the Exhibitor conducts any activity which, in the opinion of the Organizer, does not conform to the nature and purpose of the Exhibition, or interferes with the right of other exhibitors at the Exhibition (e.g. counterfeit products);
- if the exhibit space is not occupied by the Exhibitor by 8 am on the first exhibition day, the Exhibitor shall be deemed to have cancelled the exhibit space contracted for, and the Organizer shall the right to use such space as it deems appropriate;
- the Organizer, in its sole and absolute discretion, decide that such rights shall be terminated;
- in the event that the Exhibitor's right to exhibit is terminated under the first three conditions, the Exhibitor shall have no claim for refund of any payment against the Organizer.

#### **CANCELLATION OF EXHIBITION**

The Organizer reserves the right to cancel, alter in character, reduce in scale, shorten or extend the duration of the Exhibition at any time without incurring any liability whatsoever to the Exhibitor due to circumstances outside the Organizer's control, including but not limited to war, embargo, civil unrest, legal proceedings, epidemic/pandemic, or government regulations that make it impossible or impractical for the

Organizer in the absolute discretion to hold the Exhibition. The Exhibitor shall have no claim against the Organizer or its agents, whether for loss or damage, or return of all or part of any payment by the Exhibitor in respect of any cancellation,

alteration, reduction, shortening, or extension made in accordance with this provision.

The Organizer reserves the right to change the floor plan/layout, site character, or Exhibition Venue without giving notice to the exhibitor. Proportional allowance for space rental may be made if deemed appropriate by the Organizer (in its absolute discretion) but shall be liable for any further compensation to the Exhibitor.

#### **ADDITIONAL RULES AND REGULATIONS**

The Organizer reserves the right to interpret, alter, and amend any of these Conditions and to issue additional Rules and Regulations at any time necessary for the orderly operation of the Exhibition. All interpretation of these Conditions and any additional Rules and Regulations by the Organizer shall be final.

The Exhibitor shall abide by the Rules and Regulations of the Exhibition Venue which are deemed to be integral parts and incorporated into these Conditions. In the event of a conflict between the provisions of such Rules and Regulations, these Conditions shall prevail. Copy of the Rules and Regulations of the Exhibition Venue is available and are stated in the Exhibitor Manual, to be requested from the Organizer.

#### **DISCOUNTS AND EXEMPTIONS**

The winners of Best Booth Awards from the recently-concluded PSECE will be granted a 15% discount from their total exhibition fee, given that the company/ies will also participate in the succeeding year (2022 winners can only avail of the discount in the year 2023 and will be considered void in 2024). Best Booth Winners with a three-year streak is exempted from being awarded in their next participation but will receive due recognition during the Exhibitors' Night/Fellowship Night as "*Hall of Famers.*"

Note that the maximum attainable discount per company will be 20% including the Best Booth Winner discount (to those applicable).

#### **DAMAGES**

Any violation of the provisions of these Terms and Conditions shall be deemed as material breach thereof and shall entitle the Organizer to the payment of the amount of at least PHP 90,000.00 as and for liquidated damages, without prejudice to such action or remedies available to the Organizer, by law or in equity. Should the Organizer be constrained to file an action to enforce any provisions of these Terms and Conditions, or to defend itself from any such action, the Organizer shall be entitled to recover the actual amount(s) of reasonable attorney's fees and other expenses of litigation.

#### **DEPOSIT**

As a pre-condition to the approval of the application, the Exhibitor acknowledges and agrees that a deposit amounting to 25% of the booth rate should be made, with the Exhibitor authorizing the Organizer to deduct said amounts from the total payment as necessary.

#### **GOVERNING LAW**

Disputes and interpretation of this application and all exhibit rules and bulletins shall be decided upon by the Organizer, and its decision shall be final. In case of court litigations, the venue shall be the courts of Muntinlupa City.