



Asia Oceania Geosciences Society
www.asiaoceania.org



AOGS... In Asia for Asia and the World

EXHIBITOR MANUAL

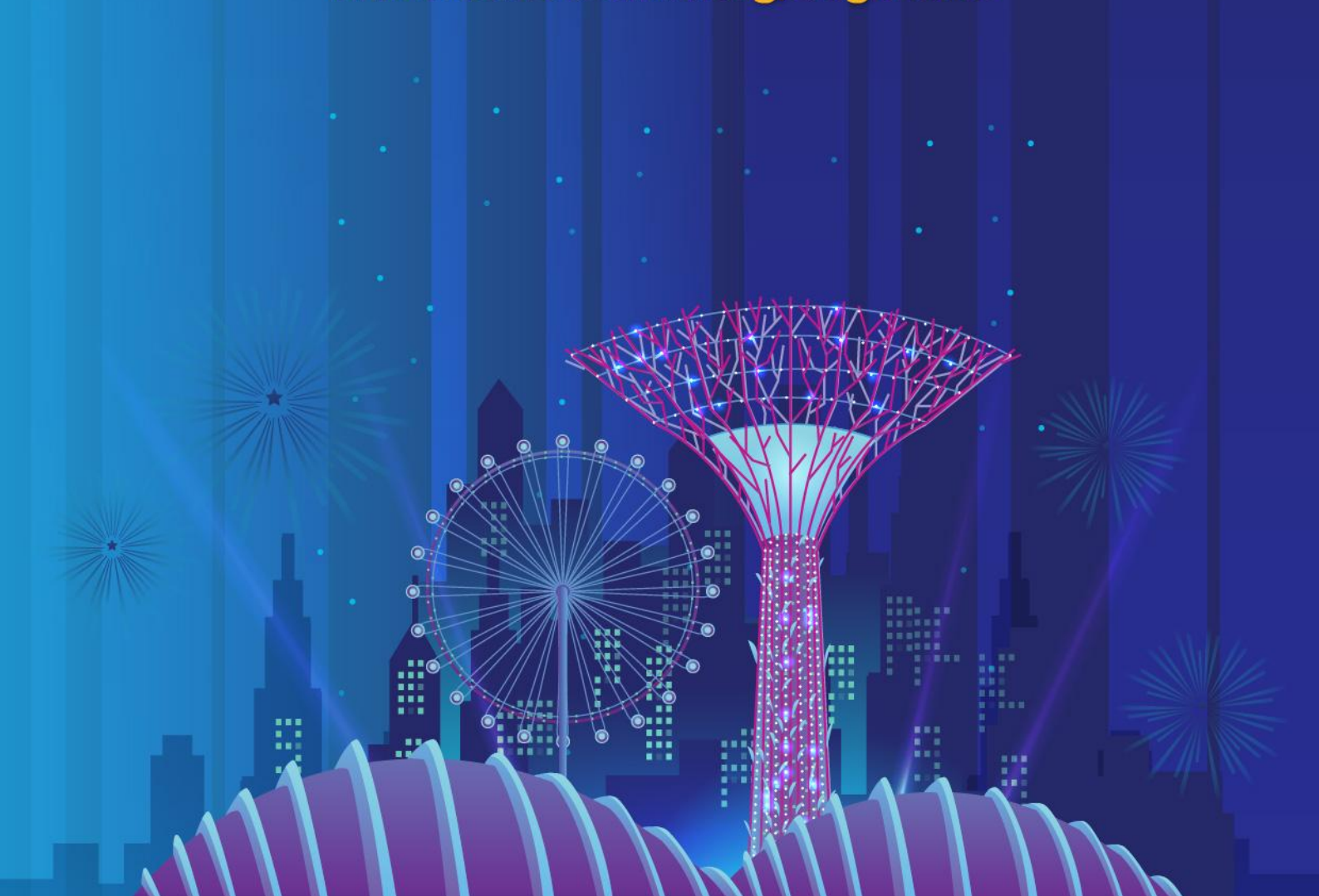
AOGS2025

22nd Annual Meeting

27 Jul - 1 Aug 2025

Marina Bay Sands, Singapore

www.asiaoceania.org/aogs2025



1.0 Key Dates & Contacts

1.1 Exhibitor/Sponsor Material Deadline: 20 May 2025

Asia Oceania Geosciences Society (AOGS)

Secretariat at Meeting Matters International

Ms Inah DELA CRUZ

Tel: (O) +65 6472 3108 (Ext. 104) (M) +65 9660 9824

Email: geomeet@asiaoceania.org

1.2 Material Receiving and Handling Consignment Deadlines

Documents due: 7-working days pre-arrival

Deliver to Singapore by:

- Sea freight LCL: 15 – 17 Jul 2025
- Sea freight FCL: 16 – 18 Jul 2025
- Air freight (DRY): 18 – 20 Jul 2025
- Courier Service: 21 – 23 Jul 2025

AOGS2025 Freight, Shipping & Site Handling

Rogers Expo Services (Singapore) Pte. Ltd.

Ms Faith ONG

Tel: (O) +65 6846 0055 (M) +65 9745 0728

Email: faith@rogers-asia.com

Ms Kui Siang CHEN

Tel: (O) +65 6846 0055 (M) +65 9616 8910

Email: kuisiang@rogers-asia.com

1.3 Exhibition Booth Add-On's

Completed Order Form & Payment: 13 Jun 2025

AOGS2025 Official Booth Furniture & AV Rental Provider

Kingsmen Exhibits Pte Ltd

Ms Jia Qian NG

Tel: (O) +65 6880 0281

Email: AOGS2025@kingsmen-int.com

1.4 Contractors Vehicle Permit (VEP) Application

Submit online within 7 days of entry. View/Download VEP User Guide:

https://drive.google.com/file/d/1IBu5tyyafLUqGh9Y7la1bk_T3rml1z/view

Tel: (M) +65 8138 9867

Email: MICE_LOGISTICS@marinabaysands.com

1.5 Exhibition Booth Catering

Depending on order quantities, orders must be placed between 10 to 21 business days.

Tel: (O) +65 6688 8570

Email: boothcatering@marinabaysands.com

2.0 Contents

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2.1 Event Overview

All Happening at Marina Bay Sands Conference & Expo Level 4

Sunday, 27 Jul 2025

Volunteer Briefing
Registration & Badge Pick Up
Invite-Only Meetings

Monday, 28 July 2025

Registration & Badge Pick Up
Invite-Only Meetings
Oral Presentations
2 Section Meetings
1 Special Lecture (Plenary)
General Election Candidates Forum
Opening & Annual General Meeting
Welcome Reception/Exhibition Opens Breaks

Tuesday, 29 July 2025

Registration & Badge Pick Up
Invite-Only Meetings
Oral & Poster Presentations
2 Section Meetings
General Election E-Voting Starts
Ancillary Activities
Exhibition & Biz Matching Day 1
Mentor-Mentee Meetings Day 1
Breaks & AOGS Beer Hour

Wednesday, 30 July 2025

Registration & Badge Pick Up
Invite-Only Meetings
2 Special Lectures (Plenary)
Oral & Poster Presentations
2 Section Meetings
Ancillary Activities
Exhibition & Biz Matching Day 2
Mentor-Mentee Meetings Day 2
Breaks & AOGS Beer Hour
Invite-Only AOGS President's Hosted Dinner

Thursday, 31 July 2025

Registration & Badge Pick Up
Invite-Only Meetings
Oral & Poster Presentations
2 Section Meetings
Ancillary Activities
Exhibition & Biz Matching Day 3
Mentor-Mentee Meetings Day 3
Breaks & AOGS Beer Hour

Friday, 01 August 2025

Registration & Badge Pick Up
General Election E-Voting Ends & Results Are Announced
Invite-Only Meetings
Oral Presentations
Ancillary Activities
Closing Plenary
Breaks & Invite-Only Convener's Dinner

Saturday, 02 August 2025

Invite-Only Meetings

Exhibitor Schedule

Sunday, 27 Jul 2025

2pm to 6pm: Registration & Badge Pick up

Monday, 28 July 2025

4pm to 6pm: Exhibitor Booth Dressing

6:30pm: Exhibition Opens & Welcome Reception

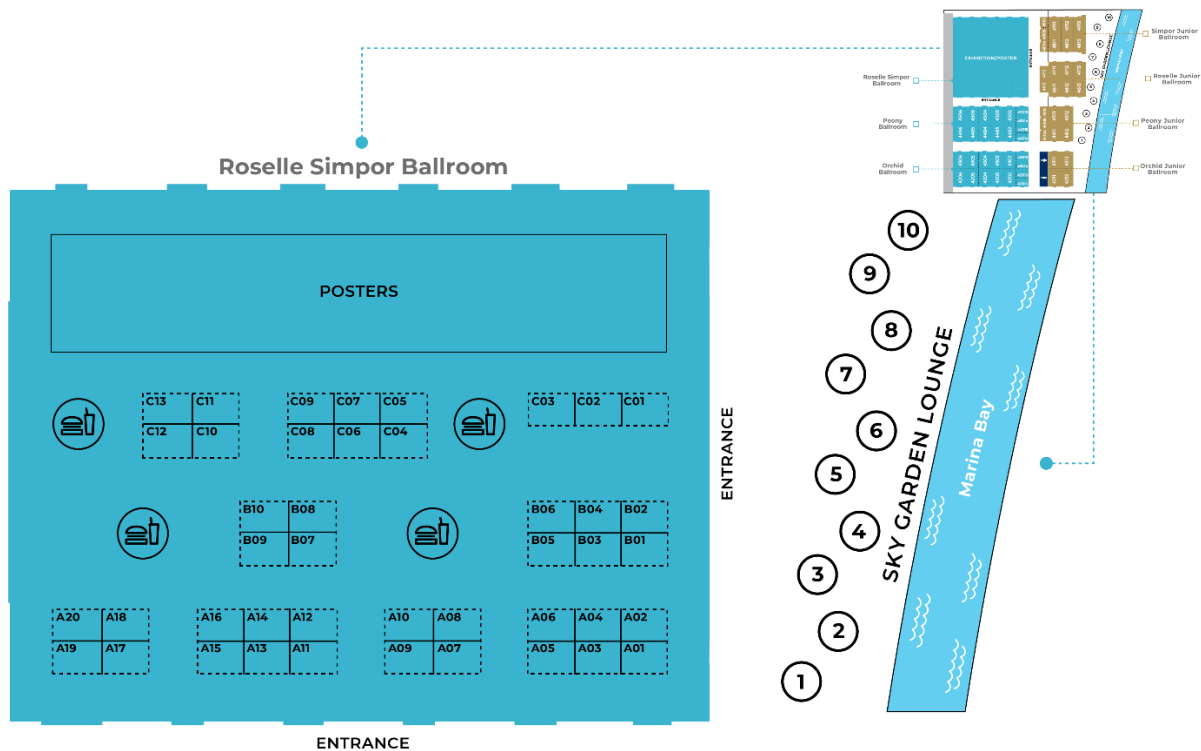
Tuesday - Thursday, 29 – 31 Jul 2025

10am to 6pm: Daily Exhibition & Biz Matching

3:30pm to 6pm: Daily AOGS Beer Hour

From 6:30pm: Exhibition Tear Down/Ship Out

Exhibition Floor Plan



2.2 Logistics & Rules

- On the exhibition days, exhibitors are permitted to enter the exhibition hall half an hour before opening at 10:00am. Exhibitors can remain for half an hour after the show closes each day at 6:00pm to service their booths.

For security reasons, exhibitors required to go in earlier or stay later must obtain permission from the organizer.

It is a contractual requirement that your booth is not dismantled in any way or products removed and must remain manned until the show closes on Thu-31 Jul 2025.

Exhibitors are advised not to leave their booth unattended at any time during the exhibition days.

It is the exhibitor's responsibility to remove all materials within the booth including packaging and waste from the Hall. Please note that charges will be levied for the removal of materials left behind.

- b. The Roselle-Simpor Ballroom at Sands Expo & Convention Centre, Marina Bay Sands Singapore, Level 4, will be the co-location for the exhibition (includes biz matching), poster sessions and coffee/tea/beer stations. This is to bring ample traffic to the exhibition booths.

View the floorplan here:

https://www.asiaoceania.org/aogs2025/public.asp?page=exhibitor_sponsor.asp#EFP

The exhibition hall floor plan is subject to changes without prior notice at the discretion of the AOGS 2025 Organizing Committee.

c. Exhibitor Entitlements

- Logo recognition with a link to the company website
- 50-word max company write-up in Sponsor & Exhibitor web page
- Up to three (3) product showcase with product description and image upload
- Logo placement in conference materials (Print and Digital)
- One (1) conference pass that allows access to all sessions
- Two (2) Exhibitor Passes (Must not be author or presenter)

d. 6-sqm Basic Shell Scheme package (3m x 2m) includes:

- Modular system with one back panel
- Fascia with vinyl text cut-out of exhibitor name and booth number
- 6-sqm Carpet
- 1 no. 13Amp socket, max 800W (not for lighting use)
- 2 nos. Fluorescent lights
- 2 nos. White folding chairs
- 1 no. Information desk

STANDARD SHELL SCHEME INFORMATION

Front View



Side View



The pictures shown are only the artist's impressions. The exact number of side walls and furniture will depend on the booth's size, location, and/or exhibitor's own indicated preference.

e. Standard Shell Scheme Booths Rules and Regulations

Exhibitors may engage a contractor of his choice for any additional fittings but must abide by the following rules and regulations:

- i. No nailing, drilling or screwing on the shell scheme stands are allowed and any damages will be charged to the exhibitor or his appointed contractor. Any assistance required in hanging or display on the shell scheme stands may contact the official contractor directly.
- ii. No painting or wallpapering on the panels of the shell scheme stands are allowed. Kingsmen Exhibits Pte Ltd must be contacted for a quotation to provide such work. Any double sided or adhesive tapes pasted on the panels must be removed after the Exhibition.
- iii. Exhibitors may refer to Form E4 in the order forms if they wish to have their company logo on the fascia board of their shell scheme stands. Please note, this will incur an additional cost.
- iv. Exhibitors may contact the official contractor for a quotation to change the floor covering/carpet colour of their choice.
- v. Exhibitors occupying a corner stand and wish to erect a side wall may be required to be set back into the stand by a metre as deemed necessary by the Organiser for safety reasons & to provide sufficient exposure to the neighbouring stands.
- vi. Any enhancement to the walls of the stands must maintain at the height of 2.44 metres. Other structures within the stand must set back by a metre from the wall and must not exceed the height limit allowed in the respective segments of the hall.
- vii. No financial credit or item-exchange for any Shell Scheme package items not utilised.

f. General Rules and Regulations

Rules and regulations designed are for the protection of the exhibitors. Exhibitors are required to observe all rules and regulations listed in this Manual.

- i. Admission
All staff of exhibitors are required to wear Exhibitor Badges at all times during the exhibition days (including build-up and tear-down period). No one will be permitted into the Exhibition Hall without the Exhibition or Conference Badge.
- ii. Exhibitors must ensure that all staff on site have valid employment passes. Please note that the issuance of the Exhibitor Badges from the Organizer does not imply in any way that permission is granted for any person to work on-site without the necessary work permits or passes.
- iii. The Organizer reserves the right to refuse admission to Exhibitors in shorts, slippers, or inappropriate dressing into the Exhibition Hall and/or request any person who refuses to comply to leave without giving any reason.

g. Exhibitor Badges

Every member of your staff, who will be manning the booth, requires an Exhibitor Badge. These badges must be worn on-site at all times during the open days of the exhibition.

You may collect the Exhibitor Badges from the registration counters on-site from 2:00pm to 6:00pm on Sun-27 Jul and from 7:30am onwards during the exhibition days.

h. Lighting And Electrical Work

All technical services work including additional electrical supplies must be ordered through Kingsmen Exhibits Pte Ltd the appointed contractor by the Organizer.

The standard supply of electricity available for use in the booth is single phase, max 800W. Supplies to booth will normally be switched off 30-minutes after the Exhibition closes each evening but 24-hour supplies can be provided by prior arrangement with the Official Booth Contractor. Exhibitors who require electrical supplies at times other than those stated must make an application to the Official Booth Contractor's office on-site. Any cost incurred will be borne by the Exhibitor.

The Organizer reserves the right to disconnect any electrical supply that is dangerous or is likely to be hazardous to visitors or to cause annoyance to other Exhibitors.

All electrical works must be carried out solely by the Official Booth Contractor.

i. Character Of Exhibits

The Organizer reserves the exclusive right to decline or prohibit any exhibit, part of an exhibit, person, advertisement, souvenir, or other feature or action deemed objectionable and/or potentially harmful to the high standards of the Annual Meetings of AOGS. All public space in the exhibit areas and throughout the conference venue is

under the joint control of the Organizer and Sands Expo & Convention Centre and shall not be used for exhibit purposes without expressed written consent. If the operation of any equipment or apparatus produces noises or vibrations of sufficient volume, or odours found to be annoying to neighbouring exhibitors or guests, it will be necessary to discontinue such operation. Booths must be manned at all times during exhibit hours. Exhibits must NOT be disturbed, dismantled, or removed before 6:30pm on Thu-31 Jul 2025.

j. Official Contractors

The Organizer has appointed Kingsmen Exhibits Pte Ltd for various services to ensure a more efficient and regulated build-up and tear-down. The services of the appointed contractor are for the convenience of exhibitors, and the Organizer will accept NO liability in respect of any contract between exhibitors and the Official Booth Contractor for negligence or default of any such persons, their servants, and agents.

k. Only the official Freight Forwarder can be employed whenever mechanical handling of exhibits (i.e. the use of a forklift or pallet truck) at the loading/unloading bay and within the Exhibition Hall is required.

l. Insurance

Exhibitors are advised to insure their exhibits, property, or articles of any kind against all risks and have third-party insurance taken out to cover their staff or representatives on duty. The Exhibitor shall insure against, indemnity, and hold the Conference Organizer harmless in respect of all costs, claims demand, and expenses to which the Conference Organizer may in any way be subject as a result of any loss or injury arising to any person (including members of the public, the organizer's staff, agents or contractors), or property howsoever caused as a result of any act or default of the Exhibitor, his servants, agents or contractors or invitees. If the Organizer demands, the Exhibitor shall provide proof to the Organizer that the exhibitor has adequate insurance coverage.

m. Liability Insurance

Neither the Asia Oceania Geosciences Society (AOGS), Meeting Matters International and/or Sands Expo & Convention Centre nor any of their employees or representatives shall be liable for any injury, loss, or damage to the Exhibitor's personnel or property or their visitors attending the exhibition. Additionally, neither the AOGS, Meeting Matters International nor Sands Expo & Convention Centre shall be held liable for the effects of unforeseeable events that may deleteriously affect the quality of the Exhibitors' display or the number of people attending the meeting. Neither AOGS, Meeting Matters International nor Sands Expo & Convention Centre accepts any responsibility for an Exhibitor's products. Liability insurance shall be at the Exhibitor's own expense.

n. **Booth Cleaning**

During the build-up and teardown periods, Exhibitors will be responsible for the removal of booth debris (i.e. empty carton boxes, etc.) and rubbish. Failure to do so will result in the Exhibitors being liable for the service fees involved in removing the debris and rubbish. All aisles must be left clear at all times.

o. During the Exhibition days, the Organizer will provide general cleaning of the aisles and Hall daily. It is the Exhibitors' responsibility to maintain the cleanliness of their booths at all times.

p. All materials for printing/publishing must arrive by Tue-20 May 2025.

2.3 Exhibition Booth Add-Ons - Order & Payment by 13 Jun 2025

Kingsmen Exhibits Pte Ltd has been appointed as the official booths, poster boards, furniture provider and audio & visual support for AOGS 2025. For additional booth requirements, please use the Service & Order Form in this Manual which includes furniture, lighting & electrical items, AV equipment, graphic printing, etc. The forms are also available for download at this URL: https://drive.google.com/file/d/13Z6q_muN764YYepw_DbgbS9qrDDfV3ga/view

2.4 Freight, Shipping & Site Handling

Exhibitors and sponsors are advised to read through this section carefully and take note of the shipping requirements and deadlines. Information includes details on unpacking, installation, and re-packing of exhibits, storage services, prohibited items, custom requirements, venue requirements, etc.

The contracted services provided by our Official Freight Forwarder includes receiving exhibit goods, temporary storage, positioning, delivery confirmation, unpacking, empty container storage and transportation, outbound return formalities and operation, and other services required by Exhibitors. Exhibitors requiring such services are requested to return the respective service order form before the deadline with their item description, dimensions, weight, and date of arrival.

If you decide not to use our Official Freight Forwarder and their recommended agents (for non-local exhibitors only), please hand the shipping manual to your appointed freight forwarder for their compliance so that your exhibits can be correctly dispatched and consigned to the Official Freight Forwarder. Failure to comply with the deadlines and instructions will cause unnecessary delays in clearance and may lead to additional expenses being incurred and possible late delivery of your freight.

- a. Material Shipping, Receiving, and Handling
AOGS 2025 has contracted with Rogers Expo (Singapore) Pte Ltd for the handling of all exhibit material. The conference highly recommends that you employ the use of a customs broker for the shipping of your materials. Please view/download shipping manual, tariff and CIPL from this URL:
https://drive.google.com/file/d/1KVlzfYUqKLawn6MSDhq_Ys0qHvN97OG/view
- b. Consignment Deadlines
Documents due: 7-working days pre-arrival
Deliver to Singapore by
- | | |
|---------------------|------------------|
| ▪ Sea freight LCL: | 15 – 17 Jul 2025 |
| ▪ Sea freight FCL: | 16 – 18 Jul 2025 |
| ▪ Airfreight (DRY): | 18 – 20 Jul 2025 |
| ▪ Courier Service: | 21 – 23 Jul 2025 |
- c. Consigning Instructions (Sea & Air)
All freight should be shipped on “FREIGHT PREPAID”, and consigned as follows:
ROGERS EXPO SERVICES (SINGAPORE) PTE LTD
6, Harper Road,
#05-03 Leong Huat Building,
Singapore 369674
Tel: (O) +656846 0055
Email: sales@rogers-asia.com
For: AOGS2025
- d. Case Markings
For easy identification, all packages shall be marked as follows:
Exhibition Name: AOGS 2025
c/o ROGERS EXPO SERVICES (SINGAPORE) PTE LTD
Exhibitor:
Booth No:
Case No:
Dimensions:
Weight:
- e. Packing And Unpacking / Repacking On-Site
Please ensure your equipment is packed in strong, waterproof packing case which lends itself to being re-packed after the exhibition. Please bear in mind that your exhibits will be in transit for long periods both to and from the exhibition and that cartons are not suitable to withstand the constant handling which takes place during transshipment.

Exhibitors shall be responsible for the consequences of improper packing. When packing, exhibitors should take into consideration the weight and height restrictions of the show venue. Exhibitors shall be responsible for all consequences if they send to the show any exhibits with dimensions and weight that exceed the limits of the show venue. If in doubt, exhibitors should check with the organizer.

Rogers Expo (Singapore) Pte Ltd will assist you in physical unpacking and installation of exhibits, however exhibitors must supervise and be responsible for these operations. For this purpose, a representative of the company must be available on-site during the move-in period. If exhibitors arrive on-site late, or instruct us to arrange unpacking or repacking unsupervised on their behalf, we shall handle these operations only at the exhibitors' risk.

Similarly, during exhibition closing, exhibitors must also supervise the dismantling and repacking of exhibits, especially for delicate or heavy equipment. When exhibits are repacked with used packing materials, the packing is regarded as no longer suitable to protect the equipment against damage/moisture compared with the original. Exhibitors shall therefore bear the responsibility for any consequences arising there from.

f. Exhibition Closing Procedures & Return Movement

The following documents will be distributed to exhibitors before closing.

- A copy of the List of Exhibits previously submitted to customs
- A form of Instructions for Disposal of Exhibits

Rogers Expo (Singapore) will start to return empty cases to stands on the closing day after all visitors have left, and will assist exhibitors in re-packing and undergoing Customs formalities. In order to ensure the closing of the exhibition can proceed smoothly, those exhibitors with heavy and oversized equipment may be required to repack their exhibits on the next day. Our on-site representatives will inform exhibitors of the exact arrangements during the exhibition.

Exhibitors are requested to declare on their disposal form the number of packages, value, and weight/volume of each product within the following categories:

- Sold
- To be returned (port of destination/mode of transport)
- Consumed/given away

Return consignments will be despatched on a freight 'prepaid' basis upon full payment of our handling charges in Singapore or on 'collect' terms via a shipper's disbursement. (Please note that we are not in a position to handover any return freight to other third-

held responsible for any loss or theft of exhibits at the Exhibition areas or associated premises during the build-up, Exhibition days, and tear-down periods.

b. Fire Precautions

All fire hose reels, fire extinguishers, fire alarms and emergency lights in the exhibition hall must not be blocked and must remain accessible at all times. Upon seeing an outbreak of fire, one should activate the fire alarm system and try to quench the fire or confine it by using extinguishers.

During the build-up and tear-down period, exhibitors and/or their appointed contractors are to maintain the general cleanliness and tidiness of their stand working area and aisles must not be obstructed with construction materials or debris. They are also responsible for the removal of all stand construction debris and rubbish daily.

Smoking is prohibited inside the enclosed facilities (e.g.: exhibition halls, meeting rooms, etc.) and within 5-metres of entrances and exits, open window or ventilation intake of any building.

No naked or open flame equipment is to be used in the exhibition hall at any time.

2.6 Goods Vehicles Traffic Procedures

a. Goods Vehicles Temporary Entry Permit

- i. For All Non-Trade Shows, Vehicle Permit System applies.
- ii. Contractor Licensees must submit an online vehicle entry permit application via a link (MBS Sands Expo & Convention Centre VEP) only within 7 days from the actual entry date. The following information must be filled up by the Licensee/contractors.
 - Company name
 - Person in charge and contact details.
 - Event name
 - Vehicle details
 - Date time of arrival/departure
- iii. Upon receiving the vehicle entry application, MICE Logistics team will check and verify all the details and will approve the permit if:
 - MICE Logistics team will reject the application if they find any discrepancies in the request, informing the requestor the reason for rejecting.

- iv. View/download user guide: User Guide URL:
https://drive.google.com/file/d/1IBu5tyafLUqGh9Y7Ial1bk_T3rmr11z/view

Tel: (M) +65 8138 9867

Email: MICE_LOGISTICS@marinabaysands.com

b. Load-In / Load-Out Docks

There are various docks for load-in / load-out operations within the Sands Expo & Convention Centre, subject to approval by the logistics team:

- Access to Marina Bay Sands meeting spaces shall be via the Freight Elevators located near Marina Bay Sands Basement 4 MICE Loading Dock or via the freight elevators located at Hall A (Level 1) and Hall D (Basement 2).
- All vehicles must have the driver's contact details on the vehicles' windshield, for emergency contact purpose.

Marina Bay Sands Logistics Team may amend the truck access guidelines as it deems fit to facilitate any last-minute or ad-hoc requests.

2.7 Food and Beverage Catering Services

Food and beverage catering / banqueting services shall be provided exclusively by the Centre. No external food and beverage supplier or caterer will be allowed to supply or cater food and beverage into our Centre. Failure to comply with this policy will result in a mandatory fee that will be levied, in addition to any other damages to which the Centre may be entitled.

The following general information applies to all catered functions:

- 1) Food and beverage requirements for staff offices, lounges, meeting rooms, registration, etc. must be submitted to us according to clause 2 below.
- 2) To assist you in the planning of your F&B Services, please note that:
 - For 500 People or Less: Menu selections and initial guarantees must be placed ten (10) business days prior to scheduled function.
 - For 501 - 1000 People: Menu selections and initial guarantees must be placed fourteen (14) business days prior to scheduled function.
 - For 1,001 and above: Menu selections and initial guarantees must be placed twenty-one (21) business days prior to scheduled function.

- 3) We are happy to accommodate any last-minute orders and / or replenishments, subject to chef's choice.
- 4) The Centre reserves the right to substitute or modify the menu selections for requests received with less than seven (7) days' notice, due to product availability.
- 5) For Exhibition Booth Catering inquiries contact them at boothcatering@marinabaysands.com or at +65 6688 8570

2.8 Getting to MBS Sands Expo & Convention Centre

a. AOGS2025 Location

Sands Expo & Convention Centre – Level 4
Roselle-Simpur Main Ballroom
10 Bayfront Avenue, Singapore 018956

MBS URL: <https://www.marinabaysands.com/expo-and-convention.html>

b. Getting Around Singapore

The nearest MRT stations to Sands Expo & Convention Centre, Marina Bay Sands are:

- Bayfront South is 210 meters away, 4 min walk
- Bayfront (CE1|DT16) is 308 meters away, 5 min walk
- Bayfront Ave - Bayfront Stn Exit A (03519) is 344 meters away, 5 min walk

*The Mass Rapid Transit (MRT) system is a rail network that is the backbone of Singapore's public transport system.

Handy References:

For more information about Singapore's public transportation system, go to:

<https://www.lta.gov.sg/content/ltagov/en/map/bus.html>

For more information about Singapore's rail network, go to:

https://www.lta.gov.sg/content/ltagov/en/getting_around/public_transport/rail_network.html

2.9 Hotel Booking

AOGS 2025 offers highly competitive rates at official hotels. Lock in your hotel early to access the best rates and stay close to the action:

https://www.asiaoceania.org/aogs2025/public.asp?page=support_and_resources.asp#hotel-booking

Advantages of booking AOGS 2025 official hotels

- AOGS 2025 works directly with the hotels. No hotel agents/agencies are appointed for this conference.
- AOGS 2025 Hotel reservation acknowledgment is immediate.
- Best rates during the blocked period 27 July to 01 August 2025.

Important Notes

- AOGS 2025 Hotel Booking Closes on 26 June 2025
- Booking Confirmation is subject to availability at the time of your booking. Please book early!
- Please refer to OANDA Currency Converter for the estimated currency exchange rates. Rates are subject to 10% Service Charge and 9% GST (Goods and Services Tax)

3.0 AOGS2025 Exhibitors and Sponsor Terms & Conditions

AOGS2025 EXHIBITORS AND SPONSORS TERMS & CONDITIONS

Terms of Reference

The term "Sponsor" shall include all representatives and agents of any organization to whom space and promotional activities have been allocated for the purpose of participating in the AOGS2025 Exhibitor & Sponsor program. The term "Organizer" shall mean AOGS and/or Meeting Matters International Pte Ltd (Meet Matt) also referred to as AOGS Secretariat. The term "Contract" means the contract for sponsorship participation in AOGS2025 – 22nd Annual Meeting also referred to as the Event.

1. Use of Sponsored Space

Sponsors are not allowed to sub-let or assign their digital showcase or sponsor's acknowledgement space to other parties either wholly or in part without the written consent of the Organizer in writing.

2. Exhibition Booth Location

The original booth placement may be changed at the organizer's discretion.

3. Terms of Payment

All payments are required to be made within 21 days of the invoice date, unless otherwise agreed in writing we may be required to release your booking.

4. Breach of Contract and/or Withdrawal by Sponsor

If a Sponsor decides not to participate, they must notify Meet Matt in writing. The following expenses will be borne by the Sponsor:

- Cancellation within 30 days of submitting the Exhibitor/Sponsor Booking Form: No charge unless booking is made after 20 May 2025 (11:59 Hours GMT+8) in which case, full cost of participation is payable.
- Cancellation between 30 days after Exhibitor & Sponsor Booking Form submission and before 20 May 2025 (11:59 Hours GMT+8): 50% of cancelled participation costs apply.

5. Changes in Venue, Date and/or Duration of the Event

The Event's location, date, and length may all be altered at the organizer's discretion. If the location, date, or duration of the event are altered, the participation agreement will still be in effect as long as the Sponsor is notified at least one month in advance of the new information.

6. Failure of Services

The Organizer shall not be held responsible for any losses incurred by the Sponsor, either directly or indirectly should any portion of the Event be cancelled, suspended, reduced or postponed, due to

- i. Force Majeure
- ii. Acts of war, military activity, municipal statutory or civil authority requisition
- iii. Fire or excessively inclement weather e.g., earthquake, flood, typhoon
- iv. Acts of terrorism
- v. Strikes or lockouts
- vi. Or any other cause beyond the Organizer's control.

7. Event Cancellation / Postponement

Should any portion of the Event be cancelled, reduced or postponed, the Organizer reserves the right to withhold the full payment or part thereof to cover any costs they have already incurred for the Sponsorship. Payments made to the Organizer, or any part thereof, may be refunded to the Sponsor at the Organizer's sole discretion.

8. Jurisdiction

These Terms of Contract shall be subject to Singapore law.

9. Prices

Prices are fixed and do not include any relevant taxes.

10. Indemnification

It is the responsibility of the Exhibitor/Sponsor to indemnify the organizer against any claims or liabilities arising from their participation in the Event.

AOGS Secretariat

Exhibition & Sponsorship: geomest@asiasoceania.org
Scientific Program & Help Desk: info@asiasoceania.org