



# FOODPRO EAST AFRICA EXHIBITOR BOOKING FORM 2025

Enhancing Global Competitiveness Through Value Addition

8-10 SEPTEMBER 2025 | SARIT EXPO CENTRE - NAIROBI KENYA



[WWW.FOODPRO-EASTAFRICA.COM](http://WWW.FOODPRO-EASTAFRICA.COM)

## FORM B: EXHIBITOR BOOKING CONTRACT FORM

Full Names/Contact Person:

Date:

Place:

Title:

Email

Mobile:

Company Name:

**Note: Only one company name that will appear on exhibition booth fascia and other media allowed**

Mailing Address:

Telephone:

City:

Website:

Country:

Mobile:

Zip/PostalCode:

**Note: The contact details will be used for invoicing.**

## ATTACH BRIEF BUSINESS DESCRIPTION

## THE AGREEMENT

We hereby agree to contract the following space and services in accordance with the terms and conditions of participation. (Kindly select either Option A or Option B):

### OPTION A - FULLY EQUIPPED SPACE (MIN. 9SQM):

Floor space base rate including: General aisles cleaning and general security (obligatory up to 35sq.m): Turnkey stands include walls, 1 shelve, 1 spot/3sqm, 1 table, 2 chairs, energy supply (3 KW, incl, consumption), fascia board and waste bin.

**BOOKED ..... SQM X USD 300 = .....**

### OPTION B - SPACE ONLY (MIN. 18SQM):

Indoor floor space base rate including: General aisles cleaning and general security of the expo halls.

**BOOKED ..... SQM X USD 270 = .....**

## STAND FORM SURCHARGES

**Corner, head or isles stands are limited and will be served upon availability. Surcharge is based on the space rental fee only.**

Corner Stand, open on 2 sides (plus 10%) = .....

Head Stand, open on 3 sides (plus 20%) = .....

Head Stand, open on 3 sides (plus 20%) = .....

## ADVERTISEMENTS IN THE EXHIBITION MAGAZINE

Full page, full colour \$1300

Half page, full colour \$850

**Total Amount**

(All rates are exclusive of VAT)

**Product Category**

(Refer to brochure)

Exhibit booth(s) confirmation and commencement of marketing activities will be done after receipt of payment.

## CANCELLATION POLICY

Exhibitors can opt out of the exhibition up to a maximum of 90 days to the exhibition day. Any cancellation made more than 90 days before the event will attract a 50% cancellation fee. No refunds will be made for any cancellations made less than 90 days to the exhibition date. All cancellations must be made only in writing.

**Date:**

**Signature:**

Company stamp here

Return completed form to [foodpro@kam.co.ke](mailto:foodpro@kam.co.ke)

## PAYMENT INFORMATION

### WIRE TRANSFER TO KES ACCOUNT:

**Bank:** Equity Bank [Kenya] LTD  
**Account Name:** Moland Media East Africa LTD  
**Bank Account Number:** 0550283559096  
**Bank Swift Code:** EQBLKENA  
**Bank Code:** 068  
**Branch Code:** 055  
**Branch Name:** Westlands Branch

### WIRE TRANSFER TO USD ACCOUNT

**Bank:** Equity Bank [Kenya] LTD  
**Account Name:** Moland Media East Africa LTD  
**Bank Account Number:** 0550286358806  
**Bank Swift Code:** EQBLKENA  
**Bank Code:** 068  
**Branch Code:** 055  
**Branch Name:** Westlands Branch

# TERMS AND CONDITIONS FOR SPONSORS AND EXHIBITORS

## General Overview

- By registering as a sponsor or exhibitor, you are committing to uphold these terms and conditions. Please note that the organizer reserves the right to make amendments at any time; however, we will ensure that all changes are communicated to you promptly. Your cooperation and understanding will help us create a successful and impactful event.

## Eligibility

- All sponsors and exhibitors are required to ensure that their products, services, and marketing materials strictly comply with the laws and regulations of Kenya, the host country for this edition of the event, as well as any other applicable jurisdictions. Non-compliance is not acceptable.

## Exhibition Space Allocation

- Space allocation is determined solely by the organizer and depends on availability. Sponsors and exhibitors must follow the specified booth dimensions and layouts. The organizer reserves the right to change the assigned booth at any time.

## Exhibition Booth Build-up and Breakdown

- All setup and dismantling must be completed within the designated timeframes established by the organizer. Please note that any late setup or early dismantling without prior approval will result in penalties. Adhering to these guidelines is essential for a smooth and successful event.

## Data Collection and Usage

- All data collected during the event must strictly adhere to the EU General Data Protection Regulation (GDPR) and the Kenya Data Protection Act. It is essential to obtain explicit consent from attendees before collecting any data. Additionally, you must clearly communicate the intended use of the data, ensuring transparency and building trust with participants.

## Data Security

- Sponsors and exhibitors are required to implement robust technical and organisational measures to effectively safeguard the security and confidentiality of all personal data collected. This commitment is essential for building trust and ensuring the protection of individual privacy.



## Prohibited Activities

- Misrepresentation, false advertising, and any involvement in unethical or illegal activities are strictly prohibited by the organizer. Violating these standards will result in immediate removal from the event, with no refund provided. We are committed to maintaining the integrity of our event and appreciate your cooperation in upholding these important guidelines.

## Marketing Materials

- To ensure a cohesive and impactful marketing effort, all promotional materials—including flyers, banners, and giveaways—must be submitted for prior approval by the organizer. It is essential that these materials not only gain approval but also uphold the highest ethical standards. Your cooperation will contribute to a powerful and responsible marketing campaign.

## Use of Logos and Trademarks

- To ensure the integrity and branding of the event, sponsors and exhibitors are required to secure prior written approval from the organizer before using the event's logo. Any unauthorized use will not be tolerated and may result in consequences. Your cooperation is essential in preserving the event's reputation and impact.

## Insurance

- Sponsors and exhibitors are granted the exclusive privilege to use the event's logo only with prior written approval from the organizer. We emphasize that any unauthorized use is strictly prohibited and may result in serious consequences. Please ensure you obtain the necessary permission to maintain the integrity and reputation of the event.

## Liability

- The organizer cannot be held liable for any loss, theft, damage, or injury that may arise during the event. It is essential for sponsors and exhibitors to take proactive measures to safeguard their equipment and personnel effectively. Your commitment to ensuring a secure environment is crucial for a successful event.

## Cancellation Policy

- Sponsors and exhibitors can cancel their participation up to 90 days before the event.
- Cancellations made 90 days after the will incur a 50% fee.
- No refunds will be provided for cancellations less than 90 days to the event. Please submit all cancellations in writing.

### **Force Majeure**

- The organizer is not liable for delays, interruptions, or cancellations due to circumstances beyond their control, such as natural disasters, strikes, or government restrictions.

### **Photography and Media Release**

- By participating, sponsors and exhibitors give the organizer permission to capture, use, and publish photographs or videos of their staff and booths for promotional purposes.

### **Health and Safety**

- Sponsors and exhibitors are required to comply with all health and safety regulations mandated by the venue and the relevant authorities. Any exhibitor utilizing storage, preparation, cooking, demonstration, or application equipment and supplies must adhere to the guidelines established by the organizers, the venue management, and applicable local regulations.

### **Internet Usage**

- Sponsors and exhibitors must ensure their internet usage is secure and compliant with data protection laws during the event.

### **Sub-Leasing or Sharing Booths**

- Sponsors and exhibitors cannot sub-lease or share their allocated space without obtaining prior written consent from the organizer.

### **Dispute Resolution**

- All disputes arising from participation in the event will be resolved according to Kenyan law, with the courts of Kenya having jurisdiction.

### **Event conduct**

- Sponsors and exhibitors must act professionally and respectfully. Any form of harassment or discrimination is strictly prohibited. Smoking is only allowed in designated areas within the venue.

### **Law Compliance**

- All sponsors and exhibitors must adhere strictly to all applicable laws. This includes, but is not limited to, the GDPR, the Kenya Data Protection Act, consumer protection laws, and trade regulations



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**FOR PARTICIPATION ENQUIRIES,  
PLEASE CONTACT ARNOLD ODHIAMBO**

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W: [www.foodpro-east africa.com](http://www.foodpro-east africa.com)

