



Exhibition Reservation Form

FIG Working Week 2027 | 23–27 May 2027

Stavanger Forum & Expo, Stavanger, Norway

Thank you for your interest in exhibiting at FIG Working Week 2027. Please complete this form and return it to FIG Office at fig@fig.net or LOC at fig2027@geoforum.no. A confirmation invoice will be issued upon receipt.

Payment Route

Tick one box. The currency you choose determines who issues your invoice.

Prices are set in EUR and NOK; the EUR amount is what is owed. NOK figures are indicative only and are converted at the exchange rate on the invoice date. Enter your totals in EUR.

☐ **Pay in EUR**

Invoiced and settled with the International Federation of Surveyors (FIG), Copenhagen.

☐ **Pay in NOK**

Invoiced and settled with FIG Norge, Norway.

1. Company Details

Company / Organisation Name	
Contact Person / Booth Representative	Invoice Address
E-mail	Country
Telephone	Website
Purchase Order / Reference No. (optional)	VAT-ID No. (compulsory for EU companies)

2. FIG Membership Declaration

FIG member associations are entitled to discounted exhibition rates. Tick the box if your organisation is a member.

☐ Our organisation is a member of FIG member association.

Member association name: _____

3. Exhibition Floor Space

FIG MEMBER RATES

Applicable to FIG member associations

STANDARD EXHIBITION SPACE

Size	Area	EUR (incl. VAT)	NOK*
2 × 2 m	4 m ²	€950	10,500
4 × 2 m	8 m ²	€1,650	18,200
3 × 3 m	9 m ²	€1,950	21,500
6 × 3 m	18 m ²	€3,100	34,100
9 × 3 m	27 m ²	€4,350	47,900

COMPACT EXHIBITION SPACE



PERIMETER
LOCATION

Size	Area	EUR (incl. VAT)	NOK*
2 × 3 m	6 m ²	€1,800	19,800



ONLY 10 LOCATIONS AVAILABLE



EUR is the contractual price and includes VAT. NOK figures are indicative only, based on an exchange rate of EUR 1 = NOK 11 and rounded to the nearest NOK 100. The final NOK amount may vary and will be calculated using the exchange rate applicable on the invoice date.



CONTRACTUAL CURRENCY:

EUR

NON-MEMBER RATES

Applicable to organisations that are not FIG member associations

STANDARD EXHIBITION SPACE

Size	Area	EUR (incl. VAT)	NOK* NON-MEMBER
2 × 2 m	4 m ²	€1,200	13,200
4 × 2 m	8 m ²	€2,100	23,100
3 × 3 m	9 m ²	€2,450	27,000
6 × 3 m	18 m ²	€3,900	42,900
9 × 3 m	27 m ²	€5,450	60,000

COMPACT EXHIBITION SPACE



PERIMETER
LOCATION

Size	Area	EUR (incl. VAT)	NOK* NON-MEMBER
2 × 3 m	6 m ²	€2,250	24,800



ONLY 10 LOCATIONS AVAILABLE



EUR is the contractual price and includes VAT. NOK figures are indicative only, based on an exchange rate of EUR 1 = NOK 11 and rounded to the nearest NOK 100. The final NOK amount may vary and will be calculated using the exchange rate applicable on the invoice date.



CONTRACTUAL CURRENCY:

EUR

4. Booth setup option (select one):

☐ **OPTION C – FLOOR SPACE WITH OWN EXHIBITION WALLS.**

I will bring my own roll-ups, lightweight exhibition walls or similar display solution.

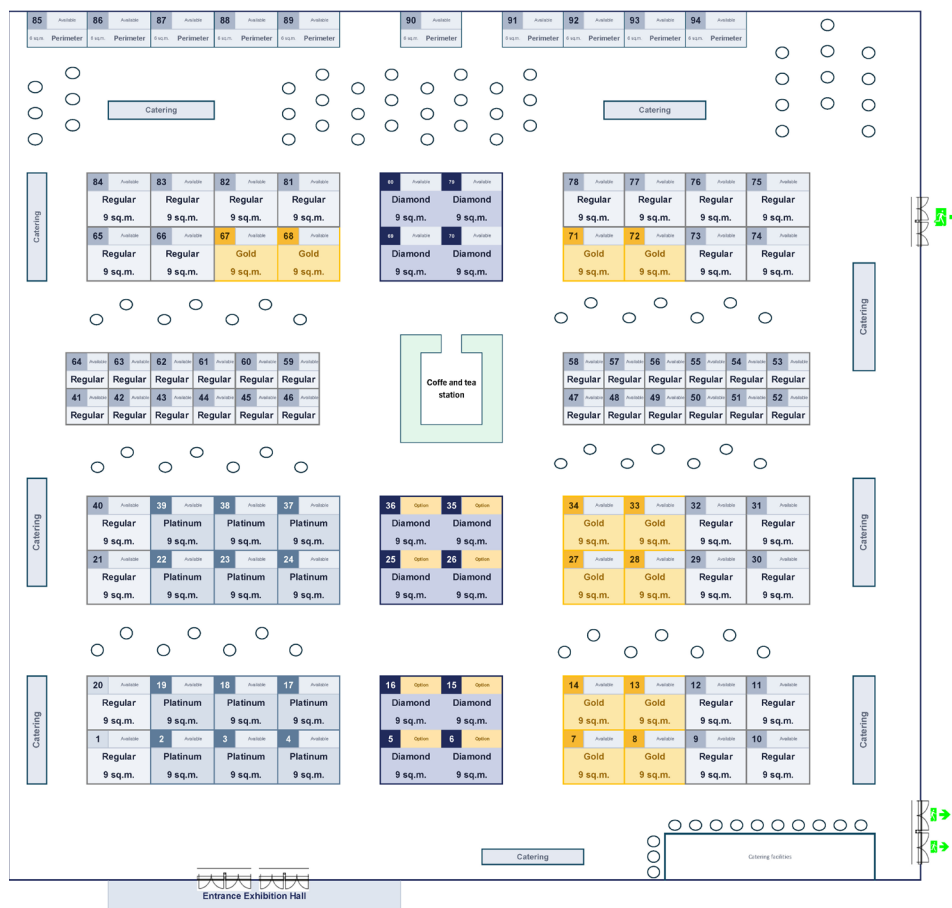
I will order electrical connection separately through Forum Expo at [BUILD YOUR COMPLETE BOOTH](#) (choose “STAND ROLL-UP” option).

If I need furniture, AV, signage and other extras, I will order those at [BUILD YOUR COMPLETE BOOTH](#)

☐ **Option D — FLOOR SPACE WITH BOOTH WALL PACKAGE.** I will order a booth wall package and any additional products and services directly from Forum Expo at [BUILD YOUR COMPLETE BOOTH](#)

5. Select Your Floor Space

Review the exhibition floor plan below and indicate your preferred location. Diamond and Platinum sponsors are placed first, and the remaining stands are confirmed in dialogue.



Preferred stand number(s) and any other notes

6. Total

Enter your totals in the currency you ticked at the top of the form (EUR or NOK).

Exhibition Space	
GRAND TOTAL (in selected currency)	

9. Payment Terms

Payment is by bank transfer only.

An invoice will be issued by FIG (if you ticked EUR) or FIG Norge (if you ticked NOK), after allocation is confirmed. Payment is due within the period stated on the invoice. Use the bank details corresponding to your selected payment route.

EUR — Pay to FIG (Copenhagen)	NOK — Pay to FIG NORGE
Beneficiary: International Federation of Surveyors, FIG FIG Office Kalvebod Brygge 31-33 DK-1780 Copenhagen V Denmark	Beneficiary: FIG NORGE Org. nr.: 933 917 053 Dronning Mauds gate 15 0250 Oslo Norway

10. Signature

By signing below, I confirm on behalf of the company / organisation named above that I am authorised to make this reservation, and I accept the Terms and Conditions in Section 11.

The signed Reservation Form constitutes a legally binding contract between the company / organisation, on one side, and FIG and FIG Norge, on the other side.

Name and Surname (in capital letters)	Position / Title
Place and Date	Authorised Signature

11. Terms and Conditions

The Agreement

These Terms and Conditions govern all exhibition bookings for FIG Working Week 2027 (the “Event”), held 23–27 May 2027 at Stavanger Forum & Expo, Stavanger, Norway.

By signing and returning the Exhibition Registration Form, the exhibitor (the “Exhibitor”) accepts these Terms and Conditions. Depending on the payment route selected on the form, the contract is concluded with the International Federation of Surveyors (FIG), Copenhagen, for payments in EUR, or with FIG Norge for payments in NOK (the “Organiser”).

The signed Exhibition Registration Form, together with these Terms and Conditions, constitutes a legally binding contract between the Exhibitor and the Organiser. Where the Exhibition Registration Form and these Terms and Conditions conflict, these Terms and Conditions prevail.

Application, Allocation and Confirmation

Exhibition floor space is allocated only upon receipt of a signed Exhibition Registration Form and is subject to availability.

Submission of the form constitutes a firm booking request but does not in itself guarantee a particular stand, size or location. The Organiser confirms the booking, allocated stand and stand number in writing.

Diamond, Platinum and Gold Sponsors receive priority in the stand allocation process. The remaining exhibition spaces are allocated thereafter, considering booking date, stand size requirements and operational considerations.

The Organiser reserves the right to adjust stand allocations where necessary for safety, regulatory or operational reasons and may decline any application at its discretion.

Exhibition Floor Space and Stand Construction

Stand numbers are confirmed in writing by the Organiser following allocation.

- Exhibitors selecting Option C (Floor Space with Own Exhibition Walls) are responsible for supplying and installing their own roll-ups, lightweight exhibition walls or similar display structures. Electrical connection shall be ordered separately through Forum Expo.
- Exhibitors selecting Option D (Floor Space with Booth Wall Package) shall order booth walls and any additional products and services directly from Forum Expo.

Furniture, lighting, AV equipment, electrical connections, signage and any other products or services supplied by Forum Expo are not part of this Exhibition Registration Form and shall be ordered separately.

All stands, display materials and on-stand activities must comply with venue regulations and applicable health and safety requirements.

Payment

Payment is by bank transfer only.

An invoice is issued by FIG (for EUR) or FIG Norge (for NOK) once the allocation is confirmed and is payable in full by the due date stated on the invoice, using the bank details for the selected payment route.

Prices are inclusive of VAT. EUR is the contractual price. NOK figures are indicative only and are calculated using the exchange rate applicable on the invoice date.

The Exhibitor bears all bank charges relating to the transfer.

Failure to pay by the due date may result in cancellation of the booking and reallocation of the exhibition space without prejudice to the Organiser's right to payment.

Cancellation by the Exhibitor

Cancellations and reductions must be submitted in writing to fig@fig.net (for EUR payments) or fig2027@geoforum.no (for NOK payments).

The effective cancellation date is the date on which the Organiser receives the written notice. The following terms apply:

- **On or before 31 December 2026:** the Exhibitor receives a full (100%) refund of the amount paid, less any bank charges and handling costs incurred by the Organiser.
- **After 31 December 2026:** no refund is given, and the full contracted amount remains due and payable.
- Cancellation amounts are calculated by reference to the originally scheduled dates of the Event. Where the Organiser can re-sell a cancelled package or stand, it may, at its discretion, reduce the amount payable by the Exhibitor accordingly.

Changes, Postponement or Cancellation by the Organiser

The Organiser may make reasonable changes to the exhibition layout, floor plan, timing or operational arrangements and may reallocate stand placements where necessary for safety, regulatory or operational reasons, without liability.

If the Event is postponed or cannot take place for reasons beyond the Organiser's reasonable control — including force majeure such as natural disaster, epidemic or pandemic, government measures, war, terrorism, fire or industrial action — the Organiser may reschedule the Event and transfer bookings to the new dates or cancel the Event.

If the Organiser cancels the Event, it will refund fees paid after deducting unavoidable costs already incurred and committed. The Organiser is not liable for any further costs, including the Exhibitor's travel, accommodation or other expenses.

Liability and Insurance

Exhibitors are responsible for their own travel, accommodation and insurance, and for insuring their staff, property, exhibition materials and stand against loss, damage and third-party liability.

The Exhibitor is liable for any damage it causes to the venue, equipment or the property of others.

To the extent permitted by law, the Organiser is not liable for indirect or consequential loss, or for loss of or damage to the Exhibitor's property, and the Organiser's total liability is limited to the fees paid by the Exhibitor for the booking.

Data Protection and Governing Law

Personal data provided on the Exhibition Registration Form is processed only to administer the booking and the Event, in accordance with applicable data-protection law (GDPR).

The contract is governed by the law of the contracting Organiser's country — Danish law for bookings with FIG (Copenhagen) and Norwegian law for bookings with FIG Norge — and the courts of that country have jurisdiction.

12. Send the completed form to

Please complete this form and return it to FIG Office at fig@fig.net or LOC at fig2027@geoforum.no

An acknowledgement, an invoice, and the signed counter-confirmation will follow.