



NAICE 2015 >>

Society of Petroleum Engineers
**NIGERIA ANNUAL INTERNATIONAL
CONFERENCE AND EXHIBITION (SPE NAICE)**

4th - 6th August 2015 | Eko Hotel and Suites, Victoria Island, Lagos



SOCIETY OF PETROLEUM ENGINEERS

Theme:

**Natural Gas Development and Exploitation in an Emerging
Economy - Strategies, Infrastructure and Policy Framework**

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MESSAGE FROM THE ORGANIZERS

Dear Esteemed Exhibitor,

On behalf of the Nigeria Council of the Society of Petroleum Engineers, we welcome you to the 39th Nigeria Annual International Conference & Exhibition (NAICE 2015), and we wish to express our deepest appreciation for choosing to exhibit at the event. This manual has been carefully put together for you.

Please read it as it contains important information to help you prepare for a smooth and successful participation at the event. We will be happy to answer any questions you have and give you any assistance and guidance you require.

The event would take place at the Expo Center of the Eko Hotel and Suites, Victoria Island, Lagos.

We wish you a richly rewarding event and we look forward to working with you to ensure a successful outing for your company.

Thank you.

Exhibition Sub-Committee

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Welcome Address:

Welcome to the 39th Nigeria Annual International Conference & Exhibition 2015 holding at the Eko Hotel and Suites, Victoria Island Lagos. As you are aware this year's conference theme focuses on a key issue impacting Africa's emerging economies. This conference offers a platform for discussion on achieving economic maximization of natural gas in an emerging economy. Once upon a time in most emerging economies, a natural gas find was considered as a downside but the picture has changed significantly with considerable resources deployed in building robust gas portfolio. At the same time, governments are partners and even drivers, with Nigeria playing a leading role, to tap into the continent's huge gas reserves to power its growing economies. SPE, being the major professional body in the energy industry has offered its annual international conference as a platform to thoroughly focus on this issue hence the theme of NAICE 2015:

Natural Gas Development and Exploitation in an emerging Economy - Strategies, Infrastructure and Policy Framework

As the theme suggests, economic development and exploitation of this natural resources can best be served with the proper strategy, infrastructure and policy framework. The conference aims to bring together government and professionals in the industry for exchange of proven ideas on the theme.

The Expo Center of the Eko Hotel and Suites provides a unique venue that is custom built for exhibitions and conferences and we are optimistic that you would derive optimum value from your participation as an exhibitor during NAICE 2015.

Once again, thank you for being an essential part of our conference.

Sincerely

Emeka Ene

Chairman, Society of Petroleum Engineers Nigeria Council, 2014 - 2015

Exhibition Schedule

Exhibitor booth construction:

Booth Constructions starts from 6 am on Sunday August 2nd and ends 6 p.m. on Monday August 3rd 2015.

All exhibitors are advised to arrive at the venue latest by Sunday, 2nd of August 2015 in order to guarantee timely set up of their booths.

All booths must be fully installed by 1800 hours on Monday August 3rd 2015. Construction of booths will not be permitted beyond 1800 hours on Monday August 3rd 2015. Any defaulting company will be prevented from exhibiting.

NOTE: Forklifts will not be allowed into the exhibition hall.

Daily Exhibition Schedule

- Exhibition Opening/Closing Times : 8.00am/5.00pm daily August 4th to 6th 2015
: 8.00am/2.00pm on 6th August 2015
- End of Exhibition/Dismantling of Exhibits : From 2.00pm Thursday 06 August, 2015

VIP Tour of Exhibition booths

Tuesday, August 4th 2015 - 08:30 am - 12:00 noon: Opening ceremony will take place in the Grand Ballroom of Eko hotel while the VIP tour by invited Dignitaries and Top Government Functionaries, CEO's of Parastatals, MDs of IOC's, SPEI President and Dignitaries etc. will take place at the exhibition hall after the opening ceremony.

Exhibitors move out/ booth dismantling

Exhibition ends officially by 14:00 hours on Thursday 6th August 2015. Dismantling of all booths and equipment will commence from 14:00

hours on Thursday 6th August 2015. All dismantled equipment and exhibits are expected to be removed from the hall by 16:00 hours on Thursday 6th August 2015.

Rules and Regulations

1. Access for vehicles carrying goods or merchandise to leave or pick up from the loading area of the Exhibition Arena will be in order of arrival during the setup and dismantling hours.
2. All exhibitors moving goods and various items for their booth set up must enter through the loading area of the Exhibition Arena only.
3. The movement of goods or merchandise and the use of hand trucks or loading carts are prohibited in the lobby area of the Exhibition Arena.
4. All exhibiting personnel must register by themselves or get registered by their company's focal point for group registrations at the NAICE 2015 registration site: <http://connect.spe.org/spenc/naice/naice2015> as exhibitors so as to have a valid exhibitor tag for access into the exhibition hall.
5. During exhibition days exhibition personnel are allowed to arrive one hour earlier (from 07:00 hours) and will be granted access into the exhibition hall to prepare their promotion materials and plan for the exhibition day.
6. All booths must be manned by at least one company representative during official exhibition hours. Exhibit space must be maintained in a neat, orderly manner throughout the exhibition, and no dismantling may begin before the official closing hour on the final day of the exhibition.
7. Exhibitors must wait until 14:00 hours on August 6th, 2015 to dismantle their booth. Failure to comply will lead to the exhibiting company being sanctioned against future exhibitions.
8. Regarding the consumption of alcohol at official SPE Nigeria Council events, SPE encourages everyone to act responsibly within the exhibition area and do not drink and drive nor operate machinery while under the influence of alcohol.
9. Exhibitors are to ensure that booth construction is carried out

in a safe manner, and should insist that contractors use proper protective garments and safety procedures are adhered to in order to prevent accidents and injuries.

10. Equipment and displays must be arranged within the booth so that visitors do not block the aisle while examining equipment or watching demonstrations. Normal aisle traffic cannot be blocked at any time. Should TV/Plasma/LCD screens placed on the outside walls or outer edge of a booth result in blockage of traffic, the exhibition committee reserves the right to ask the screen in question be turned off.
11. **SECURITY:** SPE in partnership with the hotel management will provide appropriate security in order to ensure the safety of attendees and exhibitors. SPE assumes no responsibility for loss, damage or theft incurred to any exhibit or property of the exhibitor. SPE advises that exhibitors are extra vigilant and take extra care not to leave valuables or other sensitive materials exposed to theft or damage.
12. **INSURANCE:** Should it be required, insurance against fire, public liability and theft must be taken out by each exhibitor at its own expense. The insurance is to cover the full period of occupancy of the exhibition hall by the exhibitor, its agents and employees.
13. **CLEANING AND DISPOSAL OF USED/EXCESS MATERIALS** - Each exhibitor must keep their booths clean and properly dispose of all refuse. All used or leftover materials resulting from delivery, installation and removal activities of the exhibitor shall be disposed of at the exhibitor's expense.

Audio Visuals

Each Exhibiting Company is to provide its audio visual aids for its presentations. Sound systems are allowed in exhibition area. The system must be maintained at a moderate level not to disturb the neighbors or any presentation or negotiation around. SPE will constantly monitor all sound systems. Any violation to this sound regulation will be notified verbally at first, the second time will be a written notice and the third time sound system will be shut down for the rest of the day.

Important note on Power Supply

All exhibitors are required to come along with their own Uninterruptible Power Supply (UPS) systems so as to help keep their audio visuals on display (where applicable) running. Power supply at Eko Hotel has been known not to be steady and it is important for us to maintain a continuous flow of displays. Note that the UPS would only be used to power computer and audio systems set up and NOT lighting. Spec of power to be provided is 220-240V, 50-60 Hz and there will be no charges for power consumption. However, power will be provided to the booth by SPE but distribution within the booth shall be for the Exhibitors.

Food and Beverage

The Society of Petroleum Engineers NAICE 2015 organizers have made adequate arrangements for lunch packages for all attendees, exhibitors inclusive.

- The sale of food and beverage is an exclusive service that can be provided only by the Hotel management.
- If the exhibitor's booth is one who presents any kind of food or beverage, it must be approved by the NAICE 2015 conference managers.
- No beverage can be distributed in containers of over 3 oz and food must be distributed in sample sizes.
- If the exhibitor will distribute alcoholic beverages he must provide certification of insurance.

Booth Design/Decorations

The exhibitor has the opportunity to build what he wants in his booth, as long as it complies with all the regulations specified above. Exhibitors are free to use their customized designs but the minimum standard is the 'shell' scheme.

Booth size restrictions: The booths comes in multiples of 3m x 3m or 3m x 4m

Recommended height of display must not exceed 4.0m. Please note that:

Head Room main level = 7.96 - 10.17m

Head Room between main level & mezzanine = 2.45m

Guideline on Roofed Booths

Smoke detectors must be installed in booths that have a roof over them.

The use of confetti or frost is not allowed at NAICE 2015. Any charges related to the cleaning or removal of any of these materials will be borne by the exhibitor.

Candles are not permitted as decoration. Only new and packed candles for sale are allowed.

The exhibitor cannot alter any part of the booth, the floor or the facilities of SPE. Any damage caused by the exhibitor to the structure or facilities of SPE will be billed directly to the exhibitor

Helium balloons are not allowed. There will be a \$100.00 (N20, 000) cost per balloon in case of escape within the facilities of the SPE

Although we do not require decoration, we recommend it because it works for your own benefit and for the progress of your business. SPE only provides the space; the exhibitor is responsible for bringing any decorations or equipment needed

Fire Regulations

The Society of Petroleum Engineers (SPE) mandates a strict adherence to HSSE Safety Code. ***The decision of the Fire Marshal is final.***

1. Exhibitors and all other parties must comply with all Federal and State mandated fire codes which apply to public assembly facilities.
2. The following materials are prohibited without written consent of SPE: electrical cooking equipment, open flames devices, welding, cutting or brazing equipment, ammunition, radioactive

devices, pressure vessels, exhibits involving hazardous processing and materials, fireworks or pyrotechnics, blasting agents/explosives, flammable cryogenic gases, aerosol cans with flammable propellants, gas operated cooking equipment and portable heating equipment.

Booth Furnishing

Each booth will be provided with the following:

- Power source
- Air-conditioning (facility has central air-condition)
- Space
- Security (will be central)

Each Exhibitor is to provide

- Waste bins
- Chairs
- Lighting

Exhibitor Registration

Personnel working as your exhibitor must have the access badge visible at all times. See the Exhibitor Badge and Registration details at www.spenigeriacouncil.org.

SPE provides complimentary exhibitor registration allocated as follows based on the number of booths that their stands are composed of:

No. of Booths	Exhibitor Only Registration
1 booth	2
2 booths	4

3 booths	6
4 booths	6
5 booths	6
6 booths	10

Exhibitors who wish to register as full delegate to the conference are welcome to do so. This category will be registered as 'EXHIBITOR DELEGATE'

The benefits accruing to each category of complimentary registrations is as highlighted in the grid below:

	LUNCH	ACCESS TO EXHIBITION HALLS	ACCESS TO PANEL SESSIONS	DINNER INVITATIONS	CONFERENCE BAGS
EXHIBITOR	✓	✓	✗	✗	✗
EXHIBITOR DELEGATE	✓	✓	✓	✓	✓

Limited conference bags will be given to Exhibiting companies.

For paid exhibitor attendees, the following rates apply:

EXHIBITOR ONLY	N30,000 (non-SPE members)
	N25,000 (SPE members)
EXHIBITOR DELEGATES	N55,000 (non-SPE members)
	N50,000 (SPE members)

Additional notes on complimentary registrations:

1. The complimentary exhibitor only registrations allow for exhibiting companies to have dedicated booth attendees who have limited benefits and access to the conference proceedings but still allow full access to the exhibition area as well as lunch throughout the duration of NAICE 2015. **Their passes shall be labeled "EXHIBITOR"**. If exhibiting companies require more exhibitor passes beyond the number of complimentary exhibitor passes allotted to their booths (based on no. of booths), such

passes would be paid for at the advertised rates for paid attendees (see paid attendees breakdown above).

2. Some exhibiting companies may have some of their staff who desires to attend other conference advertised programs. Passes for such delegates will be paid for at the advertised rates and this category enjoys full conference and exhibition benefits and have unlimited access to all programs throughout the duration of NAICE 2015. **Their passes shall be labeled "EXHIBITOR DELEGATE"**. This label distinguishes them from other paid delegates to the conference so that they can be permitted entry into the exhibition halls at any time other than the time permitted for other delegates and attendees.
3. Exhibitor companies are to submit in advance names of their personnel who require complimentary exhibitor passes in line with the allocations based on the composition of their booths as outlined in the allocations table above. Further they can also provide names of additional exhibitor personnel who require paid passes.
4. This year, all registrations pertaining to exhibitor attendees (complimentary and paid) will be coordinated separately from all other attendees to NAICE 2015. Anyone attending the show in a non-exhibitor capacity will register directly with the NAICE 2015 secretariat. Please take careful note of this and kindly advise your companies accordingly.

Booth Construction, International and local shipping

Exhibitors shall be responsible for the following:

- Construction of their booth within the space paid for
- Shipping arrangements from home country to Nigeria.
- Clearing within Nigerian Ports.
- Transportation from port to and from Conference venue.

Refer to Appendix 4 of this manual for information on approved booth construction companies and suggested shipping and freight company for NAICE 2015. Exhibitors shall inform SPE Exhibitor Committee of which

companies are hired for booth construction.

Telephone and Internet

Organizations and individuals may wish to provide own Internet network. However, SPE shall provide on a complimentary basis, a dedicated Internet cafe and limited secured high frequency wireless network (Wi-Fi) within the exhibition hall. This service will be made available to all exhibitors and Conference attendees free. Provision of telephone services shall be the sole responsibility of all attendees and exhibitors.

Cleanup

- SPE shall provide cleaning services during the assembly and the days of exhibition in the common area.
- Exhibitor has to make sure that there is no trash or any objects that may be an obstacle on the floor or his booth area. This will help prevent accidents.

Parking

- The parking available is the one designated by Hotel Management
- There is ample parking space for every vehicle type. However request should be made for long vehicles with wide load so that access could be arranged. Security Personnel's at the entrance may not allow access into event premises without prior information.

First Aid

- Arrangement is ongoing to provide a stand-by ambulance at the premises for medical cases needing hospitalization. Further update will be provided.
- Minor first aid and medical screening is also provided at the SPE booth as well as other exhibitor medical areas.

Exhibitor Check List

Things To Do/order	Deadline
Book Exhibition Space	July 30th
Early Bird Booth Payment	May 31st
Company Profile	June 30th
Make Payment for Space	July 30th
Register Exhibitors	July 15th
Booth Construction	6pm, August 3rd
Exhibition Closure	12 noon, August 6th
Booth Dismantling / Move Out	2pm, August 6th

Further information about NAICE 2015

Conference Chair: conference@spenigeriacouncil.org

Exhibition Committee: exhibitions@spenigeriacouncil.org

Registrations: registrations@spenigeriacouncil.org

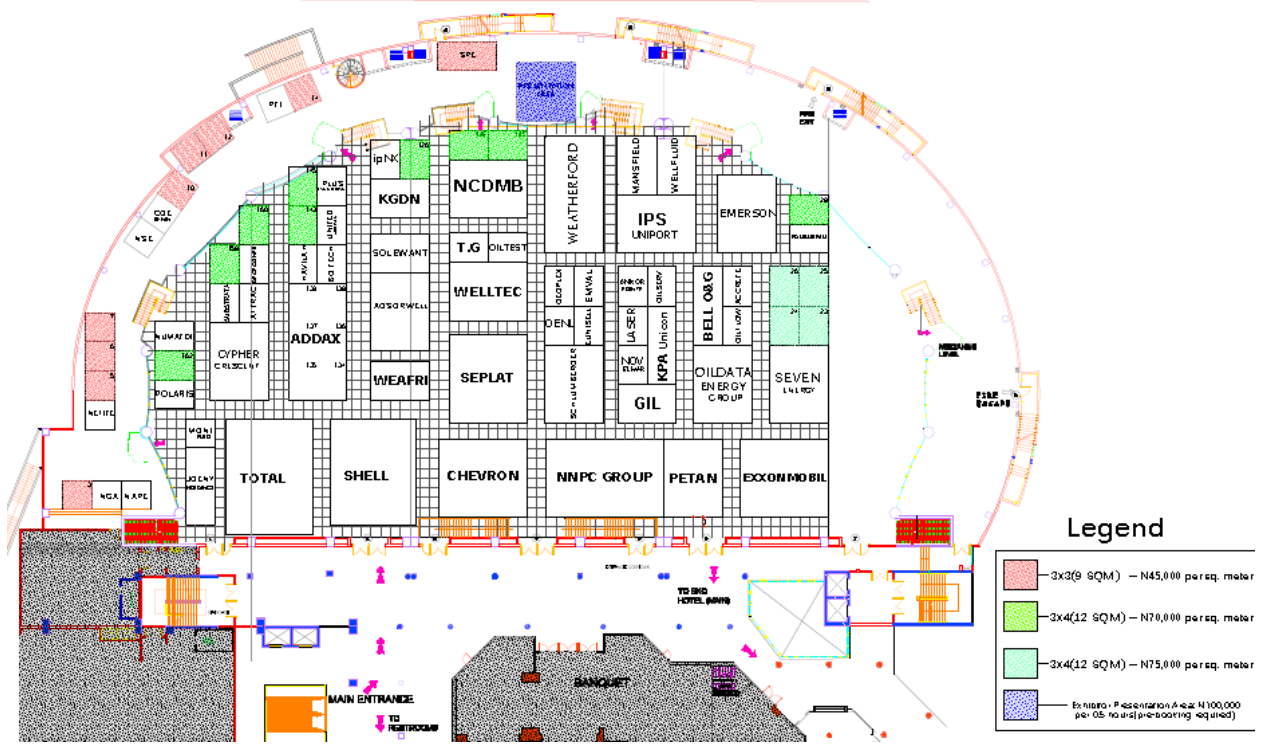
Sponsorships: sponsorships@spenigeriacouncil.org

Accommodation: accommodation@spenigeriacouncil.org

Web Address: www.spenigeriacouncil.org

Appendix 1: Exhibition Floor Plan

NAICE 2015 EXHIBITION FLOOR MAP



Appendix 2: Exhibitor contacts

Company	Contact Persons
Accrete Petroleum Limited	Funmilola Olanrewaju
Aftrac	Onyeka Ebeogu
Ankorpointe	Priscilla Omene
AOS Orwell Limited	Blessing Ibe
Bell Oil and Gas Limited	Godwin Utukpe
BG Technical Limited	Reagan Ogbuji
Chevron Nigeria Ltd	Mrs. Jeroro
Cypher Crescent	Tombari Abigail Aadum
Edubureau Educational Consultancy & Services Ltd	Mrs. M. Ani
ELMAR Nov	Ian Sutherland
Emerson	Nikhil Diwan
Emval Nigeria Limited	Paul Kupoluyi
Eunisell Solutions	Kunmi Balogun
Geoplex Drilling Limited	Akeem Raji
Havilah Hydrocarbon Resources Management Nig. Ltd.	Nnaemeka Echegiri
Institute of Petroleum Studies	Ikpa Uduma
IPNX	Kazeem Shittu
Joeny Holdings Limited	Unuavboroh Moses
KGDN Technologies Ltd	Emmanuel Nkechika
LASER Engineering & Resources Consultants Limited	Byron Victoria
Mansfield Energy Nigeria Limited	Esther Adekoya
Mobil Producing Nigeria (ExxonMobil Subsidiary)	Ernest Mkpasi
Moni Pulo Petroleum Development	Kelechi Chukwu
Nefite Petroleum Limited	Engr. Henry Mbanefo
Nigerian Association of Petroleum Explorationists	
Nigerian Content Development & Monitoring Board (NCDMB)	Tarilate Teide-Bribena
Nigerian Gas Association	
Nigerian National Petroleum Company (NNPC)	Ugo Atugbokoh

Nigerian Society of Engineers (NSE)	
NUMATEX INC.	Engr. Tony Nwosu
Oildata Wireline Services Limited	Kingsley Idedvbo
Oilflow	Lucky Akhiwu
Oilserv Limited	Nwokolo Innocent
Oiltest Group	Chinwe Ibeneme
Ovo Eguono Nigeria Limited	Peace Momodu
PETAN	Jumoke Oyedun
Petroleum Training Institute	Lawrence Uti
Plus Engineering and Support Services Limited	Ufondu Victor
Polaris Consulting Company Limited	Oge Anyanwu
Schlumberger Nigeria Limited	Olutobi Fagade
Seplat Petroleum Development	Ezije Igwe
Seven Energy	Olatunde Kuku
Shell Companies in Nigeria (SNEPCO/SPDC)	Omagbemi Kakayor
Society of Petroleum Engineers (SPE)	Innocent Ohimor
Solewant Group	Felix Onyela
Substrata Oil and Gas Limited	Akpomie Ruth
Thompson & Grace Invests. Ltd	Ekemini Amos
Total E&P Nigeria Limited	Nyema Ndu-Iheme
United Airlines	Chinyere Ezejiofor
Weafri Well Services	Olusola Aloba
Weatherford Nigeria Limited	Laide Ojieh
Well Fluid Services	Daniel Ikpobe
Welltec	Elleskov Susan
Xenergi Oilfield Services Limited	Comfort Osaka

Appendix 3: Exhibitor Companies' Logos



Society of Petroleum Engineers
**NIGERIA ANNUAL INTERNATIONAL
 CONFERENCE AND EXHIBITION (SPE NAICE)**

4th - 6th August 2015
 Eko Hotel and Suites,
 Victoria Island, Lagos



EXHIBITORS (as of 18 June 2015)

Logo	Company/Exhibitor	Logo	Company/Exhibitor
	Accrete Petroleum Limited		GEOPLEX DRILLTEQ LIMITED
	Afrac		GIL Automations
	Ankorpointe		Havilah Hydrocarbon
	AOS Orwell Limited		ipNX
	B G Technical Limited		IPS UNIPORT
	Bell Oil and Gas Limited		JOENY HOLDINGS
	Chevron Nigeria Ltd		KGDN Technologies Ltd
	COE UNIBEN		KPA Unicon
	Cypher Crescent		Laser Engineering
	Degeconek Nigeria Limited		Moni Pulo Petroleum Development
	EduBureau Educational Consultancy & Services Ltd		Mansfield Energy Nigeria Limited
	Emerson		NAPE
	EMVA		Nigerian Content Development Monitoring Board
	ExxonMobil Producing Nigeria		NEFITE Petroleum Ltd
	Eunisell Solutions		Nigerian Gas Association

Appendix 3 (continued): Exhibitor Companies' Logos



Society of Petroleum Engineers
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NAICE 2015 >>

Logo	Company/Exhibitor	Logo	Company/Exhibitor
	Nov Elmar		PTI
   	Nigerian Petroleum Exchange (NipeX) NNPC RESEARCH & DEVELOPMENT DIVISION Nigerian Petroleum Development Company Integrated Data Services Limited (IDSL)		Substrata Oil & Gas Ltd
			Schlumberger
			Seplat Petroleum Development
	NUMATEX INC		Seven Energy
	NSE		Shell Exploration & Production Company (SNEPCO)
	OILDATA ENERGY GROUP		Solewant Group
	XENERGI OILFIELD SERVICES LIMITED		
	Oilserv Limited		Thompson & Grace Invests. Ltd
	The Oiltest Group		Total E&P Nigeria Limited
	Ovo Eguono Nigeria Limited		United Airlines Inc
	Oilflow Services Nigeria Limited		WEAFRI
	PETAN		Weatherford Nigeria Limited
	Plus Engineering & Support Services Ltd		Wellfluid Servicing Company
	Polaris Consulting Company Limited		Welltec Limited

Appendix 4:

SPE APPROVED BOOTH CONSTRUCTION CONTRACTORS- NAICE 2015 EXHIBITION

Company name: ATLANTIC EXHIBITION NIGERIA LTD
 Contact Phone number(s): 08036687407, 07032976025
 E-mail address: nkem@atlanticexhibition.com
 Contact Person: Egejuru .I. Nkem

Company name: AFRICAN EXHIBITION SERVICES LTD
 Contact Phone number(s): 08075196179, 08066805247
 E-mail address: esther@groupalfa.com, wael.tabet@groupalfa.com
 Contact Person: Esther Elendu, Wael Tabet

Company name: BARBWILLOMS LIMITED
 Contact Phone number(s): 0703 916 5008
 E-mail address: barbwilloomss@yahoo.com
 Contact Person: Barbara Omigie

Company Name: FLINTXPOSURES NIGERIA LIMITED
Contact telephone: 08034371484, 0806 301 1571
Email address info@flintxposures.com
Contact person Oti Ukpai

Company name: FOUNTAINSPRING INTERLINKS LTD
 Contact Phone number(s): 0802 966 3367, 0802 967 3367, 0802 639 2435
 E-mail address: fountainsprings@yahoo.com
 Contact Person: Mr. Willy Iniakpaniko

Company name: H3 ARCHITECTS NIGERIA LIMITED
 Contact Phone number(s): 0803 077 4877, 0802 317 7186, 07012940775
 E-mail address: h3exhibition@gmail.com,
 Contact Person: Victor Imevbore

Company name: JEZON LIMITED
 Contact Phone number(s): 0803 405 7664
 E-mail address: praises.jezonng1@yahoo.co.uk
 Contact Person: Praises Umoren

Company name: XPPLICIT BRANDMAKERS
 Contact Phone number(s): 0805 527 0044, 09091988620
 E-mail address: xplicitbrandmakers@gmail.com
 Contact Person: Felix Ani

Company name: Legend & Legacy Company
Contact Phone number(s): 08023241280, 08099634064
E-mail address: kunlestevens@yahoo.com, kunle@legendandlegacy.net
Contact Person: Kunle Odusola-Stevenson

SHIPPING AND FREIGHT FORWARDING CONTRACTOR

Company name: IQ EXPRESS LIMITED
Contact Phone number(s): 08150555029, 0708 250 3780, +(44) 02074761974, +1 2812654937
E-mail address: ceo@iqexpress.co.uk, info@iqexpress.co.uk
Contact Person: Remie Amaechi Ani

NOTE:

Exhibitors are free to contact any of the above listed contractors for their booth design/construction and shipping/freight-forwarding needs. SPE Nigeria Council would not be responsible for negotiating with the contractors on behalf of exhibitors and by extension exhibitors would be responsible for settling any charges incurred from the services rendered to them by these contractors.

Appendix 5: Exhibition Committee



**AMINA
DANMADAMI**
MEMBER



Saheed Oloso
Co-Chair



**OLATUNJI
MUSE-ARIYOH**
MEMBER



**POLYCARP
IGHORO**
MEMBER



**Olukayode
Ayeni**
Chairman



**OGHOGHO
EFFIOM**
Member

NAME	AFFILIATION	SECTION	EMAIL
Olukayode Ayeni	Shell	104	Olukayode.ayeni@shell.com
Saheed Oloso	Shell	103	Saheed.oloso@shell.com
Oghogho Effiom	Shell	61	o.effiom@shell.com
Ernest Mkpasi	ExxonMobil	61	ernest.e.mkpasi@exxonmobil.com
Muse Ariyoh	WRPC	104	Olatunji.muse-ariyoh@nnpcgroup.com
Polycarp Ighoro	WRPC	104	polycarp.ighoro2@nnpcgroup.com
Amina Danmadami	DPR	119	danmadami3@yahoo.com
Engr. Onyeabor Nwabah	UNIBEN	116	onyeabor.nwabah@uniben.edu
Uruh Oke-Oghene	SPDC	103	Oke-Oghene.Uruh@shell.com

Appendix 6: Best Exhibitor Competition

The primary objective of every exhibitor company is to promote their product and service offering while looking at improving their opportunities in the increasingly competitive business environment. In recognition of the fact that the exhibitor company's effort is also directed towards ensuring that a good exhibit is put up to boost the rating of NAICE as the conference and exhibition event of choice in the Oil and Gas industry, the organizers of the show will be hosting a "Best Exhibitor Competition" at this year's event.

There will be seven award categories:

1. Best Exhibitor, Category 1: 6 booths and more
2. First Runner Up, Category 1: 6 booths and more
3. Second Runner Up, Category 1: 6 booths and more
4. Best Exhibitor, Category 2: 2 - 5 booths
5. Best Exhibitor, Category 3: single booths
6. Best Indigenous Exhibitor
7. Best First Time Exhibitor

Your booth will be judged based on the following criteria:

- Most interesting technical display
- Most interesting knowledge sharing display
- New knowledge gained at stand
- Aesthetic quality of booth and exhibits
- Quality of souvenirs in the booth
- Staff professional appearance; welcoming and friendly demeanor
- Cleanliness of the booth and ease to information within the booth

Award plaque will be given to the winning company in each category. It promises to be an interesting event, and all exhibitors are urged to put in their best effort at ensuring they come up with an exhibit that is potentially capable of winning any of this year's awards.

Appendix 7: Raffle Draw Competition

All exhibitors would be given a rubber stamp embossed with the name of their company. On all show days, attendees and visitors to the various exhibitor booths would present a paper containing a tabulated list of exhibiting companies and the rubber stamps would be imprinted against the name of the company corresponding to the visited booth.

At the end of each show day each attendee/visitor would submit their fully stamped papers for a raffle draw. The raffled draw would be conducted at a designated spot in the exhibition hall where a winner and 2 runners-up would be selected via raffle. There would be interesting prizes to be given out.

The objective of the draw is to promote interaction between visitors to the show and the exhibitors to ensure wide attendee coverage and promote interest in exhibitors' products and services on display.

Guidelines for the raffle draw would be announced prior to the draw and the Exhibition Committee reserves the right to disqualify any of the submitted papers if not in line with stipulated guidelines.