



TAITRA Taiwan External Trade Development Council (TAITRA)

Letter of Commitment to Abide by Safety and Health Regulations before Decorating the Event Venue

This company _____ (lessee or the venue of the show) is planning to hold a _____ (show name or event name) from _____ (date) to _____ (date) at _____ (area and booth number) of TAITRA's Taipei World Trade Center. Before decorating the venue, this company is fully aware of the safety and health facilities and requirements. When decorating the venue, this company and its contractor will abide by regulations governing labor safety and health and related regulations. If any portion of the decoration work is subcontracted, this company will inform the subcontractors of labor safety matters needing special attention and related regulations. In the event of occupational casualties or other accidents during the decoration or event period, this company and its contractor are willing to be held legally responsible. **During the decoration period, this company and its contractor shall not damage TAITRA facilities or appliances.** If they do, they shall pay for the damage they cause or make necessary repairs free of charge.

This company and its contractor guarantee they will demand that their employees abide by the following rules (as stipulated in the attachments) during the decoration period:

- 1. Rules Governing Decoration of the Event Venue by the Contractor before Work Begins**
- 2. Guidelines for the Management of Safety and Health during Decoration of the Event Venue by the Contractor**
- 3. List of Potential Hazards Prepared by the Lessee and Provided to the Contractor**
- 4. List of Precautions against Potential Hazards Prepared by the Lessee and Provided to the Contractor**

To: Taiwan External Trade Development Council (TAITRA)

Lessee of the Event Venue: _____ Signature

Responsible Person for Lessee of the Event Venue: _____ Signature

Business ID: _____

Address: _____

Telephone: _____

Owner of the Event Venue:

Taipei World Trade Center, Taiwan External Trade Development Council

I have been informed by TAITRA of the above regulations governing labor safety. I have read and understood regulations governing your working environment.

Signature of Responsible Person for Lessee of the Event Venue
_____ (Month Day, Year)