

SUSITARIMAS DĖL ĮRENGTO LIETUVOS  
STENDO NUOMOS PARODOJE TTG  
RIMINI ITALIJOJE

2015 m. rugsėjo 28 d. Nr. S-135

Valstybinis turizmo departamentas prie Ūkio ministerijos (toliau vadinama – Departamentas), atstovaujamas direktorės Jurgitos Kazlauskienės, veikiančios pagal Departamento nuostatus ir Rimini Fiera S.p.A., atstovaujama P. Andomani, vadovė S. Silvia Druetto, toliau kartu Susitarime vadinamos Šalimis, šiuo susitarimu (toliau – Susitarimas) susitaria:

Atsižvelgiant į tai, kad:

1. Departamentas 2015-09-24 vykdė apklausą dėl įrengto Lietuvos stendo nuomos parodoje TTG Rimini Italijoje;
2. Pasiūlymą 2015-09-25 pateikė Rimini Fiera S.p.A. už 7.252,0 Eur;

Šalys sutaria dėl šio Susitarimo priede išvardintų sąlygų.

Susitarimo sąlygos Susitarimo galiojimo laikotarpiu negali būti keičiamos.

Sudaryti du šio Susitarimo vienodą teisinę galią turintys egzemplioriai po vieną kiekvienai Šaliai.

AGREEMENT OF THE RENT OF PRE-FITTED  
STAND FOR LITHUANIA AT TTG RIMINI  
FAIR IN ITALIA

28 September 2015 No. S-135

State Department of Tourism under the Ministry of Economy (hereinafter referred to as Department), represented by Director Jurgita Kazlauskienė acting under the statute of the Department and Rimini Fiera S.p.A., represented by P. Andomani, S. Silvia Druetto, hereinafter referred to as Parties have agreed into the following agreement (hereinafter referred to as Agreement):

According that:

1. 24-09-2015 The Department conducted a survey on rent of pre-fitted stand for Lithuania at TTG RIMINI fair in Italia;
2. 25-09-2015 Rimini Fiera S.p.A. submitted a proposal for 7.252,0 Eur;

The Parties agree upon the conditions listed in the Annex of this Agreement.

The conditions of the Agreement shall not be altered during its validity term.

This Agreement is made in two equally binding copies, one for each Party.

PASIRAŠYTA / SIGNED

Valstybinis turizmo departamentas  
prie Ūkio ministerijos/  
State Tourism Department  
under the Ministry of Economy

Direktorė/ Director  
Jurgita Kazlauskienė  
A. V. / Seal  
2015 m. rugsėjo 28 d.

Rimini Fiera S.p.A.

Silvia Druetto  
A. V. / Seal  
28 September, 2015

#### DATES/TIMES OF THE FAIR

**Art. 1.** - TTG Incontri 2015 organized by Rimini Fiera S.p.A., will be held in the Rimini fairgrounds - Via Emilia 155, 47921 Rimini (RN) from **8<sup>th</sup> to 10<sup>th</sup> October 2015**. Access to the fair will be as follows: Thursday 8<sup>th</sup> 9.30 - 18.00, Friday 9<sup>th</sup> 9.30 - 18.00, Saturday 10<sup>th</sup> 9.30 - 15.00.

#### VISITORS

**Art. 2.** - The event is open to trade operators who may visit the exhibition if they have a valid title.

Only trade operators have the right to access to business meetings. Unauthorized members of the public will not be given access. The organizer therefore reserves the right to deny access to the fair to any professionals not involved in the tourism industry.

Particularly for the Conference rooms, the title and the program of the conferences/seminars held in the assigned conference rooms, for whatever reason, should contain only the logo and brand belonging to the exhibitors and co-exhibitors of that particular exhibition.

#### PARTICIPANTS - EXHIBITORS

**Art. 3.** - Participants must be:

a) enterprises exhibiting products they manufactured themselves or their agents: exclusive Italian agents, retailers for foreign companies.

**a.1)** Exhibitors are obliged to exhibit and market only and exclusively new products, machinery and equipment, i.e. not previously used for commercial purposes by other owners/managers/venues. In the event of Rimini Fiera S.p.A. staff ascertaining any infringement of this obligation, Rimini Fiera S.p.A. reserves the right to close the stand.

**a.2)** Representatives are obliged to indicate in the catalogue entry the list of companies they represent and whose products they intend exhibiting. The Organizer reserves the right at any time to request the registered agency agreement or documentation proving this type of relationship; in the event of the registered agency agreement not being produced, the organizer reserves the right to close the stand.

**a.3)** companies can request to host other companies on their stands by stating this compulsorily using the co-exhibitor application form, without the latter having the right to any discount.

Rimini Fiera S.p.A. reserves the right to authorize this or not; in the event of application not being made and/or non-authorization Rimini Fiera S.p.A. reserves the right to close the stand.

Any and all responsibility consequent to this, in relation to companies that are guests and/or part of groups, is to be intended as totally borne by the host company and/or the body organizing the group.

**b)** trade associations, financial organisations and bodies whose institutional role is promotion, research and raising awareness for this specific sector and its services.

Application forms are available from Rimini Fiera S.p.A. administration offices and will be accepted for as long as there is free space. Application forms must be submitted to Rimini Fiera Management.

Unless explicitly specified, the articles herein are applicable to participants purchasing an exhibition space, to sponsors and to participants given space in lieu of payment.

**Art. 4.** - On submission of the application form and following signing of the "participation proposal", applicants:

**a)** accept participation in the exhibition at the economic conditions indicated in the abovementioned proposal;

**b)** unconditionally accept the provisions of these Rules and Regulations;

**c)** elect Rimini Fiera S.p.A. as their legal domicile, acknowledging the competence of the Rimini Courts for any controversy.

#### APPLICATION FORM RULES FOR EXHIBITING PARTICIPANTS

**Art. 5.** - When submitted, the application form will only be accepted if sent complete with:

**A) proof of deposit payment + VAT** (as indicated in the application form). Deposits are returned if the application is rejected.

**B) these General Rules and Regulations and attached**

application form, completely filled in, signed by the legal representative and bearing the company stamp.

The deposit shall be by bank transfer, made out to:

**Rimini Fiera S.p.A.,**

**Bank: UNICREDIT SPA - Filiale Operativa EMILIA EST**

**Centro Corporale Bologna 2 - Via Martin Luther King 38/2° - 40132 BOLOGNA (ITALY)**

**IBAN IT71 G 02008 02515 000003175843**

**BIC/SWIFT UNCRITMMOEE**

indicating the reason for payment as "DEPOSIT TTG INCONTRI 2015" along with the exhibitor's trading name.

When this deposit is received, an invoice will be issued for the amount paid. Applications will be accepted for as long as exhibition space is available, including space that may be arranged in other areas of the exhibition centre (e.g. *hall sud*, the *rotonda*, any outdoor areas, etc.) at the final discretion of Rimini Fiera S.p.A. Rimini Fiera S.p.A. reserves the right to relegate incomplete or non-original forms to a waiting list.

Application forms will not be accepted if applicants have outstanding administration issues. Special requests for stand allocation are not accepted as a proviso for participation. Competitors have equal right to participation.

**The admission as exhibitor is submitted to the acceptance of the registration form (duly filled in) by Rimini Fiera S.p.A. which decides to its incontestable discretion.**

**The balance must be settled, also by bank transfer, no later than June 26<sup>th</sup>, 2015.**

Should this payment not be received, Rimini Fiera S.p.A. reserves the right to deny the exhibitor or its appointed fitters the right to install the stand.

Rimini Fiera S.p.A. will notify applicants as soon as possible if their application form or participation proposal is not accepted, and explain the reason for the rejection.

#### RULES FOR PARTICIPANTS RECEIVING SPACE IN LIEU OF PAYMENT

Participants receiving space in lieu of payment are required to present the following documents:

**a)** these General Rules and Regulations and attached application form, completely filled in, signed by the legal representative and bearing the company stamp;

**b)** invoice for receipt of space in lieu of payment, pursuant to the agreements with the Event Manager, made out to Rimini Fiera S.p.A., registered offices Via Emilia 155, 47921 Rimini, Tax No./VAT code 00139440408.

Rimini Fiera S.p.A. reserves the right to reject applications if there are outstanding administration issues.

#### STAND ALLOCATION

**Art. 6.** - Exhibition space allocation is decided by Rimini Fiera S.p.A., taking into consideration the overall interests of the Exhibition, the order in which application are received, the area requested and, wherever possible, preferences expressed by the applicant. It should also be noted that the plan attached to the "Summary Document" is to be considered provisional since the neighbouring areas and stands are subject to change. For expo layout requirements, Rimini Fiera S.p.A. has the right, according to its undisputable judgement, to modify/reduce the standard width of passageways in some halls and some areas in the halls without compromising their safety and visitor circulation and without Participants being able to raise any objection regarding the matter.

#### MODIFICATION, REDUCTION, REPLACEMENT OF SPACE

**Art. 7.** - Even in the case of proposal acceptance by the participant, Rimini Fiera S.p.A. nevertheless reserves the right to move, vary or modify the area allocated, in the interest of the show and its assured success.

Rimini Fiera S.p.A. reserves the right, to be exercised at its sole discretion at any time and therefore even during the event, if its layout is modified or for other reasons, both to change or to reduce any space already allocated or to replace it with another, even in a different area. Please be advised that the number of open stand sides may be modified if required by the Exhibition layout.

In the event of any of these cases arising, participants are only entitled to any difference in the amount due.

#### ASSIGNMENT - CANCELLATION - WITHDRAWAL RULES FOR PARTICIPATING EXHIBITORS

**Art. 8.** - Stands or parts thereof may not be sublet or assigned, even free of charge, without prior authorisation from Rimini Fiera S.p.A. Applicants who are unable to participate in the exhibition after submitting the application form in accordance with article 5, shall promptly inform Rimini Fiera S.p.A. by sending a written communication by registered post with confirmation of delivery, stating the reasons for these changes. In this case Rimini Fiera S.p.A. will apply the following penalties: **50% of the entire registration fee for cancellations received from 90 calendar days (from 8<sup>th</sup> July 2015) to 60 calendar days (to 7<sup>th</sup> August 2015) before the event. 100% of the registration fee for cancellations received after this deadline (from 8<sup>th</sup> August 2015).** In case of reduction of the exhibiting area, due to a specific request of the Exhibitor to Rimini Fiera S.p.A., the same penalties and conditions will be applied in relation to the space reduction.

It should be noted that, notwithstanding the above, if and when an Exhibitor signs the registration form confirming their participation in the event and is assigned an **exhibition stand located in the South Hall** (centre foyer included), the following cancellation terms will apply:

- If the contract is signed within 7<sup>th</sup> July 2015, the exhibitor can terminate the contract by sending a written notice with Registered mail to Rimini Fiera, not later than 15 days after the date of signature of the contract of participation. In this case, no penalty will be applied by Rimini Fiera.

In the event that this written notice of cancellation is received after the 15<sup>th</sup> day from the signing of the contract of participation, the exhibitor will be required to pay to Rimini Fair, a penalty equal to the entire amount signed for in the contract of participation.

- If, on the other hand, the contract of participation is signed after 7<sup>th</sup> July 2015 and the Exhibitor intends to terminate the contract, a written notice with Registered mail should still be sent to Rimini Fiera, and the exhibitor will pay Rimini Fair, a penalty equal to the entire amount signed for in the contract of participation

#### RULES FOR PARTICIPANTS RECEIVING SPACE IN LIEU OF PAYMENT

In the event of cancellation, participants receiving space in lieu of payment will be subject to provisions agreed with the Event Manager on a case-by-case basis.

#### STAND OCCUPATION - OUTFITTING

**Art. 9.** - Rimini Fiera S.p.A. reserves the right to contract one or more "authorised supplier/s" for stand installation, including hiring material necessary for the purpose. Supplier names and rates will be promptly notified to exhibitors.

Rimini Fiera S.p.A. declines any responsibility for work carried out by authorised suppliers and for any other service subcontracted to third parties. Service conditions considered valid are those specified in the ONLINE SERVICES section of the reserved area.

**Art. 10.** - Please note that if the balance of the stand is not paid, neither the exhibiting company nor your stand constructors will be allowed to fit the stand.

In case of failure or not immediate payment of the balance, the defaulting participant loses the right to participate and the Organizer, in addition to retaining the advance already paid and claiming the balance, will consider the exhibition area as not sold/occupied and can therefore rent it out to another participant.

**The preparation of the stands could start 6 days before the inauguration (Friday 02<sup>nd</sup> October 2015), from 8.00 to 21.00, and must be concluded not later than 18.00 Tuesday 06<sup>th</sup> October 2015.**

The day before the inauguration, (Wednesday 07<sup>th</sup> October), stand constructors will not be allowed to access the pavilions; only Participants will be allowed to enter and make small final preparations, such as positioning of brochures.

In case there is a reduction in the number of days of stand preparation/fitting or any time changes, the communication will be found in the technical documentation in your reserved area online. Any work related to stand completion or changes beyond the closing time must be done with the permission of the technical office of Rimini Fiera and with a specific surveillance service at the expense of the exhibiting company, after the closing hours in the evening and before the opening hours in the morning.

#### Rimini Fiera S.p.A.

Via Emilia, 155 - 47921 Rimini (RN) - Italia

Tel. 0039 0541 744111 - Fax 0039 0541 744200

P.lva / Cod. Fiscale IT 00139440408

Reg. Imp. RN 00139440408 - Cap. Soc. € 42.294.067 i.v.

#### Business Unit Turismo

Foro Buonaparte, 74 - 20121 Milano

Tel. 0039 02 8068929

Fax 0039 02 80689250



**RiminiFiera**

00139440408



#### STANDARD 8 sqm - 4x2

Corner supplement Eur 300.00 + VAT

- Blue carpet
- Walls
- 1 table (160 x 80 x h. 70 cm)
- 4 chairs
- 1 wastebasket
- 1 company name board
- Cleaning of the stand
- 1 Kw electricity and connection - 1 socket, 2 spotlights
- Web communication through TTG Report\*

**Eur 4,550.00 + VAT**

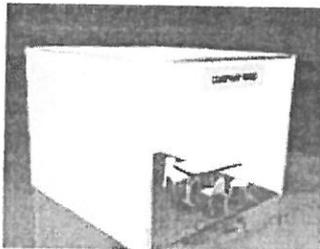


#### PLUS 12 sqm - 4x3

Corner supplement Eur 300.00 + VAT

- Blue carpet
- Walls
- 1 table (160 x 80 x h. 70 cm)
- 4 chairs
- 1 wastebasket
- 1 company name board
- Cleaning of the stand
- 1 Kw electricity and connection - 1 socket, 2 spotlights
- Web communication through TTG Report\*

**Eur 6,950.00 + VAT**



#### LARGE 16 sqm - 4x4

Corner supplement Eur 300.00 + VAT

- Blue carpet
- Walls
- 1 table (160 x 80 x h. 70 cm)
- 4 chairs
- 1 wastebasket
- 1 company name board
- Cleaning of the stand
- 1 Kw electricity and connection - 1 socket, 2 spotlights
- Web communication through TTG Report\*

**Eur 8,950.00 + VAT**

#### SPECIAL 32 sqm and more\*\*

Corner supplement Eur 300.00 + VAT

\*\* Stand cleaning service *not* included

**Each module includes:** 32 sqm of bare area, 4 B&B rooms for 3 nights, 4 car passes, web communication through TTG Report\*

**Eur 13,550.00 + VAT**

**Each extra module includes:** 16 sqm of bare area, 2 B&B rooms for 3 nights, 2 car passes

**Eur 6,800.00 + VAT**

\*\* 1 full page of advertising in the official catalogue (minimum 64 sqm)



#### NO FRILLS 6 sqm - 3x2

Corner supplement  
Eur 300.00 + VAT

- Blue carpet
- Walls
- 1 table (160 x 80 x h. 70 cm)
- 4 chairs
- 1 wastebasket

- 1 company name board
- Cleaning of the stand
- 1 Kw electricity and connection - 1 socket, 2 spotlights
- **Limited availability**

**Eur 2,750.00 + VAT**

- Blue carpet
- Walls
- 1 table (160 x 80 x h. 70 cm)
- 4 chairs
- 1 wastebasket
- 1 company name board
- Cleaning of the stand
- 1 Kw electricity and connection - 1 socket, 2 spotlights
- Web communication through TTG Report\*
- 1 reception desk (100 x 50 x h. 100 cm)
- 2 stools
- 1 sqm closet with fixed coat rack
- 1 car pass
- 1 B&B room for 3 nights

**Eur 5,400.00 + VAT**

- Blue carpet
- Walls
- 1 table (160 x 80 x h. 70 cm)
- 4 chairs
- 1 wastebasket
- 1 company name board
- Cleaning of the stand
- 1 Kw electricity and connection - 1 socket, 2 spotlights
- Web communication through TTG Report\*
- 1 reception desk (100 x 50 x h. 100 cm)
- 2 stools
- 2 sqm closet with fixed coat rack
- 2 car passes
- 2 B&B room for 3 nights

**Eur 8,050.00 + VAT**

- Blue carpet
- Walls
- 1 table (160 x 80 x h. 70 cm)
- 4 chairs
- 1 wastebasket
- 1 company name board
- Cleaning of the stand
- 1 Kw electricity and connection - 1 socket, 2 spotlights
- Web communication through TTG Report\*
- 1 reception desk (100 x 50 x h. 100 cm)
- 2 stools
- 2 sqm closet with fixed coat rack
- 3 car passes
- 3 B&B room for 3 nights

**Eur 10,650.00 + VAT**

\*Mid Classic Banner (468x60 pixels) in the TTG Report, the daily newsletter of Rimini Fiera S.p.A. to be used within 12 months from the contract signing.  
The planning will be decided by Rimini Fiera S.p.A. basing on availability.

#### Rimini Fiera S.p.A.

Via Emilia, 155 - 47921 Rimini (RN) - Italia  
Tel. 0039 0541 744111 - Fax 0039 0541 744200  
P.Iva / Cod. Fiscale IT 00139440408

Reg. Imp. RN 00139440408 - Cap. Soc. € 42.294.067 i.v.

#### Business Unit Turismo

Foro Buonaparte, 74 - 20121 Milano  
Tel. 0039 02 8068929  
Fax 0039 02 80689250



**RiminiFiera**

MANAGER'S CHOICE

The request of this service must be made by 12.00 midday on the same day you require the service at S.A.T.E. (Servizio Assistenza Tecnica Espositori). On the last day of construction, any continuation after closing hours must be approved by the technical office and will be granted only in exceptional cases. The costs of these services are specified in the SERVICES ONLINE section of the reservation area.

Also that during the days of preparation, the use of cranes or mobile cranes for unloading goods inside the halls will not be allowed; such means may be used in a period before the dates that will be published in the "reserved area" on the exhibition website by the technical office of Rimini Fiera.

Participants who will not have occupied their area or started their preparation by 12.00 midday on the day before the inauguration, will be considered to have waived in every effect, and the penalties in Art. 3 point 7 of this regulation will be applied.

#### STAND PLAN

##### Art. 11 - 11.a) Prefitted Stands

The stand is at disposal of the exhibitor with a standardized fitting in order to give uniformity to the presentation of the exhibitors. It is forbidden to the Exhibitor to change the fitting, such as opening of the walls or occupation outside the assigned space (area next to the stand, over the stand or in the rows).

##### 11.b) Personalized Areas

Every company participating in the exhibition shall occupy the surface allocated with a stand whose technical and aesthetic characteristics are consistent with the event's overall image. The stand shall also show the name of the participating company.

**All projects related to personalized areas must be approved by the Technical Department of Rimini Fiera S.p.A. and submitted by 28<sup>th</sup> August 2015.** Rimini Fiera S.p.A. will check in advance that these characteristics have unquestionably been complied with and if found lacking the exhibitor will be obliged to uniform. In the event that the Exhibitor is in default of any of the above, Rimini Fiera S.p.A. reserves the right to refuse participation in the event and claim, by way of damages, payment for the full amount for the exhibition area. Participants must always outfit and maintain their stands in a manner that does not prejudice the appearance or visibility of nearby stands, or cause any damage to other participants. The fittings of the personalized areas can mark off 50% of each open side at most and the heights must respect the rules communicated by the Organizer. By checking the projects, the Technical Department verifies the visibility conditions in respect to the neighbouring stands. Moreover, since exhibition areas do not have partitions, every exhibitor shall install partitions at their own expense to separate their stand from neighbouring participants. Outfitting must not exceed the assigned area, indicated by paint or chalk lines. Maximum permitted height (with the exception of cases explicitly authorised by Rimini Fiera Technical Department following a written request) is:

**1- Front row stands/Red Area** (first two rows of stands, or in the case of twin halls, facing and including the central hall - between the first and the second safety door): **maximum height 5 metres.**

**2- Second row stands** (between the second and the third safety exits) and **third row stands** (after the third safety exit): **maximum height 6 metres.**

Rimini Fiera Technical Department reserves the right to authorise installation of graphic elements and suspended structures exceeding the limits indicated in paragraphs 1, 2, and 3 above, provided they do not restrict visibility of neighbouring stands. Graphic elements and suspended structures must be assembled on the floor and raised to the appropriate height with motorized or manual lifting devices.

In large exhibition areas that include passageways, indicated on the hall floor plan, no stand fittings may obstruct these aisles, unless otherwise authorized by Rimini Fiera Technical Department. All double-sided graphics must be positioned at a minimum distance of 2 metres from boundaries with adjacent stands.

Exhibitors are liable for all installation and outfitting and they expressly release Rimini Fiera S.p.A. of all obligations for any damage caused to themselves or others by installation errors attributable to incorrect calculations or imperfect construction.

**Art. 12 - Exhibitors undertake to avoid damaging plaster and**

flooring and to use trestles or frames to hang or hold objects. During stand installation, exhibitors and their contractors undertake to use only water-based paint.

Pre-fitted stand walls are in white varnished wood h. Cm 290x100x5. They are plain, without any column and this particular finish does not permit any fixing of posters or any kind of graphic panels with nails, pushpins or double-sided tape. Exhibitors can use transparent adhesive tape and/or hooks and chains that can be hung to the top of the walls. In every pavilion there will be a space where this material is freely available. If there is need of manpower you can book it with Form J. Any damage must be compensated and exhibited products will be held as security. Rimini Fiera S.p.A. has the right to claim against this material without prejudice to other forms of compensation.

#### SAFETY STANDARDS - FIRE PREVENTION - ELECTRICAL SYSTEMS

**Art. 13 - All materials used for stands (partitions, backdrops, various structures, platforms, coatings, fabrics, ceiling panels, carpets, etc.) must be UNINFLAMMABLE, FIREPROOF AT ORIGIN or FIREPROOFED in accordance with current legislation and subsequent integrations and amendments. Consequently, prior to the event, exhibitors shall send Rimini Fiera Technical Management the Fireproofing Certificate and test report for the materials they wish to use, as indicated in greater detail in the specific "Fire Prevention Form."**

Each stand must be equipped with fire extinguishers having a capacity of at least 34" 233BC, with a ratio of one (1) per 100 sqm of exhibition space. Moreover, the fire extinguishers must be placed in central positions on the stand.

Failure to comply with safety and prevention standards entitles Rimini Fiera S.p.A. to:

- prevent the defaulting outfitter from working in the Exhibition Centre.

- exclude the exhibitor from participating in the event and in any others held at Rimini Exhibition Centre.

All electrical installations on stands are the responsibility of the exhibitor, who will ensure they are realized with best working standards and compliant with current standards. In particular, electrical systems must be installed meticulously, pursuant to applicable legislation. After installation of stand electrical plant, exhibitors and outfitters shall provide Rimini Fiera Technical Management with a "Declaration of conformity of electrical plant installed to best working standards", declaring that the systems in question comply with best working standards by filling in the relative form in the *Exhibitor Guide* and keeping a copy of this declaration on the stand. Connection of stand electrics to Rimini Fiera S.p.A.'s electricity supply shall be carried out by Rimini Fiera S.p.A. official electricians, after they have collected the "Declaration of conformity of electrical plant installed to best working standards" form (as per Ministerial Decree 37/2008). The declaration must be duly filled in and signed by a qualified professional. All electric components must comply with C.E.I. standards and have the ISQM mark or equivalent for foreign countries.

#### WORKPLACE SAFETY

**Art. 14 - Participants shall comply with current workplace safety legislation and in particular the provisions of Italian Legislative Decree 81/2008 and subsequent modifications and amendments. They shall also comply with Rimini Fiera S.p.A.'s DUVR (document for the evaluation of interference risks), downloadable from the exhibition website, under the heading "Exhibitors". When arranging outfitting, dismantling or any other type of work to be carried out on Exhibition Centre premises or grounds, exhibitors shall:**

- 1) ensure the technical and professional suitability of all contractors and self-employed professionals for the type of work to be contracted also by checking their Chamber of Commerce registration;

- 2) provide aforesaid workers with detailed information regarding the specific risks to be found in the location where they will be required to work and the prevention and emergency measures applied for their tasks;

- 3) coordinate protection and prevention measures to deal with the risks to which workers are exposed by exchanging information in order to avoid the risk of interference between the work of various contractors involved overall.

The participant should promote coordinated action by ensuring all its suppliers/outfitters/contractors are given a copy of the DUVR (document for the evaluation of interference risks) drafted by Rimini Fiera S.p.A., gathering comments or suggestions from the suppliers/outfitters/contractors and reporting them immediately to Rimini Fiera Technical Office.

**4)** The participant or the outfitter, in any case, shall produce its own DUVR (document for the evaluation of interference risks) or SOP (document detailing its standard operating procedures) regarding the activity carried out which shall be made available in the workplace.

Upon signing these provisions on the application form, the participant declares they have read the contents of Rimini Fiera DUVR carefully and agrees to comply with its requirements, as well as to provide copies of the DUVR to their suppliers/outfitters/contractors.

#### STAND CLEANING - WASTE DISPOSAL - FOOD DISPOSAL

**Art. 15 - The stand cleaning service included in the exhibition packages is carried out the night before the exhibition and each day after the close of the day's work. During exhibition hours, each participant is required to ensure that their stand is kept clean and should empty their waste baskets in the dedicated collection areas. In particular, exhibitors must leave the stand area in the condition in which they found it, namely free from any adhesive tape, discarded materials and waste.**

Rimini Exhibition Centre applies selective waste collection for recycling. During the event, exhibitors must take recyclables (paper, glass, PVC, tins) to the recycling stations provided for this purpose in each hall. General waste can be taken to the bins located in the aisles or placed outside of the stand when the fair closes for the day. The snack bars and catering areas in the Exhibition Centre are equipped for biodegradable material recycling and use biodegradable tableware (plates, glasses, cutlery, etc.). All biodegradable waste (food, plates, cups, cutlery, etc.) produced in the catering areas should therefore be placed in the biodegradable waste bins provided in these areas.

#### STAND DISMANTLING

**Art. 16 - Before the end of the fair, it is not permitted to fully or partially disassemble the stand.**

It is not allowed to remove exhibition material before the closure of the event.

Participants who violate this rule will have to pay a contractual penalty equal to half of the gross rent of the stand.

If at the end of the event, the participant still has pending payments to be made to the Organizer, he/she will not be entitled to collect a Goods withdrawal voucher and therefore will not be authorized to begin dismantling work.

If the participant does not immediately settle balances due, the Organizer will hold, with recourse, goods and setting-up materials located at the stand of the company.

**Dismantling operations will be allowed only to Participants who have cleared all their bills and are in possession of a Goods withdrawal voucher; these operations can start on Saturday 10<sup>th</sup> October 2015 from 15.30 to 20.00 hours.**

**Dismantling of stands must be completed within the maximum period of three days after the end of the fair, following this timetable: 11-13 October 2015 from 8.00 to 20.00.**

If after these deadlines the participant has not completed operations, without authorization the organizer can proceed to dismantle the stand at the expense, at the risk and cost to the participant. 30 days after the closing of the fair, it is at the discretion of the organizer to sell, without any formalities, the materials and samples exhibited, that the participant did not collect. From the proceeds of the sale, the Organizer will keep an amount equal to the costs incurred and will leave the remaining amount available to the participant for the maximum period of 6 days, after which the amount is considered forfeited. The organizer does not accept any liability for the materials and the products left in the fairgrounds and can move them elsewhere, still at the expense, risk and cost to the participant.

With reference to all of the above, it should also be noted that Rimini Fiera S.p.A. will not be held in any way liable for damage to the materials incurred during dismantling, transportation and when left unattended to at the fairgrounds.

#### Rimini Fiera S.p.A.

Via Emilia, 155 - 47921 Rimini (RN) - Italia  
Tel. 0039 0541 744111 - Fax 0039 0541 744200  
P.lva / Cod. Fiscale IT 00139440408

Reg. Imp. RN 00139440408 - Cap. Soc. € 42.294.067 i.v.

#### Business Unit Turismo

Foro Buonaparte, 74 - 20121 Milano  
Tel. 0039 02 8068929  
Fax 0039 02 80689250



**RiminiFiera**

Eventi - Fiere - Congressi

**Art. 17** - Rimini Fiera S.p.A. has the right to modify the event's duration, opening and closing date, and daily opening hours. This right does not oblige Rimini Fiera S.p.A. to offer participants total refunds or compensation of any kind. Exhibitors and their staff may enter the Exhibition half an hour before opening time and must leave the venue at closing time. Rimini Fiera S.p.A. may authorise extensions of these times on request.

#### RATES

**Art. 18** - Exhibition areas are all easy to see and access. The participation fee relating to indoor areas in the Expo Centre Pavilions for the entire event is as follows:

6 sqm: € 2.750,00  
8 sqm: from € 4.550,00 to € 5.400,00  
12 sqm: from € 6.950,00 to € 8.050,00  
16 sqm: from € 8.950,00 to € 10.650,00

Special non-prefitted stand minimum 32 sqm and multiple of 16 sqm: from € 13.550,00 (to be intended only bare area: no carpet, walls, company name board, electrical connection, socket, spotlights, cleaning, etc.).

The rate of the non-prefitted stands smaller than 32 sqm is the same as the rates of the prefitted stands. Moreover, if the communication of the waiving of prefitted stands arrives after 28<sup>th</sup> August 2015 the following penalties will be applied: € 480,00 for 8 sqm standard stand, € 580,00 for 12 sqm plus stand, € 680,00 for 16 sqm large stand.

Red Area surcharge +5%: extra charge for the stands located in the first two blocks of the exhibition halls, that is, the area between the two main passages. Halls A1-A3-A5-C1-C3. The supplement is calculated on the total cost of the area including any corner supplements. The Exhibitor who wants to host co-exhibitors must remit the "co-exhibitor registration fee" as indicated in the registration form. All the rates are intended without VAT charge.

#### ADVERTISING AND TECHNICAL SERVICES PAYMENT

**Art. 19** - The balance of charges for services must be settled by bank transfer (see details in art. 5) not later than the last day of the setting up. Any technical services included in the participation proposal, however, shall be paid in the same way as the stand (deposit followed by balance settlement) as per art. 5.

Outstanding amounts for ADDITIONAL SERVICES, including any advertising previously agreed with Rimini Fiera S.p.A., requested after confirmation of participation, and any other expenses that may have been anticipated by Rimini Fiera S.p.A. on behalf of exhibitors, must be settled at the bank counter in the Exhibition Centre during exhibition hours.

If an exhibitor cancels advertising services/sponsorships/meeting rooms and personalised fittings, the following penalties will be applied: 50% of the registration fee for cancellations made from 90 to 60 days before the exhibition (from 8<sup>th</sup> July 2015 to 7<sup>th</sup> August 2015). From 8<sup>th</sup> August 2015, 100% of the registration fee.

Upon settlement of outstanding amounts, exhibitors will receive an EXIT PERMIT, required for starting stand dismantling operations and removing exhibited products.

Failure to settle invoices authorises Rimini Fiera S.p.A. to refuse to issue the exit permit and withhold the goods and fittings on the exhibitor's stand as compensation.

The provision of advertising services/sponsorship/visibility, conference rooms and customized fittings is reserved only for exhibitors and co-exhibitors of the exhibition, please refer to the specific forms/contracts. Particularly for the Conference rooms, the title and the program of the conferences/seminars held in the assigned conference rooms, for whatever reason, should contain only the logo and brand belonging to the exhibitors and co-exhibitors of that particular exhibition.

#### ENTRY PASSES

**Art. 20** - Exhibitors can enter the exhibition if provided with the badge to be downloaded from the reserved area of the website or to be collected directly at the fair.

#### PARKING

**Art. 21** - The Exhibition Centre has various parking areas, some of which are reserved for exhibitors. Access to and parking in these areas are possible only with car passes.

#### EXHIBITION SAFETY - SECURITY SERVICE

**Art. 22** - Although Rimini Fiera S.p.A. accepts no obligation or responsibility for security during the exhibition, a 24/7 security service is operative from 9pm on the third day before the event opening until 8am on the day after closing. Nonetheless, participants must monitor their stands and the products exhibited there during Exhibition hours.

Rimini Fiera S.p.A. is released from any obligation to keep safe products, material, equipment, machinery, etc. brought near or in the stands by exhibitors. Rimini Fiera S.p.A. shall not be held liable in case of theft or damage occurred during set-up or removal operations, or during the exhibition itself and due to causes not attributable to force majeure.

#### DAMAGES - INSURANCE

**Art. 23** - Rimini Fiera S.p.A. is not liable for damage to persons and property, regardless of how or by whom this might be caused.

After confirmation of participation in the event, Rimini Fiera S.p.A. automatically insures individual exhibiting companies for the following:

##### 1) Exhibitor multirisk cover:

What is insured: goods, equipment, furnishings, inclusive of the value of the stand, for € 26,000.

Duration of coverage: period for which the insured items are in the Exhibition Centre premises, including installation and dismantling. Risks insured: SUMMARY OF COVERAGE (\*)

Fire due to any cause - Lightning - Gas explosion - Explosion of steam devices or radiator systems - Explosion of fumes produced by inflammable substances - Spontaneous combustion - Road vehicle impact - Theft - Robbery - Bad weather - Rainwater or water pipe leakage - Collapse - Breakages (excluding fragile objects) - Falling aeroplane, aeroplane parts or air freight.

Damage caused to insured items by actions carried out by order of public authorities with the aim of preventing or limiting damage is considered the equivalent of the aforesaid events. Risks not covered, therefore, include pickpocketing and pilfering from stands. Franchise: a general franchise of € 155 to be borne by the claimant will be applied to each loss.

In the case of goods exhibited outdoors, the franchise is increased to € 516 for each loss.

Reporting incidents: the insured parties (individual exhibitors) must: a) inform the insurance company (Zurich International Italia S.p.A.) and Rimini Fiera S.p.A. within 48 hours of the loss;

b) in the event of theft immediately report the event also to the public authorities and attach a copy of the report to the claim.

##### 2) Coverage of civil liability towards third parties:

What is insured: civil liability of exhibitors and exhibitor staff during the period of the exhibition, including stand installation (excluding loading and unloading of goods/materials) and dismantling operations, and any demonstrations or trials.

Other exhibitors are considered third parties. The policy does not cover damage to exhibitor property and property held for any reason.

Maximum insurable values: € 2.500,000 for each loss, with a limit of € 2.500,000 for each person suffering bodily injury and € 500,000 for damage to property.

#### NB:

(\*) *In the event of controversy, the ONLY DOCUMENTS ACCEPTED are the EXHIBITOR MULTIRISK POLICY and the THIRD PARTY CIVIL LIABILITY POLICY, deposited with Rimini Fiera S.p.A. The cost for the above insurance coverage is included in the registration fee (art. 18).*

*Exhibitors can, however, make direct arrangements for the insurance coverage they think most appropriate, independently of the arrangements made by Rimini Fiera S.p.A. In fact, exhibitors duly release Rimini Fiera S.p.A. from all liability deriving from the presence of goods, equipment, furnishings, stands, etc. on Rimini Fiera S.p.A. premises.*

#### SMOKING REGULATIONS

**Art. 24** - Pursuant to Law 3 of 16 January 2003 and Prime Minister's Decree of 23 December 2003, smoking is strictly prohibited throughout the Exhibition Centre. The smoking ban is notified by appropriate "VIETATO FUMARE" ("NO SMOKING")

signs that include indications of the relevant legislation, fines applied to offenders and the names of those tasked to ensure the ban is observed and establish if infringements occur. These signs are located at Exhibition Centre access points and are clearly visible. Other signs are used inside the building to indicate that smoking is not allowed and state simply "VIETATO FUMARE."

Offenders are subject to fines of € 25 - € 250. The amount of the fine is doubled in the event of infringements committed in the presence of a visibly pregnant woman, babies or children up to 12 years of age. The Municipal Police, State Police and Rimini Fiera S.p.A. officials are responsible for ensuring the ban is observed and establishing if infringements occur.

Smoking is only allowed outside of the Exhibition Centre and under outdoor porticos, indicated by notices to this end.

#### ALCOHOLIC BEVERAGES, BEVERAGES, FOOD, DIETARY PRODUCTS AND SUPPLEMENTS DISTRIBUTION

**Art. 25 - A)** Only small amounts of wines and spirits may be served to visitors and only for tasting purposes.

**B)** Glasses, bottles or other glass objects may not be removed from stands: these items must be placed in areas accessible only to the exhibitor's staff.

**C)** Beverages, food and/or dietary products and/or dietary supplements served or given to visitors in the form of handouts or free samples must compulsorily be compliant with Italian and European regulations, particularly regarding safety, personal health and the sale of said products.

Exhibitors therefore also personally assume any and every onus and liability in relation to third parties in general in the event of false statements, as well as any damages due to the tasting/offer of products that do not meet legal requirements, totally exonerating Rimini Fiera S.p.A. regarding this matter.

**C.1)** The amounts of beverages, food, diet products or food integrators served are to be considered exclusively for tasting, so must be moderate and suitable for eating or drinking on-site. It is forbidden for Exhibitors to consign visitors packaged or wrapped food products and/or beverages.

Exhibitors and their staff are bound to comply and ensure compliance with the aforesaid safety requirements, bearing all liability for failure to do so.

#### MACHINERY AND ITS USE

**Art. 26** - All exhibited vehicles must be new, approved or to be approved for licensing, with the exception of prototypes, which must be provided with a notice clearly stating "prototype."

Exhibited machines cannot be operated unless authorisation has been previously obtained from Rimini Fiera S.p.A., who assesses each case before making a final decision on whether to grant this authorisation.

Issuing of authorisation does not imply Rimini Fiera S.p.A. will accept liability or release participants from responsibility for operation of aforementioned machinery. Participants must therefore take all precautions necessary to prevent accidents and fires, reduce noise, eliminate odours and avoid gas emissions. Under no circumstances may machinery or equipment involving the use of fire be operated. Machinery must in no way constitute a hazard or disturbance to others. Rimini Fiera S.p.A. reserves the final right to revoke the aforesaid authorisation if it considers that inconvenience of any type could occur.

If machinery or equipment are required to comply with current laws and regulations, exhibitors must have them examined at their own expense and obtain relevant approval from the competent authorities.

In this regard, exhibitors of this type of machinery and equipment declare they are in compliance with the aforesaid Directive when they sign the application form, thereby releasing Rimini Fiera S.p.A. from any ensuing liability.

#### REGULATION OF NOISE LEVELS ON EXHIBITION PREMISES

**Art. 27** - Exhibitors are allowed to use audio reproduction equipment but this does not exempt participants from complying at their own expense with current laws regarding performing rights, according to which they assume all responsibility in any case.

Exhibiting companies who use sound reinforcement equipment, also for the use of public address equipment like microphones,

#### Rimini Fiera S.p.A.

Via Emilia, 155 - 47921 Rimini (RN) - Italia  
Tel. 0039 0541 744111 - Fax 0039 0541 744200  
P.lva / Cod. Fiscale IT 00139440408

Reg. Imp. RN 00139440408 - Cap. Soc. € 42.294.067 i.v.

#### Business Unit Turismo

Foro Buonaparte, 74 - 20121 Milano  
Tel. 0039 02 8068929  
Fax 0039 02 80689250



**RiminiFiera**  
THE BEST OF ITALY

speakers, etc., must use said equipment in such a way as to ensure a noise level that allows a suitable ambience for conducting business and therefore lower than levels in force (Legislative Decree 81/2008, Title VIII, Chapter II). In any case, the noise level set by Rimini Fiera S.p.A. requires it to be less than 50 db at all times.

Specifically, the sound diffusion should be separated from the light plant and the rest of the electrical equipment. The sound diffusion should be directed towards the inside of the stand only.

Moreover, at its sole and exclusive discretion, Rimini Fiera S.p.A. may decide that the sound levels produced by various apparatus or machinery on the exhibitor's stand appears to be dangerous and/or annoying for the activities being pursued by other operators in the vicinity, and consequently invite (via a written or verbal notification made by one of its staff) an exhibitor to reduce noise to levels even lower than the decibels indicated herein. Sound levels will be measured by sound meters at the nearest possible point outside the stand area by Rimini Fiera S.p.A. authorised staff.

Failure to comply with the aforesaid dispositions, including the request to reduce noise to levels lower than those specified in the second paragraph above, will give rise to the following actions against the defaulting exhibitor:

- for the first infringement notified, a verbal warning;
  - for the second infringement, a written warning;
  - from the third infringement onwards, the stand's electricity supply will be disconnected and the exhibitor is not entitled to refunds or compensation. A warning will be given 15 minutes before power is disconnected and may last for up to 3 hours, depending on the final decision taken by Rimini Fiera S.p.A.
- In none of the aforementioned cases may Rimini Fiera S.p.A. be held responsible for any damage caused to the exhibitor and/or material exhibited when envisaged sanctions are applied following the exhibitor's failure to comply with the provisions herein.

Without prejudice to the abovementioned regulations and without prejudice to Rimini Fiera S.p.A.'s commitment to ensuring exhibitors comply with these provisions, Rimini Fiera S.p.A. cannot be held responsible in any way if an exhibitor's illicit behaviour causes damage to other participants. Any such controversies must be resolved directly by the exhibitors in question and Rimini Fiera S.p.A. is released from any obligation and/or responsibility.

#### ADVERTISING

**Art. 28** - Publicity tools are managed by Rimini Fiera Publicity Office, which, as well as drawing up and publishing a catalogue (containing descriptions of the various advertising solutions, methods for realization and prices), will also have the faculty of realizing at its discretion any advertising solution it considers opportune in the entire expo centre area.

While exhibitors enjoy complete freedom of advertising on their stands, they may not use any form of publicity that causes disturbance or involves direct comparison with other exhibitors, or which has a negative effect in any way on the event's spirit of trade hospitality. More specifically, exhibitors are forbidden to:

- carry out any form of publicity/advertising in indoor and outdoor areas of the Exhibition Centre, except on their stands;
- distribute promotional material outside their exhibition areas; Flyer or leaflet distribution of any form is prohibited both inside and outside the Exhibition Centre.
- display billboards and/or samples, even if merely indicative, on behalf of companies not listed in the application form and not represented;
- perform entertainment or shows of any kind with the aim of presenting products, even only on their own stand, without prior authorisation by Rimini Fiera S.p.A.

Moreover, no company (whether an exhibitor, guest, or represented at the event) may publish any logos or trademarks on official Rimini Fiera S.p.A. promotional materials except for those agreed in advance with Rimini Fiera S.p.A. publicity office.

Without prejudice to the above clauses, all forms of publicity and/or advertising are only allowed outside allocated exhibition areas if previously authorised by Rimini Fiera S.p.A., and are subject to payment of the fees indicated in the advertising price lists. Exhibitors are totally and solely responsible for advertising content.

Without prejudice to compliance with the abovementioned limits,

exhibitors are nonetheless totally and solely responsible for any civil, administrative or criminal liability deriving from their advertising. The exhibitor is also liable towards other exhibitors and/or third parties in general for its advertising content or infringement of any laws, including those regarding competition. Failure to comply with the abovementioned restrictions will result in the exhibitor being subject to a fine of € 2.000 (two thousand) for each infringement of the abovementioned regulations ascertained by Rimini Fiera S.p.A. also reserves the right to lodge further claims for compensation of greater damage sustained.

#### RETAILING

**Art. 29** - "On-the-spot" retailing and provision of paid services are strictly prohibited. The exhibitor accepts any and all responsibility for infringements of this prohibition, releasing Rimini Fiera S.p.A. from any consequent liability and/or obligation. Disputes with other operators arising from this infringement, must be settled directly by the exhibitors involved, releasing Rimini Fiera S.p.A. from any relevant responsibility and/or obligation in this regard.

It is also understood that any disputes that may arise between exhibitors (due to unfair competition, sale of similar products, etc.) must be settled directly by the exhibitors, and Rimini Fiera shall bear no responsibility in the matter.

#### OFFICIAL CATALOGUE AND EXHIBITION MAP

**Art. 30** - Without accepting liability or making a commitment of any kind, Rimini Fiera S.p.A. prints an Official Catalogue using the information provided in the registration form "Company Details for Publication", which must be received no later than 28<sup>th</sup> August 2015.

Please note that if the "Company Details for Publication" are not completed, "Exhibiting Company" details will be used. The information provided in the "Company Details for Publication" will be also used to indicate exhibitors on the event map. If Rimini Fiera S.p.A. does not receive from the exhibitor the forms indicated above by the indicated date, it will publish the information already in its possession.

Participants accept responsibility for the information declared in the registration form exempting Rimini Fiera S.p.A. from any liability for false declarations. Any other technical or promotional indications may be included by exhibitors on request and will be invoiced.

The exhibition catalogue is the organizer's only official publication. Any other promotional publication, excepting official Rimini Fiera S.p.A. publications, is the initiative of unauthorised private individuals.

#### INDUSTRIAL AND INTELLECTUAL PROPERTY RIGHTS

**Art. 31** - The exhibitor accepts all liability for holding rights on brands, logos, patents, industrial inventions and models, and copyrights applicable to products and/or machinery on display. The exhibitor therefore holds Rimini Fiera S.p.A. harmless from all claims in the event of any such infringement or in the case of breach of competition regulations with regard to other exhibitors and third parties in general. Any disputes that may arise among exhibitors or between exhibitors and third parties shall therefore be settled directly by the parties, releasing Rimini Fiera S.p.A. from any liability and/or obligation.

**Art. 32** - As well as its trademarks, Rimini Fiera S.p.A. claims as its exclusive property the name "TTC Incontri" and all its variations, abbreviations, simplifications and acronyms, and they may not be used without prior written authorisation by Rimini Fiera S.p.A.

**Art. 33** - If for any reason, including force majeure, the Exhibition cannot be held, participation confirmations are considered automatically annulled and Rimini Fiera S.p.A. will reimburse participants the fees paid for exhibit area rental.

If, on the other hand, the Exhibition is suspended after the opening:

- a) for force majeure, no reimbursement is due to participants;
- b) for any other reason, Rimini Fiera S.p.A. will reimburse participants the proportion of the rental fee calculated against the remaining event time. In neither case is Rimini Fiera S.p.A. obliged to pay participants compensation of any type.

**Art. 34** - Communications and/or complaints of any kind will only be taken into consideration if made in writing. The decisions taken by Rimini Fiera S.p.A. will be definitive and absolute.

#### BUSINESS MEETINGS

**Art. 35** - Rimini Fiera S.p.A. shall bear no liability in the event that one or more of the scheduled business meetings cannot be held, or in the event that dealings between buyer and exhibitor do not lead to the desired ends; any and all relations between the latter shall be managed exclusively by the two parties involved, relieving Rimini Fiera S.p.A. of all responsibility.

#### GENERAL RULES AND REGULATIONS

**Art. 36** - Rimini Fiera S.p.A. reserves the right to supplement the Exhibition's General Rules & Regulations at any time with provisions intended to improve the event.

As well as the immediate closure of the stand by Rimini Fiera Rimini Fiera S.p.A. officials and staff, failure to comply with the General Rules & Regulations results in the withdrawal of the exhibitor's entry passes and access prevented to the area where their stand is located. In that case Participant forfeits entitlement to reimbursement or compensation and with the obligation to pay any moral or material damages caused by their non-compliance.

#### PHOTO DISCLAIMER UNDER LAW 633 of 22 April 1941, as amended

**Art. 37** - Rimini Fiera S.p.A. reserves exclusive rights to any photographs, films, videos, drawings, etc., of the Exhibition Centre and, in particular, of its stands. Only photographers authorised by Rimini Fiera S.p.A. may work inside the Exhibition Centre.

The Exhibitor expressly authorizes Rimini Fiera S.p.A. to take photographs depicting them, their stand and the products displayed, through its appointed photographers. Rimini Fiera S.p.A. may also use these photographs for journalistic/communication purposes and for trade promotion purposes. There will be no use in contexts prohibited by law or which damage decorum and dignity. Posing for and use of the images for the purposes stated above are understood to be completely free of charge. Photographs will be handled by Rimini Fiera S.p.A. in full respect of Legislative Decree 196/2003.

The firm LSDT  
having read the General Rules & Regulations, which it accepts in their entirety and returns, undersigned in the box beside, and sending this form, requests to participate in the next edition of TTC Incontri 2015.

Date 2015 07 30

Readable stamp and signature of legal representative

#### As specific approval of the clauses under indicated:

According to and by effect of art. 1341 of Italian Civil Code, the undersigned approves the General Rules and Regulations of Participation printed over leaf at numbers: art. 3 - a.1, a.2 and a.3 (Exhibitors), 4 (acceptance of General Rules and Conditions and competent Court), 5 (application form), 6 (stand allocation), 7 (modification- reduction-replacement stand), 8 (assignment - cancellation - withdrawal), 9-10 (stand occupation - outfitting), 11 (stand plan), 12 (damage), 13 (safety), 14 (workplace safety), 15 (stand cleaning waste disposal), 16 (stand dismantling), 17 (modification to duration, opening and closing date and daily opening hours), 19 (technical and advertising services payment), 22 (exhibition safety-security service), 23 (damages-insurance), 24 (smoking regulations), 25 (food and beverages distribution), 26 (machinery and its use), 27 (sounds level), 28 (advertising), 29 (retailing), 30 (inclusion of data in the Official Catalogue), 31 (industrial and intellectual property rights), 33 (exhibition cancellation or suspension), 34 (communications and complaints), 35 (business meeting), 36 (general rules and regulations), 37 (photo release).

Date 2015 07 30

Readable stamp and signature of legal representative

#### Rimini Fiera S.p.A.

Via Emilia, 155 - 47921 Rimini (RN) - Italia  
Tel. 0039 0541 744111 - Fax 0039 0541 744200  
P.lva / Cod. Fiscale IT 00139440408  
Reg. Imp. RN 00139440408 - Cap. Soc. € 42.294.067 i.v.

#### Business Unit Turismo

Foro Buonaparte, 74 - 20121 Milano  
Tel. 0039 02 8068929  
Fax 0039 02 80689250



**RiminiFiera**  
Eventi e Servizi

**ON REGISTRATION:** down payment of 30% of the total invoice. For those who register after 26<sup>th</sup> June 2015 we request immediate payment of the total balance.

**26/06/2015:** balance for participation at TTG Incontri.

**24/07/2015:** deadline for requesting extra rooms.  
No guarantee of availability can be given for any requests made after this date.

**28/08/2015:** deadline for informing Rimini Fiera S.p.A. Business Unit Turismo of any changes in the stand packages (e.g. waiving the pre-fitted stand) and for sending the stand designs with personalized fittings to the Technical Office of Rimini Fiera S.p.A. Rimini Fiera S.p.A. offers a professional consultancy service for the design of your stand. If you are interested in receiving a proposal with an estimate we kindly ask you to contact the Business Unit Turismo (tel. 0039 02 8068929 - fax 0039 02 80689250 - ttgincontri@ttgitalia.com).

**28/08/2015:** deadline for sending the forms requesting the extras listed in the Exhibitors' Guide.

**N.B. Any orders received after this date will be subject to a surcharge of 20% of the overall price.**

**28/08/2015:** deadline to insert any Co-exhibitor in the official catalogue of the fair. It is the responsibility of the exhibitor to register his Co-exhibitors in the exhibitor Zone of the website [www.ttgincontri.it](http://www.ttgincontri.it). Only Co-exhibitors regularly registered will be published in the official catalogue. The price of each Co-exhibitor is **EUR 110.00+VAT** according to the Law no.16 of 27/07/2005 related to the certification of information for fairs.

**28/08/2015:** deadline for sending company details to be published in the catalogue.

• **Bank money Transfer (attach copy of the transfer form with the bank stamp)**

UNICREDIT S.p.A. - Filiale Operativa EMILIA EST  
Centro Corporate Bologna 2 - Via Martin Luther King 38/2° - 40132 BOLOGNA

**Addressed to Rimini Fiera S.p.A.**

**IBAN:** IT71 G 02008 02515 000003175843

**BIC/SWIFT:** UNCRITMMOEE

**Motive:** TTG Incontri 2015

**Rimini Fiera S.p.A.**

**Business Unit Turismo**

Foro Buonaparte, 74 - 20121 Milano  
Tel +39 02 8068929  
Fax +39 02 80689250  
E-mail: [ttgincontri@ttgitalia.com](mailto:ttgincontri@ttgitalia.com)

**Rimini Fiera Technical Office**

Via Emilia, 155 - 47900 Rimini  
Tel +39 0541 744600-744216  
Fax +39 0541 744484  
Contatto: Giorgia Ceccaroni - [g.ceccaroni@riminifiera.it](mailto:g.ceccaroni@riminifiera.it)  
Barbara Mauri - [b.mauri@riminifiera.it](mailto:b.mauri@riminifiera.it)

**Adria Congrex S.r.l.**

Via Sassonia, 30 - 47900 Rimini  
Tel +39 0541 305856  
Fax +39 0541 305842  
E-mail: [roomsttg@adriacongrex.it](mailto:roomsttg@adriacongrex.it)

**Rimini Fiera S.p.A.**

Via Emilia, 155 - 47921 Rimini (RN) - Italia  
Tel. 0039 0541 744111 - Fax 0039 0541 744200  
P.Iva / Cod. Fiscale IT 00139440408  
Reg. Imp. RN 00139440408 - Cap. Soc. € 42.294.067 i.v.

**Business Unit Turismo**

Foro Buonaparte, 74 - 20121 Milano  
Tel. 0039 02 8068929  
Fax 0039 02 80689250



**RiminiFiera**

dal 1978



# ROOMS RESERVATION

## RIMINI FIERA

### 8<sup>th</sup>-10<sup>th</sup> October 2015

EXHIBITOR \_\_\_\_\_

<input type="checkbox"/> Double	<input type="checkbox"/> Single	in 7/10	out 10/10	Name .....	Job title .....
<input type="checkbox"/> Double	<input type="checkbox"/> Single	in 7/10	out 10/10	Name .....	Job title .....
<input type="checkbox"/> Double	<input type="checkbox"/> Single	in 7/10	out 10/10	Name .....	Job title .....
<input type="checkbox"/> Double	<input type="checkbox"/> Single	in 7/10	out 10/10	Name .....	Job title .....
<input type="checkbox"/> Double	<input type="checkbox"/> Single	in 7/10	out 10/10	Name .....	Job title .....
<input type="checkbox"/> Double	<input type="checkbox"/> Single	in 7/10	out 10/10	Name .....	Job title .....

Notes .....

<input type="checkbox"/> Double	<input type="checkbox"/> Single	in .....	out .....	Name .....	Job title .....
<input type="checkbox"/> Double	<input type="checkbox"/> Single	in .....	out .....	Name .....	Job title .....
<input type="checkbox"/> Double	<input type="checkbox"/> Single	in .....	out .....	Name .....	Job title .....
<input type="checkbox"/> Double	<input type="checkbox"/> Single	in .....	out .....	Name .....	Job title .....
<input type="checkbox"/> Double	<input type="checkbox"/> Single	in .....	out .....	Name .....	Job title .....
<input type="checkbox"/> Double	<input type="checkbox"/> Single	in .....	out .....	Name .....	Job title .....

Notes .....

Category	Double BB	Single BB
<input type="checkbox"/> 5 star	from Eur 170.00	from Eur 275.00
<input type="checkbox"/> 4 star top	from Eur 75.00	from Eur 110.00
<input type="checkbox"/> 4 star sup	Eur 70.00	Eur 105.00
<input type="checkbox"/> 4 star	Eur 55.00	Eur 80.00
<input type="checkbox"/> 3 star sup	Eur 40.00	Eur 55.00
<input type="checkbox"/> 3 star	Eur 35.00	Eur 45.00

**N.B. Prices are per person, per day, on BB basis and include 10% accommodation vat fee. Any additional tourist taxes are excluded.**

### PAYMENT CONDITIONS

Extra rooms not included in the stand package will ONLY be confirmed with a credit Card number guarantee.

Credit card no. \_\_\_\_\_

Type of card:  Visa  Mastercard  American Express  Diners Club

Name ..... Surname ..... Expiry date .....

I HEREBY AUTHORISE ADRIA CONGREG to transmit the information on my credit card to the hotel in order to debit the first night only in case of cancellation or no show.

Signature .....

The balance for the extra rooms must be paid directly at the hotel.

### IMPORTANT

- **Adria Congrex** will send you a fax or e-mail to confirm your reservation. This fax or e-mail must be considered confirmation of your request.
- **Changes, cancellations and penalties:**
  - **ROOMS INCLUDED IN THE STAND PACKAGE:** any changes to the dates and cancellations of rooms must be sent by fax (+39 0541 305842) or by e-mail (roomsttg@adriacongrex.it) not later than **15<sup>th</sup> September 2015**.
  - **ROOMS NOT INCLUDED IN THE STAND PACKAGE:** any changes to the dates and cancellations of rooms must be sent by fax (+39 0541 305842) or by e-mail (roomsttg@adriacongrex.it) not later than **18<sup>th</sup> September 2015**. For rooms cancelled after this date the price of the first night will be **debited to the credit** card listed on the form.

For further information, please contact Adria Congrex on +39 0541 305856

Rimini Fiera S.p.A.  
 Via Emilia, 155 - 47921 Rimini (RN) - Italia  
 Tel. 0039 0541 744111 - Fax 0039 0541 744200  
 P.Iva / Cod. Fiscale IT 00139440408  
 Reg. Imp. RN 00139440408 - Cap. Soc. € 42.294.067 i.v.

Business Unit Turismo  
 Foro Buonaparte, 74 - 20121 Milano  
 Tel. 0039 02 8068929  
 Fax 0039 02 80689250



**RiminiFiera**  
 RIMINI FIERA S.p.A.