

## 81<sup>st</sup> THESSALONIKI INTERNATIONAL TRADE FAIR • 10-18/ 9 /2016

# APPLICATION FOR PARTICIPATION

TO BE RETURNED NO LATER THAN 18 JULY 2016

COMPANY TITLE		
ADDRESS	POSTAL CODE	
CITY	COUNTRY	
TEL.	FAX	VAT NUMBER
WEB SITE	EMAIL	
CONTACT PERSON	MOBILE	

### PLEASE SPECIFY HOW YOUR TITLE SHOULD APPEAR

IN THE EXHIBITORS CATALOGUE

ON YOUR STAND NAME BOARD (Only if you have Type No2)

PLEASE MARK (X) THE CATEGORIES OF YOUR EXHIBITS IN THE LIST OF EXHIBITS

PRODUCER ☐ IMPORTER ☐ REPRESENTATIVE ☐ STATE PARTICIPATION ☐ SERVICES ☐

- DISCOUNTS** • COVERED AREAS. From 64-80 sq.m. discount 10% • From 81-100 sq.m. discount 15%  
From 101-150 sq.m. discount 20% • From 151 sq.m. and over discount 25%
- OPEN AIR SPACES. From 81-150 sq.m. discount 10% • From 151-200 sq.m. discount 15%  
From 201 sq.m. and over discount 20%
- Discounts are valid only for type No 1

**TYPES OF STAND** TYPE No1/WITHOUT EQUIPMENT. Stand marked out on the floor, general cleaning  
TYPE No 2/EQUIPMENT. Surrounding partitions, fascia with a signboard with the company name, the number of the stand, fitted carpet, general cleaning service, 1 desk, 1 small table, 3 chairs and ten electric spotlights/16 sq. m., one socket/16 sq. m., electric power consumption. In case of different electrical installation, a wiring plan is necessary.

**NOTE** For group participations who come under one Organizer, each co-exhibitor will be charged with the Registration Fee separately in addition to the space rental fee.

**IN TYPE No 1/WITHOUT EQUIPMENT, POWER SUPPLY AND CONNECTION IS NOT INCLUDED**  
(wiring plan is necessary). COST: 20,00 € / KW

### PRICE LIST OF RENTED SPACE

	No of SIDES	TYPES	€/ SQ.M.	TOTAL SQ.M.	TOTAL €
COVERED AREA	ONE SIDE	1	110.00		
	TWO SIDES	1	120.00		
	THREE SIDES	1	130.00		
	FOUR SIDES	1	140.00		
OREN AIR SPACE			75.00		
DISCOUNT					
SUB TOTAL AFTER DISCOUNT					
TYPE 2 / SHELL SCHEME			19.00		
REGISTRATION FEE FOR EXHIBITOR					110.00
TOTAL					
V.A.T. 24%					
<b>GRAND TOTAL</b>					

### REPRESENTATIVE IN GREECE

NAME	
ADDRESS	
P. CODE/CITY	
COUNTRY	
TELEPHONE	
FAX	
E-MAIL:	

### TERMS OF PAYMENT

APPLICATIONS SHOULD BE ACCOMPANIED BY THE FULL PAYMENT OF THE GRAND TOTAL, SOON AFTER THE RECEIPT OF THE PROFORMA INVOICE.

COPY OF THE BANK TRANSFER SHOULD BE FAXED TO THE SECRETARIAT

PAYMENT MAY BE MADE BY BANK TRANSFER TO ONE OF THE FOLLOWING ACCOUNTS OF TIF HELEXPO S.A.

- NATIONAL BANK OF GREECE  
ACCOUNT No: 223/470400-28  
IBAN GR 79 0110 2230 0000 2234 7040 028
- ALPHA CREDIT BANK  
ACCOUNT No: 707/00/2320000394  
IBAN GR 74 0140 7070 7070 0232 0000 394
- PIRAEUS BANK  
ACCOUNT No: 5202-009128-859  
IBAN GR 80 0172 2020 0052 0200 9128 859

### PLEASE WRITE DOWN THE STAND YOU CHOSE

PAVILION  STAND

Your signature confirms the acceptance of all terms and conditions of the REGULATIONS OF PARTICIPATION in TIF 2016 as well as the ANNEX attached to the APPLICATION FORM which have been uploaded in <http://tif.helexpo.gr/tif/en/documents>

(signature/seal)

DATE

# ANNEX TO THE REGULATIONS FOR PARTICIPATING IN THE 81<sup>st</sup> TIF

## PREAMBLE

The 81st TIF event for 2016 is organised by TIF HELEXPO S.A. at Thessaloniki International Exhibitions and Congress Centre from 10/09/2016 to 18/09/2016. This Annex to the Regulations for Participating in the 81st TIF has been approved by the Board of TIF HELEXPO S.A.

## ARTICLE 1. PREPARATION-OPERATION-DISMANTLING

**Fair Preparation Stage:** From 28/08/2016 up to and including 03/09/2016 -working hours: 08:00-16:00, from 04/09/2016 up to and including 08/09/2016 -working hours: 08:00-23:00 and on 09/09/2016 working hours: 08:00-16:00. Additional preparation days may be allowed, provided this is feasible, following a written request to this effect by the exhibitor, at the following charges: For the first day before the normal opening of the Fair Preparation: 200.00€/8hours (working hours: 08:00-16:00) per exhibition stand area and 20.00€/hour for every additional hour up to 24:00 for all pavilions except for pavilions 13, 15, and 17, for which charges are 35.00€/hour for any exhibition stand area. For the second day before the normal opening of the Fair Preparation: 300.00€/8hours (08:00-16:00) per exhibition stand area and 30.00€/hour for every additional hour up to 24:00 for all pavilions except for pavilions 13, 15, and 17, for which charges are 65.00 /hour for any exhibition stand area. Such charges are charged regardless of the use of heating or cooling. All preparation works for exhibition stands must have been completed the day before the Fair opens.

**Fair Operation Stage:** from 10/09/2016 to 18/09/2016 and the following working hours: Working days: 16:00-22:00, Saturday and Sunday: 10:00-22:00.

**Fair Dismantling Stage:** from 19/09/2016 up to and including 20/09/2016 - working hours: 08:00-21:00.

## ARTICLE 2. CANCELLATION OF PARTICIPATION

2.1. TIF HELEXPO S.A. may, at its discretion, accept a written request by an exhibitor for the partial or full cancellation of their participation in the Fair, following the submittal of their participation application. However, exhibitors remain liable for paying the registration fee and the cancellation fee imposed. Payable amounts are presented in the cancellation fee table below. Charges are calculated on the basis of the following:

- The point in time when TIF HELEXPO S.A. receives the written notification by the exhibitor cancelling their participation in the Fair;
- The participation compensation stipulated, which would have been due for the exhibition area committed or leased, according to the basic leasing rates; additional charges depend on the exhibition area facades and/or the standardised structure as described in the Participation Application.

TIME OF CANCELLATION OF THE EXHIBITOR'S PARTICIPATION	FEES CHARGED
30-1 calendar day before the Fair opening date	The registration fee and the whole of the participation charge are withheld
60-31 calendar days before the Fair opening date	The registration fee and down payment are withheld
61+ calendar days before the Fair opening date	The registration fee is withheld

These charges are valid regardless of whether the exhibitor's area is allotted to another exhibitor, while the payable amount of fees charged as above is immediately due.

## ARTICLE 3. RECEIVING-MEASURING OF EXHIBITION AREA - OPENING

3. If the Exhibitor requests a change of their exhibition area from Type 2 (standardised structure and floor tracing) to Type 1 (floor tracing without structure) within a time period of less than 5 days from the opening of the Fair, they pay the compensation for using the exhibition area and an additional amount quoted in the Form of Services & Equipment Provision as this is in force.

3.2 An Exhibition area not received by the Exhibitor by the eve of the Fair opening is considered vacant and TIF HELEXPO S.A. may allot it to another exhibitor. An Exhibitor's not receiving their exhibition area is considered to be a cancellation and the provisions of the Article of the Cancellation of Participation are implemented.

## ARTICLE 4. FAIR PREPARATION-STAND CONSTRUCTION- DECORATIVE SIGNS/SIGNBOARDS

4.1 The construction of exhibition stand areas is compulsory and fully burdens exhibitors, whether construction is undertaken by TIF HELEXPO S.A. personnel (floor tracing with standardised structure-Type 2) or undertaken by exhibitors themselves (floor tracing-Type 1). For floor tracing exhibition areas (Type 1), a necessary prerequisite condition for receiving the area is to have submitted a solemn declaration as to the sound and safe operation of construction works and electrical installations, accompanied by the Electrical Installation Plan and a Copy of the Electrical Permit issued by the competent Ministry.

4.2 These plans are approved by the competent Agencies of TIF HELEXPO S.A., provided plans are submitted in good time and within a timely fashion before exhibitors establish themselves on their exhibition area. If plans are not approved by the competent Agencies of TIF HELEXPO S.A., exhibitors are obliged to make any adaptations/adjustments or amendments indicated to them by the competent Agencies of TIF HELEXPO S.A.

## ARTICLE 5. DELIVERY OF EXHIBITION AREAS

5.1 When the Fair closes, exhibitors shall remove from the premises of TIF HELEXPO S.A.

anything they may have placed or constructed on the exhibition area they used (any decorative items in general) and shall deliver the area in the state they received it.

## ARTICLE 6. ENTRANCE OF VISITORS WITHIN THE 81<sup>st</sup> TIF EVENT PREMISES

6.1 Admission fee: €5.00, allowing entrance on both weeknds and on Thursday 15/09 - Friday 16/09. Monday 12/09 to Wednesday 14/09, admission fee: €3.00.

6.2 Invitations are provided to exhibitors at a cost of €1.50 + V.A.T. per invite.

6.3 There is no entry charge for children under three years of age. However, entry is only allowed under adult supervision.

## ARTICLE 7. SECURITY

Security is provided for the general Fair premises and not for specific exhibits. The Security Company authorised by TIF HELEXPO S.A. does provide Special Security for specific exhibits at an additional cost. Members of the Security Company staff are responsible for the smooth operation of the Fair, for maintaining law and order, as well as for imposing relevant safety regulations.

## ARTICLE 8. EXHIBITORS' RESPONSIBILITIES

8.1. Exhibitors are responsible for any damage in an event when TIF HELEXPO S.A. would be considered liable to a third party.

8.2. TIF HELEXPO S.A. is not responsible for faults or deficiencies in the properties agreed upon for any venue leased for whatever purpose (including restaurants, kiosks, refreshment stalls, etc). Consequently, TIF HELEXPO S.A. is not responsible for any partial or total damage or deterioration to exhibits caused by such fault or deficiency.

8.3. TIF HELEXPO S.A. is not responsible for any loss of, or damage (partial or total) to or destruction of exhibits, decorative items or anything else brought into the exhibition or storage areas by exhibitors or leaseholders, regardless of whether this happens during, before or after the operation of the Fair.

8.4. All unpaid debts towards TIF HELEXPO S.A. originating from participation (exhibition area, advertising, telephone/water bills) accrue legal interest as of the day on which the Fair ends.

8.5. Exhibitors are solely responsible for any accident which may occur during machinery/tool demonstrations, whilst TIF HELEXPO S.A. bears no responsibility towards the injured party. In an event when TIF- HELEXPO S.A. is considered liable towards a third party, the exhibitor is obliged to make good any damage done to TIF HELEXPO S.A.

8.6. Exhibitors are solely responsible for all wear and tear and any damage done by themselves or their crews at all facilities, buildings, flooring, green areas, roads and other object within TIF HELEXPO S.A. premises. Particularly for outdoor exhibition areas, apart from the above, it is strictly forbidden to nail structures/constructs to the ground pavement. Damage to the above carries financial compensation to be determined by the Technical Director following calculation of the cost of losses and breaches.

## ARTICLE 9. GENERAL RESTRICTIONS

9.1. Any conversion in the use of the area provided is forbidden as is unauthorised occupation of areas beyond those granted to exhibitors.

9.2. Sub-letting (partly or wholly) the area provided or allowing its free use by third parties is forbidden.

9.3. Importing and exhibiting flammable or explosive materials on TIF HELEXPO S.A. premises is strictly prohibited, as is the import and demonstration of components of war equipment and weapons.

9.4. Lighting a fire is permitted solely for those exhibits whose function requires it, and only after the Company has been informed in writing and as long as the exhibitors follow fire safety regulations within their exhibition area.

9.5. Causing nuisance with audio, audiovisual or any other means is strictly prohibited. TIF HELEXPO S.A. retains the right to immediately terminate the operation of the system responsible, if exhibitors continue to cause nuisance, irrespective of any penalties that may be imposed.

9.6. Smoking is not permitted in any indoor areas.

9.7. Animals are not permitted on Exhibition premises.

9.8. Storing or depositing waste in the corridors or Fair premises is not permitted.

9.9 The use of forklifts or cranes on Fair premises without prior authorisation is prohibited.

9.10. Transmitting or receiving communications (radio, television radio equipment) is strictly prohibited on Fair premises, without explicit written permission by TIF HELEXPO S.A.

9.11. Should any exhibitor wish to make television, video or other productions using new media or to take photographs of exhibition premises, or wish to accompany their exhibit with music or songs, or to present, reproduce, etc a third party's intellectual work, they assume unconditional sole responsibility to acquire the written permissions necessary from The Hellenic Society for the Protection of Intellectual Property (AEPI) and any other relevant Agency for the Collective Management of Intellectual Property in a timely fashion. It is the exhibitor's responsibility to pay all relevant fees to such Agencies and TIF HELEXPO S.A. bears no responsibility for the reproduction of music or songs or the incidental violation of third parties' intellectual property. Exhibitors must inform TIF HELEXPO S.A. for the use of any audio-visual equipment, and receive written approval prior to its use.

9.12. Taking photographs or making television productions (taking videos, etc.) without the consent of the exhibitors shown is not permitted.

## ARTICLE 10. OTHER PROVISIONS

The General Rules for Participation in TIF HELEXPO S.A., which will be available on the website ([www.helexpo.gr](http://www.helexpo.gr)), are also in force and complement the provisions of this Annex to the Regulations of the 81st TIF.