

# معرض طرابلس الدولي TRIPOLI INTERNATIONAL FAIR

The oldest exhibition  
The biggest exhibition  
The Most important exhibition

We talk numbers!

More than **300,000+** Visitor

Since **1926**

More than **8000+** Sqm

**6** Countries

**400+** Participant

**1000+** Exhibitor

تنظيم

إشراف



معرض طرابلس الدولي  
49 TRIPOLI INTERNATIONAL FAIR  
2023 13-7

## Visa Application Form

## نموذج تأشيرة

Full Name as in passport	الإسم بالكامل حسب جواز السفر
Mother's name	إسم الأم
Father's name	إسم الأب
Place of birth	مكان الميلاد
Gender	الجنس
Nationality	الجنسية
Date of birth	تاريخ الميلاد
Pervious nationality	الجنسية السابقة إن وجدت
Passport no	رقم جواز السفر
Place & date of Issue	مكان وتاريخ الاصدار
Passport validity	صلاحية الجواز
Purpose of Entry	الغرض من الدخول
Country where Visa application is made	مكان الإقامة في بلد التأشيرة
Profession	المهنة
Address	العنوان
Religion	الديانة
Address	المكان الذي سيقوم فيه
Company Name	اسم الشركة
Company address	عنوانها بالخارج
Fax No	رقم الفاكس
Tel no	رقم الهاتف

### Previous visits

no  لا yes  نعم

### هل سبق لك الدخول

If yes, what was the purpose	إذا كان نعم لثي غرض
Date of Exit	تاريخ الخروج
Date of Entry	تاريخ الدخول
Submission Date	تاريخ التقديم
Residence Place	مكان الإقامة

- Visa Application forms are to be submitted to the tripoli international fair at least two weeks prior to the date of applicant's collection. Fair authority doesn't bear responsibility for delays in visa issuance.
- Visa charge of 50 L.D is payable to the tripoli international fair
- Please submit a clear copy of your passport and it's Arabic translation.
- Any application request, not authorized by the applicant's company will not be accepted.

- يقدم طلب التأشيرة الى معرض طرابلس الدولي قبل اسبوعين على الأقل من تاريخ طلب الحصول عليها وإدارة المعرض لا تتحمل مسؤولية تأخير منح التأشيرة في حالة عدم الالتزام.
- قيمة التأشيرة 50 دينار ليبي تسلم لحزينة معرض طرابلس الدولي.
- تقديم صورة واضحة من جواز السفر.
- لايعتد بأي طلب غير مختوم من الجهة الطالبة للتأشيرة.



Signature & Stamp

التوقيع والختم

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## Rules and Regulations for Participation in

the 49th Edition of Tripoli International Fair

### Article 1 Terms of participation

- 1. countries , Arab , Foreign companies , industrialists publishers , importers , Libya agents and public sector authorities are welcome to participate .
- 2. the application form is to be filled in and sent to the exhibition management before being registered with Tripoli International Fair.
- 3. the participant is to make a 50% advance payment with in 30 days from the date that have submitted their Participation from of the full fees , based on the amount of space that they have booked, the remaining 50% needs to be paid with in the period of one week before the opening day of the event . Participation may be approved by email for foreign participant , subject to the fact that they have filled in an application form .
- 4. Tripoli International Fair retains the right to decline any incorrectly filled out application forms and as a result of this may re-allot and change the participant's stand location according to the available space .
- 5. exhibitors may not sub-contract other suppliers for the reserving of exhibition space , for the duration of the book fair . Space can only be contracted by the Tripoli International Fair .
- 6. the participant cannot modify the structural form , the location or dimensions of the exhibition area or venue , without the prior permission of Tripoli International Fair.

### Article 2 Participation fees

Rates are paid through a reputed bank by bank draft or cash deposit of transferable foreign currency in the account of Tripoli International Fair.

Type	National Exhibitor	National Exhibitor For Foreign Prohcts	Foreign Exhibitor
Registration Fees	LD 20	LD 20	EUR 20
Equippid Stand	LD 150	LD 170	EUR 110
Covered stand	LD 100	LD 120	EUR 80
Uncovered stand	LD 50	LD 60	EUR 55



### Minimum Of Space Allotment Is As Follows :

- A- Furnished spaces ( 9m<sup>2</sup> ) nine square meters.
- B- Unfurnished spaces ( 12m<sup>2</sup> ) twelve square meters.
- C- Open spaces ( 25m<sup>2</sup> ) twenty five square meters.

### Furnished spaces include the following :

- 1. Side walls ( dividers for preparation of exhibits ) . 2. Floor carpet 3. Company name
- 4. "3" lighting unites. 5. One table. 6. "2" chairs 7. One power socket "5 (amp) . 8. Wastebasket . 9. Advertising means available in the site.

### Article 3 Exhibits

- A- All goods may be imported and excepted, except those prohibited by the valid laws and regulation applied in Libya .
- B. The participant may not conduct any test or demonstration . unless approved in writing in advance by the management of Tripoli International Fair. Once the permission is granted the participant is responsible for insuring the safety of themselves and the visitor at the event . the participant is liable for any accident occurring during the demonstration or test , Tripoli International Fair management shall bear responsibility for any consequences as a result of this . the participation carrying out any demonstration or test may be suspended from participation unless they product supportive documentation indicating that they have taken the necessary precautions.
- C. Participants may not move or transfer exhibits from allotted section for the duration of the fair.

### Article 4 Insurance

Tripoli International Fair is not liable for any accidents emergencies or damages of any kind which are related to the stand construction, facilities and exhibits of the participant and their personnel . any responsibility of the participant .

### Article 5 Cancellation of participation

- 1. If a participant cancels their participation one month before the opening of the fair, 50% of the amount already paid , shall be returned to the exhibitor based on the approved of Tripoli International Fair.
- 2. If a participant cancels their participation less than one month before the fair opening, no funds will reimbursed to the exhibitor , even on notification to Tripoli International Fair.



## Article 6 Cancellation and postponement

Should the fair be cancelled or postponed due force majeure and beyond the control of the management of both parties , Tripoli International Fair shall not be held . Exhibitors will not be permitted to claim compensation but may recover their payments minus registration fees and expenses incurred by the management of the Tripoli International Fair in performing the assigned functions.

## Article 7 Official catalogue

An official catalogue of the fair shall be published listing the exhibiting companies, name and their contact details . each participant shall be place their advertisements in this catalog.

## Article 8 Prior permission

Exhibiting are to obtain prior permission from Tripoli Fair in the following instances :

- 1. When distributing books , films, any advertising or any other information . they should be submitted in advances for approval and distributed only in the confines of the exhibition pavilion for the duration of the fair.
- 2. When using audio and video system , playing records or transmitting films by TV sets , video cassette players CD,s DVD , s or by any other means of electronic devices .
- 3. It is prohibited to decorate the walls and ceiling with or to distribute advertising materials , unless with the prior permission of the information and relation department and the payment of the relevant fees to the Tripoli International Fair or the authorities representative thereof.

## Article 9 Liability Of exhibitors

Exhibitors are liable for their exhibits during visiting hours . Tripoli International Fair reserve the right to take all the necessary safety precautions when and where it is deemed appropriation their interests.

## Article 10 Damage to property

The exhibitors may not inflict damage upon the property of Tripoli International Fair where such properties are stationery or moveable in case of violation of this , the exhibitors will have to compensate the board for any damages with prejudice to liability.



### Article 11 Fitting of interior design

- 1. Exhibitor who undertake fitting their stand Design in their own pavilion are required to submit the management of the board A copy of the Participant's Proposed Plant and Designs for study And approval , Prior to Construction , Participant will adhere to the decisions of the management of the board with Regards to this of what is deemed suitable or installation , they will also observe the instruction and Guidelines given to them .
- 2. The board may also perform any modification of the proposed design , if deemed necessary if such modification are not acceptable by the board , it has the right to disassemble any designs and impose monetary fines for carrying out this work .
- 3. Interior decoration of the pavilions must be complete with in a period of 48 hours prior to the fair opening , any rubbish , discarded materials and any other debris shall be removed by the participant .

### Article 12 ( Obligation of the exhibitor )

Exhibitors shall within no more than 3 days following of the fair perform the following tasks :

1. Vacate their exhibits whether they have inside space .
2. Remove stand decoration and design material and exhibitor's accessories.
3. Restore exhibition units to the original state that they were found in and have them over to Tripoli International Fair.

### Article 13 ( Terms of storage )

Storage of excess exhibits, Containers and boxes for the Duration of the Fair shall be Charged as follows :

- 1- Payment of fifty Libyan Dinars Per Square meter for each container or box.
- 2- Payment of ten Libyan Dinars Per Square for each container or box per day one week after the completion of the bank fair .
- 3- No exhibits or exhibition requisites may be kept within the exhibition ground Tripoli International Fair Any remaining exhibits remaining open or covered warehouses shall be confiscated and sold as per valid procedures and regulation .

#### Article 14 ( Terms of shipping )

- 1. All goods , exhibits and equipments shall be bought in as per the rules and regulations applied to temporary importation .
- 2. Exhibitors are themselves responsible for the transfer of goods to and from the exhibition site.
- 3. The board may appoint an independent contractor (s) to handle all goods within and outside the exhibition ground .
- 4. Subject to the provisions of confining imported by specific authorities or those which require special permission .
- 5. Goods shall not be handed over to fair participants by customs official unless necessary documentation is fully submitted .

#### Article 15 ( Visa procedures )

Participants must fill in the relevant application form attached with a good quality copy or scan of their passport including form attached with a good quality copy or scan of the passport including a copy the page bearing the last entry visa of the participant and their residence address ( if they are not Libyan national ) and send the documentation to the address of the board and remit the following fees:

- 1. 50 Libyan dinars invitation and telex fees per person, payable to the account of Tripoli International Fair.
- 2. Other fees will need to be Paid to the Libya overseas representation who will issue the entry visa .

Note : application deadline : two month prior to the opening of the fair

Summary: Each participating in Tripoli International Fair 2023 has read and understood the rulers of participation and other instructions They thereby undertake to conform them and pay all duties accordingly.