

# TERMS OF PARTICIPATION IN EXHIBITION

**HOW TO DOCUMENT PARTICIPATION:** an organization (Participant) must send to Organizer filled forms of request for participation and auxiliary services, endorsed with official seal and signature of director (Appendices №№1,2,3, 4).

A contract is then concluded with the Participant on the basis of request and an bill for payment is delivered. Parties recognize facsimile printing of their representatives' signatures or seals as original.

A Participant is accredited on condition that a power of attorney is produced granting relevant authority to the person signing the document (for signature of contract and act of works done).

Participation price includes: registration fee, rental of exhibition space, auxiliary equipment and services.

**REGISTRATION FEE FOR PARTICIPATION IN EXHIBITION (6000 rubles)** is a mandatory payment, which includes: general advertisement of the exhibition, publishing information about Participant in official catalogue of the exhibition; one sample of catalogue; participation in business agenda, official reception and presentation of the exhibition; Participant's complementary passes to the exhibition.

In case other companies are represented in the same stand with Participant, the former are considered sub-participants and Participant is obliged to pay registration fee for each of such sub-participants.

Rental fee of 1 m<sup>2</sup> of **EQUIPPED EXHIBITION SPACE** is **4500 rubles**. Equipped exhibition space includes: rental of exhibition space, installation and dismantling of a standard stand, basic set of furniture and equipment (plastic table, chairs, waste bin), flooring, 220V power supply, participant's name sign (up to 20 letters), general lighting of the stand, general cleanup of the stand and security off hours.

Rental fee of 1 m<sup>2</sup> of **NON-EQUIPPED EXHIBITION SPACE** is **4000 rubles**. Non-equipped exhibition space includes: rental of exhibition space, general lighting of the stand, general cleanup of the stand and security off hours. In case the stand is constructed using own resources of by a third company, Participant or such company employed by Participant must provide Organizer of the exhibition with complete stand design and description of the stand's technical parameters not later than 10 days prior to opening date of the exhibition.

Depending on the location of the stand, the following extra charges are applied to the above rate: open stand on two sides – 10%, open stand on three sides – 15%, open stand on four sides – 20% of relevant space rate.

Rental fee of 1 m<sup>2</sup> of **EXHIBITION SPACE OUTSIDE OF THE STAND AREA** is **2000 rubles**. Such space may be provided for demonstration of machinery or large exhibits.

**REMOTE PARTICIPATION – 6000 rubles.** This includes publishing information about the company in official catalogue of the exhibition, placing information materials about the company on remote participants' board, one copy of catalogue.

**EXHIBITION CATALOGUE** includes information on each participant (up to 600 characters) on the basis of filled-in request for participation. Advertising pages may be placed in the catalogue subject to additional fee.

**AUXILIARY SERVICES** are provided at Participant's request at additional fee (Appendices №№2, 3, 4). Requests for auxiliary equipment or services in the process of setting up of the exposition are accepted from persons duly authorized by Participant by means of a power of attorney.

The full range of hotel, transport and tourism services provided in accordance with application №4. Hotel reservation carried out at the prices of hotel complexes.

**PAYMENT** of registration fee, rental of exhibition space and auxiliary services must be made not later than 20 days prior to start of exhibition. Payment is made by remittance into Organizer's account in accordance with delivered invoice based on the Contract signed by the two parties.

After completion of exhibition, authorized representatives of parties holding valid powers of attorney shall sign bilateral act on rental of exhibition space, auxiliary equipment and services.

**WITHDRAWAL FROM PARTICIPATION** shall be deemed valid if received by Organizer in written form not later than 20 days prior to start of exhibition. Rental fee and payment for auxiliary services shall be returned in full. Registration fee is not refundable.

The above terms of participation in exhibition are made in accordance with articles 435-437 of Civil Code of RF and are a public offer, while filling request for participation and auxiliary services shall be deemed acceptance of public offer.

**NOTE: all prices include VAT.** Payment can be made by U.S. Dollars or Euro (at the rate of CBRF on the day of invoicing).

Types of exposition stand:  
1 – open on all sides (isolated),  
2 – open on two sides (corner),  
3 – open on one side (linear),  
4 – open on three sides (frontal).

