



31st international exhibition of organic and natural products

an event by



BolognaFiere spa

Viale della Fiera, 20 - 40127 Bologna, Italia
 PEC: bolognafiere@pec.bolognafiere.it
 Capitale Sociale € 106.780.000,00 i.v.
 C.F. - P. IVA e Reg. Imp.
 BO 00312600372 - REA BO367296

Show office

Piazza Costituzione, 6 - 40128 Bologna, Italy
 Ph. +39 051 282111 - Fax +39 051 6374031
 sana@bolognafiere.it - www.sana.it

APPLICATION FORM

Bologna 6-9/09/2019

Space reserved for
BolognaFiere S.p.A

REGISTRATION no.	Exhibitor CODE	HALL	AISLE	STAND	AGENT	SICOM CODE
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Having read the regulations on the back of this document, the undersigned company declares that it is aware of its contents in every detail and accepts them in full without reservation. It wishes to take part in the above event and requests to hire a stand as per the information specified below.

DATA FOR CATALOGUE AND SHOW GUIDE

Name specified in catalogue (the first letter is used for the alphabetic order in the official catalogue both online and on the show guide)

Address _____ ZIP code _____ City _____

E-Mail _____ Website _____

Telephone _____ Fax _____

THE INCLUSION OF DATA FOR THE CATALOGUE HAS TO BE COMPLETED IN THE EXHIBITOR'S RESERVED AREA ON WWW.SANA.IT. THE LOGIN INFORMATION TO ACCESS THE RESERVED AREA WILL BE SENT TO THE ADMINISTRATIVE E-MAIL ADDRESS. THE EXHIBITOR TAKES RESPONSIBILITY FOR DATA ENTRY. IN NO CIRCUMSTANCES IS THE ORGANIZER RESPONSIBLE FOR THE INCOMPLETE OR INCORRECT FILLING IN OF THE FORM.

DATA FOR THE STAND SIGN (to be filled for pre-fitted booths only)

INVOICING DATA

Company name _____

Address and Post Code _____

Town and Country _____

Telephone _____

Fax _____

Contact person _____

Administrative E-mail _____

Official documentation will be sent to this e-mail adress

Postal correspondence to be sent to
(if documentation is requested at an office other than the above)

You are a:

taxable entity / person private individual

if you are a taxable entity / person please indicate:

VAT code _____

in our country VAT code does not exist

Company identification n° _____

in our country the Company identification number does not exist

if you are a professional / private individual, please indicate date and place of birth:

TYPE OF BUSINESS

Manufacturer Distributor Service company Association Trade press Dealer

SECTOR

Organic Food Green Lifestyle Natural and organic personal care

LIST OF PRODUCTS

A Organic Food

- A1 Food products
 A2 Machines, equipment and packaging for natural products - equipment for agriculture
 A3 Services for Organic food

B Green Lifestyle

- B1 Natural textiles and other natural products for free time and hobby, alternative proposal for the ecological home
 B2 Ecological clothes and other natural products for free time / hobbies
 B3 Alternative proposal for the ecological home
 B4 Services for Green Lifestyle

C Natural and organic personal care

- C1 Official plants and derivatives
 C2 Natural treatments
 C3 Natural dietetic products, supplements and special foods
 C4 Personal care products and equipment
 C5 Services for Natural and organic personal care

The Exhibitor will be responsible for compiling the list of products in the reserved area on the website www.sana.it. The Organizer assumes no responsibility in case of incomplete or incorrect filling in of the form.

IN ORDER TO BE ADMITTED TO THE EXHIBITION, YOU ARE REQUESTED TO FILL IN FORM A (COMPULSORY CERTIFICATION)

RATES FOR EXHIBITION SPACE

	Code	Cost/sqm €	sqm	Total €
UNFURNISHED AREA - MINIMUM SPACE 16 sqm				
1 open side	A10.1	135,00		€
2 open sides	A10.2	150,00		€
3 open sides (minimum 32 sqm)	A10.3	160,00		€
Isle (minimum 64 sqm)	A10.4	165,00		€
PRE-FURNISHED AREA - STARTING FROM 16 sqm				
1 open side	A11.1	205,00		€
2 open sides	A11.2	220,00		€
3 open sides (minimum 32 sqm)	A11.3	230,00		€
Isle (minimum 64 sqm)	A11.4	235,00		€
PRE-FURNISHED AREA 9 OR 12 sqm (1 OPEN SIDE)				
9 sqm	A11.9	165,00		€
12 sqm	A11.12	165,00		€
REPRESENTED COMPANIES	A34	200,00	Nr.	€
FREE INVITATION CODES (PACKAGES OF 50 CODES EACH)	P99	200,00/ package	Nr.	€
MANDATORY SERVICES				
REGISTRATION FEE (*)	A01		Nr. 1	€ 480,00
VARIOUS MANDATORY SERVICES (**)	F18	11,50		€
TOTAL AMOUNT (+ VAT if due)				€
PUBLISHERS, SPECIALIST MAGAZINES, HOUSE ORGAN SECTION				
REGISTRATION FEE (*)	A03		Nr. 1	€ 480,00
UNFURNISHED AREA	A12	165,00		€
PRE-FURNISHED AREA	A13	235,00		€
VARIOUS MANDATORY SERVICES (**)	F21	11,50		€
TOTAL AMOUNT PUBLISHERS SECTION (+ VAT if due)				€

*The square meter price includes the costs of the Exhibition space, the services specified in the General Terms and Conditions of Participation, complementary events such as meetings and conferences, society and celebratory events included in the Exhibition programme as well as official hospitality to Italian and foreign delegations of trade operators and State authorities, speakers and lecturers."

(*) The registration fee includes insurance All Risks and Third Party Civil Responsibility (mandatory), inclusion of the company both in the official catalogue, badges for Exhibitors, parking passes and no. 50 invitation tickets for clients (as indicated in art. 3 General Conditions for participation in Sana).

(**) To facilitate participation in the Show, the following "mandatory services" have been included in a lump sum (€ 11,50/sqm)

- connection and testing of the electrical system with maximum provided power up to 5 Kw
- fire extinguishers in conformity with safety standards
- daily cleaning of the stand
- municipal publicity fees for signage and name placard of the Exhibitor
- 5 wi-fi internet connection

DOWN PAYMENT AND BALANCE (see art. 3 of General Regulations)

When submitting the application, all parts of which must be duly filled in and signed, following down payment must be included:

- Euro 30.00 for each square meter of exhibition space booked
- Euro 11.50 for each square meter of exhibition space booked for various mandatory services
- Euro 480.00 for registration fee

If due, VAT will be added to the total amount.

Payment may be made by cheque or bank transfer in favour of: BolognaFiere Spa, c/o Unicredit Spa
account number 000030044204 - IBAN: IT 71 K 02008 05364 000030044204 - BIC SWIFT: UNCRITMMOEE.

Please attach the payment slip to your application form.

The balance of the sums due for the participation in the Exhibition will be issued after transmission of notice of stand allocation, and must be paid prior to opening of the Exhibition.

To be admitted to the Exhibition, you are required to fill in the enclosed Privacy Form, compulsory and integral part of this application form

Date	Stamp and Signature of legal representative	X
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According to Art. 1341 - 1342 of the Civil Code, we hereby approve and sign specifically clauses concerning: Irrevocability of the application form (Art. 2) - Discretionary power of BolognaFiere (Art. 2, 4) - Power of annulling, backing out and stopping a contract (Art. 3, 4, 6, 7, 8, 21, 25) - Penal clause (Art. 3, 6, 8, 9) - Renunciation of refunds and allowances (Art. 5, 6) - Restrictions to the withdrawal power ((Art. 6, 21, 22) - Restrictions or exemption from responsibility (Art. 8, 9, 11, 12, 13, 15, 17, 18, 20) - Acceptance of responsibility (Art. 8, 10, 11, 12, 16, 18, 20, 24) - Supply utilities and services (Art. 17, 19) - Exclusive competent Court of Law (Art. 23), Handling of personal data (Art. 25).

Date	Stamp and Signature of legal representative	X
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GENERAL CONDITIONS FOR PARTICIPATION IN SANA 2019

N.B. The term "BolognaFiere" or "Organiser" stands for Fiere Internazionali di Bologna spa, with registered office at Viale della Fiera 20, Bologna, Italy.
In the context of its competitive business activity, BolognaFiere organizes the Exhibition Sana – 31st International Exhibition of Organic and Natural Products, held at the Bologna Exhibition Centre from 6th to 9th September 2019.

Art. 1 - ADMISSION TO THE EXHIBITION - The following may be admitted as Exhibitors:

- Italian and foreign companies exhibiting products or services included in the Exhibition's merchandise categories. If the producer is not present at the Exhibition, its exclusive or general agents or representatives may be admitted.
- Trade associations and public or private bodies that institutionally conduct promotional and research activities or that deal with information and publication in the specific fields of the Exhibition. BolognaFiere reserves the right to prohibit the presentation of the same products, samples, or services at more than one stand in the same merchandise category.
- Italian and foreign companies, which have had or are having legal matters towards BolognaFiere and its subsidiaries or are insolvent towards it, may not be admitted as Exhibitors.

Art. 2 - PARTICIPATION IN THE EXHIBITION - The attached application form must (under penalty of non-acceptance) be completely filled out, signed, and counter-signed, and it will be deemed an irrevocable request by the applicant, and will entail the applicant's acceptance of these "General Terms and Conditions" (as well as of the "Technical Regulations and Safety File" of the "Exhibition Centre Regulations" and of all other rules regarding the organisation and operation of the Exhibition and of the Exhibition Centre). When applying to take part, the applicant must provide a down payment (see art. 3 of General Regulations). Payments slip must be attached to the application form, otherwise it will not be taken into consideration. BolognaFiere shall accept or reject applications at its sole discretion and shall be required to explain the reasons for non-acceptance solely in the case of applications received at least 60 days prior to the opening of the Exhibition, where the applicant has made a formal request within 30 days following the end of the event. Dealers, agents, and exclusive and general representatives must attach to their application a list of the companies they represent and whose products they intend to exhibit. The applicant is required to provide any and all other documentation as may be required to decide whether to approve its application and to verify – at any time – its conformity to the conditions required for participation in the Exhibition. If the application is approved, the applicant will be notified by registered letter or certified e-mail and be considered a participant. For applications received at least 60 days prior to the opening date of the Exhibition, the registered letter or certified e-mail of approval will be mailed at least 30 days prior to the opening date. For applications received less than 60 days prior to the opening date or for applications received successively, the applicant will receive notice of approval at least the day prior to the opening date; in addition to registered letter or certified e-mail, approval may be notified by any other means, including fax or other appropriate means. In the event of collective or co-participation, the applicant may not invite Exhibitors that have been previously excluded by BolognaFiere for non-compliance with Exhibition regulations and obligations, including the case of other Exhibitions. Should this occur, the applicant will be held responsible for the compliance of co-participants.

Art. 3 – PAYMENTS TERMS – DOWN PAYMENT - TERMINATION - Participation prices, various mandatory services and registration fee are indicated in the application form. The registration fee includes the following services:

- insurance All Risks and Third Party Civil Responsibility (mandatory)
 - inclusion of the company both in the official catalogue
 - Exhibitors cards, Exhibitors parking passes and no. 50 invitation tickets for clients.
- The square meter fee or lump sum includes the costs of the Exhibition space, the services specified in the General Terms and Conditions of Participation, complementary events such as meetings and conferences, society and celebratory events included in the Exhibition programme as well as official hospitality to Italian and foreign delegations of trade operators and State authorities, speakers and lecturers. To facilitate participation in the Show, the following "various mandatory services" have been included in a lump sum (€ 11,50/sqgm):
- connection and testing of the electrical system, with maximum provided power up to 5 Kw
 - fire extinguishers in conformity with safety standards
 - daily cleaning of the stand
 - municipal publicity fees for signage and name placard of the Exhibitor
 - 5 standard wi-fi connection 802.11 b/g 2GHz for 1 PC, Tablet PC or Smartphone
- When submitting the application the following down payment must be included: € 480,00 for registration fee, € 30,00 per square meter booked, € 11,50 per square meter booked for various mandatory services. In the event of acceptance of the application BolognaFiere will give formal notification to the party concerned and shall raise an invoice for an amount equal to the down payment. By the opening date of the Exhibition, BolognaFiere will issue an invoice for the balance due for the assigned stand. The invoice must be paid by the date specified therein. The invoices will be transmitted in pdf format via email to the email address for invoices and administrative documents, which must unavoidably be filled in.
- The Exhibitors not having paid the balance of the participation fee will not be entitled to enter the Exhibition centre to set up their stands. In the case of non-compliance with these provisions BolognaFiere may consider the contract annulled, without the need for the service of notice or decision from a court of law, but simply by serving formal notification on the party concerned. In this eventuality, in addition to being released from any commitment and having the right to allocate the stand to other applicants, BolognaFiere will be entitled to retain the sums already received and also to full payment - by way of fine - , as well as any other contractual amounts, without prejudice to its rights to compensation for damages. Should the application not be accepted, the aforementioned sums will be returned, in which case the applicant is not entitled to any form of compensation for damages or interest.
- To offer Exhibitors financial support, BolognaFiere has established financing arrangements at advantageous conditions for companies taking part in the Exhibition for expenses relating to the Exhibition spaces and related services. The decision to grant the requested financing will be made exclusively by the Bank, whose decision shall be final.

Art. 4 – NON-COMPLIANCE AND NON-FULFILLMENT - In case of failure to comply with the requirements of this regulation and non-compliance with obligations under this contract - also including the case of non-payment - BolognaFiere, taking into account the seriousness of the matter, may impose the following sanctions on Exhibitors:

- Not activate ancillary services including all utilities required for the smooth functioning of the allocated Exhibition space;
 - Prohibit the supply of parking passes for cars, Exhibitor passes, provided visitor's tickets, catalogs and any other material related to participation in trade fairs;
 - Order the immediate removal of non-admissible products - with the authority to intervene directly and immediately should the Exhibitor not comply forthwith - , reserve the right to impose additional penalties;
 - Order the immediate closure of the stand – with the authority to intervene directly and immediately should the Exhibitor not comply forthwith - , reserve the right to impose additional penalties;
 - Order the exclusion of the Exhibitor from successive editions of the event.
- In no event shall the Exhibitor be entitled to reimbursement or compensation of any kind and will remain obligated to pay BolognaFiere the full amount for the fees participation.

BolognaFiere also will in any case entitled to claim damages and costs incurred for the publication of material supplied to the Exhibitor potentially not delivered and for the removal of the products displayed and/or closure of the stand and /or the possible preparation of the exhibit space, including assignment to different Exhibitors. BolognaFiere, by virtue of the delinquencies referred to above, will require full compensation for damages, which include both the actual damages as well as those stemming from a loss of profits.

Art. 5 - STANDS ALLOCATION - Stand allocation falls exclusively within the competence of BolognaFiere and is made at its discretion. Any special instructions or requests from the Exhibitor are understood to be merely indicative; they may not bind or influence the application and are therefore not considered. Furthermore, BolognaFiere will have the right to move or reduce a stand already allocated, or to transfer it to another Exhibition area; this will not give the participant any right to compensation or indemnity of any kind. BolognaFiere will be required to notify the Exhibitor of such decision by registered letter (or fax or other appropriate means) sent at least 20 days prior to the opening of the Exhibition.

Art. 6 - RIGHT TO WITHDRAWAL - A participant that is unable to participate in the Exhibition for legitimate and proven reasons may withdraw from the contract by documenting such inability and notifying BolognaFiere by registered letter with advice of receipt no later than 60 days before the opening of the Exhibition, without prejudice to the BolognaFiere's right to retain the down payment as conventional penalty. Should such notice be given less than 60 days before the Exhibition opening date, without prejudice to the above-mentioned acquisition of the down payment by BolognaFiere as partial compensation, the participant shall be required to pay not only the registration fee but also the whole of the participation fee. In such case, BolognaFiere may dispose of the stand and assign it to other Exhibitors as appropriate. BolognaFiere will decide on the legitimacy of the causes preventing the firm from taking part. If the notice of withdrawal is not given and the Exhibitor does not set up its stand, the participant shall be considered entirely in breach of contract and, without prejudice to the above-mentioned acquisition of the down payment by BolognaFiere as partial compensation, shall be required to pay not only the registration fee but

also the whole of the participation fee, as well as any other greater damages accruing to BolognaFiere, be they direct or indirect. Once again, in this eventuality, BolognaFiere may make use of the stand and assign it to other Exhibitors. BolognaFiere may withdraw from the participation contract at its discretion up to two weeks before the opening of the Exhibition and, for reasons relating to the organisation and/or management of the Exhibition, up to the opening date. In this case, BolognaFiere will not be required to indemnify or compensate the participant in any way, but will have to refund all amounts (registration and participation fees) where these have already been received.

Art. 7 - DELIVERY OF STANDS - Stands will be made available to Exhibitors by the deadline specified in the "Technical Regulations". The furnishing of stands must be completed by the date indicated in the "Technical Regulation"; otherwise, the contract may be terminated due to the participant's default in the same manner and with the same consequences referred to in Art. 6.

Admission to the Bologna Exhibition centre is subject to advance accreditation of data on the website www.gate.bolognafiere.it. Each Exhibitor will be sent a password to enter the reserved area for accreditation. This password must be used to submit details of fitters and suppliers companies, personnel and vehicles that will enter the Exhibition centre. The Exhibitor is responsible for ensuring that the companies carrying out work in the Exhibition centre on its behalf meet the necessary requirements. BolognaFiere may establish special rules of access to the Trade Fair Centre during setup, also in compliance with occupational safety regulations, and also restrict vehicle access and/or apply charges to vehicles parked outside designated spaces and/or exceeding the Organiser's parking time limit. In particular, if motor vehicles or other forms of transport are left inside the Trade Fair Centre for more than two hours, the Exhibitor whose password has been used to register the vehicle may be charged the sum of € 500.00.

Art. 8 - STANDS FURNISHING - Exhibitors must limit their displays to the area of the stand itself, as indicated clearly in the "Technical Regulations" and their height may not exceed the allowed height specified in the Exhibition regulations.

Regardless of surface area, booth installations are classified as either Standard or Non-Standard and their specifications are set out in detail in the Technical Regulations that form an integral part of these regulations and which the Exhibitor accepts in full. In the case of non-standard installations, by 13 August 2019, the Exhibitor shall submit for approval to the Organiser and BolognaFiere the non-standard installation design duly stamped and signed by a qualified technician. Should the Exhibitor not possess a non-standard installation design signed by a qualified technician, BolognaFiere can be asked to carry out a prior inspection using a specific form that can be found at <http://befair.bolognafiere.it/it/index.do>.

In the case of non-standard structures, should the respective design duly stamped and signed by a qualified technician fail to be sent to BolognaFiere, arrangements will be made to carry out inspection and approval, the Exhibitor being charged up to double the standard rate for such service as specified in the technical forms. The amount charged currently ranges from a minimum of € 200.00 to a maximum of € 2,000.00 plus VAT for each inspection and approval. It should also be noted that non-standard installations require final inspection and approval carried out exclusively by BolognaFiere, the Exhibitor being charged the rate specified in the technical form. The amount charged currently ranges from a minimum of € 155.00 to a maximum of € 1,550.00 plus VAT. The Exhibitor must keep inside the stand, in sight and ready to use, attested fire extinguishers properly marked and in adequate quantity to the surface of the stand, as provided by BolognaFiere. In the event of non-compliance, BolognaFiere may arrange for the cost to be increased from a minimum of € 50 to a maximum of € 100.

The displays and related equipment shall be constructed in a workmanlike way, and accident and fire prevention regulations shall be observed. BolognaFiere shall have the right to call on the Supervisory Committee for places of public entertainment. The Exhibitor is reminded that the Exhibition Centre comes under the jurisdiction relating to places of public entertainment and undertakes to observe such regulations and to abide by the provisions and procedures laid down in the "Technical Regulations and Various Forms booklet". Failure to deliver to BolognaFiere the declarations and documentation required by the "Technical Regulations and Various Forms booklet" covering responsibility for stand dressing and electrical installations will give BolognaFiere the right to close the stand and to take the most appropriate measures to ensure safety conditions are maintained, without prejudice to any and every civil and criminal liability on the part of the Exhibitors. BolognaFiere reserves the right to require that fittings and installations that do not fall within the provisions laid down above be altered or changed. The Exhibitor is solely responsible for the static of the fittings, execution and running of the installations and any damage to persons or things owned by BolognaFiere, or to third parties. Failure to abide by these provisions and the regulations contained in the Rules of Participation regulating this matter will entitle BolognaFiere to take precautionary measures against the firm found to be in default on the fire-prevention requirements, including, should the supplementary measures of the general safety conditions be adopted, charging to the firm the corresponding costs, which are estimated at not less than € 300,00 per explosive module, or an order to dismantle all or part of the stand and a declaration of non-practicability of the stand itself. Exhibitors failing to observe the safety rules may be reported to the judiciary authorities.

Art. 9 - HANDING BACK OF STANDS - At the end of the Exhibition, but not before, the Exhibitors will remove the products and materials they have installed and, after obtaining an exit voucher from BolognaFiere, will remove said products and materials from the Exhibition Centre. Stands must be completely emptied by the date specified in the "Technical Regulations". The Exhibitor is required to hand back the stand in the same condition in which it was received. During all phases of the event, it is forbidden to leave waste and/or waste materials in the Exhibition areas and in the Exhibition Centre. If, on the last Exhibition day, the Exhibitor should leave the stand unattended before closing time, BolognaFiere is authorized to charge a penalty to the Exhibitor up to a maximum of € 700,00 + VAT. Waste and materials left over from set up work shall be disposed of by the Exhibitor and/or its appointed agents and hall aisles kept clear of any such materials or other obstructions. As provided for by the laws on environmental protection, Exhibitors are obliged to declare how they intend to treat the waste equipment by compulsory filling in of the Exhibition forms. In the event of its failure to comply with dismantling times and/or delays in clearing the area, the Exhibitor grants its irrevocable permission for BolognaFiere to attend to such matters, considering anything left in the booth to be waste bound for landfill sites and the Exhibitor shall be required to reimburse all direct and indirect expenses incurred for the clear-up work, this currently starting at a minimum of € 300.00 per 16.00 sqm of surface area and without prejudice to the right to claim compensation for any additional loss. Although the exit voucher is not issued to Exhibitors who have not settled each and every one of their accounts, direct or indirect, with BolognaFiere, it does not constitute receipt of settlement of the sums due for participation in the Exhibition, and shall be valid only for the vehicle indicated on the voucher itself. The participant expressly authorises BolognaFiere to check that there are no products or materials other than those installed on the stand and listed on the exit voucher in the Exhibitor's and/or its representatives' vehicle or baggage leaving the Exhibition Centre, and further authorises BolognaFiere not to allow any products and materials not listed on the exit voucher to leave the Exhibition Centre. BolognaFiere disclaims all responsibility for goods, materials and anything else left unattended by the Exhibitor in the Exhibition Centre.

Art. 10 – ACCESS TO THE EXHIBITION CENTRE - The Exhibition shall be open every day at visitors and professional of the trade presenting the required entry pass according to the opening hours that BolognaFiere establish, and which they reserve the right to change, if necessary, even during the Exhibition. Visitors who have not received an invitation may access the Exhibition Centre by filling in the registration form. BolognaFiere will provide badges so that Exhibitors and their staff may have free access to the Exhibition. The use of such badges is subject to the provisions and acceptance of the "Technical Regulations and Various Forms booklet." The Exhibitor is fully liable for the conduct of persons to whom it provides entrance passes, as well as for the conduct of its employees, assistants, and workers in the performance of their assigned duties. Inside the Exhibition Centre it is strictly forbidden to promote offerings and donations for recognised institutions, to collect offerings, to make political or religious propaganda and to conduct any activity whatsoever not related to the aims and purposes of the Exhibition.

Art. 11 - SURVEILLANCE AGAINST THEFT - LIABILITY FOR THEFT AND DAMAGES - RELEASE FROM LIABILITY FOR BOLOGNAFIERE – INDEMNITY CLAUSE - During the hall opening times the Exhibitor shall watch over his own stand either directly or by means of his personnel. The Exhibitor is required to supervise its stand and Exhibition space with its own personnel during the entire Exhibition period. The Exhibitor is the only custodian of all of the materials, goods, and furniture at the stand and Exhibition space during the entire Exhibition period (including set-up and knock-down). As custodian of its stand and Exhibition space, the Exhibitor is required to indemnify BolognaFiere - substantively and legally - against all losses, damage, liability, cost or expense, including legal fees, deriving from the Exhibitor's use of its stand and assigned Exhibition space. Although BolognaFiere provides a general day and night surveillance service inside the Exhibition Centre for the entire duration of the Exhibition and for the stand furnishing and removal periods, is released from any and all responsibility for theft and/or damage that may be sustained by the Exhibitor. The Exhibitor shall also be responsible to BolognaFiere for all damage, be it direct or indirect, which for any reason is attributable to him or to the staff working for him (including damage caused by furnishings or by the systems set up either directly or by third parties engaged by it, even if they have been inspected by BolognaFiere).

Art. 12 - INSURANCE – RELEASE, ASSUMPTION AND LIMITATIONS OF LIABILITY - The Exhibitor shall benefit from the following insurance policies taken out by BolognaFiere:

- All Risks cover (including fire and theft) for direct physical damage to furniture, fittings, equipment and goods on the stand, excluding cash, valuables, jewellery and the like and excluding the software installed

in computers and excluding any cover for loss of use of the furniture, fittings, equipment and goods during the period when the Exhibition is being held: cover € 40,000,00 full first loss cover (including fire and theft), with absolute excess of € 300,00 per claim, increased to € 600,00 for damages sustained after the end of the Exhibition.

- b) Third party Liability cover, including fire damages: single limit € 50,000,000,00;
- c) Exhibitor's Employees Liability cover: single limit per claim of € 3,000,000,00 with limit of € 2,000,000,00 per person;
- d) Exhibitors and BolognaFiere waive the right to any claims made against the event's insurer.

The above-listed insurance policies are governed by the conditions and limitations which the Exhibitor may request from the Exhibition organising office, and which will be specified on the form contained in the insurance policy form.

These insurance policies do not release the Exhibitor from liability in respect of all risks which, according to the independent assessment of the Exhibitor, are not covered or which exceed the limits of cover, as set out above. The Exhibitor shall take out such supplementary cover, as he deems appropriate.

In particular, because of the existence of a system of videocontrolling of halls, in case of thefts, Exhibitor takes note of presenting or forwarding a written report draft by the Public Authority to the Insurance Company, within seven days after the end of the Exhibition. In default, there might occur the loss of the allowance.

The Insurance Company will also handle claims and settlements at the end of the Exhibition. In any event the Exhibitor hereby undertakes to include in the supplementary insurance cover a clause in which the insurer waives any action of recourse or redress against the Exhibitors and BolognaFiere, and in default he shall indemnify and hold it harmless from any action that may be brought against it. Having taken note of the foregoing, the Exhibitor nevertheless (on his own account and for his agents, employees or assistants) expressly relieves BolognaFiere from any liability for loss or damage which for whatever reason may occur in the Exhibition area assigned to him, and during the installation or dismantling of the area assigned to him, and in respect of anything located therein, and he accepts sole liability for any damage caused to third parties by the management of the Exhibition space or by anything introduced therein, and which is not covered in the terms or manner indicated above or by additional insurance cover taken out by the Exhibitor. BolognaFiere will accept no liability for consequential damages, damage to image, loss of revenues, etc. As regards direct damages, the Exhibitor accepts that the liability of BolognaFiere is limited to the insurance limits as stated above. The Exhibitor accepts these limits of liability.

Art. 13 – COMPLAINTS - Any complaints regarding the organisation and production of the Exhibition must be immediately reported to BolognaFiere in writing, and in all cases not later than seven days after the conclusion of the Exhibition.

Any complaints received after such deadline will not be deemed subjects of dispute with BolognaFiere.

Art. 14 – INTELLECTUAL PROPERTY - The products and goods on display as well as the stands housing may not be photographed, drawn or in any way reproduced without the authorisation of the individual Exhibitors and BolognaFiere.

BolognaFiere nevertheless reserves the right to film, reproduce, disseminate and to authorise the filming, reproduction and dissemination of general and detailed outside and inside views, and may permit their sale or even sell them directly.

Art. 15 - TEMPORARY IMPORTATION - The temporary importation of foreign merchandise or goods (such as samples) for display at the Exhibition must take place – at the Exhibitor's expense – through BolognaFiere's official carrier according to the methods specified in the "Technical Regulations and Various Forms booklet," with exemption of all liability for such official carrier, as shall BolognaFiere.

Art. 16 - DISPLAY OF PREFABRICATED STRUCTURES, CRANES, SCAFFOLDING, ETC. AND DISPLAY OF MACHINERY IN OPERATION - Regarding the Exhibition of prefabricated structures, tower cranes, self-erecting cranes and other similar cranes, scaffolding, temporary reinforcement and scaffolding in general, in addition to fully and strictly observing all regulations in terms of safety, legislation, standards, good practices, as well as those based on experience and prudence, the Exhibitor also pledges to scrupulously observe BolognaFiere's instructions during the entire stay on the Bologna Fairgrounds. Machines on display may not be operated unless written permission has been received from the Operations Division of BolognaFiere and provided such operation does not cause danger or disturbance. In this case, machines must be equipped with devices to prevent accidents, noise, foul odours, and the emission of gas and liquids. Machines may not be operated with internal combustion engines in the halls, and must not require the use of fuels or gas cylinders. All machines must comply with safety laws, regulations, and standards of good practice, and must be accompanied by the administrative documents issued by competent authorities. The Exhibitor will assume all civil and criminal liability for any injury and/or damage to third parties caused by the non-observance and violation of such regulations and/or instructions. BolognaFiere has the right to remove or have removed from the Exhibition Centre any structures that do not conform to the provisions referred to above.

Art. 17 - TECHNICAL SERVICES - At the Exhibitor's request and in accordance to the terms of the "Technical Regulations", BolognaFiere will supply the Exhibitor electrical energy for lighting and for motive force and connection to the water mains, and compressed air. In addition BolognaFiere reserves the right to supply, or to outsource or grant exclusives for, any service it deems useful for Exhibitors, defining the methods of use for same. Specifically:

- connections and disconnections between the electrical installation or water system set up by the Exhibitors and the junction box and water supply points, respectively, may be carried out only by the firms authorized to do so by BolognaFiere; such companies will verify compliance with the instructions contained in the "Technical Regulations".
- Stand cleaning shall be carried out by BolognaFiere, from the last day of the furnishing period and for the entire period of the Exhibition.
- Telephone equipment may be connected and disconnected only by the company authorised by BolognaFiere.
- All portage, transport, loading and unloading operations, the Exhibitors must be conducted by BolognaFiere's official forwarder.
- Access to the halls is permitted only to electrical vehicles.

The Exhibitor understands that the "services" (either managed directly by BolognaFiere or outsourced or granted in exclusive) ensure good performance under conditions of normal use of such services, and in all cases exempts BolognaFiere, the contractors, and providers of such services from any and all liability due to any irregularity in the performance of such services.

Art. 18 - PRINTED LITERATURE AND ON-LINE INFORMATION - BolognaFiere reserves the right to issue the Catalogue and distribute the information (including in summary or abbreviated form) contained in the Application Form regarding the Exhibitors and the products and/or services they present, or regarding anything else exhibited or presented, using the means and techniques of communication (printed matter, CD-ROM, Internet, etc.) it deems most appropriate, with no liability for any omissions, errors or malfunctioning. The information printed in the Catalogue will refer to application forms received and approved up to 45 days before the opening of the Exhibition, without prejudice to BolognaFiere's right to change the allocation of the stands. The above also applies to the contents of other information forms signed by the Exhibitor or by its agent and provided to BolognaFiere (including via computer). BolognaFiere reserves the right to provide, on the home internet site, areas reserved for the individual Exhibitor, to which the Exhibitor himself can gain access by his personal password and username to put online, send or modify information relating to his own business.

The Exhibitor will have exclusive liability for the content of the area reserved for him and for the proper use, including on the part of third parties, of the password and the username allocated to him by BolognaFiere.

Art. 19 - PAID ADVERTISING - Outside the Exhibition area, assigned to the Exhibitors, any and all forms of publicity or advertising must be carried out through BolognaFiere or through the companies appointed for this purpose by BolognaFiere. Such advertising will be subject to the payment of a fee and associated tax charges.

Art. 20 - CAR PARKS - For safety reasons, only cars will be allowed access to the car parks provided

for Exhibitors - until all available parking spaces are exhausted - (it is therefore understood to be excluded commercial vehicles, trucks, etc...) equipped with a special badge issued by the Organizer and parking is allowed only in the appropriate spaces and only during the opening hours of the Exhibition Centre. It is strictly forbidden to stop commercial vehicles and lorries of any kind inside the Exhibition Centre, even for short periods only. It is also strictly forbidden to off load from cars outside the allowed spaces and after the closing time of the Exhibition Centre. In the event of failure to comply with these provisions, BolognaFiere may take steps to obtain the forced removal of the vehicle from the car park or the affixing of mechanical means inhibiting its use, at the risk and expense of the Exhibitor to whom the badge has been issued and the owner of the vehicle, who shall remain jointly and severally liable with the Exhibitor for the relevant expenses. BolognaFiere reserves the right not to admit to the next edition of the Exhibition any Exhibitor who has not complied with the prohibitions described above, even through his or her agents. All occupants of the vehicle must have a valid document for admission to the Exhibition centre. Since the car parks are unattended, BolognaFiere is not responsible for security of the vehicle and will accept no liability for damage or theft of any kind.

Art. 21 – SPECIAL PROHIBITIONS - It is expressly forbidden for Exhibitors to:

- make any sale involving on-the-spot delivery of goods to the buyer, except in Technical Press;
 - give up or exchange all or part of their stands;
 - exhibit of prices except in those areas where BolognaFiere allows it;
 - display products that do not belong to the marketing designation of the stand as it appears on the Exhibitor's application;
 - display cards or samples, even those of a purely indicative nature, for firms not listed on the application form and not represented;
 - engage in any form of advertising outside their own stand and in the Exhibition centre. Exhibitors may distribute advertising material only inside their own Exhibition area;
 - to use own forklifts and lifting devices in the Exhibition Centre;
 - the use, for any purpose whatsoever, of remote controlled devices including drones in the Exhibition Centre (APR). Any exceptions must be requested from the BolognaFiere Operations Department, which reserves the right to evaluate, within the scope of the provisions of current legislation, the possibility of use in accordance with methods and procedures to be agreed;
 - any spectacle or entertaining initiative of any kind, nature and characteristics, even if limited within the stand or aimed at presenting products without prior authorization from the BolognaFiere Management; moreover, it is exclusive competence of the Exhibitor to obtain any authorizations from the health and public safety authorities and, in general, from the bodies in charge, for the above mentioned initiatives, if and as requested;
 - the broadcasting of live and recorded music through the use of devices for the reproduction of music and sound. Exceptions may only be authorized in writing by the BolognaFiere on condition that the Exhibitor does not cause any disturbance and has complied with the legal obligations for payment of the relevant fees;
 - any form of unfair competition between or among participants in the Exhibition. Therefore, to ensure correct execution of the Exhibition, the Exhibitor hereby accepts all of the initiatives that BolognaFiere may undertake to ensure the immediate cessation of any possible forms of unfair competition or to protect and safeguard the other Exhibitors and BolognaFiere itself.
- The technical prohibitions issued for reasons of safety, health, pollution in general, for persons and property, and to prevent tampering with the property and assets of the Exhibition Centre, as well as the instructions contained in the "Technical Regulations and Various Forms booklet," are an integral part of these General Terms and Conditions, and the Exhibitor undertakes to observe them scrupulously. Any exceptions may be issued, only in writing, by the Operations Division of BolognaFiere. In the event of disregard of even one of the prohibitions specified above, or of those referred to in this Article, BolognaFiere may apply the sanctions provided in the "Technical Regulations and Various Forms booklet" and/or terminate the contract for participation in the Exhibition without recourse to the court, but simply by means of any form of written notice to the Exhibitor at its stand. This will entail the immediate closing of the stand and withdrawal of access documents to the Exhibition Centre, without prejudice to the sums due from the Exhibitor.

Art. 22 - POSTPONEMENT, REDUCTION OR CANCELLATION OF THE EXHIBITION - BolognaFiere has the irrevocable right, at its discretion, to change the dates of the Exhibition; this will not give the Exhibitor any right to back out of or cancel the contract or to be released from any of its obligations. In addition, BolognaFiere may reduce the length of the Exhibition or eliminate all or some of its sectors without being required to pay damages or penalties of any kind. In such cases, BolognaFiere will give written notice of changes by means of registered letter, fax or e-mail, to be sent at least 30 days before the opening date of the Exhibition.

Art. 23 - GENERAL PROVISIONS - CHOICE OF DOMICILE - APPLICABLE LEGISLATION - ITALIAN JURISDICTION AND COMPETENT COURT OF LAW - The Exhibitor is obliged to abide by any regulations that may be issued to BolognaFiere by the Public Safety Authorities and those responsible for fire and accident prevention and for the supervision of places open to the public. The Exhibitor and third parties working for him inside the Exhibition Centre must engage staff on employee or freelance contracts in accordance with the laws in force (vis-à-vis social security, insurance, taxation, etc.). The Exhibitor agrees to have his legal domicile, for all intents and purposes of law, at BolognaFiere's registered office. The Exhibitor accepts Italian jurisdiction and no other, and acknowledges as competent the law court of Bologna. Relations between BolognaFiere, the Exhibitor and any third parties are governed solely by Italian law.

Art. 24 - RELATIONS WITH BOLOGNAFIERE - The Exhibitor acknowledges that the Exhibition will take place in the Exhibition Centre of BolognaFiere and undertakes to observe, and to have its employees and personnel observe, the rules and regulations issued by BolognaFiere. The Exhibitor declares that he/she has read the BolognaFiere Code of Ethics, available on the website www.bolognafiere.it, that he/she shares it and fully agrees with its content, and is aware of the possible consequences and penalties deriving from violation of the principles and rules stated therein. Therefore, in case of the Exhibitor's default in such obligations, BolognaFiere will be entitled to take direct action, by means of its service staff in the Exhibition Centre, in order to enforce its rules and regulations and all laws.

ART. 25 - PERSONAL DATA PROCESSING - Information to the data subject pursuant to Article 13 of Regulation (EU) No. 2016/679 and data subject consent. - The Organization (for the sake of brevity hereinafter called the "Company") undertakes to process the personal data made available by you in compliance with the provisions of Regulation (EU) No. 2016/679, as well as with the guidelines and requirements laid down by the Data Protection Supervisory Authority and any other applicable regulation. The personal data made available by you, the processing of which you have consented to, may be used for the following purposes: (i) to enter into and perform the contractual relationship, as well as to comply with all statutory, tax, administrative and functional provisions related to and/or in any event useful to entering into and performing the contractual obligations (including those activities necessary for the day-to-day management of exhibitions and trade shows); (ii) to conduct studies and statistical market research; (iii) in order to organize and manage events and meetings, including promotional initiatives, as well as personalized meetings with further trade professionals allowing them access to your data; (iv) to publish your company data on the website, in the catalogue, information map of the Event and any press releases and communications via mail or promotional mail regarding the Event (including the necessary activities to manage on- and off-line publications); (v) to send information and commercial communications, including promotional information and advertising material referring to the Event in subsequent years, offers of goods and services to be delivered by postal service, over the Internet, telephone, e-mail, MMS, SMS from within or outside Italy (also from non-European Community countries) by the Company or by natural and legal persons assisting the Company in its commercial activities, specialist telesales companies, parent companies, subsidiaries and/or associate companies, and in any event, by all the Companies of Gruppo BolognaFiere.

For further in-depth information regarding the processing of your personal data by the Company, please consult the Privacy Policy Statement attached to this Agreement, which should be signed in acceptance and returned to us.

PLEASE READ, SIGN AND RETURN THE MANDATORY PRIVACY FORM