

**DADOS DA EMPRESA**

Nome da empresa: \_\_\_\_\_ Marca: \_\_\_\_\_ Pessoa Contacto: \_\_\_\_\_  
 Email (Pessoa Contacto): \_\_\_\_\_ Telefone: \_\_\_\_\_  
 CAE (Ver. 3): \_\_\_\_\_ NIF: \_\_\_\_\_ Postos de trabalho: \_\_\_\_\_ Data: \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Freguesia: \_\_\_\_\_ Dimensão (Peq. Med. Ou Grande): \_\_\_\_\_

**ESTRATÉGIA PARA O MERCADO (assinalar apenas uma opção)**

- 1 - Prospeção/Entrada   
 2 - Crescimento V.Negócios   
 3 - Consolidação Posição no Mercado   
 4 - Reposicionamento em segmentos de Maior Valor Acrescentado

**VOLUME DE NEGÓCIOS (€)**

**\*Construção Stand (2)**

ANO	2014	2015	2016 (estimativa)	2017 (estimativa)	2018 (estimativa)	Indicar Construtora
TOTAL						
EXTERIOR						

**CÁLCULO DOS CUSTOS DOS SERVIÇOS PROVIDENCIADOS (Colocar valor das despesas)**

**1) Aluguer do espaço de exposição**

Área (m2)  €

**2) Construção de Stand\***

(Custo m2)

Área (m2)  x  =  €

**3) Transporte de Mostruário**

€

**4) Viagem** (Limite máximo elegível 700€) (1)

€

**5) Alojamento** (Limite máximo elegível 250€/noite para os dias da feira + dois dias) (1)

€

**6) Promoção Coletiva FURNITURE PT (App Store)**

150,00 €

**7) Catálogo Empresa**

€

**8) TAXA DE INSCRIÇÃO ADICIONAL AO VALOR TOTAL DE PARTICIPAÇÃO (não comparticipada pelo Portugal 2020)**

ASSOCIADOS: 4,75% sobre investimento elegível (1+2+3+4+5+6+7+8)  €

NÃO ASSOCIADOS: 7,75% sobre o investimento elegível - limite mínimo de 1000€  €

**TOTAL (1+2+3+4+5+6+7+8)**

€

**Notas:**

Acresce IVA, quando aplicável, à taxa em vigor.

(1) valores dentro da razoabilidade

Todas as despesas terão de ser faturadas à Apima, com exceção do catálogo individual da empresa

Para efeitos de cofinanciamento (Portugal 2020) a elegibilidade da empresa e dos custos carecem de validação pela Apima.

A participação da empresa no Portuguese Furniture 2016/2017 está sujeita ao disposto na regulamentação em vigor (Regulamento Geral dos Fundos Europeus Estruturais e de Investimento (FEEI), aprovado pelo Decreto-Lei nº 159/2014, de 27 Outubro e **Aviso de Abertura AAC/01/SI/2014**

**Condições de Participação e Cofinanciamento ao abrigo do programa de incentivos (Portugal 2020)**

Com vista à participação nas ações integradas nos Sistemas de Incentivos às Empresas organizadas pela APIMA no âmbito do Portugal 2020, a empresa cumpre, ou encontra-se em situação de cumprir, as condições de elegibilidade constantes do Enquadramento Nacional (Decreto-Lei n.º159/2014 de 27 de Outubro) e do Regulamento do sistema de Incentivos à Qualificação e Internacionalização de PME (Portaria nº 47-A/2012) designadamente:

- 1 Em termos sectoriais, possuir uma CAE enquadrável, de acordo com as condições de elegibilidade previamente definidas.
- 2 Em termos de âmbito territorial, não possuir sede nas regiões NUT II de Lisboa, Algarve, Madeira e Açores.
- 3 Encontrar-se legalmente constituído.
- 4 Cumprir as condições legais necessárias ao exercício da respetiva atividade.
- 5 Possuir a situação regularizada face à administração fiscal, à segurança social, às entidades pagadoras de incentivos e promotoras da ação.
- 6 Possuir ou assegurar os recursos humanos e físicos necessários ao desenvolvimento do projeto.
- 7 Dispor de contabilidade organizada nos termos da legislação aplicável.
- 8 Apresentar uma **situação líquida positiva** reportada ao pré-projeto (**ano 2014**).
- 9 Cumprir os critérios de PME – para efeitos de comprovação do estatuto de PME as empresas deverão registar-se no site do IAPMEI para obtenção da Certificação Eletrónica prevista no Decreto-Lei nº 372/2007.
- 10 Declarar que não se trata de uma empresa sujeita a uma injunção de recuperação ainda pendente, na sequência de uma decisão anterior da Comissão que declara auxílio ilegal e incompatível com o mercado interno, conforme previsto na alínea a) do nº 4 do artigo 1.º do Regulamento (UE) n.º 651/2014.
- 11 A taxa máxima de comparticipação é de 50%.

**Instruções de preenchimento:**

O formulário de Inscrição deverá ser preenchido, assinado pela pessoa que obriga a empresa aderente ao *Portuguese Furniture 2016/2017*, e posteriormente enviado para a Apima (Rua da Constituição, 395, 4200 – 199 – Porto). Juntamente com o formulário de Inscrição a empresa deverá enviar:

- IES (2014);
- Certidão de situação regularizada face à Administração Fiscal;
- Certidão de situação regularizada face à Segurança Social;
- Certificado PME.

A empresa ao assinar o formulário de *inscrição*, *declara ter lido e aceite os termos e Condições do Portuguese Furniture, bem como reunir, as condições de elegibilidade que constam* regulamentação em vigor (Regulamento Geral dos Fundos Europeus Estruturais e de Investimento (FEEI), aprovado pelo Decreto-Lei nº 159/2014, de 27 Outubro.

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**(Carimbo e nome completo na qualidade de quem obriga a empresa)**

# EQUIP'HOTEL PARIS

PORTE DE VERSAILLES, FRANCE

**06 - 10 NOV. 2016**

## APPLICATION FORM

Hotel & Restaurant Business Place



CLEAN  
MAINTAIN



WELCOME  
RELAX



COOK  
SERVE



CONCEIVE  
DESIGN



MANAGE  
CONNECT

**1 600** exhibitors - **28** activity sectors  
**111 000** buyers - **37** countries - **5** exhibition halls

[www.equiphotel.com](http://www.equiphotel.com)

Organised by



OFFICIAL PARTNER **TRANS**GOURMET

JOIN US ON



EQUIP´HOTEL OFFERS YOU  
A RANGE OF SOLUTIONS  
**TO HELP YOU GET THE MOST**  
OUT OF YOUR PARTICIPATION  
ACCORDING TO YOUR  
**OBJECTIVES**

## HERE ARE THE STEPS THAT YOU NEED TO FOLLOW TO FILL OUT YOUR APPLICATION

	STEPS	REQUIRED	DONE
Page 05	1. Fill in your company details	Compulsory	<input type="radio"/>
Page 06	2. Select your activity sector	Compulsory	<input type="radio"/>
Page 07	3. Complete your exhibiting objectives and visitor targets	Compulsory	<input type="radio"/>
Page 09	4. Select your communications package	Optional	<input type="radio"/>
Page 11	5. Select your registration fee	Compulsory	<input type="radio"/>
Page 12	6. Pick your space	Compulsory	<input type="radio"/>
Page 14	7. Choose your stand space fittings	Compulsory	<input type="radio"/>
Page 16	8. Select your additional communications tools	Optional	<input type="radio"/>
Page 19	9. Sign and stamp your application	Compulsory	<input type="radio"/>
Page 20	10. Fill in the co-exhibitor form	Optional	<input type="radio"/>
Page 22	11. Fill in the represented company or brand form	Optional	<input type="radio"/>
Page 24	12. Non-European Union Exhibitors	Compulsory	<input type="radio"/>
Page 25	13. Equip'Hotel & You Charter	Optional	<input type="radio"/>
Page 26	14. Read the show rules and regulations	Compulsory	<input type="radio"/>
Page 30	A team at your disposal at all times		

3



PLEASE NOTE: IF THE MAIN STAND SIGNATORY WISHES TO ACCOMMODATE ONE OR SEVERAL THIRD PARTY COMPANIES ON THEIR STAND, IT IS COMPULSORY TO SIGN UP FOR THE APPROPRIATE REGISTRATION FEE FOR EACH CO-EXHIBITOR OR REPRESENTED COMPANY (SEE P.20 AND 22).

Everyone in the team is at your disposal and will be pleased to assist and advise you!

# YOUR COMPULSORY DETAILS

- YOUR COMPANY
- YOUR SECTOR OF ACTIVITY
- YOUR OBJECTIVES

# INFORM YOUR INFORMATION COMPANY

# #1

-- COMPULSORY --

## EXHIBITOR CONTACT DETAILS

(VAT due by the service's beneficiary)

Company name: .....

Name you wish to appear on Equip'Hotel promotional materials (Exhibition floor plan, website, shell scheme space sign) .....

Address .....

Postcode ..... City ..... Country .....

Tel. .... Fax .....

Website ..... Company email .....

Facebook page ..... Twitter account .....

Member of the following union:  SYNEG  UNIFA  FOBLATEX

Company registration N° .....

VAT N° compulsory for E.U. ....

AFFIDAVIT compulsory except for E.U. (page 24)

## CONTACTS

**EXHIBITION CONTACT** (only the person named below will receive all the correspondence relating to the organisation of the exhibition, including exhibitor area access codes)

Language of correspondence:  English  French

Mrs  Ms  Mr.

Firstname ..... Surname .....

Tel. .... Mobile .....

Position ..... Email .....

### CEO/MD/MANAGER

Mrs  Ms  Mr.

Firstname ..... Surname .....

Tel. .... Mobile .....

Email .....

### MARKETING/COMMUNICATION MANAGER

Mrs  Ms  Mr.

Firstname ..... Surname .....

Tel. .... Mobile .....

Email .....

### EXPORT MANAGER

Mrs  Ms  Mr.

Firstname ..... Surname .....

Tel. .... Mobile .....

Email .....

## INVOICING ADDRESS

(if different from correspondence address)

Company name .....

VAT N° compulsory for E.U. ....

Address .....

Postcode ..... City ..... Country .....

### INVOICING CONTACT

Mrs  Ms  Mr.

Firstname .....

Surname .....

Email .....

Compulsory Affidavit except U.E. (Document page 24)

Reed Expositions France chooses electronic invoicing: From today, you will not receive your invoice on paper by postal mail. Your invoices will be sent by e-mail. A duplicate will be archived and can be consulted via your secure invoicing space. The electronic document is considered as the original invoice.

**NO**, I do not want to receive the original invoices in electronic format. Please could you supply an e-mail address to which we can send your documents (including the original invoice if accepted) as well as the e-mail informing you that your documents are available in your invoicing space.

-- COMPULSORY --

### YOU ARE

- MANUFACTURER
- DISTRIBUTOR
- SUPPLIER
- IMPORTER
- CONTRACTOR/DECORATOR

### SELECT THE ACTIVITY OF YOUR COMPANY (3 maximum)

#### 1. WELCOME & RELAX

- Bathroom and amenities
- Fitness and Wellness
- Linen and Professional Textile
- SPA

#### 2. CONCEIVE & DESIGN

- Architect
- Building Layout & Fittings
- Outer fittings and coverings
- Interior Design
- Layout
- Lighting
- Indoor Furniture
- Outdoor Furniture
- Swimming pool / Swimming pool cover
- Outdoors
- Signature

#### 3. COOK & SERVE

- Tableware
- Coffee making
- Beverages
- Kitchen Equipment
- Food Products
- Signage and Equipment
- Transgourmet Market
- Disposable Items
- Transport

#### 4. MANAGE & CONNECT

- Counselling, Audit
- Entertainment
- Hotel Chains
- Technologies and Services

#### 5. CLEAN & MAINTAIN

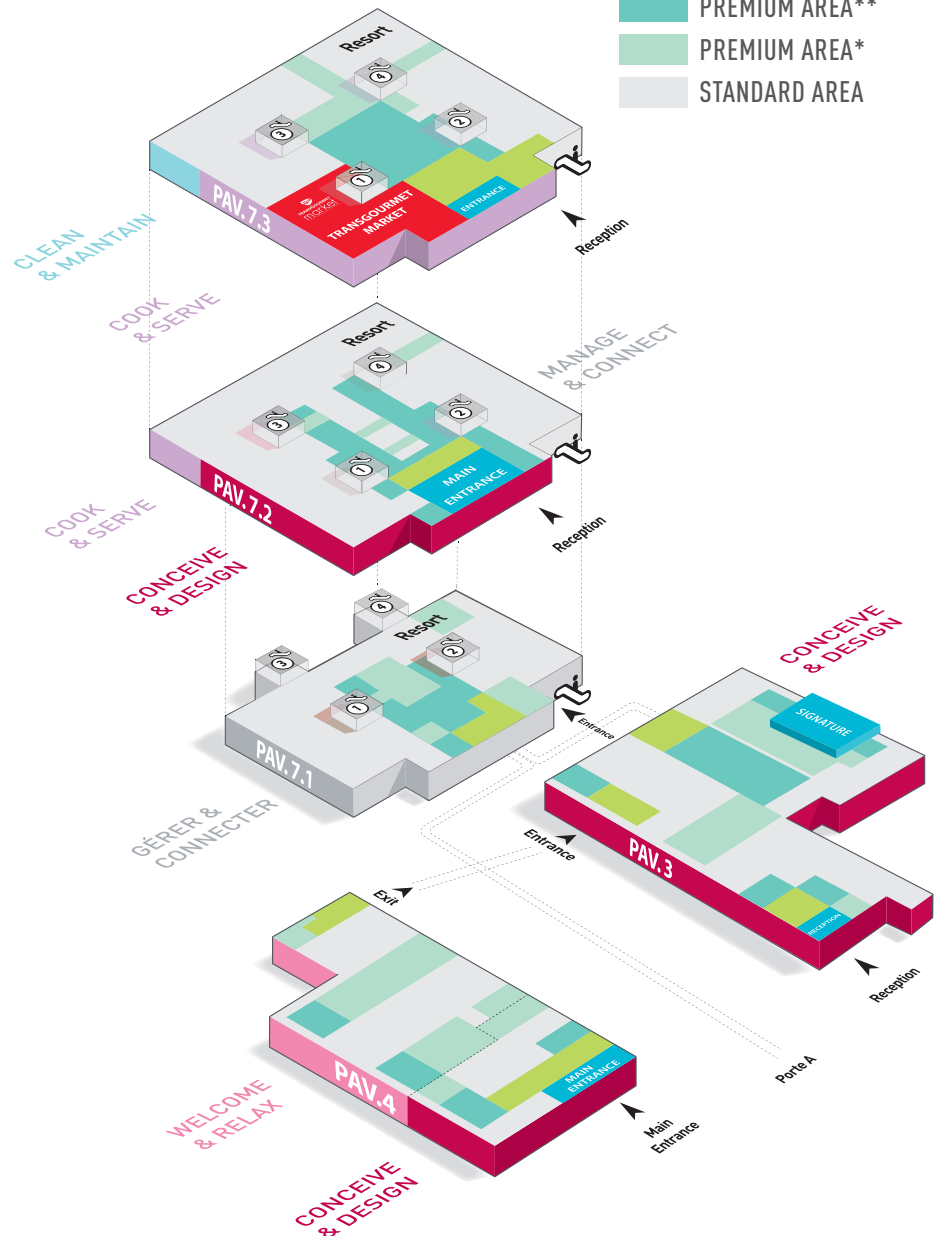
- Laundry
- Hygiene & Cleaning

#### OTHER

- Institution
- Press & Publishing

#### LOCATION OF PREMIUM AREAS

- PREMIUM AREA\*\*\*
- PREMIUM AREA\*\*
- PREMIUM AREA\*
- STANDARD AREA



NOT CONTRACTUAL PICTURE



# DEFINE YOUR OBJECTIVES

-- COMPULSORY --

#3

## DEFINE YOUR OBJECTIVES

Listing your objectives will help us to work together to identify the right solutions and tools to make your show a success. Please rank from 1 to 5 in order of importance, with 1 being the most important.

- LAUNCHING** new products and services
- STRENGTHENING** the image of my company
- ENHANCING** the loyalty and **CONSOLIDATING** my network of customers and prospects
- IDENTIFYING** new contacts
- OTHER OBJECTIVE:**

.....

.....

.....

## PLEASE DESCRIBE YOUR ACTIVITY / PRODUCT / SERVICES IN A FEW LINES

.....

.....

.....

.7

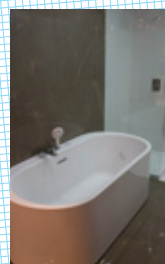
## WHAT KIND OF VISITOR(S) ARE YOU INTERESTED IN?

Please rank from 1 to 3 in order of importance, with 1 being the most important.

- |  |   |
|--|---|
| <input type="checkbox"/> Hotels              | <input type="checkbox"/> Design & Installation                |
| <input type="checkbox"/> Group accommodation | <input type="checkbox"/> Distribution and services            |
| <input type="checkbox"/> Commercial catering | <input type="checkbox"/> SPA / Wellness                       |
| <input type="checkbox"/> Group catering      | <input type="checkbox"/> Cruises                              |
| <input type="checkbox"/> Other food Channels | <input type="checkbox"/> Casino                               |
| <input type="checkbox"/> Catering            | <input type="checkbox"/> Prescriber, architect, design office |
| <input type="checkbox"/> Laundry             | <input type="checkbox"/> Other: .....                         |

Companies based in France

Companies based abroad



# À LA CARTE

PACKAGES FOR TARGETED COMMUNICATIONS



# SELECT YOUR COMMUNICATIONS PACKAGE

# #4

-- OPTIONAL --

-- PLEASE TICK THE MENU(S) OF YOUR CHOICE --

## MINI MENU

300 €  
excl. VAT

- Your company name in bold in the exhibitor list on www.equiphotel.com -

## WEB MENU\*

1 750 €  
excl. VAT

### Stand out on the web

- Your logo displayed and your company name in bold in the exhibitor list on www.equiphotel.com -
- Coloured background band in the exhibitor search engine -
- Your banner on the EquipHotel web site (inside pages, 3 months prior to show) -

\*Limited to 5 advertisers

## LOGO LIGHT MENU

500 €  
excl. VAT

### Show yourself on the Web

- Your logo displayed and your company name in bold in the exhibitor list on www.equiphotel.com -

## PRODUCT MENU

4 950 €  
excl. VAT

### Highlight your products

- Your product placed at the top of the product gallery list -
- Distribution of your flyers (1 exhibitor per day and per hall)  
Personnel at exhibitor's expense -
- Distribution of freebies at VIP/Press lounge -
- Registration to Private Sales (3 month duration) -

## LOGO GASTRONOMIQUE MENU\*

2 400 €  
excl. VAT

### Be present on all media

#### Your logo will be displayed:

- On www.equiphotel.com: opposite your company name in bold on the exhibitor list and in your company details form -
- At the show: on the large floor plans and on the pocket guide plans distributed to visitors -
- On the mobile app: in the exhibitor list -

\*Service open to 3 exhibitors maximum

## CLUB EXPORT MENU

1 590 €  
excl. VAT

### Connect with international project developers and help your business take off!

- Choose from the detailed project forms to identify your future partners -
- This subscription includes business introductions to 40 project developers -

## ADDITIONAL PACKAGE 20 contacts

590 €  
excl. VAT

## 360° MENU

9 450 €  
excl. VAT

### Maximum media visibility

- 1 page advert in the pocket guide -
- Your company name at top of exhibitor list on web site -
- Logo on exhibition floor plans -
- 1 banner on 1 exhibition e-newsletter sent to visitors -
- Large scale poster display in your hall (maximum of 3 advertisers per hall) -

TOTAL 1 =  € excl. VAT

SUBJECT TO AVAILABILITY

# YOUR PARTICIPATION

- YOUR REGISTRATION – COMPULSORY
- YOUR SPACE – COMPULSORY
- YOUR FITTINGS – ACCORDING TO AREA  
AND NEEDS

# SELECT YOUR REGISTRATION PACKAGE

# #5

-- COMPULSORY --

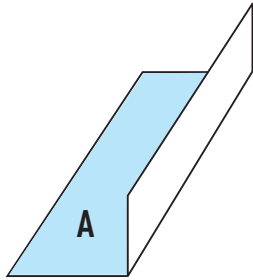
-- PLEASE TICK THE PACKAGE YOU CHOOSE --

	<b>NETWORKING PACK</b> 1 995 € excl. VAT ●	<b>VISIBILITY PACK</b> 895 € excl. VAT ●
Listing in the official catalogue and on the website	✓	✓
Club Badges giving access to the VIP Club	25	10
Printed invitations (delivery address must be specify in your Exhibitor Space)	300	100
Badge scanner (confirm it on your exhibitor space)	Customizable	Non Customizable
Access to e-invitations	✓	✓
Personalised exhibitor badges	✓	✓
Participation to Equip'Innov	6 products max.	2 products max.
Presentation of your products	6 products max.	2 products max.
Communication pack (Electronic stamp + banner + signature indicating your space number)	✓	✓
Your press kit distributed to journalists in the Press Club	✓	✓
Your press release on <a href="http://www.equiphotel.com">www.equiphotel.com</a> (Press section and on your company presentation)	✓	✓
Company profile at <a href="http://www.equiphotel.com">www.equiphotel.com</a>	✓	✓
2 aperitif access pass at BAR OFF	✓	
Access to the Private Sales	✓	✓
Insurance (see Articles 18-20 of the Exhibition Regulations)	✓	✓
Administration fee	✓	✓

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TOTAL 2 =  € excl. VAT

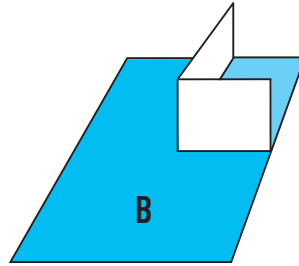
## 6A. CONFIGURATION OF YOUR SPACE



○  
**Type A**  
**2 CORNERS**

Location with 3 open sides

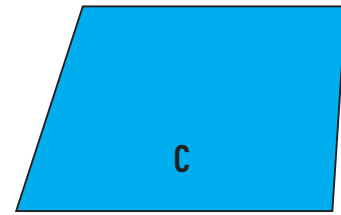
265 € excl. VAT



○  
**Type B**  
**3 CORNERS**

Location with 3 open sides  
and part of the 4<sup>th</sup> one

320 € excl. VAT



○  
**Type C**  
**ISLAND**

Location with 4 open side

695 € excl. VAT

### PRECISIONS ABOUT THE PLACE AND CONFIGURATION (INCLUDING PREMIUM AREA)\*

Please note that your wishes will be taken into account in so far as availability permits. If you are not allocated the location site of your choice, this in no way constitutes a reason to cancel. The terms and conditions are set out in Article 10 of the Exhibition Regulations.

\* Premium locations (cf plan). Invoicing will be adjusted according to your final location.

## 6b. RAW SPACE

Includes: a sign on the ground, in the path, with your booth number. Partitions not included.  
Select your rate according to your location and your registration date\*

### HOW TO MAKE YOUR CHOICE ?

If you choose a Premium stand location, your priority is your stand location and also our range of customer services (specific desk at the organisers' office, invitations to Equip'Hotel events, etc.)

If you choose a MINI stand, your priority is your budget, regardless of stand location.

\*The date at which we receive your deposit payment determines your stand space rate validity period. On expiry of the indicated period, if the deposit payment has not been received, Reed Expositions France will transfer your price rates over to the next period (prices for each period are displayed below)

Price lists / sqm	Surface	Period				
		Rebooking	Early Book 1	Early Book 2	Early Book 3	Over rates
		<b>Exhibitors 2014 only</b> Before March 13 <sup>th</sup> , 2015	From 14/03/15 to 15/07/2015	From 16/07/15 to 29/01/2016	From 30/01/16 to 15/07/16	From 16 July 2016
STANDARD	< 120 sqm	296 € excl. VAT	315 € excl. VAT	322 € excl. VAT	342 € excl. VAT	353 € excl. VAT
	from 120 to 200 sqm	272 € excl. VAT	290 € excl. VAT	297 € excl. VAT	315 € excl. VAT	325 € excl. VAT
	201 sqm and more	261 € excl. VAT	277 € excl. VAT	283 € excl. VAT	301 € excl. VAT	311 € excl. VAT
PREMIUM*	< 120 sqm	305 € excl. VAT	331 € excl. VAT	338 € excl. VAT	359 € excl. VAT	371 € excl. VAT
	de 120 à 200 sqm	280 € excl. VAT	305 € excl. VAT	311 € excl. VAT	331 € excl. VAT	341 € excl. VAT
	201 sqm and more	269 € excl. VAT	291 € excl. VAT	297 € excl. VAT	317 € excl. VAT	327 € excl. VAT
PREMIUM**	< 120 sqm	314 € excl. VAT	347 € excl. VAT	354 € excl. VAT	376 € excl. VAT	388 € excl. VAT
	from 120 to 200 sqm	289 € excl. VAT	319 € excl. VAT	326 € excl. VAT	346 € excl. VAT	358 € excl. VAT
	201 sqm and more	277 € excl. VAT	304 € excl. VAT	311 € excl. VAT	332 € excl. VAT	342 € excl. VAT
PREMIUM***	< 120 sqm	326 € excl. VAT	362 € excl. VAT	370 € excl. VAT	393 € excl. VAT	406 € excl. VAT
	from 120 to 200 sqm	300 € excl. VAT	334 € excl. VAT	341 € excl. VAT	362 € excl. VAT	374 € excl. VAT
	201 sqm and more	287 € excl. VAT	318 € excl. VAT	325 € excl. VAT	347 € excl. VAT	358 € excl. VAT
MINI	< 120 sqm					335 € excl. VAT
	from 120 to 200 sqm					309 € excl. VAT
	201 sqm and more					295 € excl. VAT

TOTAL 6b = ..... € x ..... Sqm = ..... € excl. VAT

## 6c. DISCOUNT FOR REGULAR EXHIBITORS – AVAILABLE UNTIL 29 JANUARY 2016

I exhibited at Equip'Hotel 2012 and 2014 : apply the reduction below on the raw space area, **on standard price**.

From 16/11/2014 to 13/03/2015: - 4% TOTAL 6c = Standard price\* : ..... x ..... sqm x 0.04 = ..... € excl. VAT

From 14/03/2015 to 29/01/2016: -2% TOTAL 6c = Standard price\* : ..... x ..... sqm x 0.02 = ..... € excl. VAT

\*Refer to the table above to adjust your rate to the period and surface

TOTAL 3 = 6a + 6b - 6c ..... € excl. VAT

## FITTING OF YOUR SPACE

-- IN ADDITION OF RAW SPACE PRICE --

-- COMPULSORY FOR SPACE SMALLER THAN 23 SQM --

### WHAT TYPE OF STAND TO CHOOSE

#### Stand space only:

- Only for stands with a surface area in excess of 23 sqm
- Ideal for large surface areas: on the designated floor space, your stand fitter will design and build a stand to reflect your brand image

#### Semi-fitted stand:

- Mandatory for surface areas between 12 and 22 sqm
- The basic formula with essential services

#### Wooden or modular fitted stand:

- Perfect to control your budget and make your stand planning easy

#### Wood-plus fitted stand:

- The best compromise between a wooden fitted stand and a turnkey stand

#### Turnkey:

The five-star solution: we will provide everything for you

-

I build up my stand over 2.40m: I must warn neighboring stands

### SEMI EQUIPPED SPACE : BASIC FORMULA INCLUDING MAJOR SERVICES

- 3kW power supply
- Daily cleaning
- Carpeting (choice of 3 colors)

Price

86 € x ..... Sqm = ..... €

Partitions not included

### WOOD OR MODULAR FITTED SPACE : THE CONVENIENT SOLUTION!



Modular option is not available for the decoration sector and for some locations

- Carpeting (choice of 3 colors)
- 1 locking storeroom 1m x 1m
- Background or common wall partitions, except island (brushed cotton for wooden stand): choice of 4 colors
- Stiffener around edge
- Banner sign with your company name and space number
- Tracking with 3 spotlights per 9 sqm
- 3kW intermittent power supply
- Daily cleaning

Price

WOOD

153 € x ..... Sqm = ..... €

MODULAR

116 € x ..... Sqm = ..... €



SWITCHING TO A DIFFERENT PACKAGE WILL NOT BE POSSIBLE AFTER 12 AUGUST 2016.

PLEASE NOTE: FITTING ORDERS ORDERED AFTER 07 OCTOBER 2016 WILL BE SUBJECT TO A 20% SURCHARGE.

INVOICING WILL BE ADJUSTED ACCORDING TO YOUR FINAL LOCATION.



## UPGRADED WOOD FITTED SPACE: COMBINE COMFORT AND PRACTICAL

- Carpeting (choice of 3 colors)
- 1 locking storeroom 1m x 1m
- Background or common wall partitions, except island (brushed cotton for wooden stand): choice of 4 colors
- Stiffener around edge
- Banner sign with your company name and space number
- Tracking with 3 spotlights per 9 sqm
- 3kW intermittent power supply
- Daily cleaning
- 1 furniture credit (€45/sqm)
- Sign with logo

Price **223 €** x ..... Sqm = ..... €

## MODULAR TURNKEY SPACE

- Carpeting (choice of 6 colours)
- Partitions (choice between 3 colors for the aluminium frame and 3 colors for melamine)
- 1 fitted storeroom (2 shelves, 1 coat hook)
  - 1 sqm for spaces  $\leq$  28 sqm
  - 2 sqm for spaces  $\geq$  29 sqm
- Semi-glazed modular office for spaces  $\geq$  24 sqm
- Signs: 2 banner signs with company name (standard lettering), 1 single-sided vertical sign with company name and logo (height 4m 80)
- Lights: 100W lighting per 3 sqm section, vertical sign lighting (1 x 300W spot), 1 triple power socket in the storeroom and 1 triple power socket in office (if ordered)
- 3kW intermittent power supply
- Daily cleaning
- 1 furniture credit (€45/sqm)
- 1 floral arrangement
- 1 filled refrigerator (140L non-alcoholic beverages)
- 1 parking space (2 for spaces  $\geq$  35 sqm)



Price **329 €** x ..... Sqm = ..... €

TOTAL 4 =  € exl. VAT

# #8

## TOOLS TO OPTIMIZE YOUR COMMUNICATION STRATEGY

BECOME A SPONSOR AT EQUIP'HOTEL AND OPTIMIZE YOUR RETURN ON INVESTMENT AT THE SHOW!

EQUIP'HOTEL IS ON YOUR SIDE, HELPING AND WORKING WITH YOU TO DEFINE AND PLAN A COMMUNICATION STRATEGY, IN LINE WITH YOUR BRAND IMAGE AND YOUR OBJECTIVES:

- Become a partner of the show to take center stage in front of all the top buyers and leaders in the HORECA industry
  - Target your activity sector and highlight your business to professionals and experts in your field
  - Stand out from the competition thanks to increased visibility during events at the show
- Create the event with us, and benefit from a personalized support to manage to reach your goals!

Contacts : Chiara Parisi, +33 (0)1 47 56 24 90 – [chiara.paris@reedexpo.fr](mailto:chiara.paris@reedexpo.fr) / Jennifer Lippe, +33 (0)1 47 56 50 68 – [jennifer.lippe@reedexpo.fr](mailto:jennifer.lippe@reedexpo.fr)

### HIGHLIGHT YOUR COMPANY

BENEFIT FROM A 10% DISCOUNT ON COMMUNICATION SERVICES ORDERED AT THE SAME TIME AS YOUR REGISTRATION!

		GOALS						
		Positioning	Product	Contact	Networking	Export	Innovation	
Web - <a href="http://www.equiphotel.com">www.equiphotel.com</a>	<input type="radio"/>	Advertising button - max. 3	✓	✓				3 000 €
	<input type="radio"/>	Home page banner - max. 3	✓	✓				4 000 €
	<input type="radio"/>	<b>1 MONTH BEFORE SHOW</b> Home page covering EXCLUSIVE	✓					6 750 €
	<input type="radio"/>	Pre-registration banner + confirmation email EXCLUSIVE	✓		✓			8 450 €
	<input type="radio"/>	Button with link to customer website**	✓	✓				2 100 €
	<input type="radio"/>	Banner per activity sector (large banner or ad button) max. 3		✓				1 500 €
	<input type="radio"/>	Display at the top of the exhibitor list / universe	✓	✓				1 150 €
	<input type="radio"/>	Interstitial advertising	✓	✓				5 300 €
E-Marketing / Direct marketing	<input type="radio"/>	Banner on visitor enews - max. 3	✓					800 €
		Additional invitations* - batch of 200 cards			✓	✓		200 €
		Additional invitations * - from 1,000 cards			✓	✓		0,60 € l'unité
	<input type="radio"/>	Print your logo on invitation cards (before 01/06/2016)			✓	✓		500 €
Club Export	<input type="radio"/>	Table privatisation				✓	✓	2 000 €
	<input type="radio"/>	4 <sup>th</sup> cover (outside back) of export leaflet	✓	✓			✓	2 000 €
	<input type="radio"/>	Export Club Passport	✓	✓			✓	1 800 €
	<input type="radio"/>	Bags for top buyers (provided by advertiser)	✓	✓			✓	1 800 €
	<input type="radio"/>	Badge holder ribbon	✓	✓			✓	2 500 €
	<input type="radio"/>	Newsletter Banner	✓				✓	800 €

\*Specific order form available in your exhibitor area or on demand.

\*\*On the Exhibitors List page

		GOALS						
		Positioning	Product	Contact	Networking	Export	Innovation	
Pocket guide	<input type="radio"/>	Logo on orientation, touch tables and pocket guide maps 9 advertisers max/hall.	✓	✓				2 200 €
	<input type="radio"/>	4 <sup>th</sup> cover (outside back) of pocket guide	✓	✓			✓	6 500 €
	<input type="radio"/>	Flap	✓	✓			✓	5 200 €
	<input type="radio"/>	2 <sup>nd</sup> page cover of pocket guide	✓	✓			✓	4 500 €
	<input type="radio"/>	3 <sup>rd</sup> page cover of pocket guide	✓	✓			✓	4 500 €
Advertising display on the show	<input type="radio"/>	Door covering of escalator bloc (pavillon 7)	✓	✓				7 010 €
	<input type="radio"/>	Giant indoor posters 3 advertisers by hall max.	✓	✓				4 550 €
	<input type="radio"/>	Ground slabs - lot of 3 slabs	✓	✓				900 €
	<input type="radio"/>	Ground slabs - lot of 5 slabs	✓	✓				1 400 €
	<input type="radio"/>	Ground slabs - lot of 10 slabs	✓	✓				2 600 €
Sponsoring	<input type="radio"/>	Badge holder ribbon 1 advertiser by main entrance: <input type="checkbox"/> pavilion 4 <input type="checkbox"/> pavilion 7.2	✓	✓	✓			4 999 €
	<input type="radio"/>	Badge holder ribbon 1 advertiser by entrance: <input type="checkbox"/> pavilion 3 <input type="checkbox"/> pavilion 7.1 <input type="checkbox"/> pavilion 7.3	✓	✓	✓			3 500 €
	<input type="radio"/>	Advertising at the back of electronic badge - EXCLUSIVE	✓	✓	✓	✓		4 000 €
	<input type="radio"/>	Advertising on touch table: • Screensaver (2 sponsors max.) • Advertising on interior pages EXCLUSIVE	✓	✓			✓	6 800 €
	<input type="radio"/>	Distribution of handouts* 1 sponsor per hall during 5 days	✓	✓	✓			3 500 €
	<input type="radio"/>	Chef's Restaurant (1 table of 4 persons, depending on availability)				✓		300 €
	<input type="radio"/>	Interstitial advertising - EXCLUSIVE	✓		✓			3 000 €
	<input type="radio"/>	Advertising banner 3 advertisers max.		✓			✓	1 500 €

AND ALSO COMMUNICATION PACKAGES ON PAGE 11!

TOTAL 5 =  € excl. VAT

SUBJECT TO AVAILABILITY

\* (hostess provided by sponsor)

## TOTAL AMOUNT OF SPACE

-- COMPULSORY --

## TOTAL SPACE

TOTAL 1 - Your menus (p.9)	_____	_____	€
TOTAL 2 - Your registration package (p.11)	_____	+	€
TOTAL 3 - Your exhibition space (p.13)	_____	+	€
TOTAL 4 - Your fittings (p.15)	_____	+	€
		<b>TOTAL excl. VAT</b>	= _____ € excl.VAT
		VAT 20 %*	+ _____ €
		<b>TOTAL SPACE</b>	= _____ € incl.VAT

## TOTAL OF COMMUNICATION TOOLS

TOTAL 5 - Your communication tools	_____	+	€
<ul style="list-style-type: none"> <li>• 50% of the total amount with order</li> <li>• 50% on 30/06/2016 at the latest</li> </ul>			
		<b>TOTAL excl. VAT</b>	= _____ € excl.VAT
		VAT 20 %*	+ _____ €
		<b>TOTAL COMMUNICATION</b>	= _____ € incl. VAT
		<b>DEPOSIT OF 50%</b>	= _____ € incl. VAT

**TOTAL AMOUNT FOR YOUR PARTICIPATION incl. VAT** \_\_\_\_\_ € incl. VAT

\*VAT owed by the recipient of the service. For foreign companies with the status of taxable persons, according to the article 44 & 196 of the 'Directive 2006//112/CE modified' the most of services are now without VAT.

**SWITCHING TO A DIFFERENT PACKAGE WILL NOT BE POSSIBLE AFTER 12 AUGUST 2016.**  
**PLEASE NOTE: FITTING ORDERS ORDERED AFTER 07 OCTOBER 2016 WILL BE SUBJECT TO A 20% SURCHARGE.**

## TERMS OF PAYMENT

The total amount (incl. VAT) of your space order is to be paid as follows:

Rebooking and Early Book 1		Early Book 2 and Early Book 3		Standard	
10%	with the order	25%	with the order	100%	with order
25%	on 30/05/2015	25%	on 19/01/2016		
25%	on 19/01/2016	50%	on 30/06/2016		
40%	on 30/06/2016				

Application form must be accompanied by the first deposit indicated above.

## PAYMENT

- Either by bank transfer** which must state “No fee for payee” with your company name and the name of the exhibition.  
Kindly send us a copy of your payment advice clearly marked.

Bank Code	Branch code	Account n°	Account details	Reference	Domiciliation	SWIFT Code
30066	10947	00010067602	68	Equip'Hotel 2016	CIC - Sud St-Augustin GCE - 102 Bd Haussmann 75008 Paris	CMCIFRPP
VAT N°: FR92410219364				IBAN Code: FR76 3006 6109 4700 0100 6760 268		

- Or by credit / debit card:**

Type of card:             VISA     EUROCARD     MASTERCARD

Amount to be debited: ..... € incl. VAT

Card N°:                       Expiry Date:  /

Name on card: .....

- Or by cheque** made out to Reed Expositions France - Equip'Hotel (for exhibitors based in France).

I declare that I am aware of the General Regulations of this show, that I possess a copy thereof, and that I accept without reservation all the clauses. You are likely to receive business offers on behalf of Reed Expositions France. Should you not wish to receive these, please write to us at Reed Expositions France – Equip'Hotel: 52-54 quai de Dion-Bouton - CS 80001 - 92806 Puteaux - France. I the undersigned declare that I understand the insurance policy taken out by the organiser and declare that I waive, with my insurance company, all claims against the venue managing company, venue's owner, and its insurance company as well as against Reed Expositions France, its insurance company, any other exhibitor and against anyone acting on behalf of the aforementioned persons, as a result of corporal, material and/or immaterial damage.

**Signatory's surname and first name:** .....

**Position:** .....

**Date:** .....

**The information provided on these forms will not be published in the official Catalogue.**

You will receive a specific request for catalogue copy at a later date.

Signature (compulsory):

Company stamp (compulsory):

## CO-EXPOSANTS

A separate form to be completed for each co-exhibitor sharing a space with another exhibitor.

You may share your space with other companies (co-exhibitors) which you must declare to the organiser. These co-exhibitors are not required to have any legal or commercial connection with your company. They must be physically present on your space. Only the co-exhibitors registered on this form that have paid the appropriate fee may attend Equip'Hotel. If this is not the case, the organiser reserves the right to refuse these co-exhibitors all possibilities of exhibiting.

Co-exhibitor company name.....

Brand name.....

Address.....

Postcode..... City..... Country.....

Tel..... Fax.....

Website..... Direct email.....

Contact..... Position.....

**Declares** it will be hosted on the space of exhibiting company..... which has booked its space at Equip'Hotel 2016.

## INVOICING ADDRESS (if different from above)

Company Name.....

VAT N° compulsory for E.U. ....

Address.....

Postcode..... City..... Country.....

## INVOICING CONTACT

Mrs  Ms  Mr.

First name.....

Surname.....

Email (compulsory).....

Tel..... Fax.....

Reed Expositions France chooses electronic invoicing: From today, you will not receive your invoice on paper by postal mail. Your invoices will be sent by e-mail. A duplicate will be archived and can be consulted via your secure invoicing space. The electronic document is considered as the original invoice.

**NO**, I do not want to receive the original invoices in electronic format.

Please could you supply an e-mail address to which we can send your documents (including the original invoice if accepted) as well as the e-mail informing you that your documents are available in your invoicing space.

## Select the activity of your company (3 maximum)

## 1. WELCOME &amp; RELAX

- Bathroom and amenities
- Fitness and Wellness
- Linen and Professional Textile
- SPA

## 2. CONCEIVE &amp; DESIGN

- Architect
- Building Layout & Fittings
- Outer fittings and coverings
- Interior Design
- Layout
- Lighting
- Indoor Furniture
- Outdoor Furniture
- Swimming pool / Swimming pool cover
- Outdoors
- Signature

## 3. COOK &amp; SERVE

- Tableware
- Coffee making
- Beverages
- Kitchen Equipment
- Food Products
- Signage and Equipment
- Transgourmet Market
- Disposable Items
- Transport

## 4. MANAGE &amp; CONNECT

- Counselling, Audit
- Entertainment
- Hotel Chains
- Technologies and Services

## 5. CLEAN &amp; MAINTAIN

- Laundry
- Hygiene & Cleaning

## OTHER

- Institution
- Press & Publishing

## REGISTRATION PACKAGE

### (2 OPTIONS) Compulsory

**Visibility Package** - (see description on page 11) ..... 895 € = ..... € excl.VAT

**Networking Package** - (see description on page 11) ..... 1 995 € = ..... € excl.VAT

VAT 20 %\* + ..... €

**TOTAL incl. VAT** = ..... € incl. VAT

\*VAT owed by the recipient of the service. For foreign companies with the status of taxable persons, according to the article 44 & 196 of the 'Directive 2006//112/CE modified' the most of services are now without VAT.

**INCREASE YOUR VISIBILITY – LET PEOPLE KNOW ABOUT YOUR PARTICIPATION! SEE PAGES 9**

### REGLEMENTS

#### •100 % to be paid with the order form

**Either by bank transfer** which must state "No fee for payee" with your company name and the name of the exhibition.  
Kindly send us a copy of your payment advice clearly marked.

Bank Code	Branch code	Account n°	Account details	Reference	Domiciliation	SWIFT Code
30066	10947	00010067602	68	Equip'Hotel 2016	CIC - Sud St-Augustin GCE - 102 Bd Haussmann 75008 Paris	CMCIFRPP
VAT N°: FR92410219364					IBAN Code: FR76 3006 6109 4700 0100 6760 268	

**Or by credit / debit card:**

Type of card:  VISA  EUROCARD  MASTERCARD

Amount to be debited: ..... € incl. VAT

Card N°: |\_|\_|\_|\_| |\_|\_|\_|\_| |\_|\_|\_|\_| |\_|\_|\_|\_|      Expiry Date: |\_|\_| / |\_|\_|

Name on card: .....

**Or by cheque** made out to Reed Expositions France - Equip'Hotel (for exhibitors based in France).

I declare that I am aware of the General Regulations of this show, that I possess a copy thereof, and that I accept without reservation all the clauses. You are likely to receive business offers on behalf of Reed Expositions France. Should you not wish to receive these, please write to us at Reed Expositions France – Equip'Hotel: 52-54 quai de Dion-Bouton - CS 80001 - 92806 Puteaux - France. I the undersigned declare that I understand the insurance policy taken out by the organiser and declare that I waive, with my insurance company, all claims against the venue managing company, venue's owner, and its insurance company as well as against Reed Expositions France, its insurance company, any other exhibitor and against anyone acting on behalf of the aforementioned persons, as a result of corporal, material and/or immaterial damage.

**Signatory's surname and first name:** .....

**Position:** .....

**Date :** .....

Signature & Company stamp (compulsory):

**The information provided on these forms will not be published in the official Catalogue.**

You will receive a specific request for catalogue copy at a later date.

### REPRESENTED COMPANY OR BRAND

To be completed for each company represented on an exhibitor's space.

Companies represented must have a legal or commercial link with your company. They are companies whose products you represent and they are not physically present on your space. Only the represented companies that have returned this form and paid the Represented Company registration fee may be represented at Equip'Hotel.

Name of represented company .....

Brand name .....

Address .....

Postcode ..... City ..... Country .....

Tel ..... Fax .....

Website ..... Direct email .....

Contact ..... Position .....

**Certifies** that the exhibiting company ..... is its representative at the Equip'Hotel 2016 show.

### INVOICING ADDRESS (if different from above)

Company Name .....

VAT N° compulsory for E.U. ....

Address .....

Postcode ..... City ..... Country .....

### INVOICING CONTACT

Mrs  Ms  Mr.

First name .....

Surname .....

Email (compulsory) .....

Tel ..... Fax .....

Reed Expositions France chooses electronic invoicing: From today, you will not receive your invoice on paper by postal mail. Your invoices will be sent by e-mail. A duplicate will be archived and can be consulted via your secure invoicing space. The electronic document is considered as the original invoice.

**NO**, I do not want to receive the original invoices in electronic format.

Please could you supply an e-mail address to which we can send your documents (including the original invoice if accepted) as well as the e-mail informing you that your documents are available in your invoicing space.

### Select the activity of your company (3 maximum)

#### 1. WELCOME & RELAX

- Bathroom and amenities
- Fitness and Wellness
- Linen and Professional Textile
- SPA

#### 2. CONCEIVE & DESIGN

- Architect
- Building Layout & Fittings
- Outer fittings and coverings
- Interior Design
- Layout
- Lighting
- Indoor Furniture
- Outdoor Furniture
- Swimming pool / Swimming pool cover
- Outdoors
- Signature

#### 3. COOK & SERVE

- Tableware
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- Beverages
- Kitchen Equipment
- Food Products
- Signage and Equipment
- Transgourmet Market
- Disposable Items
- Transport

#### 4. MANAGE & CONNECT

- Counselling, Audit
- Entertainment
- Hotel Chains
- Technologies and Services

#### 5. CLEAN & MAINTAIN

- Laundry
- Hygiene & Cleaning

#### OTHER

- Institution
- Press & Publishing



## REPRESENTED COMPANY/BRAND PACKAGE

- Registration fees
- Listing in the official catalogue and on the website
- Private sales access

\*TVA due par le bénéficiaire de la prestation - TVA non applicable aux sociétés étrangères assujetties, avec N° de TVA obligatoire pour les membres de l'UE - Art.44 et 196 de la directive 2006/112/CE modifiée.

QUANTITÉ	TOTAL excl. VAT
1	310 €
<b>VAT 20 %*</b>	<b>+ 62 €</b>
<b>TOTAL TTC</b>	<b>372 €</b>

## PAYMENT

### •100% to be paid with the order form

- Either by bank transfer** which must state "No fee for payee" with your company name and the name of the exhibition. Kindly send us a copy of your payment advice clearly marked.

Bank Code	Branch code	Account n°	Account details	Reference	Domiciliation	SWIFT Code
30066	10947	00010067602	68	Equip'Hotel 2016	CIC - Sud St-Augustin GCE - 102 Bd Haussmann 75008 Paris	CMCIFRPP
VAT N°: FR92410219364				IBAN Code: FR76 3006 6109 4700 0100 6760 268		

### Or by credit / debit card:

Type of card:  VISA  EUROCARD  MASTERCARD

Amount to be debited: ..... € incl. VAT

Card N°:                Expiry Date:  /

Name on card: .....

### Or by cheque made out to Reed Expositions France - Equip'Hotel (for exhibitors based in France).

**Signatory's surname and first name:** .....

**Position:** .....

Signature & Company stamp (compulsory):

**Date :** .....

**The information provided on these forms will not be published in the official Catalogue.**

You will receive a specific request for catalogue copy at a later date.

### AFFIDAVIT

With reference to the new “Directive 2006/112/CE modified” (articles 53 & 54), the VAT treatment of trade show services has been significantly modified. Most services supplied by the organiser of such event are now invoiced without VAT to foreign exhibitors liable to sales tax in application of Articles 44 & 196 of the VAT Directive 2006/112/CE amended.

**REMINDER:  
A COMPANY THAT IS LIABLE FOR TAX IS A LEGAL COMPANY CARRYING OUT  
INDEPENDENTLY A BUSINESS ACTIVITY. IN THIS RESPECT,  
IT MAY HAVE A TAX PAYMENT  
OR TAX RETURNS CERTIFICATE (DEPENDING ON THE LOCAL LEGISLATION)**

In order to proceed to the invoicing without French VAT, If the company exhibiting is liable for tax or has an economic activity, could you please:  
1/ complete the declaration below  
2/ enclose a copy of the tax certificate (or equivalent document such as invoice issued...) from the exhibiting company

Otherwise, we would invoice all services with French VAT.



### DECLARATION

The undersigned .....

Position .....

Company .....

Main office in .....

Address .....

Tax Code n. (if any) .....

**certifies, as (manager, director, owner) .....**

**company above mentioned carries out independently a business activity  
and is the beneficiary of the services.**

Date, .....

Signature (Manager/Director/Owner):

Stamp

**EXHIBITING AT EQUIP'HOTEL IS MADE EASY WITH OUR TEAM'S HELP AND ASSISTANCE**

- **A phone and e-mail hotline:** raoulandyou@equiphotel.com
- Your questions answered inside 48 hours
- Meetings to help "exhibitors" plan their event
- **Exhibitor Passport:** useful information and handy addresses
- **Calendar** of the actions to be led up to the show
- Complimentary coffee served at the Organiser's Office during stand build-up
- **Concierge service** at Organiser's Office
- Special Foreign Exhibitor Service with a dedicated desk and bilingual staff
- Special Premium service including fast-track queuing and on-stand supervision
- Incident tracking service at the Organiser's Office
- On-site, all requests dealt with in 2 hours
- During the show, **SMS** mailings of the key events not to be missed
- **Morning coffee reception** at the VIP lounge on the 5 mornings of the show
- Catalogue provided free of charge (1 per stand)
- Access to the VIP / Press lounge
- Access to Export Club if registered



# GENERAL TERMS AND CONDITIONS OF SALE OF COMMUNICATION TOOLS

- GENERAL TERMS AND CONDITIONS  
OF SALE OF COMMUNICATION TOOLS
- GENERAL REGULATIONS  
FOR EXHIBITIONS ORGANISED  
BY REED EXPOSITIONS FRANCE

## GENERAL TERMS AND CONDITIONS OF SALE OF COMMUNICATION TOOLS

These terms and conditions apply to the sale of advertising space in the derivative products of the EQUIP'HOTEL trade show (shows' official catalogue, newsletter, etc.) and on the website located at <http://www.EQUIP'HOTEL.com>. The derivative products and website of the EQUIP'HOTEL trade show are hereinafter referred to as the "Communication Tools". Any request to place an advertisement in EQUIP'HOTEL's communication tools is considered firm and binding on the advertiser as soon as it has been registered by Reed Expositions France. If the request is made by an agent, it is binding on both the agent and the advertiser, in particular concerning payment. The agent must have a letter of authority from the advertiser which must specify the scope and duration of his mandate.

In the event of inconsistency between these general terms and conditions of sale and the terms and conditions of purchase of any advertiser, it is agreed that these general terms and conditions of sale shall prevail.

The advertiser agrees to provide any and all documents or offset transparencies necessary for the printing and/or on-line placement of the advertiser's message within the agreed lead times. Technical costs if any shall be borne by the advertiser. The advertiser shall comply with any and all instructions issued by Reed Expositions France and indicated in Reed Expositions France's commercial documents concerning the supply of technical materials (e.g. format of advertising banners). In the event that the production of the advertisement is followed up by the communication unit of the EQUIP'HOTEL Trade Show, a proof may be submitted to the advertiser, in which case the advertiser shall be obligated to indicate any required changes by return mail. Failure to respond within the applicable lead time shall be deemed tacit acceptance. In the event of non-compliance with the lead times for the submission of technical materials, an advertisement indicating the advertiser's corporate name and particulars shall be produced at the advertiser's expense.

Lead time for on-line placement: 3 working days from the date of receipt of technical materials.

If an order is cancelled for any reason whatsoever, the 50% down payment shall be vested with Reed Expositions France.

Reed Expositions France waives any liability in respect of any and all technical materials that have not been recovered by the advertisers or their agents within three months from the last time such materials have been published.

The registration by Reed Expositions France of a request for the insertion of an advertisement only grants the advertiser the right to occupy the space

reserved for such advertisement. The space, form and mode of posting of the proposed advertisements and the related prices are indicated in the purchase order attached hereto. Prices do not include technical costs such as, where applicable, the cost of creation and production of the advertisements. Except for those spaces indicated in the publication price list, no space may be guaranteed, regardless of the indications placed by the advertiser on the request for advertising publication.

The copy and visuals of an advertisement and in particular brands and designations are published under the sole responsibility of the advertiser. In particular, the advertiser alone is responsible for the payment of any reproduction rights for photographs used. The advertiser hereby releases Reed Expositions France, the publisher, the printer and any and all third parties from any civil or criminal liability they may incur because of advertisements that have published at the advertiser's request. The advertiser guarantees Reed Expositions France, the publisher, the printer and any and all third parties in the event that proceedings or claims are brought or asserted against them in respect of the contents, data, information, messages etc. included in the advertisements, and the advertiser shall be responsible for any indemnification due to make whole any loss that may have been sustained.

Reed Expositions France may in no event be held liable beyond a total amount corresponding to 2/12th of the total annual amount collected for the corresponding service, not including any extension or renewal period. The advertiser waives all recourse against Reed Expositions France or a third party, in the event of loss, destruction, damage or prejudice resulting from the interruption or disruption of the Activity, caused directly or indirectly by the failure of any computer, data processing equipment, multimedia micro-circuit, operating system, microprocessor (computer chip), integrated circuit or similar component, or by any software, whether or not it is the property of Reed Expositions France.

No error due to Reed Expositions France, the publisher, the printer or any and all third party in respect of an advertisement shall in any event result in the cancellation of such advertisement. The correction shall be made in the catalogue or the following advertising products. No claim shall be accepted unless it is made in writing within eight days from the date of insertion or on-line placement.

No delay in, suspension of or cancellation of the circulation of the advertisement in particular because of technical default due to the operation of the Internet or for any reason beyond the control of Reed Expositions France shall justify any refusal to pay even part of the amounts due by the advertiser or its agent, or shall create a right to a new insertion at the expense of Reed Expositions France or to indemnification in any manner whatsoever, in favour of the advertiser or his agent. Also, Reed Expositions France may in no event be held liable for accidental or voluntary damage made to the advertiser by third parties because of their being connected to the Internet.

In accordance with the French Computing and Civil Liberties Act No. n° 78-17 of 6 January 1978, the advertiser has a right of access, modification, correction and deletion of personal data related to the advertiser. To exercise such right, the advertiser must contact Reed Expositions France - direct marketing department. In accordance with press and publishing practice, Reed Expositions France is free to refuse an advertisement without being obliged to give reasons for its refusal.

Placements are made in accordance with the dates reserved by advertisers. Invoices are issued on the basis of such reserved dates and must be paid upon receipt. Where an advertiser places an order through an agency appointed as the advertiser's agent, the invoice shall be sent to the agency with a copy to the advertiser.

50% of the pre-tax price of the advertisement shall be payable upon delivery of the purchase order, the remainder being due upon receipt of the invoice. If the advertiser fails to make any payment upon the due date, all amounts due shall become immediately payable in full, plus liquidated damages set at 10% of all amounts that have fallen due and remain unpaid. In addition, any late payment shall give rise to the application of an indemnity for late payment at a rate equal to one and a half times the legal rate. A recovery fee of 40 euros will be automatically due to Reed Expositions France in case of any failure to pay on due dates. Such fee will be due in addition to any indemnity due to the debtor.

**ANY DISPUTE SHALL FALL WITHIN THE JURISDICTION OF THE NANTERRE COURTS.**

All applications for insertion of advertisements imply the acceptance of the above general terms and conditions.

## GENERAL REGULATIONS FOR EXHIBITIONS ORGANISED BY REED EXPOSITIONS FRANCE

## GENERAL PROVISIONS

## Article 1 – General

The terms and conditions for the organisation of the show, particularly the opening date, closing date, location, prices and authorised visitors are set by the organiser and may be unilaterally modified by it.

The organiser may cancel or postpone the show if it notes an insufficient number of registered attendees. The exhibitor's down-payment or attendance fee is then refunded. The exhibitor accepts all risks relating to the possibility of the show not being held and particularly exclusive liability for the costs it incurs in preparation for the show.

In the event that, for major, unforeseeable or economic reasons (such as fire, flooding, destruction, accidents, acts of God, local or national strikes, riots, security risks, storms, terrorist threats, health emergencies, whether local, national or international), the show cannot be held, the admission requests are cancelled and the amounts left, after payment of the expenses incurred, are divided between the exhibitors, in proportion to the amounts paid by each of them.

The exhibitor entrusts to the organiser the task of assessing whether the show must be suspended or evacuated in the event of a threat to visitors' safety and agrees to not subsequently lodge a complaint as a result.

The exhibitor shall undertake to respect and make respected, the measures of the Exhibitor Services Manual.

The exhibitor is responsible to the organiser for non-observance of the schedule of conditions («le cahier des charges») established by the owner or the main tenant of the site placed at the disposal of the Exhibition organiser.

The organiser is not liable for any consequences arising from the enforcement of the provisions of these general regulations.

## PARTICIPATION

## Article 2 – Conditions for participation

The organiser determines the categories of exhibitors and draws up the list of products and/or services presented.

An exhibitor may only present goods or services manufactured or designed by it or for which it is the representative or dealer; in the latter case, it appends to its attendance request the list of brands whose products or services it proposes to promote.

The organiser may, after examination, exclude products and/or services that it deems do not meet the aim of the show or include products and/or services not included on its list but that are of interest for the show.

Sales including immediate on-site delivery to the buyer are prohibited.

In accordance with the provisions relating to trade events, an exhibitor may neither present products that do not comply with French regulations, except products intended for foreign markets, nor carry out any misleading or abusive advertising.

The offer presented by exhibitors must comply with public policy and current laws. Accordingly, exhibitors are formally prohibited from exhibiting illegal products or products from illegal activities. It is also prohibited for any persons not authorised by law to propose services or products from regulated activities. Legal action may be brought against exhibitors who breach these provisions without prejudice to any measures taken by the organiser in order to end this breach.

Exhibitors accept full liability for their products in relation to third parties; the organiser cannot, under any circumstances, be held liable.

## Article 3 – Applications

Any person wishing to exhibit must present an application of participation to the organiser. Unless the organiser does not accept the application, the submission thereof shall be a binding and irrevocable undertaking to pay the full price of the organisation services and associated costs.

## Article 4 – Control of admissions

The organiser is not obliged to justify his decisions concerning applications.

In the event that participation is refused, any sums paid by the party having presented an application of participation will be repaid, after deduction of administrative expenses incurred by the organiser and which remain due to him. The same provision applies to a party having presented an application of participation placed on the waiting list, to whom an exhibition space cannot be allocated for lack of available space when the Exhibition opens.

Acceptance of the application is confirmed by the reply from the organiser to the exhibitor. This reply may be in the form of an invoice addressed to the exhibitor.

Despite initial acceptance by the organiser and even after allocation of an exhibition space, the organiser is allowed, without restriction, to cancel an application of participation from an exhibitor whose affairs are, for whatever reason, administered by, or with the assistance of a trustee in bankruptcy.

This applies notably to any application by a company apparently in cessation of payments between the date of the application and the Exhibition opening date.

However, where a company is authorised by a court to continue its operations, the organiser may, of his will, decide to maintain the application.

## Article 5 – Use of the exhibition space

Without the organiser's prior consent in writing, an exhibitor, within the framework of the organisation services he acquired, shall not transfer, sub-let or share, with or without payment, all or part of his space or services which he has within the Exhibition.

Nonetheless, several exhibitors may be authorised to make a joint presentation, on condition that each of them has obtained prior permission from the organiser and has submitted a joint attendance request.

## Article 6 – Withdrawal

In the event of withdrawal or non-occupancy of the exhibition space for any reason whatsoever, or in the event of cancellation of booth equipment and various options, amounts partially or fully paid and/or outstanding, for the organisation service and incidental costs, are the property of the organiser even if another exhibitor uses the exhibition space.

An exhibitor shall be deemed to have withdrawn if, for any reason whatsoever he should fail to take possession of his exhibition space 24 hours before the day on which the Exhibition is due to open. The organiser may therefore dispose of the defaulting exhibitor's exhibition space and the latter shall have no right to claim a refund or compensation, and take off any visual communication regarding the defaulting exhibitor's products.

## FINANCIAL CONDITIONS

## Article 7 – Price of the organisation services

The price of the organisation services is decided by the organiser and may be revised by the organiser if there is a modification to tax charges.

## Article 8 – Terms of payment

## Article 8 – Terms of payment

Payment for the organisation services and other associated costs is to be made by the settlement dates and by methods fixed by the organiser.

For any late attendance request, the first payment is equal to the sums already payable on the attendance request date.

The same applies to exhibitors on the waiting list who are belatedly allocated an exhibition space

## Article 9 – Failure to pay

If an exhibitor should fail to pay on due dates and by the specifications stipulated in the preceding article, the organiser shall be entitled to apply the conditions contained in article 6 «Withdrawal»

Moreover, any late payment shall also entail the application of interest at the Eonia rate increased by five (5) points. This interest shall be due as of right, and shall be calculated against the aforementioned sum from the date upon which the payment should have been made until the effective date of payment.

A recovery fee of 40 euros will be automatically due to the organiser in case of any failure to pay on due dates. Such fee will be due in addition to any indemnity due to the debtor.

## EXHIBITION SPACES

## Article 10 – Allocation of exhibition spaces

The organiser draws up the show plan and allocates the areas freely, taking account if possible of the requests made by the exhibitor, of the type of products and/or services it presents, the layout of the exhibition space that it proposes to install as well as, if necessary, the date of registration of the attendance request. Due to its role in coordinating or organising, the organiser may modify the size and layout of the areas requested by the exhibitor. Such modification shall not entitle the exhibitor to unilaterally terminate his engagement to participate.

An exhibitor is notified of the location of the exhibition space and as a result the visual communication allocated to him by means of a layout. This layout gives the characteristics of the exhibition space as precisely as possible. Where possible, it is the exhibitor's responsibility to verify the conformity of the layout before setting up his exhibition space.

The organiser is not liable for any difference between the characteristics given on the layout and the actual measurements of the exhibition space.

The layout shows the general layout of the other exhibition spaces surrounding the site allocated.

These indications, valid on the date the layout is drawn up, are given for information only and are liable to modifications which may not be able to be communicated to the exhibitor.

Any complaints about the position shown on the plan must be submitted within eight days of receipt of the plan by the exhibitor. Beyond this deadline, the proposed position is considered to have been accepted by the exhibitor.

The organiser cannot under any circumstances either reserve a position or guarantee the same position from year to year. Furthermore, attendance of previous events does not give the exhibitor any rights based on this previous attendance.

## Article 11 – Installation and decoration of exhibition spaces

Exhibition spaces installation is in accordance with the plans drawn up by the organiser. Exhibitors are responsible for the specific decoration of their own exhibition spaces. They shall comply with safety regulations issued by the public authorities and adhere to the general layout for decoration and signage drawn up by the organiser.

The organiser decides the specifications of how visual information is displayed and the conditions governing the use of all sound, light or audio-visual techniques, as well as the conditions under which all promotional activities, surveys may be carried out within the confines of the Exhibition.

In the same way, the organiser decides on the conditions in which photography or sound recording is authorised within the confines of the Exhibition. The organiser may make its permission dependent on the signing, by the attendee, of an agreement to transfer to it the rights for the promotion of the show.

The organiser reserves the right to require that any fitting detrimental to the general appearance of the Exhibition, to neighbouring exhibitors or the public, or

which does not conform to the layout and model submitted for his prior approval, shall be removed or modified. The organiser may withdraw an authorisation already given in the event of hindrance caused to neighbouring exhibitors, to circulation or to the running of the Exhibition.

Promotional announcements and recruitment, irrespective of the fashion in which they are carried out, are formally prohibited.

Prospectuses, brochures, catalogues and/or documents relating to the products and brands exhibited, may only be distributed by exhibitors on their stand. Their distribution on the event site and in its immediate surroundings is strictly prohibited.

## Article 12 – Deinstallation

The organiser declines all responsibility for structures or installations built by exhibitors.

Exhibitors shall accept and leave the sites as delivered, and shall be liable for any damage, in particular to venue halls and venue equipment, caused by themselves or by their installations, equipment or goods.

## ASSEMBLY / DISASSEMBLY DEADLINES

## Article 13 – Assembly and disassembly of the exhibition space

The organiser sets the schedule for the assembly and disassembly of the exhibition spaces prior to the opening of the show and for the removal of products, as well as the deadlines for tidying after the show.

The exhibitor guarantees that its installer will arrive in sufficient time, prior to the disassembly deadline, in order to enable the proper return of the position in its initial condition, within the deadline set by the organiser.

The organiser may have carried out, at the exhibitor's expense and risk, work that has not been carried out by the exhibitor within the deadlines set and without being held liable for total or partial damage or losses, which the exhibitor unreservedly accepts.

In the event of non-disassembly of the stand by the exhibitor within the given deadlines, the organiser shall be entitled to destroy the stand without being held liable to the exhibitor for the value for the goods and components of the stand that are destroyed.

Furthermore, failure by an exhibitor to meet the booth occupancy deadline authorises the organiser to claim the payment of late-occupancy penalties and damages.

## Article 14 – Specific authorisations

Any installation of machines, equipment or structures which cannot be carried out without using exhibitor space allocated to another exhibitor may only be done with the authorisation of the organiser and on the date fixed by him.

## Article 15 – Goods

Each exhibitor personally provides for the transport and receipt of goods delivered to it. It must follow the organiser's instructions regarding goods delivery and pick-up regulations, particularly regarding movement of vehicles and service providers on the show premises.

Products and equipment installed on the show premises cannot, on any grounds whatsoever, be removed during the show.

## CLEANING

## Article 16 – Cleaning

Each exhibition space is cleaned in accordance with the conditions and at times notified by the organiser to the exhibitor.

## INSURANCE

## Article 17 – Public liability insurance

## 17.1 – Organiser's public liability insurance

The organiser subscribes to an insurance policy covering the financial consequences of its public liability in his role as organiser.

Exhibitors may ask the organiser to provide them with an insurance attestation specifying the nature of the risks covered the limits of the cover and the period of cover.

## 17.2 – Exhibitor's public liability insurance

The exhibitor must take out an insurance policy covering the financial consequences of its public liability as exhibitor and, particularly, liability it is likely to incur to any third parties including the companies that own and manage the premises on which the show is held, during the entire show (including assembly and disassembly). This insurance must be taken out with a company well known to be solvent and cover the exhibitor for sufficient amounts.

The exhibitor agrees to send a copy of this policy to the organiser upon first request therefrom.

## Article 18 – Exhibitor's comprehensive Insurance

Exhibitors must be insured via the organiser against risks to the items presented. This comprehensive Insurance coverage casual loss or damage to goods belonging to an exhibitor or of which he has charge. The coverage shall take effect from the moment said items are deposited at the exhibition space of the exhibitor. The coverage shall take termination from the moment said items leave the exhibition space at the end of the exhibition.

The following are covered, within the coverage limit of 15,000€:

- items exhibited, display equipment, furniture and all other goods intended for inclusion on the exhibition exhibition space;
- property hired or lent, including the exhibition space or the exhibition module supplied by the exhibition organisers,
- Audiovisual material and Plasma/LCD screens.

The exhibitor is entitled, by contacting the insurer, to take out additional optional coverage (see terms in the Exhibitor Guide).

## Article 19 – Franchises et exclusions

**A** - For the coverage stated in paragraph "Comprehensive risk insurance for exhibition spaces and items exhibited" of article 18, the exemption per claim is Euros 400 per exhibitor (theft only).

**B** - The main exclusions from coverage are (no exhaustive list) :

- (a) War, civil war, Foreign enemy invasion, revolution, confiscation of property, nationalisation, orders given by any government or any public or local authority, radioactive contamination, supersonic bang.
- b) Loss or damage to goods in the open air, caused by theft or bad weather.
- (c) Financial loss, including loss of money and indirect loss.
- (d) Variation in temperature deliberately caused by a supplier.
- (e) Electrical or mechanical break down or malfunction.
- (f) Staff injury.
- (g) Theft of property or goods on the site of the Exhibition, where this property or these goods have been left without supervision and the theft has taken place at a time when the site is open for occupation or use by the exhibitors, as defined or stated by the organisers of the Exhibition.
- (h) Inventory deficiency.
- (i) Personal effects and objects, jewellery and master pieces, cameras, radios, electronic pocket calculators and all other objects which belong to natural persons directly or indirectly participating in an event.
- (j) Telephones plugged into or connected to the telecommunication network.
- (k) Removable software programs and packages.
- (l) Theft of audio-visual equipment used for advertising purposes (such as VCR's, laptop computer, cameras, camcorders) when these goods, during closing hours, are not stored in a specific piece of furniture and/or a room equipped with a safety lock.
- (m) Theft of cash and paper securities, cheques and of any means of payment.
- (n) Drones and Robots.
- (o) Scratches, chips and scuffs.
- (p) Vehicles and motorised equipment that are in use, being operated and/or being used as tools. Other than in these instances and if the vehicles and motorised equipment are merely exhibited, they may be covered by exhibitors' multi-risk insurance, within the limit of a coverage cap of €15,000 and subject to strict compliance with the following conditions:

- All exhibited vehicles and equipment of all types must compulsorily be "immobilised" by the exhibitor, thereby making it impossible to start them.
- In accordance with the legislation in force, exhibited vehicles and equipment must be emptied of fuel or equipped with lockable fuel tank caps (and in this precise instance only contain a small amount of fuel).
- For exhibited vehicles and equipment that weigh less than 3.5 tonnes with a value of more than €70,000: the exhibitor must strictly prohibit access to the public.
- For exhibited vehicles and equipment that weigh more than 3.5 tonnes: if the vehicle is accessible to the public (if the cabin can be accessed, for example), the exhibitor must be present at all times during the exhibitors' opening hours. The aforementioned list mentions only the main exceptions and constitutes only an abstract of the General and Special Terms of the insurance policy which shall alone take precedence in the settlement of any claims.

Excluding malicious mischief by the lessor of the premises on which the show is held, the exhibitor shall waive any recourse against the lessor and its insurers,

- for any material damage caused to the exhibitor as a result of fire, explosion, electrical damage or water damage for which the lessor is liable,
- as well as for any consequential and/or non-consequential non-material damage, and particularly operating losses, suffered by the exhibitor and for which the lessor is liable, irrespective of the cause thereof.

The exhibitor irrevocably agrees that the insurance policies that it takes out include an identical waiver of recourse by its insurers.

Furthermore, the exhibitor and its insurance company abandon rights of recourse against Reed Expositions France, its insurance company, any other exhibitor and any company acting in their name, due to any corporal, material and/or immaterial, direct or non-direct, fire, explosion or water damage or "business loss".

## Article 20 – Operation of the coverage

Any claim must be notified in writing to the organiser.

Failing which the insured party loses his right to claim from the insurer, all claims must be moreover notified to the insurance company, on the standard forms which are available to the exhibitor, within twenty-four hours in the case of a theft or within five days in the other cases, stating the circumstances of the claim and the approximate total sum of the loss.

All thefts must be notified by the exhibitor to the police department having territorial jurisdiction over the exhibition premises. The statement to the police must be attached to the claim.

To obtain payment in compensation, the exhibitor must produce detailed inventories indicating the values of the equipment exhibited and the exhibition space equipment (fittings, decoration, lighting, etc.).

## SERVICES

### Article 21 – Fluids

Connections to electricity, telephone, water and compressed air mains are charged as stated in the Exhibitor Services Manual to exhibitors who must request connection within the time limits specified and within the technical possibilities offered by the exhibition site. Any request concerning these services must be addressed to the distributor designated on the appropriate forms made available to exhibitors.

### Article 22 – Customs

It is the responsibility of each exhibitor to complete customs formalities for equipment and products arriving from abroad. The organiser cannot be held responsible for any difficulties arising during these formalities.

### Article 23 – Intellectual property rights

The exhibitor ensures the Organiser that he had obtained all Intellectual Property Rights held in equipment or products/ creation/ trade mark which he exhibits or permission for this exhibition. The organiser will accept no responsibility in this regard.

The organiser will be allowed to exclude the exhibitors condemned in Intellectual Property matter, such as counterfeiting.

The exhibitor entitles the Organiser as a favour, free of charge and for the duration of the concerned rights, to reproduce and use, in any territories, the equipment or products/ creation/ trademarks exhibited, for all communication tools of the trade show (Internet website show's, official catalogue, invitations, plan, promotional video, newsletter, etc.) and for all tools used to promote the exhibition (picture taken on the exhibition destined to be published in a newspaper or on Internet, TV program dealing with or shoot on the exhibition...), without this list being exhaustive.

The exhibitor guarantees the organiser that it has obtained from the holders of intellectual property rights to the goods / creations / brands and others (plans, concepts, services, etc.) that it exhibits, all the rights and/or licenses necessary for the aforementioned uses. The organiser will accept no responsibility in this regard.

### Article 24 – Society of collective management

The exhibitor directly deals with the copyright royalty collection and payment collectives (SACEM, etc.) if it uses music in any fashion whatsoever on the show premises: the organiser disclaims any liability on these grounds. The organiser can verify all these agreements.

### Article 25 – Badge scanners

It is possible to reserve badge scanners at certain shows in return for payment. These badge scanners are tested by the supplier before being made available to the exhibitor and are deemed to be in good working order upon their handing over. The exhibitor is liable for properly using the badge scanner during the show to allow proper data backup, with Reed Expositions France declining any liability in the event of improper handling of the scanner on the part of the exhibitor.

## CATALOGUES

### Article 26 – Catalogues

The organiser reserves the exclusive right to publish and sell the catalogue of exhibitors, together with the advertising which appears in the catalogue. He may subcontract all or part of this right.

The information required to produce and publish the catalogue, in paper and electronic form, is provided by exhibitors at their sole risk on the show's website. The organiser cannot be held liable for omissions or errors in reproduction, typesetting or other, that might occur.

Exhibitors authorise the organiser to publish, in electronic and printed form, the information provided, on the show's website, in the official catalogue of exhibitors and/or on any other show materials (visit guides, site plans on the walls, etc.). The exhibitor guarantees that the names, logos and, more generally, all the content provided by it for publication on the show's website or in the official catalogue or another document (visit guides, site plans on the walls, etc.), do not infringe upon the intellectual property rights of a third party and are not libellous, obscene, indecent, blasphemous or illegal.

The exhibitor agrees to indemnify the organiser and cover any damages, losses of profits, losses of reputation, incidents, costs and expenses suffered or incurred by the organiser due to a breach of the aforementioned guarantee.

The organiser reserves the right to modify, remove or group entries wherever he judges this to be useful as well as to refuse an entry to or modify texts for paid advertisements if they may cause harm to other exhibitors.

## ADMISSION PASSES

### Article 27 – « Exhibitors passes »

« Exhibitors passes » giving right of entry to the Exhibition subject to the conditions fixed by the organiser are issued to exhibitors.

Unused « exhibitors passes » may be neither returned nor reimbursed after the organiser has issued them against payment.

### Article 28 – Invitation cards

Invitation cards intended for visitors whom the exhibitors wish to invite are issued to exhibitors subject to the conditions fixed by the organiser.

Any unfair request and/or any other use may be result in legal proceedings.

Cards which remain unused may be neither returned nor reimbursed after the organiser has issued them against payment.

Only passes, invitation cards and entrance tickets issued by the organiser give right of entry to the Exhibition.

### Article 29 – Unauthorised street trading of admission documents

Admission documents (tickets, invitations, badges, passes, etc.) cannot be sold on pain of legal action.

The unauthorised street trading of admission documents is a criminal act punishable by interrogation and arrest by the police. The penalties incurred range from a fine of 3,750€ to 15,000€ and from 6 months to 1 year in prison.

Unauthorised street trading is the fact, without proper authorisation or declaration, of offering, putting up for sale or exhibiting goods for sale or doing any other business in public places in breach of the regulatory provisions on the policing of these places [Art. 446-1. of the French Criminal Code (Code Pénal).

## SAFETY

### Article 30 – Safety

The exhibitor must comply with the security measures imposed by the administrative or judicial authorities, as well as any security measures taken by the organiser and must also enable their verification.

Surveillance is provided under the organiser's supervision; its decisions regarding the implementation of the security rules must be executed immediately.

The organiser reserves the right to refuse admission to or have removed any person, visitor or exhibitor, whose presence or behaviour presents a risk to the security, tranquility or image of the show and/or the integrity of the site.

The exhibitor agrees to comply with all the usage restrictions and health and safety standards applicable to the Exhibition Centre and particularly the provisions of the Security Specifications and Code of Conduct, a copy of which shall be made available by the organiser on site, during the entire show.

## APPLICATION OF THE REGULATIONS - DISPUTES

### Article 31 – Application of the regulations

Any breach of the provisions of these rules and, if applicable, the code of conduct issued by the organiser, may result in the exclusion of the offending exhibitor, even without formal notice, if necessary assisted by the law enforcement authorities. This applies, specifically, to non-conformity of exhibition space fittings, failure to comply with safety regulations, failure to occupy the exhibition space, display of products which do not conform to those stated in the initial application, sale of goods with immediate on-site delivery to the purchaser.

Compensation is then due by the exhibitor as damages for the damage caused to the event. This compensation is at least equal to the attendance fee, which remains the property of the organiser, without prejudice to any additional damages claimed. The exhibitor grants as a guarantee to the organiser a lien on the exhibited items, furniture and decorations belonging to it.

In the event of contradiction between the provisions of these General Rules and the terms of purchase of an exhibitor, it is agreed that the provisions of these General Rules prevail.

Any difficulties in interpreting the English version of these General Rules are resolved by referring to the meaning of the French version of the General Rules.

### Article 32 – Modification of the regulations

The organiser reserves the right to rule on any cases not covered by these rules and to add new provisions whenever it deems this necessary for the smooth running of the show.

The nullity, for any reason whatsoever, of all or part of one of the provisions of these rules shall not affect in any manner the other provisions thereof. In such event, the Parties agree to negotiate in good faith to agree on a provision having insofar as possible an equivalent effect.

### Article 33 – Limited liability

The liability that the organiser is likely to incur, either as a result of its own actions, even of a member of staff, or as a result of the actions of a third party, irrespective of the cause thereof, is limited, all damages included, to the sum of 15,000€ (fifteen thousand euros) plus a sum equivalent to the attendance fee paid by the exhibitor in question.

The aforementioned attendance fee includes, definitively, the amount excl. VAT featured on the attendance request signed by the exhibitor, irrespective of subsequent circumstances, such as amendments made in accordance with article 7, or the termination of the contract.

In the event that the exhibitor receives benefits in accordance with the insurance policy mentioned in article 18, these benefits are accordingly deducted from any sum due by the organiser to the exhibitor; if a sum has already been paid by the organiser to the exhibitor, the aforementioned benefits are paid on by the exhibitor to the organiser.

This clause applies even if the third party or member of staff for which the organiser is liable has committed gross negligence, wilful or even intentional misconduct. This clause applies even in the event of termination of the contract.

### Article 34 – Objections - Time-barring

In the event of objection, irrespective of the grounds thereof, the exhibitor agrees to submit its complaint to the organiser, prior to any proceedings, by registered letter with acknowledgement of receipt. Any legal action brought prior to the expiry of a period of 15 days following receipt of the aforementioned letter shall be inadmissible.

In accordance with article 2254 of the French Civil Code (Code Civil), the parties agree to set at one year (1 year) the limit for the time-barring of rights and legal action relating to the liability that the organiser is likely to incur either as a result of its own actions, even of a member of staff, or as a result of the actions of a third party, irrespective of the cause thereof. This period shall run from the expiry of the period of 15 days specified in the previous paragraph.

**ANY DISPUTE SHALL BE SUBMITTED TO THE EXCLUSIVE JURISDICTION OF THE NANTERRE'S COURT AND THE FRENCH VERSION OF THIS TEXT WILL BE REFERRED TO.**

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## YOUR SALES CONTACTS IN FRANCE

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### **Maha OUARDANE**

Tel.: +33 (0)1 47 56 24 93  
maha.ouardane@reedexpo.fr

**Tableware, Hotel Chains, Signage  
and Equipment, Disposable Items,  
Hygiene & Cleaning**

### **Frédérique GIRAUD-MIREUR**

Tel.: +33 (0)1 47 56 24 14  
frederique.giraud-mireur@reedexpo.fr

### **Indoor and Outdoor Furniture**

### **Stéphanie BARBEAULT**

Tel.: +33 (0)1 47 56 21 97  
stephanie.barbeault@reedexpo.fr

**Contractor, decorator, Interior  
Design, Lighting, Beverage,  
Technologies and Services**

### **Rafika BENAROUS**

Tel.: +33 (0)1 47 56 50 98  
rafika.benarous@reedexpo.fr

### **Commercial assistant**

### **Coralie MICHAUD**

Tel.: + 33 (0)1 47 56 52 46  
coralie.michaud@reedexpo.fr

**Coffee making,  
Kitchen Equipment and materials,  
Laundry,  
Food Product,  
Transport**

### **Thibault BOURGUIGNON**

Tel.: +33 (0)1 47 56 21 98  
thibault.bourguignon@reedexpo.fr

## YOUR INTERNATIONAL SALES CONTACTS

### **GERMANY**

Gregor STOLARCZYK  
Tel.: +49 211 5562-8547  
gregor.stolarczyk@reedexpo.de

### **BELGIUM**

Sibylle COURTOIS  
Tel.: (0)1 79 71 93 16  
scourtois@reed-export.fr

### **CHINA**

Darren WU  
Tel.: 86-10-5933 9206  
darren.wu@reedexpo.com.cn

### **SPAIN**

Olga PONS BONET  
Tel.: +34 93 424 4000  
gpe@gpexpo.com

### **USA**

Abigail FORBES  
Tel.: 203 840 5931  
aforbes@reedexpo.com

### **GREECE**

Paul KYRIAZIS  
Tel.: +30 210 362 4238  
paulkyriazis@hol.gr

### **HUNGARY**

Tibor FAZAKAS  
Ttel.: +36 30 714 24 52  
office@expogroup.hu

### **ITALY**

Raffaella PIACENTINI  
Tel.: +39 024351701 50  
raffaella.piacentini@reedexpo.it

### **NETHERLANDS**

Nadine GROTENDORST  
Tel.: +33 (0)6 22 97 02 65  
ngrotendorst@reed-export.fr

### **POLAND**

Aneta MANISTA  
Tel.: +48 32 355 38 00  
Port : +48 606 614 468  
a.manista@haller.pl

### **PORTUGAL**

Viviane FABBRI-SÉGUILLON  
Tel.: +34 91 451 80 95  
servicom@servicomconsulting.com

### **ROMANIA**

Albert KISS  
Tel.: +40 21 230 38 18  
office@consultline.ro

### **UNITED KINGDOM**

Riccardo MAISTRELLO  
Ttel.: +44 (0) 208 910 7034  
riccardo.maistello@reedexpo.co.uk

### **THAILAND**

Kornsawan PAT  
NARUENARTSENIE  
Tel.: +66 2686 7247  
kornsawan.naru@reedtradex.co.th

### **TURKEY**

Oral SENGONUL  
Tel.: +44 (0)208 910 7038  
Mob : +44 (0)7557 251 396  
oral.sengonul@reedexpo.co.uk

## SHOW MANAGEMENT

### **Corinne MÉNÉGAUX**

Directeur de Pôle  
Divisional Managing Director

### **Frédérique GIRAUD-MIREUR**

Sales Director  
Tel.: +33 (0)1 47 56 24 14  
frederique.giraud-mireur@reedexpo.fr

## SPONSORING MANAGEMENT

### **Chiara PARISI**

Events and Sponsoring Manager  
Tel.: +33 (0)1 47 56 24 90  
chiara.parisi@reedexpo.fr

### **Jennifer LIPPE**

Events and Sponsoring Assistant  
Tel.: +33 (0)1 47 56 50 68  
Jennifer.lippe@reedexpo.fr

## Reed Expositions France - Equip'Hotel

Tour Vista - 52-54 quai de Dion-Bouton - 92800 Puteaux - France  
Tel.: +33(0)1 47 56 52 46 - Fax: +33 (0)1 47 56 12 67 - Email: info@equiphotel.com - Website: www.equiphotel.com