

# GENERAL TERMS AND CONDITIONS OF BUSINESS

## CONDITIONS FOR EXHIBITORS AT PARALLEL EXHIBITIONS

### 1. Registration and admission

By submitting his registration, the registering party undertakes to participate in the exhibition. With this registration, the exhibitor recognises the conditions for exhibitors as binding on himself and his authorised personnel. The confirmation of participation may be withdrawn if the corresponding preconditions are not or are no longer fulfilled. The organiser is entitled to reject registrations without providing reasons.

### 2. Stand allocation

The exhibition stands are allocated by the organiser. The date of receipt of the registration is of no relevance in this respect. The wishes of exhibitors with regard to allocation of specific stands will be taken into consideration to the extent that this is possible, but specific stand locations cannot be made a condition of registration. The organiser may move stands and advertising panels to other locations for organisational reasons or to achieve the desired overall appearance of the exhibition.

### 3. Multiple tenants, sub-letting, use of the stand by third parties

The exhibitor is not entitled to let third parties use part or all of the allocated stand, to swap or sublet the allocated stand or to accept the allocated stand on behalf of other exhibitors without the written consent of the organiser. The admission of a co-exhibitor is subject to a separate application which must be submitted to the organiser in writing. Admission of a co-exhibitor is subject to a surcharge. In the event that a co-exhibitor is admitted without proper approval, the organiser may terminate the contract with the exhibitor without notice and remove the stand at the cost of the stand tenant.

### 4. Stand personnel/Participants/Guests

The rental price includes the participation fees for one or two people in the event depending on the booked stand size. Registration of these participants is via a separate registration form. The participants must be named; the authorisations are non-transferrable. Additional persons must pay the participation fees.

### 5. Stand demarcation and dimensions

Stands must not extend beyond the defined area. The organiser may demand the modification or removal of exhibition stands with non-approved designs or stands that do not comply with the exhibition conditions. If a stand has to be closed for these reasons, the exhibitor is not entitled to demand a refund of the participation fee.

### 6. Payment deadlines and conditions

The payment deadlines specified in the invoice must be complied with. Payment of the invoiced amounts

four weeks before the start of the event is the precondition for occupation of the exhibition space. If you do not comply with the payment conditions, the organiser may decide to re-assign the confirmed stand.

### 7. Cancellation

If, following a binding registration, the exhibitor cancels his participation up to eight weeks before the start of the event, he will be charged 25% of the stand rental as compensation. If the stand is cancelled up to six weeks before the start of the event, this charge will increase to 50% of the stand rental, and to 100% thereafter. Cancellation must be in writing and is only effective if the organiser gives his consent in writing.

### 8. Advertising

The exhibitor may only conduct advertising activities – in particular the distribution of brochures, leaflets and samples – within his allocated stand area. Posters, stickers or other advertising material attached without approval will be removed during the event and the party in question billed for the cost of this work. Loudspeaker advertising, slide or film presentations and show performances must be approved in writing by the organiser. The same applies to the use of other equipment and devices designed to achieve a higher advertising impact by visual means. Despite having given approval, the organiser may restrict or prohibit advertising activities that cause disturbances, dirt, dust, exhaust gases or vibrations or that pose a risk to or impair the event for other reasons.

### 9. Assembly and Dismantling

Stand assembly must be completed in good time before the event is opened. Traffic areas defined by the organiser must always be kept clear. The organiser will notify the exhibitor in good time of the exact times scheduled for assembly and dismantling of the stands. The exhibitor undertakes to dispose of waste following assembly/dismantling of the stand. Any clearing work that should be necessary will be charged to the exhibitor. No stand may be cleared in part or in whole before the end of the event. The organiser further reserves the right to bar the exhibitor from the next event.

### 10. Electricity

The stand is provided with a 220 volt power connection.

### 11. Liability

Claims for liability against the organiser are excluded. Exhibitors are advised to cover their risks with an insurance policy. The exhibitor is himself liable

for all damage suffered by third parties at the stand of the exhibitor or acting on his behalf.

### 12. Official regulations

All corridors, aisles etc. in the exhibition area must be kept clear across their full width to comply with safety regulations. The stand construction must not extend beyond the limits of the stand area.

### 13. Exhibitor/Participant passes

The name badge distributed by the organiser to all exhibitors is to be worn for the duration of the event. The wearing of other name badges is not permitted.

### 14. Distribution of food and beverages

The distribution of food, beverages and other refreshments is subject to approval unless the services are provided by the stipulated on-site catering services (where applicable).

### 15. Force majeure

If the organiser is unable to stage the event as a result of special circumstances, the obligation to pay the stand rental no longer applies. In the event of cancellation of the event, the organiser will not bear any further costs of any kind. If it becomes necessary to shorten or prematurely terminate an event in progress, the exhibitor will not be entitled to re-funding or reduction of stand rental. If the event has to be moved to another date for important reasons, the agreements made will remain valid.

### 16. Saving clause

If one or more of the provisions in these conditions is or becomes invalid in whole or in part, this will not affect the validity of the remaining provisions. In such an event, the legal provision for the type of contract to which the invalid provision refers will be applicable.

The legal venue is Bremen.

