

CARD NO.	PROT. NO.	DATE	STAND No

## APPLICATION FORM

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

NO.: \_\_\_\_\_

ZIP CODE: \_\_\_\_\_

CITY: \_\_\_\_\_

PREFECTURE: \_\_\_\_\_

TEL. NO.: \_\_\_\_\_

FAX NO.: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

TAX REG. NO./ID CARD NO.: \_\_\_\_\_

TAX OFFICE: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

MOBILE NO.: \_\_\_\_\_

**HOW WOULD YOU LIKE YOUR NAME TO BE LISTED** (FILL IN WITH CAPITAL LETTERS)

**IN THE EXHIBITORS' CATALOGUE**

GREEK \_\_\_\_\_

**ON THE STAND NAME BOARD**

ENGLISH \_\_\_\_\_

 INDUSTRY     TRADE SERVICE     PROVISION     PUBLICATIONS     STATE AGENCY     RETAIL SALES

PLEASE LIST YOUR EXHIBITS ON THE EXHIBITS FORM, AS WELL AS YOUR FIRMS OR REPRESENTATIVES ON THE FIRM FORM

**ADDITIONAL PROVISIONS**    My stand will require:     INDUSTRIAL POWER SUPPLY     WATER-DRAINAGE     TICK IF YOU HAVE BULKY OR HEAVY EXHIBITS

### EXHIBITION SPACE WITH EQUIPMENT

#### INDOOR

 Includes: space rent, stand partitions, facade with the exhibitor's name, stand number, fitted carpet, one socket/12 m<sup>2</sup>, one 100w spotlight/3 m<sup>2</sup>, power consumption, 1 desk, 1 small table, 3 chairs, cleaning.

MINIMUM INDOOR EXHIBITION SPACE 12 T.μ.

### PAYMENT METHOD

APPLICATIONS SHOULD BE ACCOMPANIED BY THE FULL PAYMENT OF THE GRAND TOTAL, SOON AFTER THE RECEIPT OF THE PROFORMA INVOICE. COPY OF THE BANK TRANSFER SHOULD BE FAXED TO THE SECRETARIAT (FAX No: ++30 2310 291658). PAYMENT MAY BE MADE BY BANK TRANSFER TO ONE OF THE FOLLOWING ACCOUNTS OF TIF-HELEXPO SA.

### RENTED EXHIBITION SPACE PRICELIST

	€/SQ.M	TOTAL AREA	€ TOTAL
PRICE PER SQUARE METER	30.00		
REGISTRATION FEE			€ 50,00
TOTAL EXPENSE			
VAT 23%			
<b>TOTAL PARTICIPATION COST:</b>	€		

### BANK TRANSFERS

	ACCOUNT NO.
NATIONAL BANK OF GREECE:	223/470300-60
IBAN GR40 0110 2230 0000 2234 7030 060, SWIFT ETHNGRAA	
ALPHA CREDIT BANK:	707/00/2320000394
IBAN-GR 74 0140 7070 7070 0232 0000 394	
PIRAEUS BANK:	5202-002162-792
IBAN GR16 0172 2020 0052 0200 2162 792, SWIFT PIRBGRAA	

By signing this Form, we certify that we wish to participate in "EASTERN MACEDONIA THRACE 2016" and accept all the terms of the PARTICIPATION

**THE APPLICANT**

CO-ORGANIZATION

# PARTICIPATION REGULATIONS

## ARTICLE 1. FAIR TITLE ORGANISATION

"EASTERN MACEDONIA THRACE" Pan-Hellenic Trade Fair is held in Komotini and is organized by TIF HELEXPO SA, the official, independent exhibition organisation agency in Greece and an independent exhibition organizer.

## ARTICLE 2. DATE OPENING HOURS

a) The dates and opening hours of "EASTERN MACEDONIA THRACE" are determined by the Board of Directors of TIF HELEXPO SA for each event. b) TIF HELEXPO SA reserves the right to change the dates and opening hours of the exhibition, without any demand arising on the part of exhibitors, or other interested parties, for any losses incurred. Revocation of a participation application for the above reasons is not allowed. c) Exhibitors' stands must operate in accordance with the Fair schedule.

## ARTICLE 3. EXHIBITORS

The following parties may participate in the fair: a) Greek and international producers who wish to exhibit unused products; b) Greek and international representatives of domestic and international producers, provided that they declare the full details of the firm they represent and that they have a written authorization issued by the firm represented or its authorized representative. If the producers (firms) declared have more than one representative in Greece or abroad, they may have their products exhibited by any authorized representatives who have a special written authorization, which must be dispatched to TIF HELEXPO SA; c) Foreign official or semi-official state participants; d) Organizations, Services, Agencies, Scientific Foundations and Utility Companies; e) Publishing Firms whose publications concern issues related to the sectors represented at the Fair.

## ARTICLE 4. EXHIBITS

The exhibits of "EASTERN MACEDONIA THRACE" are listed in detail in the Exhibit Index.

## ARTICLE 5. PARTICIPATION PROCESS

a) Exhibitors who wish to take part in the Fair must submit the special participation application form to TIF HELEXPO SA. Payment of the remaining balance will take place upon delivery of the space to the exhibitor and the completion of the latter's stand setup; b) TIF SA will dispatch a written confirmation of approval of participation to the interested party, as well as details about the type and total area of the exhibition space allocated; c) By signing the participation Statement, exhibitors agree to the terms of these regulations, as well as the technical conditions, and are obliged to participate in the Fair, using the exhibition area allocated to them by "EASTERN MACEDONIA THRACE"; d) Full or partial sub-leasing of the exhibition area or free cession thereof to any third party by exhibitors is prohibited.

## ARTICLE 6. EXHIBITION SPACE

a) The minimum indoors exhibition space that can be requested is 12 m<sup>2</sup> and multiples thereof and 20 m<sup>2</sup> for outdoors exhibition spaces; b) Exhibition spaces will be made available to exhibitors two (2) days prior to the opening of the Fair; c) All necessary work on decorating, installing and placing exhibits must have been completed by midday on the day before the Fair opens at the latest. If exhibitors fail to appear in order to receive their space 24 hours prior to the opening of the Fair, the space may be allocated to another interested party, without further notification to the exhibitor; d) Exhibition spaces must be handed over to TIF HELEXPO SA one (1) day after the end of the Fair, in their original condition. The cost of any damage caused by exhibitors or their visitors found when the space is handed over will be borne by exhibitors; e) TIF HELEXPO SA has the right to modify the location, dimensions and total area of the exhibition space allocated to exhibitors, if necessary, without any demand arising on the part of exhibitors for revocation of their participation application.

## ARTICLE 7. RENTAL FEE

A) The rental fee is determined by the Board of Directors of TIF HELEXPO SA for each event and it is quoted in the participation application; b) All unpaid monies or other outstanding debts to TIF HELEXPO SA arising from participation (advertising, telephone services, water supply, etc.) will be surcharged with legal interest, which takes effect four months after the end of the Fair. State organizations and State participations are exempt from the imposition of interest.

## ARTICLE 8. CANCELLATION OF PARTICIPATION

Cancellation of participation in the Fair can only take place through the submittal of a written declaration to TIF HELEXPO SA and exhibitors should be aware of the following consequences: a) If the written declaration of cancellation is submitted two (2) months prior to the opening of the Fair, the

advance payment is refunded, but the registration fee is retained as a penalty for general expenses undertaken by the Fair; b) If the written declaration of cancellation is submitted one (1) month prior to the opening of the Fair, the advance payment and the registration fee are retained by TIF HELEXPO SA; c) If the written declaration of cancellation is submitted 15 (fifteen) days or less prior to the opening of the Fair, the balance of the rent fee is also retained, unless the exhibition space is rented by TIF HELEXPO SA to another exhibitor.

## ARTICLE 9. COMMERCIAL TRANSACTIONS ADVERTISING

a) The "EASTERN MACEDONIA THRACE" site is an international market place, where commercial transactions related to exhibited samples-products listed in the participation application take place; b) Retail sales are only allowed in the specially designated area; c) Exhibitors are free to advertise and promote their products only within their stands, provided they do not inconvenience neighbouring exhibitors by noise, etc. and that they avoid advertisements that offend common decency; d) Use of the Fair logo in any form is only allowed after obtaining written permission from TIF HELEXPO SA.

## ARTICLE 10. EXHIBITOR EXHIBIT CATALOGUE

a) TIF HELEXPO SA has the sole obligation and exclusive right to issue a catalogue of exhibitors and exhibits. The listing of exhibitors' details is mandatory. Exhibitors' particulars that are received by TIF HELEXPO SA after the deadline will only be inserted in the catalogue if it is feasible; b) TIF HELEXPO SA bears no responsibility for any printing errors or omissions in the catalogue. Advertisements may be included in the catalogue based on a special price list.

## ARTICLE 11. DECORATION OF PAVILIONS

a) Exhibitors wishing to redecorate stands entirely at their own expense should promptly submit the plans to the TIF HELEXPO SA Fair organization department for approval; b) Should the competent services of TIF HELEXPO SA not approve the plans, the exhibitors must either change the stand construction plans or carry out the adaptations or amendments recommended by the services of TIF HELEXPO SA. The peripheral fanades of the stands (in pavilions and outdoors) must be in good taste on all sides; c) In stands constructed by TIF SA, any additional electrical fittings (spotlights, sockets, projectors) may only be installed by the competent technicians of TIF HELEXPO SA and not by private electricians; d) Electrical installations in unequipped stands (Type I) are undertaken at the exhibitor's risk and are assigned to a private electrician who must hold an installer's licence, who is paid by the exhibitor. In this case, the exhibitor must present, upon demand, the relevant electrical plan signed by the electrician.

## ARTICLE 12. PHOTOGRAPHS SOUND PRESENTATION

a) Exhibits may not be photographed, filmed, sketched etc. without the written permission of TIF HELEXPO SA. No music or any other messages may be broadcast. Machinery on display may not be put into operation for the purpose of demonstration to trade visitors, unless exhibitors obtain written permission from TIF HELEXPO SA specifying the time when demonstrations may take place.

## ARTICLE 13. HANDLING THE EXHIBITS

a) Exhibits may not be removed from the Fair before the period of display expires; b) Exhibits and other items belonging to exhibitors must be removed from the Fair within one (1) day after the Fair has ended. After that time, TIF HELEXPO SA is entitled to having the exhibits removed from the exhibition area, at the exhibitors' expense, and is not responsible for any damages suffered by said exhibits; c) Domestically produced or duty-free exhibits must be either accompanied by a shipping notice or be included in a list bearing the seal of the sender-exhibitor.

## ARTICLE 14. INSURANCE ACCIDENT PREVENTION

TIF HELEXPO SA bears no responsibility whatsoever and is not obliged to reimburse exhibitors or third party for any accident or damage caused to individuals, merchandise or exhibits at the exhibition premises due to a natural or any technical cause. TIF HELEXPO SA cannot be held liable for any theft or loss, or for damages caused by fire or natural phenomena. Therefore, it is recommended that exhibitors insure their exhibits against all risks.

## ARTICLE 15. SETTLEMENT OF DISPUTES AMENDMENTS

a) Any dispute arising between TIF HELEXPO SA and third parties falls within the exclusive jurisdiction of the courts of the city of Thessaloniki; b) TIF HELEXPO SA has the right to amend, supplement or abolish any provisions of these Regulations as deemed necessary for the better operation of the Fair. Such amendments have the legal power of these Regulations and are binding for exhibitors after they have been notified thereof.