

## ITALIA LEGNO ENERGIA - GENERAL REGULATIONS AREZZO - 4/6 FEBBRAIO 2021

### Art. 1) ORGANISATION

Piemmeti - Promozione Manifestazioni Tecniche - Spa with operative offices in Via San Marco 11/c - I 35129 Padua - registered offices in Viale del Lavoro 8 - I 37135 Verona - Verona Business Register- Tax Code and VAT no.: 03609910231 - company subject to coordination and controls by VeronaFiere SpA – organises ITALIA LEGNO ENERGIA from the woods to fireplace at Arezzo Exhibition Centre 4/6 February 2021.

### Art. 2) ADMISSION

All Italian and foreign producers, together with all exclusive agents working in Italy are welcome to take part in "ITALIA LEGNO ENERGIA" if they have applied to do so. All the products of the wood industry and energy (see trade sectors on the catalogue sheet) can be exposed.

### Art. 3) APPLICATION

To take part in "ITALIA LEGNO ENERGIA" please send in an application using the relative form. The form - together with the Security Deposit - must be received within the terms provided. Only those applications carefully completed, signed and accompanied by payment of the advance will be taken into consideration. Verbal requests or requests without advance payment will not be considered valid.

Exhibitors that are found to be already in debt with Piemmeti Spa for payments relative to the previous editions cannot register for a new edition without first paying all back fees due. Should the Exhibitor present a down payment for the Event, the same will be held as balance/down payment for the previous debt.

Upon signing the application form, the Applicant undertakes to participate in ITALIA LEGNO ENERGIA in the stand assigned to, even should its size be different from that requested. The Applicant furthermore undertakes to accept these General Regulations, the Technical Regulations and all other integrative instructions which may be issued by the Organisation at any time in the interests of the Event itself. Applications cannot contain provisions or conditions of any type. The Exhibitor must only promote/exhibit the products/services identified in the Application Form in accordance with the Fair's product sector.

### Art. 4) CONFIRMATION OF ADMISSION

Upon acceptance of an application, the Organisation shall send the Applicant written acceptance of the application within and no later than the thirtieth day prior to the inauguration of "ITALIA LEGNO ENERGIA". This confirmation shall only be valid for the company in question. Sub-rentals, the total or partial transfer of stand areas, even free of charge, are strictly prohibited. The Organisation shall have time up to two days before the beginning of the Fair for all applications received less than 30 (thirty) days prior to the date of inauguration of the Fair.

### Art. 5) PARTICIPATION COSTS - REGISTRATION FEE - FLAT RATE FEE - SECURITY DEPOSIT

**Exhibition Area: € 98,00 per sqm** with 1 free side (The Exhibition Area is a completely open space only with carpet on the floor. Stand structure and fittings are not included). A 10% increase is applicable for stands with 2 open sides, a 15% increase for stands with 3 open sides and a 20% increase for stands with 4 open sides.

#### Registration Fee € 250,00 include:

- ALL RISK insurance (see Article 11 of the General Regulations).
- CIVIL LIABILITY insurance (see Article 11 of the General Regulations).
- link to the exhibitor's website;
- adv materials to promote the fair;
- inclusion in the Official Fair Catalogue;
- inclusion on the Exhibitors' page of the Official Website of the Fair, in alphabetical order;
- Exhibitor's pass (according to the surface area occupied);
- parking pass for the covered, "unattended" parking area reserved for Exhibitors (based on surface area occupied);
- a valid Wi-Fi internet account for the duration of the event;
- copy of the Official Catalogue;

#### Flat Rate Fee for technical services € 150,00.

**Deposit Payment:** at the same time of submitting the Application Form, the applicant must pay the registration fee, cautionary advance of Euro 49.00 for each square meter of required area. The amount received will be invoiced and will constitute confirmation of participation. If the Participation Application is not accepted, the applicant will be fully refunded the amount paid pursuant to this article. In case of acceptance, the participant consents as of now and authorizes the change of the security deposit on account.

#### Art. 6) TERMS AND CONDITIONS OF PAYMENT

Applicants that have received written confirmation from the Organisation of the acceptance of their application as well as the relative invoice must pay all sums due by **28 January 2021**. All invoices delivered to the Applicant after such date must be paid upon receipt. To take possession of the exhibition space assigned, the Participant must present proof of payment to the Secretary's Office at the at Arezzo Exhibition Centre. No other forms of payment are valid. Access to the grounds of the Fair will be denied to all companies and/or their employees that cannot provide proof of payment.

#### Art. 7) WITHDRAWAL- TERMINATION - NON-FULFILMENT

All Applicants who - due to a proven impossibility - cannot take part in "ITALIA LEGNO ENERGIA" can withdraw their application and/or terminate the contract, providing written communication of the same by registered post with return receipt by **6<sup>th</sup> November 2020**. The security deposit will not be refunded in this case, without prejudice to other greater rights. Should a communication of withdrawal and/or termination of the contract be received after the date above, or should the stand area not be occupied by 12.00 noon on the day before the start of the Event, Participants must pay the difference between what they have already paid in accordance to Art. 5 and their entire participation fee, which, given their non-fulfilment, will not be reimbursed in accordance with the Law. Provided the above, in case of termination, withdrawal or non-fulfilment, the Organiser may liberally dispose of the relative stand and assign it to other participants if necessary.

#### Art. 8) ASSIGNING SPACES AND INSTALLATION

The Secretary's Office shall have sole say over assigning spaces, and shall carry out this task in accordance with its organisational needs while taking the following specifically into account:

- a) the regularity and completeness of the Application and documentation provided;
- a) the date of presentation for the Application and documentation provided;
- c) the spaces available;
- d) the presence of the Exhibitor and their attendance at previous editions of the Event;
- e) the administrative situation of the Exhibitor with the Secretary's Office during previous editions;
- f) the Layout of the Halls and exhibition areas.

Any specific requests made by the Applicant when presenting their Application are indented to be purely indicative and are in no way binding for Organisation, nor can they in any way influence their application. The stands are available to participants at the fair from **1<sup>st</sup> February 2021**, and should be ready by 4.00 pm of the previous day the beginning of the fair. Due to specific technical and organisational needs, the Organisation reserves the right to move or reduce - where necessary - stand areas which have already been assigned, even transferring the same to other areas without endowing the participant with a right to claim compensation or reimbursements of any type. The Organisation shall provide written communication of any reductions or transfers in terms of the spaces assigned in writing by registered mail with return receipt at least 8 days prior to the start of the Event.

#### Art. 9) RETURNING STAND AREAS

Following the end of the Event, Participants must clear the area assigned to the before delivering them within the terms and times provided in the "Technical Regulations" no later than 8:30 pm of **8<sup>th</sup> February 2021**. Following this, the Organisation may clear the area by force, charging the Participant all direct and indirect costs relative to this.

The Organisation shall in no way be liable for products or installations which are left unattended inside the grounds.

#### Art. 10) ENTRANCE PASSES

The Fair will be open from 9.30 am to 6.00 pm. Participants and service staff may access and leave the grounds respectively half an hour before and after it is closed to the public. The Organisation reserves the unchallengeable right to change these times as well as to suspend all commercial activities for certain periods of time or when faced with specific needs.

The Organisation will issue Exhibitors with passes free of charge as follows:

- 4 Exhibitor badges for stands up to 32 sqm. + 1 reserved parking space
- 6 Exhibitor badges for stands of between 32 sqm and 96 sq. m. + 1 reserved parking space
- 8 Exhibitor badges for stands greater than 96 sqm + 1 reserved parking space.

There are no security guards in the car park. Piemmeti Spa and VeronaFiere SpA will therefore accept no responsibility for any theft or damage to vehicles in the exhibitor areas.

#### Art. 11) INSURANCE - SECURITY

Within the scope of its own interest and needs, the Organisation provides a regular security service both during the day and at night, without however accepting any liability for thefts or damages to the goods on show in the stands or nevertheless for property left inside the grounds.

Participants are responsible for the safety and security of their own stands during opening hours, both while the "ITALIA LEGNO ENERGIA" exhibition is being held and when preparing and dismantling the stands. As such, Participants are advised to remain at their own stands throughout the duration of the Fair's opening hours if they are exhibiting objects deemed easy to remove. If the Exhibitor, for a more precise protection, believes to be insured for capital or for different risks, he / she has the right to do so providing directly by availing himself of a trust company. The participant is responsible towards the Organization for all the damages that directly or indirectly causes ay cause.

The Exhibitor is in any case civilly and criminally liable for any damage to persons and property caused by equipment, facilities or anything else present in the area made available, as well as by his own or his collaborators and/or agents. The custody and surveillance of the stands are the responsibility of the respective participants, for the entire opening hours of the pavilions, both during the "Italia Legno Energia" Exhibition, and during the exhibition and demobilization periods. It is therefore recommended to participants who will exhibit easily removable objects to be present in their stands for the duration of the daily timetable.

The Organization provides, in its own interest and for its own needs, a service of normal day and night supervision, without thereby assuming any responsibility for any theft or damage of goods displayed in the stands or otherwise lying in the neighbourhood.

#### **Art. 12) INDUSTRIAL PROPERTY**

The products and goods exhibited, in addition to the stand area housing them, cannot be photographed, videotaped or reproduced without written authorisation from the participant in question. The Organisation reserves the right to reproduce or authorise the reproduction of overviews or internal and external details.

#### **Art. 13) OFFICIAL PUBLICATIONS AND DOCUMENTS PROVIDING INFORMATION**

The Organisation is responsible for printing the official catalogues as well as for all other information (pre-catalogue, provisional lists, layouts) which it believes - at its own unchallengeable discretion - to be useful to advertise of the event, without any liability for any omission or errors.

The official catalogue will be delivered to Exhibitors directly at their stands during the fair.

#### **Art. 14) ADVERTISING**

Participants may carry out their own advertising activities solely inside the stand areas assigned to them and limited to their own goods, provided this takes place within the scope of the Law and without disturbing other participants or guests. Any form of advertising which may appear to or effectively provide for a comparison between its goods and goods belonging to other exhibitors is strictly prohibited. The Organisation reserves the right to authorise forms of paid advertising outside assigned stand areas.

Handing out leaflets inside the grounds of the Fair or near its entrances is strictly prohibited.

#### **Art. 15) PROHIBITIONS - SANCTIONS**

Participants are specifically barred from:

- exhibiting products not included in their repertoires of goods or not indicated on their applications;
- exhibit prices;
- remain inside the grounds when the Event is closed;
- circulate or park vehicles of any type inside the exhibition area;
- arrange for goods or materials to leave the grounds during the course of the event without authorisation from the Organisation;
- distribute advertising materials (magazines, catalogues, leaflets, brochures) not belonging to the participant, who must furthermore only distribute this type of material inside their own stands;
- use the Organisation's brand without specific authorisation;
- carry out political advertising of any type inside the grounds;
- introduce pets into the grounds;
- provide any type of catering service inside the stand area and the grounds of the Fair, unless specifically authorised to do so by the Secretary's Office;
- use kitchen / stove or other gas appliance inside the grounds, without authorisation from the Organisation;
- begin dismantling the stand before the Fair is closed.

Any failure to comply with the commitments undertaken with the application and, in particular with respect to the prohibitions listed in this article, endow the Organisation with the right to exclude the Participant from the Fair.

#### **Art. 16) NOTIFICATION AND CONSENT PURSUANT TO ITALIAN LEGISLATIVE DECREE 196/2003**

Pursuant to Italian Legislative Decree 196/2003 (the "Personal Data Protection Act") and art. 13 of EU Regulations 2016/679 (hereinafter "GDPR"), Piemmeti Spa, as the "data handlers", must provide certain information about the use of personal data.

- Purposes of the processing: the personal data are processed during the corporate and trade fair-related activities of Piemmeti Spa for purposes related to the security and surveillance of the the Arezzo Exhibition Centre.
- Processing methods: the personal data are processed using manual, computer-based and ICT tools, in procedures that are based solely on the abovementioned purposes and carried out in such a way as to guarantee the security of the data, thanks to the use of appropriate preventive security measures in accordance with art. 31, with the following articles of Italian Legislative Decree 196/2003 and art. 13 of EU Regulations 2016/679.

#### **Art. 17) TECHNICAL REGULATIONS / ORGANISATIONAL INSTRUCTIONS**

The participant hereby acknowledges that all the provisions as well as the general information, Technical Regulations and all organisational instructions published are an integral part and constitute a single, undividable context of the General Regulations.

#### **Art. 18) POSTPONEMENT - REDUCTION OR CANCELLATION OF THE FAIR "ITALIA LEGNO ENERGIA"**

At its own unchallengeable discretion, the Organisation may change the dates of the Fair without endowing participants with the right to withdraw from the contract or from any of the commitments undertaken. The Organisation may reduce or cancel "ITALIA LEGNO ENERGIA" in whole or in part up until 30 days before its start date, providing written communication of the same to participants by registered post with return receipt, without – as such - being held responsible for paying fines or damages of any type.

#### **Art. 19) GENERAL MEASURES**

The Exhibitor is accountable for compliance with the provisions that the Authorities responsible for overseeing areas open to the public have issued for the safety of guests and participants. All complaints relative to the organisation of the event must be presented in writing and in a timely manner. The regulations of the Civil Code shall be applicable for all that which has not been expressly provided for in these Regulations.

#### **Art. 20) JURISDICTION**

The Courts of Verona shall have exclusive jurisdiction over any controversies relative to the interpretation, execution or termination of this contract.