



FERIA VALENCIA

## Formulario de Inscripción Inscription Form



## SOLICITUD DE PARTICIPACIÓN / APPLICATION FORM



FERIA INTERNACIONAL DE PLANTA Y FLOR, PAISAJISMO, TECNOLOGÍA Y BRICOJARDÍN  
INTERNATIONAL PLANTS, FLOWERS, LANDSCAPING, TECHNOLOGY AND GARDEN DIY TRADE FAIR

6, 7 y 8  
Octubre / October  
2020  
Feria Valencia

## DATOS DE LA FIRMA CONTRATANTE / CONTRACTING COMPANY DETAILS

Datos de facturación y contratación / Billing and contracting information

Razón Social / Company name:		CIF / Tax Number:	
Domicilio / Address:		C.P. / Postal Code	
Población / City:	Provincia / State:	País / Country:	
Teléfono / Phone:	E-mail:	Web:	
Contacto administrativo / Administrative contact:		Móvil / Mobile:	
Cargo / Position:	Email:		

## DATOS DE LA FIRMA PARTICIPANTE (En caso de ser distintos a los de la empresa contratante) / PARTICIPANT INFORMATION (If different from the contracting company)

Datos que aparecerán en los pases de expositor, catálogo de la feria y demás documentos de carácter comercial)

Data that will appear in exhibitor passes, Fair catalog and other commercial documents)

Nombre Comercial / Commercial name:		CIF / Tax Number:	
Domicilio / Address:		C.P. / Postal Code	
Población / City:	Provincia / State:	País / Country:	
Teléfono / Phone:	Móvil / Mobile:	Web / Website:	
Email:			

## Persona responsable de la Participación en feria / Person in charge of the exhibition participation:

Nombre / Name:		Cargo / Position:
Teléfono / Phone:	Móvil / Mobile:	Email:

## ACTIVIDAD DE SU EMPRESA PARA UBICACIÓN / ACTIVITY OF YOUR COMPANY FOR LOCATION (Marque solo una / Mark only one)

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Plantas / Plants  | <input type="checkbox"/> Equipamiento del Jardín / Garden Equipment       | <input type="checkbox"/> Logística / Logistics                        |
| <input type="checkbox"/> Proveedores Floristería-Regalos / Floristry Suppliers & Gifts | <input type="checkbox"/> Decoración del Jardín / Outdoor Decoration       | <input type="checkbox"/> Maquinaria / Machinery                       |
| <input type="checkbox"/> Paisajismo / Landscaping                                      | <input type="checkbox"/> Tecnología de Producción / Production Technology | <input type="checkbox"/> Otros (especificar) / Other (Please specify) |
| <input type="checkbox"/> Salón del Árbol / Tree Show                                   | <input type="checkbox"/> Iberflora labs / Iberflora labs                  |   |

## DERECHOS DE INSCRIPCIÓN / REGISTRATION FEES (Obligatorio / Required)

Derechos de inscripción * / Registration fees *	400,00 € + 10% IVA/VAT
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Este precio incluye: Una plaza de aparcamiento, inclusión en catálogo oficial, aparición en soportes publicitarios (Web, plano guía)

This price includes: One parking space, Insertion of the company data in the Official Catalogue and promotional items (Web, Exhibition Guide)

\*A remitir en el momento de formalizar el presente contrato / \* To be paid when submitting this application form.

## TARIFAS ESPACIOS / SPACES RATES

<input type="checkbox"/> Espacio libre (Sólo suelo) / Free space (Just floor)	117,00 €/m2 + 10% IVA/VAT	M <sup>2</sup>
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El alquiler de espacio libre incluye: Disposición del espacio contratado y Seguro obligatorio de incendios.

The fees for floorspaces rental include: Availability of the contracted floorspace and Compulsory fire and flood damage insurance.

Cobertura máxima por Seguro de incendio y daños por agua: 2.850,00 € cada 16 m2 / Maximum cover for fire and water damage Insurance: 2.850€ per 16 sq.m.

## PROCEDIMIENTO DE PAGO / PAYMENT PROCEDURE

- 1er pago: Derechos de inscripción. Imprescindible para poder generar el plano de ubicación / 1st payment: Inscription Fee. To be able to give a stand location, it is essential to make the payment.
- Al ser adjudicado el stand, el 20% del importe del espacio. El plazo de reserva será de 10 días, al finalizar, si no se produce el pago, se dispone del espacio. 20% of floorspace rental fee when stand assigned. The both reservation period will be 10 days, once it has finished and in the absence of confirmation, it will be available.
- 80% restante: imprescindible para el inicio del montaje / Remaining 80%: essential for the start of the assembly.

La firma de esta solicitud supone el conocimiento y aceptación de las condiciones de participación de la Feria / By signing this application form, exhibitors are understood to have accepted the conditions for participation of the exhibition

Nombre y DNI o Pasaporte de la persona que firma:

Name and ID Card or Passport No. of the person who signs this Form

Firma y sello de la empresa / Signature and company stamp:

Fecha / Date: \_\_\_\_\_

A cumplimentar por Feria Valencia / To be fulfilled by Feria Valencia			
Stand nº		Pabellón / Nivel	Fecha de pago
Nº Cliente		M <sup>2</sup> Asignados	Fecha de entrada de la solicitud
Pedido		Fachadas	Nº de expositor

## PARTICULAR CONDITIONS OF PARTICIPATION

**Name:** IBERFLORA (INTERNATIONAL PLANTS, FLOWERS, LANDSCAPING, TECHNOLOGY AND GARDEN DIY TRADE FAIR)

**Dates:** 6, 7 and 8 October 2020 at Feria Valencia.

**Schedule:** 6 and 7 October: 09:00 to 19:00 h.  
8 October: 09:00 to 17:00 h.

**REGISTRATION FEES:** Amount: 400€ VAT not included. This price includes: one parking space and insertion of the company data in the official catalogue on the Web, and guide plan.

**FREE SPACE (JUST FLOOR):** INCLUDES: Availability of the contracted floorspace and COMPULSORY FIRE AND FLOOD DAMAGE INSURANCE: property damage for a maximum coverage of € 2,850 every 16 m2. This insurance does not include theft or pilfering. To request more information and extension of coverage and other insurance use the Services Folder. Stand cleaning is not included. Specify the area requested in multiples of 16m2 (or other spaces when indicated).

**ALLOCATION OF SPACES:** The allocation of spaces will be made according to the requested area and the receipt order of application forms. Once the Fair has allocated the space to be occupied by your company, you will receive a pro-forma invoice for the sum pending to be paid for the space being rented, which must be made by the date specified. You will also receive the application forms for ordering Exhibitor Services.

### PAYMENT PROCEDURE

- 1st payment: Upon reservation: Inscription Fee. To be able to give a stand location, it is essential to make the payment.

- 20% of floorspace rental fee when stand assigned. The both reservation period will be 10 days, once it has finished and in the absence of confirmation, it will be available.

- Remaining 80%: essential for the start of the assembly.

Payment can be made by:

- Cash / credit card at the Feria Valencia Treasury Office.

- Bank transfer to any of the following bank accounts to "Feria Muestrario Internacional de Valencia / "name of fair".

Banco	Iban	Entidad	Oficina	DC	Nº de cuenta	Swift (BIC)
B.B.V.A.	ES 84	0182	5941	41	0201505396	BBVAESMM
SANTANDER	ES 19	0049	1827	80	2110438817	BSCHESMM
SABADELL	ES 05	0081	1328	90	0001090912	BSABESBB
BANKIA	ES 97	2038	5889	41	6000623341	CAHMESEMMXXX

**SERVICE REQUEST FORM:** In order to guarantee the provision of the requested services with the highest quality, applications must be submitted to Feria Valencia before 09/15/2020. As of this date Feria Valencia reserves the possibility of not providing the service due to lack of stock or available resources. The new requests will be met in strict order of entry and will have a 25% surcharge on the price indicated on the forms.

**ASSEMBLY AND EXHIBITOR PASSES:** The assembly and exhibitor passes may be collected at the Service Centre after payment of all cost of participation. The assembly and dismantling schedule is from 8.00 to 20.00 hours continuously (Except the day before the inauguration). See Assembly and Dismantling Calendar that will be facilitated by the fair.

In case of hiring free floor, the decorator who makes the stand must present to the organization a work and decoration project for authorization by the technical services of the Fair. The assembly must be finished before the beginning of the contest.

The assembly will begin on October 1. The day before the inauguration will work only in the cleaning of the stands, carpentry or similar works cannot be carried out and this day can only be used to finalize details and for the cleaning companies to carry out their work. The entry of vehicles to the site, from 2:00 pm is also forbidden.

The dismantling will begin on October 8 when the event closes and until 10 pm and will continue on October 9 to 11. It is strictly forbidden to begin dismantling before the closing time of the event.

**ADMISSION:** The definitive acceptance of participation is reserved to the Fair Management and the Organizing Committee, which may reject those requests that, in its opinion, do not conform to the theme of the event. When the Exhibitor Company accepts the proposal of the space to be occupied, the Organization will send the invoice, Services Folder, accreditation requests, tickets to send to customers, etc. The transfer of registration fees and part or all of the stand is prohibited. The Organization reserves the right to modify the assigned surface and / or location if the circumstances require it and without any compensation for the Exhibitor.

If the applicant renounces the occupation of the requested space up to 2 months before the conclusion of the contest, the amount of the registration fees and 25% of the amount paid on account of the rental of the space will be retained.

If the resignation occurs less than 2 months before the event is held, the amounts paid on account will not be returned. If this occurs less than 20 days before the event, the entire stand must be paid for damages.

Exhibitors who submit the Application Form after the first expiration must pay the amount corresponding to 20% of the rental of the contracted space + Registration fees. Those who submit the Application Form after the second expiration must pay the amount corresponding to 100% + Registration fees. The Organization may retain the exposed materials in case of non-payment of certain amounts due to participation in the contest. The Organization is not responsible, in any case, for the damages that the exposed materials could suffer due to the aforementioned retention. All expenses of this retention will be borne by the Exhibitor.

### CONTACT:

Cesar Zahonero / Tel. +34 963 861 132/ [czahonero@feriavalencia.com](mailto:czahonero@feriavalencia.com)

Treasury Office: Tel. +34 / 963 861 292 / [tesoreria@feriavalencia.com](mailto:tesoreria@feriavalencia.com)

Service Centre: Tel. +34 / 963861101 [centraldeservicios@feriavalencia.com](mailto:centraldeservicios@feriavalencia.com)

Assembly Office: Tel. +34 / 963861487-963861306 [personalmontajes@feriavalencia.com](mailto:personalmontajes@feriavalencia.com)

## INFORMATION RELATING TO THE APPLICATION FORM

- Please remember that the sale of products on exhibit at stands to private individuals is strictly forbidden at trade fairs.
- The parties hereto freely and voluntarily agree to be bound by the jurisdiction of the courts and tribunals of the city of Valencia for the settlement of any legal disputes arising over the interpretation or execution of the agreements contained in the present contract.
- DATA PROTECTION CLAUSE:** In compliance with REGULATION (UE) 2016/679 OF THE EUROPEAN PARLIAMENT AND THE COUNCIL dated 27 of April 2016, the parties hereto are accurately and unequivocally informed and FERIA MUESTRARIO INTERNACIONAL DE VALENCIA is herein explicitly authorised to collect and automatically process the data gathered in this contract in a file owned by it. The data collected shall become part of a file named CLIENTS and SUPPLIERS owned by FERIA MUESTRARIO INTERNACIONAL DE VALENCIA with CIF Q4673004J. This file has solely the purpose of undertaking the adequate actions requested to FERIA MUESTRARIO INTERNACIONAL DE VALENCIA. The controller of this file is FERIA MUESTRARIO INTERNACIONAL DE VALENCIA itself, before which the person concerned may exercise his/her right to access, rectification, deletion, portability, limitation and objection to the processing of his/her data, as well as the right to revoke the consent given or to submit complaints before the Control Authority. Such actions are to be exercised by sending an e-mail request to [incidenciadatos@feriavalencia.com](mailto:incidenciadatos@feriavalencia.com) or by ordinary mail to AVENIDA DE LAS FERIAS S/N (46035) VALENCIA, stating the reference "Data Protection". FERIA MUESTRARIO INTERNACIONAL DE VALENCIA undertakes to: • Keep strictly secret and confidential the information provided by the customer or accessed under this contract. • Safeguard the data and prevent access by third parties not related to this contract, to such data and information owned by the client. Also, avoiding any non-authorized access, alteration, loss, or processing. This obligation shall remain binding indefinitely after the termination of this contract. • Guarantee safety at the relevant level. The present contract allows for the possibility of Feria Muestrario Internacional passing data contained herein on to third parties. FERIA MUESTRARIO INTERNACIONAL DE VALENCIA must return or destroy data of a personal nature (regardless of the format in which they are held) that belong to the Customer and to which it has had access as a result of the execution of the present contract, once the latter comes to an end. Equally, FERIA MUESTRARIO INTERNACIONAL DE VALENCIA may supply databases of invited buyers to the exhibitor, upon written request from the latter and providing this is in compliance with current legislation. Providing the exhibitor with data means that the exhibitor becomes Responsible for any Processing of the data they undertake. As such they will be under the obligation to inform those on the database of the provenance of the data (in this instance, FERIA MUESTRARIO INTERNACIONAL DE VALENCIA) the first time they (the Exhibitor) make contact with them (those on the database). FERIA MUESTRARIO INTERNACIONAL DE VALENCIA will not be in any way liable for any failure on the part of the Exhibitor to comply with the General Data Protection Regulations or with Law 34/2002 of 11th June regarding Services in an Information Society and Electronic Trade or, in particular, for any unsolicited or unauthorised advertising sent by electronic media.

# GENERAL CONDITIONS OF PARTICIPATION.

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## I.- ORGANISATION OF THE FAIR

### 1.- Organisation

The fair or show this Application Form relates to is organised by Feria Valencia with the collaboration and advice of its Organising and Advisory Committees in compliance with the provisions established in this regard in the venue's Statutes.

## II.- CONDITIONS OF ACCEPTANCE & PARTICIPATION

### 2.- Participation

Participation in the fair is open to manufacturers, wholesalers, importers and service companies, whatever their country of origin, displaying their products or those from other businesses they legally represent.

Exhibitors are not allowed to exhibit goods other than those detailed in the documentation accompanying their Exhibitor Application Form.

Stands shall always be manned by competent staff when the fair is open to visitors so as to be able to provide visitors with any details or information they may request.

The Management of the Fair and the Organising Committee reserve the right to consider each application individually.

### 3.- Minimum Space

The pavilions allocated to the exhibition of products are divided into modular stands, as indicated in the terms and conditions for each fair (usually 16 m2 modules), and exhibitors may request stand space in multiples of this minimum area.

**4.- Conditions of Acceptance:** FERIA VALENCIA alone will decide whether or not to accept an exhibitor's application, providing they fulfil the required prerequisites. Notwithstanding other criteria, these are some specific examples of reasons for rejecting applications:

-The products to be exhibited do not fit in with the theme of the Fair.

-The applicant does not commit to complying with the fair's rules regarding build-up, safety, advertising and/or other rules governing the institution as a whole or the specific Fair for which the application has been made.

-If the overall space requested exceeds that available for the trade show.

In these cases, the Organising Committee shall consider the overall interests and goals of the trade fair as a whole, overriding other considerations such as seniority rights, chronological order of presentation of Application Forms or other criteria which may be detrimental for the general interest and goals pursued by the fair.

**5.- Industrial Property:** Exhibitors commit themselves not to display on their stand any product or service imitating those of third parties, nor those which could damage exclusive patent rights, whether registered or not, or engage in any other practice which may be construed as unfair, during the celebration of the event.

The exhibition on stands of catalogues, information brochures or any other type of advertising material contravening the legislation in force or damaging the rights of third parties, is absolutely prohibited.

Feria Valencia reserves the right to carry out inspections anywhere within the exhibition centre for the purpose of verifying whether any breach of the above-mentioned practices has been committed.

To this end, exhibitors must grant access to their stands to authorised personnel and must collaborate with the Evaluating Committee appointed by the Fair. More particularly, exhibitors must accept to submit their own stand and the products or services on offer on it, for examination by the above-mentioned Committee. Exhibitors must also allow access onto their stand to duly accredited personnel appointed by Feria Valencia for the purpose of carrying out photographic or visual reports.

Failure to comply with the rules established by the fair to combat plagiarism, or the breach of patent rights or any other unfair practice, may be cause for exclusion from subsequent trade fairs.

**5.1.- Arbitration Clause** in respect of disputes arising between exhibitors over industrial property rights: The exhibitor undertakes to accept that all litigation, disagreements, claims or complaints in regard of industrial property rights relating to their participation in the Exhibition that is the subject of the present contract will be referred to and resolved by arbitration administered by the Valencia Chamber of Commerce's Court of Arbitration and Mediation which, in accordance with its Regulations and Statutes, is entrusted to administer arbitration and appoint arbitrators.

**6.- Services:** Services provided by Feria Valencia must be ordered using the Exhibitor Services Application Form, which will be sent to each participating company. This contains separate forms for ordering power supply, water, plinths, carpeting, hostesses, telephone, pre-arranged parking service, insurance, stand contractors' passes and exhibitors' cards.

Services are not included in the fee for renting stand space, unless specifically stated in the Terms and Conditions Governing Exhibiting at the Fair. Feria Valencia will on request provide information on authorised fees for services including rental of furniture, plants, and other. General basic cleaning of stands is included in the space rental rate.

Feria Valencia offers a postal service, commercial and tourist information, interpreters, ATM, press office, photographers, bars and cafeterias, florists, first-aid, and others.

**7.- Application for space and Allocation of Stands:** Once the Application to Exhibit has been received, the fair organisers will then decide whether to accept it or not and, if the decision is in the applicant's favour, the organisers will proceed to the allocation of stand space, always taking into consideration the total number of applications submitted within the deadline as established in the information regarding the terms and conditions

enclosed with each Exhibitor Application form and in section 12 of these general conditions, concerning payment.

Submission of an application to exhibit does not imply automatic acceptance nor that the number of square metres requested will be allocated. In accordance with the guidelines stipulated by Civil Law and supplementary legislation, the contract will be considered final when the party applying party receives written confirmation from Feria Valencia, by whatever medium, accepting its participation. Requests made with specific reservations or conditions will not be accepted.

Space will be allocated in accordance with the information provided by the exhibitors concerning the sector in which they want to exhibit (where the fair is categorised by sectors).

The fair organisers will also try, whenever possible, to allocate to exhibitors the stands with the features, dimensions and locations indicated on the exhibitor's Application form, unless Feria Valencia should determine that this is technically and organisationally impossible.

Accepted applications will be given a sequential order number. Once allocation has been definitively decided, the location of the stand will be communicated to the applicants.

All payments may be made as indicated in the information regarding Applications to Exhibit. When payment is made by bank transfer, proof of payment must be sent.

Feria Valencia reserves the right to terminate the contract in cases when exhibitors infringe any of the conditions, or rules governing build-up and breakdown, or any other specific rules or conditions established by individual events. It is strictly forbidden to give away or sublet, either totally or partially, the allocated space, without the explicit authorisation of Feria Valencia and/or the fair in question and without paying the corresponding fees.

**8.- Exhibitors Cards:** To take part at the fair all exhibitors must obtain an "Exhibitor Card", the document accrediting their status for the duration of the event. Exhibitor cards will be issued to the company and, where possible, will state the name of the individual holders. Before cards can be collected from the Treasury Office at Feria Valencia all outstanding payments for the stand and services must have been made in full and/or corresponding proof of payment received. In general, 4 cards will be issued for the first 16 m2 module, plus 2 extra ones for each additional module up to a maximum of 40 cards. Exhibitors must indicate the names and positions of the company's staff who will oversee the stand.

**9.- Advertising:** Advertising of any kind within the Fair will be exclusively for goods being displayed by the exhibitor or that are featured in the exhibitor's catalogue. Such advertising, be it by means of the distribution of brochures or catalogues featuring these goods or through any other medium, is only allowed within the confines of the stand rented by the exhibitor, and always providing that it complies with standard advertising practice and avoids any claim or device that could be construed as unfair competition.

Any advertising activity carried out on the fair premises, outside the space of the stands, will require prior written authorisation from the management of the fair. No goods on display can be



photographed without the express authorisation of the exhibitor concerned. However, Feria Valencia reserves the right to take photographs, make drawings and film certain aspects of the premises or of the products exhibited, with the express purpose of using them in its publications and official promotion.

Feria Valencia reserves the right to deny authorisation for the projection of films and slides on stands where they cause a disturbance to other exhibitors or to visitors to the fair, or for any entertainment activity of any kind, nature or characteristics, including within the confines of the stand and for the purpose of promoting the products, if the prior express written authorization of Feria Valencia and the Organising Committee has not been obtained.

**10.- Catalogue:** Each exhibitor is entitled to one copy of the official catalogue. Exhibitors and their products and/or brands will appear free-of-charge in the index and listings of the online catalogue. Exhibitors will therefore be required to provide the relevant details, which will be specified for each exhibition, either on the Exhibitor Application Form, the Application for Services Form or on a dedicated form.

Feria Valencia reserves the right, whilst accepting no responsibility for any omissions or errors that might occur, to disseminate the information provided on the Exhibitor Application Form about the exhibitors and the products and services exhibited, using the media and techniques it deems best suited to that purpose.

**11.- Customs & Excise:** The exhibition of products originating in countries outside the European Union is authorised as follows:

11.1.- Temporary imports, consigning the goods to a consignee, preferably from Valencia.

11.2.- ATA Carnet coverage for those goods coming from countries enforcing this system.

In both cases, the Fair must be informed of the chosen system prior to the goods being despatched. The temporary nature of these imports requires that the import be for consumption purposes or for the product(s) to be re-exported outside the territory covered by the EU customs system within a period of three months after the closure of the fair. Under no circumstances may products brought in under either of these regimes be removed from the Fair premises without the necessary Customs clearance. The exhibitors or their representatives will be held responsible for the payment of any levies or fines that might derive from the avoidance of Customs controls.

Where the product is being imported for consumption purposes, the exhibitor or their representative(s) will be responsible for the payment of all tariffs and duties, levies or possible sanctions.

In the instance of fairs that have been granted full international status or internationality for customs purposes, exhibitors from non-EU countries will be entitled to display their goods without payment of customs duties and must return them afterwards to their country of origin. Some goods will require phytosanitary certificates (plants and flowers), veterinary certificates (animal products) or health certificates (other products for human consumption).

Customs formalities upon the arrival of the goods should be administered by a Spanish Customs Officer or representative of Spanish Customs or by an authorised forwarding agent.

Any supplementary information required should be requested from the fair management, which will under no circumstances however be responsible for the official procedures the exhibitor is required to observe.

**12.- Payments:** The invoices corresponding to the registration fees, surface and pre-decorated stand must have been paid, obligatorily before the beginning of the contest and, inexcusably, before proceeding to the assembly of the stands. The invoices related to services will also be satisfied 20 days before and inexcusably, before proceeding to the assembly of the stands.

In order to guarantee the provision of the requested services with the highest quality, their requests must be submitted to Feria Valencia, 7 business days before the start of assembly. From this date Feria Valencia reserves the possibility of not being able to provide the service because the available stocks or resources are already exhausted, attending to new requests by rigorous order of entry and having a 25% surcharge on the stipulated price in folder.

The exit of merchandise from the fairgrounds will not be allowed if the amount of all the services of the fair is not paid. In cases where payments have not been made within the stipulated deadlines, exhibitors will lose all rights to the space reserved and the space will then be available to the Fair, which will be entitled to offer it to other companies. Occupation of the exhibition space will not be allowed until total payment for it and for the services contracted has been made in full.

**13.- Abandonment:** Should the applicant relinquish the stand space requested more than 2 months before the opening of the fair, it will forfeit the registration fee and the 20% amount of space rental.

Should the applicant relinquish less than 20 days before the opening of the fair, the total fees due for the stand space must be paid in full.

Feria Valencia, by its own decision, may terminate the participation contract up to two weeks before the date of contest opening and, for reasons relevant to the organization and its regular development, until the opening day. In this case, it will not be bound by any compensation, but must return the participation fee that had already been collected.

Any request to annul the contract must be made in writing.

### III.- STAND ASSEMBLY AND DISMANTLING

**14.- General Provisions:** Build-up and Breakdown work must comply with the general rules contained in the Exhibitor Services Application Forms and that are also available at the Build-up and Services Office (Technical Department).

The Management of the fair or its Organising Committee will inspect the stands and their fixtures and fittings and will check that they comply with these rules. Any recommendation made by the committee must be acted upon immediately by exhibitors or their representatives (decorator, builder, etc.). Otherwise, the management of the fair will be entitled to make the required alterations or order them to be made at the exhibitor's expense.

Where an exhibitor contracts a third party to undertake the build-up of their stand this must be notified via the relevant Exhibitor Services Application Form prior to any work commencing. In such instances, exhibitors will be liable for any damage which the decorator or other

subcontracted companies may cause on the premises of Feria Valencia. Under no circumstances will exhibitors start any work prior to their sketches and projects being expressly authorised. Once approved by the Feria Valencia technical services department, these plans must always be available for inspection at the stands. Exhibitors must carry out all construction works in accordance with any changes or alterations indicated by Feria Valencia.

Feria Valencia Technical Management is entitled to demand a cash payment for the sum it deems necessary to cover any damage caused to its facilities.

In the event that, at the initiative of the fair management or the exhibitors themselves it is decided to create a special decor or design for a certain pavilion or area of the fair, all exhibitors located in that area will be required to pay the surcharge for the special decoration, the sum being proportionate to the amount of space occupied by the exhibitor.

All members of staff involved in stand build-up and breakdown work must be insured against accidents at work. The necessary certificates must be shown by exhibitors or decorators if requested to do so by Feria Valencia. Firms exhibiting will collect passes from the Build-Up and Services Office (Technical Department) granting access to the fair premises for workers and employees working on the build-up and breakdown of their stands. These are valid until the day prior the official opening of the event, and expire as from that date, but may be used from 6:00 to 9:00 to proceed to carry out cleaning and maintenance of the stand if requested.

These passes will be valid again after the closure of the fair for the purposes of dismantling the stand and removing goods. Each exhibitor will be responsible and accountable to Feria Valencia for any loss of or damage to these passes, which will be withdrawn if they are used for purposes other than those for which they have been authorised.

Exhibitors will accept any costs for electricity, security etc., deriving directly from the build-up and breakdown of their stand and its facilities (not the venue's general facilities).

Build-up work must be carried out exclusively within each exhibitor's space, taking the utmost care not to encroach upon adjacent stands or aisles with items, goods or preparatory work. Those areas must be kept clear at all times.

A copy of the inventory included with the Exhibitor Services Application Form, stamped by the fair organisers, must accompany the goods when they are delivered to the venue for display.

Haulage contractors used by exhibitors must abide strictly by the regulations established by Feria Valencia concerning the movement and handling of goods within its premises.

**15.- Timetable:** All structural work and fitting out must be carried out within the timetable established by Feria Valencia: from 08:00 to 20:00 on working days. In all cases, all fitting out must be completed and goods placed on their respective stands before 24:00 on the day before the opening of the event.

Should the stand not be occupied at that time, the fair will be entitled to use that space for the purposes it deems appropriate. In such cases, exhibitors will have to pay compensation to Feria Valencia for any damages caused and/or expenses incurred.

Name and ID Card or Passport No. of the person who signs this Form:

Date: Signature and company stamp

**16.- Removal of Goods:** No part of the stand or goods can leave the fair before its closure without the appropriate written authorisation. Substitution or replacement of damaged goods or samples must be authorised by the fair organisers upon written request submitted by the exhibitor, who will have to follow the instructions and timings indicated by the fair. Upon the closure of the fair, exhibitors will have to strictly adhere to the instructions delivered to them to ensure orderly withdrawal of goods and samples.

Should an exhibitor fail to abide by the regulations by not withdrawing goods on display or products and accessories installed on their stand within the deadline set by the fair, the fair organisers will be entitled to remove them into storage and return them later to the exhibitor, who will have to meet the costs involved. Feria Valencia will not bear responsibility for any possible loss, damage or destruction by fire that may occur.

**17.- Complaints:** Any anomalies detected, and any complaints lodged in relation to them, must be made in writing to the management of the fair, accompanied by proof of the complainant's accreditation as exhibitor.

#### IV.- SEGUROS

##### V.- INSURANCE

**18.- General Provisions:** Copies of the terms and conditions of the different insurance policies are available for Exhibitors to read in the Economic and Financial Department at Feria Valencia.

##### 19.- Fire and Water Damage:

All the goods on display, as well as other equipment, products and decoration used for exhibition and promotion, must be insured against fire and water damage. This insurance is compulsory and must be contracted by each exhibitor through the general policy taken out by Feria Valencia for those purposes. This insurance is not included in the price for the stand space rental, unless specifically stated in the Specific Conditions of Exhibiting.

The insurance premium provides cover of €2850 per 16 m<sup>2</sup>, with €2400 corresponding to the contents, and €450 to the structure of the stand.

Exhibitors must fill in the merchandise inventory in the Exhibitor Services Application Forms, indicating the value of all the items on the stand, in order to fully insure them against these risks.

**20.- Theft (not Pilferage):** Feria Valencia also offers an insurance policy for exhibitors wishing to take it that covers the risk of theft. To avail themselves of this cover exhibitors should complete the relevant declaration of capital and goods insured in the above-mentioned Exhibitor Services Application Form.

To be able to make a claim under the terms of the insurance policy in case of theft within the exhibition venue, the exhibitor must produce a Police report for the incident. Feria Valencia and the insurance company will not be responsible to exhibitors for any pilferage, loss or damage that may occur on exhibitors' stands or to the goods exhibited.

Supervision of stands and of goods on display during public opening hours and during build-up and breakdown will be the exhibitor's sole responsibility.

**21.- Civil Liability:** A policy is also available to cover possible accidents derived from goods exhibited and for which the company exhibiting may be deemed liable. Exhibitors that so wish may take out this policy by filling in the corresponding section in the Exhibitors Services Application Form.

Feria Valencia will not be held responsible for any risk run by exhibitors' staff or their stand or fixtures and fittings or exhibited goods deriving from the participation in events or activities at Feria Valencia.

**Proportional Rule:** To avoid the proportional rule being applied in the case of accidents, it will be necessary for exhibitors to indicate the total value of all goods exhibited including the fixtures and fittings and decoration of their stands for the purposes of the compulsory insurance against fire and water damage and of the optional insurances against theft and civil liability.

##### V.- SAFETY REGULATIONS

**22.- Safety and Security:** The exhibition of products that may pose a risk for visitors, other exhibitors, suppliers and the staff of Feria Valencia or its premises, is strictly forbidden.

Machinery will only be permitted to be exhibited in operating mode if this does not represent a risk to individuals or to the venue and all liabilities will be the sole responsibility of the exhibitor. The machinery must therefore be equipped with the necessary protective devices to comply with the safety measures established by the current rules and regulations.

Exhibitors with machinery or equipment operating will be required to take out a civil liability policy to cover any possible damage that the machinery or equipment could cause.

Feria Valencia reserves the right to inspect exhibitors' stands, fixtures and fittings at any time, through its own services, and shall furthermore have the right to make any recommendations it deems necessary and that must be acted upon immediately and with no recourse to appeal.

Feria Valencia will be entitled to demand that exhibitors remove staff from their stand should their behaviour render them liable to this measure being applied.

**23.- Security:** During the period of the fair, the general security patrolling of the exhibition pavilions and other premises will be the responsibility of the venue. This security has been designed to act as a deterrent given that it is impossible to watch over all the goods exhibited on all the stands and Feria Valencia will therefore not be held responsible for any pilferage or theft of or damage that may occur to goods that are in the custody of the exhibitors themselves during the periods of both build-up and breakdown and during public opening hours.

General security patrolling carried out by Feria Valencia does not alter the principle of liability for damage to individuals or things.

**24.- Risk Prevention:** 24.- Risk Prevention Pursuant to article 24 of clause 18.1 of the 31/1995 Law of Prevention of Risks in the Workplace dated 8 November, the company Exhibiting commits itself and is obliged by law to inform Feria Valencia of any risks to workers deriving from the setting up of its stand and these should be specified in the Decoration Project that is required to be submitted to the Fair's Technical Department for approval.

Exhibitors commit themselves to comply with Feria Valencia's General Rules for Prevention of Risks in the Workplace as well as with the Procedures in Emergencies included in [www.feriavalencia.com/prl](http://www.feriavalencia.com/prl) and will assume full responsibility deriving from any possible failure to comply with the established rules should any of the Exhibitors' own staff or subcontracted staff or third parties be affected by the activity of the Exhibitor who will contractually bear sole responsibility for the matters indicated above.

The Exhibitor has been informed by Feria Valencia of the risks that exist within the Fair premises and of the relevant Safety and Risk Prevention Measures that are in place. The Company Exhibiting commits itself to pass on this information together with Feria Valencia's General Rules for Prevention of Risks in the Workplace and its Emergency Procedures, to its staff and to all personnel contracted or subcontracted by the company and will demand that they comply with said Rules and Procedures while on the premises of Feria Valencia.

In the event of any failure to comply with the above rules Feria Valencia reserves the right to halt work being carried out by the Company Exhibiting or by any person(s) contracted or subcontracted by it or through third parties. The company shall be notified of the reasons for halting the works in order for it to proceed to correct any irregularity detected immediately.

**25.- Force Majeure:** In instances of force majeure, Feria Valencia and the Organising Committee reserve the right to delay, shorten, extend or cancel the Fair, as well as to cordon off specific areas or pavilions either totally or partially, temporarily or for the entire duration of the Show and to relocate the exhibitors affected.

In proven cases of force majeure exhibitors will not have the right to terminate their contract with the Fair or claim compensation for damages.

##### VI.- DATA PROTECTION

**26.- Personal Data Protection:** In compliance with REGULATION (UE) 2016/679 OF the EUROPEAN PARLIAMENT AND THE COUNCIL dated 27 of April 2016, the parties hereto are accurately and unequivocally informed and FERIA MUESTRARIO INTERNACIONAL DE VALENCIA is herein explicitly authorised to collect and automatically process the data gathered in this contract in a file owned by it. The data collected shall become part of a file named CLIENTS and SUPPLIERS owned by FERIA MUESTRARIO INTERNACIONAL DE VALENCIA with CIF Q4673004J.

This file has solely the purpose of undertaking the adequate actions requested to FERIA MUESTRARIO INTERNACIONAL DE VALENCIA. The controller of this file is FERIA MUESTRARIO INTERNACIONAL DE VALENCIA itself, before which the person concerned may exercise his/her right to access, rectification, deletion, portability, limitation and objection to the processing of his/her data, as well as the right to revoke the consent given or to submit complaints before the Control Authority. Such actions are to be exercised by sending an e-mail request to [incidenciadatos@feriavalencia.com](mailto:incidenciadatos@feriavalencia.com) or by ordinary mail to AVENIDA DE LAS FERIAS S/N (46035) VALENCIA, stating the reference "Data Protection".

FERIA MUESTRARIO INTERNACIONAL DE VALENCIA undertakes to:

- Keep strictly secret and confidential the

information provided by the customer or accessed under this contract.

- Safeguard the data and prevent access by third parties not related to this contract, to such data and information owned by the client. Also, avoiding any non-authorized access, alteration, loss, or processing. This obligation shall remain binding indefinitely after the termination of this contract.

- Guarantee safety at the relevant level.

The present contract allows for the possibility of Feria Muestrario Internacional passing data contained herein on to third parties.

FERIA MUESTRARIO INTERNACIONAL DE VALENCIA must return or destroy data of a personal nature (regardless of the format in which they are held) that belong to the Customer and to which it has had access as a result of the execution of the present contract, once the latter comes to an end.

Equally, FERIA MUESTRARIO INTERNACIONAL DE VALENCIA may supply databases of invited buyers to the exhibitor, upon written request from the latter and providing this is in compliance with current legislation. Providing the exhibitor with data means that the exhibitor becomes responsible for any Processing of the data they undertake. As such they will be under the obligation to inform those on the database of the provenance of the data (in this instance, FERIA MUESTRARIO INTERNACIONAL DE VALENCIA) the first time they (the Exhibitor) make contact with them (those on the database).

FERIA MUESTRARIO INTERNACIONAL DE VALENCIA will not be in any way liable for any failure on the part of the Exhibitor to comply with the General Data Protection Regulations or with Law 34/2002 of 11th June regarding Services in an Information Society and Electronic Trade or, in particular, for any unsolicited or unauthorised advertising sent by electronic media.

## VII.- PROHIBITIONS

**27.-** Advertising of any kind within the Fair will be exclusively for goods being displayed by the exhibitor or that are featured in the exhibitor's

catalogue. Such advertising, be it by means of the distribution of brochures or catalogues featuring these goods or through any other medium, is only allowed within the confines of the stand rented by the exhibitor, and always providing that it complies with standard advertising practice and avoids any claim or device that could be construed as unfair competition.

**28.-** Within the fairgrounds, the promotion of offers carried out by recognized institutions, surveys, political, religious or third-party propaganda and the development of activities that are not inherent to the purposes of the event are absolutely prohibited.

**29.-** Any advertising activity carried out on the fair premises, outside the space of the stands, will require prior written authorisation from the management of the fair, and will be subject to the payment of the fee and of the relative fiscal expenses.

**30.-** Acoustic media advertising with image projection systems or any advertising act to be carried out both at the stand and at the fairgrounds need the prior written authorization of Feria Valencia.

**31.-** Retail selling of goods exhibited on the stands is strictly forbidden (this applies to all fairs classified as trade-only events).

**32.-** It is strictly forbidden to give away or sublet, either totally or partially, the allocated space, without the explicit authorisation of Feria Valencia and/or the fair in question and without paying the corresponding fees.

**33.-** The abandonment of space before the closing of the contest is forbidden.

**34.-** The exhibition of posters or samples, even simply indicative, of other companies.

**35.-** Any initiative of entertainment, of any kind, nature and characteristics, even if it is limited inside the stand or has as its purpose the presentation of products without the prior written authorization of Feria Valencia.

## VIII.- ENFORCEABILITY OF THE CONDITIONS AND JURISDICTION

**36.- Enforceability of Conditions:** By taking part in the fair and having an allocated space exhibitor are always understood to be aware of and expressly accept all the general and specific Terms and Conditions for Exhibiting and to commit themselves to abide by them.

**37.- Jurisdiction:** The parties involved agree freely and mutually to submit to the jurisdiction of the courts and tribunals of the city of Valencia in any instance of litigation arising from the interpretation or implementation of the terms of this contract.

## IMPORTANT INFORMATION

Sending this form, you express your consent to carry out said communication of your data to third parties, as well as for the reception of commercial communications electronically.

The fair institution warns you of your right of access, rectification, opposition and cancellation of these data by means of a letter addressed to Feria Valencia, Avda. De las Ferias s / n.-46035 Valencia (Apdo. 476-46080) to the ATT of the Area of Information Systems.

Arbitration Clause in respect of disputes arising between exhibitors over industrial property rights: The exhibitor undertakes to accept that all litigation, disagreements, claims or complaints in regard of industrial property rights relating to their participation in the Exhibition that is the subject of the present contract will be referred to and resolved by arbitration administered by the Valencia Chamber of Commerce's Court of Arbitration and Mediation which, in accordance with its Regulations and Statutes, is entrusted to administer arbitration and appoint arbitrators.

Given the short duration of the room and in order that the arbitration does not become ineffective, the complaints must be presented at the beginning of the room and if possible before beginning the same.

Name and ID Card or Passport No. of the person who signs this Form:

.....

Date: ..... Signature and company stamp





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