

CONTRACT APPLYING FOR THE EXHIBITION AREA

THE COMPANY

Company name:	
Operating address:	
Town: -	Postal code:
Country	
Phone	Fax
Tax code	VAT number
SDI Code	PEC (certified) email
Website	Email
Facebook	Linkedin
Instagram	Tiktok
Youtube	Other social media



CASEITALY

BUILDING ENVELOPE
Techniques, materials and equipment

Wednesday 12 to Friday 14 February 2025

Opening hours for operators
Wednesday and Thursday from 9 a.m. to 6 p.m.
Friday from 9 a.m. to 4 p.m.

CONTACT PERSON		
Name and Surname		
Direct telephone number	Email address:	
Company qualification:		
Data of the registered office if different from those of the place of business:		
Address:		
Town: -	Postal code:	Country:
Tel:	Fax:	
Legal Representative		
Description of the products on show, for space allocation and catalogue:		
Brands represented and foreign country of origin (only for Italian companies):		

ASKS TO BE ADMITTED TO EXHIBIT AT CASEITALY 2025, AS AN EXHIBITOR, WITH THE FOLLOWING EXHIBITION SPACE:

EXHIBITION AREA:	QUANTITY	TAXABLE
UNFURNISHED EXHIBITION SPACE:		
BARE AREA:		

ENTRY FEE:	TAXABLE AMOUNT
REGISTRATION FEE AND SERVICES INCLUDED AS SPECIFIED IN THE GENERAL REGULATIONS	

ADDITIONAL SERVICES:	QUANTITY	TARIFF	TAXABLE AMOUNT

THE COMPANY UNDERTAKES TO PAY THE FOLLOWING CONSIDERATION:			
TAXABLE	€	22% VAT	€
TOTAL			€

PAYMENT SCHEDULE:	
DEPOSIT to be paid upon signing the initial contract	DOWN PAYMENT AMOUNT €
BALANCE: TO BE PAID BY 12 January 2025 (except for requests for additional services subsequent to signing this document).	BALANCE €

All payments must be made by bank transfer to the current account in the name of:
PROMOBERG SRL at BPER Banca | IBAN CODE: EN 70 C 05387 11111 000042566239 (BIC/SWIFT: BPMOIT22)
 Cash, bank cheque and credit card payments are also accepted (except American Express)

We hereby confirm participation in CaselItaly 2025 and confirm that we have been provided with the Terms and Conditions which form part of this contract. We have read the Terms and Conditions and confirm acceptance. By signing this contract, the applicant accepts all the conditions set out in the Terms and Conditions and the Exhibitors' Manual. The validity of this contract is subject to payment of the down payment invoice issued by the Organiser.

N.B. The Organiser reserves the right to terminate the contract in any non-payment of the total amount. No indemnity and/or compensation will be paid by the Organiser. The Organiser shall give notice by registered letter with acknowledgement of receipt or PEC (certified) email of its wish to cancel the contract.

DATE		STAMP AND SIGNATURE	
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CATALOGUE TEXT



CASE ITALY

BUILDING ENVELOPE

Techniques, materials and equipment

Wednesday 12 to Friday 14 February 2025

Opening hours for operators

Wednesday and Thursday from 9 a.m. to 6 p.m.

Friday from 9 a.m. to 4 p.m.

THE FOLLOWING TEXT WILL BE ADDED
IN THE EXHIBITOR CATALOGUE AND ON THE EVENT WEBSITE. PLEASE
CHECK ACCURACY.

catalogue

YOU CAN MAKE CHANGES TO THE CATALOGUE TEXT BY ENTERING YOUR RESERVED WEB AREA. THE
WEB AREA WILL BE ACTIVATED WHEN YOU COMPLETE THE REGISTRATION PROCEDURE
WITH THE DOWN PAYMENT:

<http://webarea.promoberg.it>

Username:

Password:

You can perform many routine value-added operations in the web area: COMMUNICATION &

MARKETING:

- download promotional graphics to be used on social media, the web or for your promotions to communicate your presence at the Fair,
- **include the programme of initiatives/demonstrations** you will be proposing c/o your exhibition space during the event; this programme will be made public on the event website for the benefit of visitors;
- **issue coupons** to be sent by e-mail to your potential visitors, convertible into free and reduced-price entrance tickets;
 - **edit catalogue data** in the specific section

LOGISTICS & SAFETY:

- download parking passes and Exhibitor access passes,
 - enable access to your suppliers,
- upload documents certifying the conformity of your fittings (if customised)
 - request additional services.

IF YOU HAVE DIFFICULTY ENTERING, YOU CAN SEND CORRECTIONS ON THIS FORM BY
E-MAIL to caseitaly@promoberg.it

By 15 January 2025

PROMOBERG SRL - Registered Office: Via Borgo Palazzo, 137 - 24125 Bergamo - Head Office: c/o FIERA di BERGAMO - Via Lunga snc - 24125 Bergamo Entered in Bergamo Register of Companies - Tax Code and Registration No. 01542150162 - Entered in Bergamo REA No. 291637 - VAT No. 01542150162

Tel. +39 035 32.30.911 - www.bergamofiera.it - e-mail: info@promoberg.it - e-mail pec: amministrazione@pec.promoberg.it - SDI code: SUBM70N

GENERAL REGULATION

TRADE FAIR PURPOSE

Art. 1 - Caseltaly 2025 (henceforth the Exhibition) promotes the image and activity of companies operating in the building envelope sector. The products, activities and services admitted to the Exhibition are: windows, doors and gates for civil, commercial and industrial use, including parts and accessories to complete and integrate them; energy saving technology, materials, systems, services in the building envelope; blinds, sunscreens and technical darkening closures; building sheet metal work and installation services; building services (technical publishing, financial and training institutions, development and promotion bodies, trade associations, databases).

EVENT ORGANISATION

Art. 2 - The Exhibition is a SPECIALISED TRADE FAIR organised by Promoberg s.r.l. (hereinafter referred to as the **Organiser**), with registered office in Via Borgo Palazzo 137, Bergamo and operating offices in Via Lunga s.n. at Fiera Bergamo. Contact | Tel. 035 3230911 - url: www.bergamofiera.it - e-mail: info@promoberg.it. Tax code and VAT number 01542150162

Art. 3 - The Exhibition will take place at the Bergamo Exhibition Centre **from Wednesday 12 to Friday 14 February 2025**

It is an event dedicated to industry professionals; opening hours are Wednesday and Thursday from 9 a.m. to 6 p.m., Friday from 9 a.m. to 4 p.m.

The Organiser reserves the unquestionable right to change the duration, the Exhibition period, the opening dates, the closing dates and the Exhibition opening hours without any reimbursement or compensation to Exhibitors and/or third parties.

Art. 4 - The entrance fee for visitors is: Full Ticket Online € 15.00 | Full Ticket In Loco € 20.00 | Reduced Exhibitor Invitation and Generic Reduction

€ 10.00. The exhibitor is entitled to 250 invitation tickets per 4x4m (1x4m²) exhibition module, these paper and digital invitations allow free admission upon accreditation. Admission is free of charge for 100 per cent disabled persons and their carers and for accompanied visitors under the age of 10. The above amounts relate to the cost of each ticket. Each ticket is valid for one person and for one admission only. Visitors are forbidden to distribute propaganda and sell merchandise. In a breach of these rules, in order to safeguard the smooth running of the Exhibition and protect Exhibitors from unfair competition, reserves the right to remove offenders from the event. The Organiser may only grant exemptions from these prohibitions for non-profit and philanthropic activities.

Art. 5 - The organisational methods of the Event comply with the provisions of Lombardy Regional Law no. 6/2010 and subsequent supplements. The contract consists of this document and the rules/regulations contained in the Exhibitor's Manual. The Exhibitors' Notebook sums up the entry rules, risk assessment, DUVRI, set-up and behavioural regulations.

CONDITIONS OF ADMISSION TO THE FAIR

Art. 6 - Admission is subject to the presentation of the Participation Contract signed in all its parts and the simultaneous payment of the deposit, amounting to 30% of the taxable amount plus VAT. The balance is due by 12 January 2025. The Organiser reserves the right to terminate the contract in any non-payment of the amount due; in that case the Exhibitor shall not be entitled to claim any compensation and/or damages.

The Organiser shall give notice by registered letter with acknowledgement of receipt or PEC of its wish to cancel the contract.

Art. 7 - Exhibitors shall provide a document certifying that their company registration is up-to-date, issued by the competent authority (for Italy it is the C.C.I.A.). N.B. In any changes to the company name, registered office, legal representative, etc. after the certificate submission date, the Exhibitor shall provide a new, updated certificate.

Art. 8 - The exhibiting company is obliged to exhibit the products and services declared during the registration process; declaration of the products exhibited is binding, any changes in the type/merchandise of the products to be exhibited must be communicated to the organising secretariat, which also adopts the best distribution of product types when defining the exhibition layout. The Organiser reserves the right to expel any Exhibitor who fails to comply with these instructions and the safety contents of the Exhibitor's Manual and to dispose freely of the stand space, without any reimbursement or compensation being due, even if this space is subsequently granted to another company. The Agreement, submitted by representatives, dealers or agents, must indicate the company represented and its location and must be accompanied by a document certifying the existence of the obligatory relationship. If representatives, dealers or agents take part in the Exhibition without being authorised by their respective companies, they agree to engage directly with The Organiser; the latter reserves the right to accept their participation and/or their presence at the Exhibition.

TARIFFS

Art. 9 - Registration fee: is € 500.00 and includes: Customer Invitation Tickets, electricity and supply with 1 Kw consumption, general Exhibition advertising, inclusion in the Official Catalogue, wi-fi access, Exhibitor electrical system control, stand material control, fire prevention surveillance, night and day general surveillance, cleaning of common areas and cumulative insurance policy covering fire and third party liability (excluding theft). The exhibitor is entitled to promote and display the products and services of companies represented as long as these companies are declared to the organisation. Registration of companies/brands represented has a flat-rate cost of € 5.00/each; this amount is included in the registration fee; therefore, it has no further impact on participation. The number and details of companies represented, (foreign or domestic) can also be communicated after this contract is signed, by e-mail or via the Web Area Exhibitors.

Exhibition Area: The fee for the bare exhibition area is:

- for Exhibitors in the indoor area: € 180.00/m²; - for Exhibitors in Outdoor Area: € 75.00/m² (Minimum area of 50m²)

The standard exhibition mesh in the halls provides for 4x4m stands; it might be possible to request larger stands or multiples or fractions that can be increased by one metre in length while maintaining the stand depth of 4m up to 8m, for areas larger than 4x8m; it may be possible to request 8m depth (8x8, 8x12m) as the exhibition mesh in the hall allows for 8m deep islands.

Pre-Set-up: Exhibitors may book the stand space set-up directly with the Organiser; its cost will be included in the contract and counted in the participation balance invoice:

- Pre-fitted Gold at a cost of € 90.00/m², made of white hollow core wood panels 3m high, band with name block and columns (if corner), grey or blue carpet, 1 LED spotlight every 8m², multi-socket power strip for max 1.5kw, storage room 1x1m and Furnishing Set (Reception Desk with Stool, Desk Table with 3 Chairs, Waste-basket, back wall dim. 3x3m graphed as per layout provided by the exhibitor.

Additional Services - At the request of each Exhibitor, the following services may be provided for a fee:

- grey laid carpet at a cost of € 7.00 per m²;
- certified electrical system including 2 LED spotlights and electrical multi-socket at a cost of € 70.00;
- single-phase electricity supply at a cost of € 40.00 per kw/h of consumption (in addition to the 1 Kw already provided);
- three-phase electrical connection (380 V motive power), including 3 Kw at a cost of € 80.00;
- three-phase electricity supply at a cost of € 40.00 per kw/h of consumption (in addition to the 3 Kw already provided with activation of the three-phase electricity connection service);
- water connection with drinking water consumption (excluding sink) at a cost of € 100.00;
- cable internet connection at a cost of € 70.00;
- additional LED spotlights at a cost of € 40.00 each;
- multiple electric socket at a cost of € 15.00 each.

All fees indicated above are to be considered plus VAT.

Additional Services must be booked at least 20 days before the beginning of the event.

EVENT MAP - ONLINE EXHIBITOR LIST

Art. 10 - The Organisers shall print and distribute the Exhibition Guide Map, either directly or through an authorised agency or company, indicating the name of the Exhibitor, its position in the Exhibition and the merchandise to be exhibited; it shall also publish the list of Exhibitors online on the fieraedile.it website, indicating the workshops organised at the stand during the Exhibition, which may be indicated in its Web Area | Courses Section.

The Organiser disclaims all liability for any errors and omissions made when filling in the Official Event Map and the online list and reserves the right to amend, delete or regroup entries as often as it sees fit.

CLEANING COMMON AREAS - PENALTY

Art. 11 - The Organiser shall collect waste in the passageways and common areas on set-up and fair days. To this regard, we would like to remind you that the Exhibitor is responsible for the cleanliness of spaces exclusively assigned to him/her, and must not worsen the already burdensome task by depositing waste and packaging in the common areas. Waste collection, transport, and disposal must be carried out pursuant to Legislative Decree 152/2006 as amended and supplemented.

Bulky waste and waste from set-up and processing must be removed by the Exhibitor and/or its appointed suppliers at the end of set-up, event and dismantling, leaving the space allocated in a pristine state. In any non-compliance with this rule, a penalty of €1,000.00 shall be imposed on Exhibitors, in addition to compensation for any additional damage and restoration costs incurred.

INFORMATION SERVICE

Art. 12 - A special reception service is available at the entrance to the Bergamo Exhibition Centre; visitors can receive information on the location of single stands, the list of exhibiting companies, the Exhibition opening hours and anything else that may be useful for the success and enjoyment of the Exhibition.

ENTRANCE PASSES AND VISITOR INVITATION TICKETS

Art. 13 - Each Exhibitor is entitled to: - 3 exhibitor entrance passes for the first stand, plus any additional ones based on stand size. Each pass is nominal and is valid for entry to the exhibition centre for one person during the stand set-up and dismantling periods; and for entry one hour before opening to the public during the exhibition period; - 2 car passes for the first stand (standard module 4x4m), plus any additional ones based on stand size, subject to availability (maximum 1 pass for each additional exhibition module; beyond this limit parking passes are charged at € 50 each); - operation passes allowing access to the exhibition centre solely during the days of set-up and dismantling for suppliers or staff appointed by the Exhibitor to follow the assembly and dismantling stages, so that they take responsibility, so that they can take responsibility for the personnel appointed by them and acquire useful safety management information on the portal for safety management.

Art. 14 - Each Exhibitor is entitled to: 250 paper admission invitation tickets and 250 digital free admission invitation tickets per exhibition module (their value of €0.10 each is shown separately on the balance invoice, although the amount is included in the registration fee, from which they are deducted). These tickets allow the visitor free entry to the fair after accreditation, for one admission only. **The Exhibitor may not sell invitation tickets.**

In addition to the above-mentioned invitation tickets for free admission, exhibitors are entitled to obtain and distribute up to 500 invitation tickets per exhibition module, valid for reduced admission, by accessing their own web area.

ADVERTISING

Art. 15 - In addition to the publicity guaranteed to each exhibitor in the Official Exhibition Catalogue, which will be available on the Exhibition's official website, the Organiser will run a promotional campaign to promote the Exhibition throughout the area close to the venue. Exhibitors wishing to adopt additional advertising forms may contact the Organiser, who has prepared a book of additional visibility offers, which can be consulted in the Exhibitors' web area. In this regard, please note that Exhibitors may not use spaces other than those allocated to them for their advertising without Organiser authorisation. Exhibitors are obliged to pay all advertising adopted, including royalties to the SIAE. For an aesthetically orderly display, handwritten signs are not permitted. The Exhibitor agrees to indemnify the Organiser against any liability arising from the advertising promotion activity.

Art. 16 - The Organiser claims exclusive ownership of the distinctive and naming marks of the Event in all its modifications, abbreviations and acronyms, and forbids anyone from using them without its prior written consent.

Art. 17 - By signing these Regulations, the Exhibitor allows the Organiser to take images (photos and videos) of its stand and of the products exhibited during the Event and to proceed with its digital and/or printed publication (e.g.: social channels, trade magazines, website, etc.) for promotional purposes of the event itself.

STAND ALLOCATION

Art. 18 - STANDS WILL BE ALLOCATED UNDER THE UNMISSABLE JUDGMENT OF THE ORGANISER WITHIN THE LIMITS OF SPACE AVAILABLE, TAKING INTO ACCOUNT THE ORGANISATIONAL NEEDS, FRUITABILITY, SECURITY AND FINALITY OF THE EVENT, also considering the wishes proposed by the exhibitor. For technical or product requirements or any other reason, the Organiser reserves the right to change the location of the space already granted, to increase or reduce its surface area, and in any case to make any changes to the area already granted that are needed for the smooth running of the Exhibition, at any time, and therefore even after the invoice has been sent and during set-up operations. The assignee may not claim any damages for the consequences of such assignment. In any case, the Exhibitor shall be liable to pay for the area actually granted.

Art. 19 - Transfer or subletting the exhibition space, even if temporary, is strictly forbidden. Exhibitors taking part in the Exhibition may not host, even free of charge, companies or articles that are not included in the list agreed with the Organiser or that the Exhibitor is not authorised to sell. Any form of advertising on behalf of other companies is also prohibited.

Art. 20 - With particular carelessness in the stand space surveillance, the Exhibitor may incur the withdrawal of its assigned stand at the Organiser's discretion.

STAND SET-UP

Art. 21 - Exhibitors are obliged to submit the set-up project to the Organiser at least one month before the start of the Exhibition, regardless of how developed it is and the structures used; it is understood that if the set-up is booked directly with the Official Exhibition supplier, the latter shall be responsible for this obligation. Unless specific exceptions are approved by the Organiser, Exhibitors may enter the fairground for **set-up** operations from **Friday 7 February** from 8 a.m. to 8 p.m.

Stands that are not taken over by the legitimate assignees by 3 p.m. on Monday 10 February shall be considered **abandoned** and the Organiser may assign them to other Exhibitors; without any reimbursement of the sums paid in advance by the defaulting exhibitor. In this case, the Exhibitor is obliged to pay the Organiser the fee agreed in the Participation Contract, and the amounts due for additional services already activated in the exhibition area assigned to it. Exhibitors must report, no later than 15 days prior to the start of the Exhibition, any requirements for overnight electricity supply maintain the goods on display. In any case, the Organiser accepts no liability for the loss or deterioration of the goods themselves.

Art. 22 - The Exhibitor shall set up the allocated spaces in the most practical and appropriate manner possible. The Organiser reserves the right to order the Exhibitor to make, at its own expense, any changes that, in its sole discretion, are needed for this purpose, and any technical changes needed to ensure compliance with the laws on hygiene, accessibility, safety and fire prevention. It is understood that the Exhibitor is entirely responsible for stand static. By signing this contract, the Exhibitor undertakes to indemnify and hold the Organiser harmless of any claims for damages caused to the Exhibitor, the Organiser or third parties as a result of defects caused in the fittings.

Art. 23 - It is strictly forbidden to drill holes in walls, floors and modify the Organiser's facilities. Set-ups must be self-supporting and must not in any way be anchored to the Organiser's fixed structures.

PENALTY CLAUSE: Infringement of the above provision shall result in the Exhibitor being fined the sum of € 500.00 by way of penalty; without prejudice in any case to the organiser's right to compensation for greater damages. Upon taking possession of the stand space, the Exhibitor must check the integrity of structures, fixed and otherwise, entrusted to its custody. If it notices that these facilities are even slightly damaged, it is obliged to notify the Organiser immediately.

Art. 24 - All materials to be used to set up the exhibition spaces (partitions, backdrops, various structures, platforms, upholstery, fabrics, carpets, curtains, etc.) must comply with the fire reaction class required by law in public show venues and certified on the basis of the procedures and

tests established by the Ministry of the Interior. So, only non-combustible materials or materials belonging to the fire reaction class stipulated by the Ministerial Decree must be used for stand construction. 6.07.1983, 26.06.1984, 25.08.1984. Prior to the Exhibition starting, the Exhibitor is obliged to submit a copy of valid authorisation certificates issued by the Ministry of the Interior (certifying the fire reaction classes of materials used) and the declaration certifying the conformity of all materials used with the aforementioned certificates. In particular, it should be noted that materials susceptible to catching fire on both sides, floor and/or wall covering materials must belong to the class of non-combustible materials or reaction to fire class 1. Failure to comply with the aforementioned regulations and those set out on the subject in the [Exhibitors' Manual](#) obliges the Organiser to take precautionary measures such as: an injunction to remove materials that do not comply with fire regulations from the stand space and/or the non-use of the stand. In these cases, the Exhibitor shall not be entitled to any reimbursement. N.B. Type-approval certificates that do not comply with Ministerial Decree No. 48 of 26 June 1984 and subsequent amendments are not valid.

Art. 25 - Pursuant to Legislative Decree 81/08 and subsequent amendments and additions, the Exhibitor declares that it is aware of and undertakes to adopt all general measures to protect the health and safety of the workers employed on the stand, whose technical and professional suitability will be guaranteed by self-certification.

The Exhibitor declares that it has read the single interference risk assessment document prepared by the Organiser and the [Exhibitor's Notebook](#) available at www.promoberg.it (integral parts of this contract). The Exhibitor also declares that it is aware of: the specific risks connected with working inside the exhibition centre, the problems and/or prescriptions concerning plant and technical aspects, access, traffic and logistics inside the exhibition centre and provisions in the event of fire or danger. It also declares that all its workers exposed to specific risks for which specific training is needed (e.g. working at heights) are trained and instructed in accordance with current legislation.

The Exhibitor undertakes to inform the Organiser of the specific risks related to its activity if not already included in those assessed by Promoberg Srl. The Exhibitor also undertakes: - to accredit in order to obtain entry passes for its own personnel that enter the exhibition area for any reason, including its own suppliers who in turn will accredit their collaborators; - to provide their own workers with equipment in good condition, equipped with all the necessary periodic checks where required by law; - to inform all those working on their stands of the health and safety risks to which they are exposed when carrying out their activities inside the exhibition centre - provide all those who enter the exhibition area during assembly with an identification card and the necessary PPE; - inform all those who work on their stands of the risks of interference with the work of other companies that are simultaneously taking place inside the exhibition centre; inform them of the name of the person in charge; - inform all those who work on their stands of the rules in force in the exhibition centre (e.g.: no smoking and use of flames, no smoking in the exhibition centre, no use of fire). Any specific risks from interference not assessed as standard by Promoberg Srl, if different from those already analysed, will be communicated by the Organiser with supplementary correspondence; - check the technical-professional suitability of the companies or self-employed workers that it may call upon to work on its stand. **IN ANY NON-COMPLIANCE WITH THE PROHIBITIONS INDICATED IN THE EXHIBITOR'S NOTEBOOK AND THE ADOPTION OF BEHAVIOUR DEEMED RISKY, WORKERS MAY BE REMOVED FROM THE HALL.**

In particular, all Exhibitors must comply with the fire-fighting conduct set out in the Exhibitors' Manual.

All Exhibitors must be aware of the evacuation regulations in force in the exhibition centre and must report the following anomalies to The Organiser:

- malfunctioning of the switchboard for one's own use;

- damage to fire-fighting equipment and signs;

They must also undertake to comply with the rules laid down in the evacuation plan for the exhibition centre:

- avoid the presence of debris near escape routes;

- ban on the use of naked flames and equipment producing sparks;

- compliance with the ban on smoking.

In emergency conditions, Exhibitors must:

- follow the instructions given by the emergency managers, leave the hall taking care to secure their equipment, without creating panic or hinder the work of internal and external rescue teams;

- refrain from undertaking a rescue operation in the absence of authorisation or capacity, so as not to create an obstacle to rescue. The Exhibitor assumes all liability, relieving Promoberg s.r.l. of any damage occurring to its own workers and/or the workers of the companies contracted to do the set-up work, during the set-up and/or dismantling of its stand.

ELECTRICITY SUPPLY

Art. 26 - The Exhibitor's electrical systems must be carried out in a workmanlike manner in compliance with the regulations in force (Law 186/68, Ministerial Decree no. 37 of 22.01.08, CEI Standard 64- 8 and 64-8 sect. 711 s.m.e.) and shall in any case comply with all the provisions of law in force at the time of the work. By way of example, please note that electrical installations with extensions from the socket point provided by Promoberg are not permitted, the electrical installations must be calculated and designed by a competent technician; furthermore, the joints where designed must be contained in a closed box or made with specific sockets, in accordance with standards. **THE EXHIBITOR MUST PROVIDE THE ORGANISER WITH A COPY OF THE DECLARATION OF CONFORMITY OF THE INSTALLATION WITH THE APPLICABLE REGULATIONS PURSUANT TO D.M. 37/08 UPON COMPLETION AND IN ANY CASE BEFORE THE START OF THE EVENT. IN SYSTEMS WITH A POWER OUTPUT OF MORE THAN 6KW, A COPY OF THE ELECTRICAL PLAN SIGNED BY A QUALIFIED TECHNICIAN MUST ALSO BE PROVIDED.**

The Exhibitor is in any case solely responsible for their own electrical system and hereby releases the Organiser from any liability in this respect.

Art. 27 - The Exhibitor authorises the Organiser to have its electrical system checked by a trusted electrician and/or professional and undertakes to comply with the Organiser's instructions. The Exhibitor also undertakes not to make any changes after the inspection, releasing the Organiser from any liability.

SURVEILLANCE AND DAMAGE

Art. 28 - The Organiser assumes no responsibility for the safekeeping of the Exhibitors' products and set-up materials and declines all liability for the risks of theft and damage to goods. The Organiser invites Exhibitors to take out insurance against theft

Art. 29 - The Exhibitor shall guard, control and monitor the exhibition areas during the opening of the Exhibition and during the set-up and dismantling periods. The Exhibitor must also ensure that there are always personnel in his stand area who are able to meet visitors' requests.

Art. 30 - The Exhibitor shall be liable for all damage caused to property and/or third parties by its products, set-ups, electrical and water systems, constructions, advertising assemblies, means of transport, handling machinery, personnel and hired equipment.

SECURITY PROVISIONS

Art. 31 - The Exhibitor undertakes to carry out, under its own responsibility and at its own expense, all the works that may be needed to guarantee stand safety in accordance with the terms and procedures established by the Organiser. In any non-compliance with these provisions, the Exhibitor shall be immediately excluded from the Exhibition, without any reimbursement being due to it.

PROHIBITIONS

Art. 32 - Without prejudice to the other prohibitions provided for in these Terms and Conditions, the Exhibitor is strictly forbidden:

a) to park vehicles inside the exhibition centre outside the areas designated for this purpose;

a) to obstruct the walking surface, the area reserved for vehicle transit and access to emergency exits;

b) to introduce goods of any kind during public opening hours;

c) to deposit any kind of material outside their area;

d) to disseminate and distribute advertising material outside their exhibition space;

e) to dismantle stands and remove their exhibited goods before the end of the Exhibition;

f) to carry out work in their exhibition area during opening of the Exhibition to the public;

g) to set fires, introducing flammable material, explosives, liquid or compressed gas cylinders, detonating, noxious or foul-smelling products, or in any case likely to cause damage or nuisance to third parties;

h) to smoke inside the fair (Art. 51 L. 3/2003)

MOVING MACHINERY - OPERATION

Art. 33 - Machinery exhibited and machinery used for setting up the stands may only be operated during the established hours and subject to the Organiser's written authorisation. Authorisation is granted at the sole discretion of the organiser and does not entail the assumption of any liability on the part of the organiser. When operating machinery, the Exhibitor shall scrupulously comply with the regulations dictated by the Organiser, and the machinery decree and Legislative Decree 81/08 and all other relevant laws and regulations. In particular, the Exhibitor shall take out accident and liability insurance and implement all measures and devices to prevent fires and accidents, mitigate noise, eliminate unpleasant odours and avoid the emission of gases and liquids. In any case, the machinery must not emit fumes or other exhaust gases, constitute a danger to visitors and other Exhibitors, either during the exhibition or during installation and dismantling, have moving parts in sight or cause nuisance.

It is absolutely forbidden to: leave machinery or vehicles containing fuel or inflammable liquids on display; recharge batteries in the halls; leave batteries with the terminals attached while in the halls; leave machinery and vehicles switched on in the absence of personnel on the stand. Reserving the right to interrupt the use of machinery at any time if it causes a disturbance, causes technical problems or even if it creates a risk of danger to property and/or people.

The Exhibitor exonerates the Organiser from any liability for damage caused by them as a result of the use of the machinery and undertakes to hold the Organiser totally harmless from all claims for damages caused to persons and/or property.

OUTDOOR AREA: The assembly and disassembly of equipment and complex machines shall take place in the area specifically allocated to each Exhibitor, suitably fenced off for the occasion. During these operations, Exhibitors shall take care that no dangerous situation occurs for themselves or third parties. DURING THE EVENT OPENING IT IS ABSOLUTELY FORBIDDEN TO MOVE MACHINERY.

FIERA BERGAMO IS LOCATED IN AN AIRPORT AREA, SUBJECT TO CONSTRAINTS AND LIMITS FOR DEVELOPMENTS IN HEIGHT BEYOND THE HALL GAUGE.

DISMANTLING FITTINGS AND GOODS OUT

Art. 34 - The dismantling of stands and installations and removal of exhibited materials shall take place according to the following schedule: Friday 14 February from 4 p.m. (end of the Exhibition) to 7 p.m. (for small goods), Saturday 15 until Monday 17 from 8 a.m. to 7 p.m., unless otherwise arranged. On the day of the end of the event, i.e. Friday 14 February, the Exhibitor must man its stand until 7pm.

The Organiser reserves the right to proceed with the collection and storage of anything not collected by the Exhibitors within the prescribed deadlines, assuming no safekeeping obligation and at the expense and risk of the defaulting Exhibitor. Two months after the last day of dismantling, unclaimed items may be sold, and the proceeds, net of any expenses incurred by the Organiser, credited to the Exhibitor.

The Exhibitor grants The Organiser the right to retain the exhibited goods until the amounts due have been paid in full. The Organiser reserves the right to collect and store anything not collected by the Exhibitor within the prescribed deadlines, assuming no obligation of safekeeping and at the expense and risk of the defaulting Exhibitor. Two months after the last day of dismantling, unclaimed items may be sold, and the proceeds, net of any expenses incurred by the Organiser, credited to the Exhibitor. For materials subject to retention and for those not collected by Exhibitors, the Organiser assumes no obligation of custody.

PAYMENT AND GUARANTEE

Art. 35 - Exhibitors shall pay the balance of the fee indicated at the end of the Contract, and the sums due for any ancillary services confirmed after the signing of the Contract, no later than **12 January 2025**. In the event of late payment, interest on arrears is due at the rate provided for in Article 5 of Legislative Decree no. 231/02. Payments may be made by bank transfer (references for the transfer are given at the end of the Participation Agreement). Exhibitors who have not paid the balance due will not be allowed to set up their stands. The organisation will not allow insolvent Exhibitors access to the perimeter of the Exhibition Grounds.

REFUND

Art. 36 - Only in the event of non-execution of the Exhibition due to wilful misconduct on the part of the Organisers shall Exhibitors be entitled to reimbursement of the entire participation fee paid, but no claim for damages for any reason or motive may be made by the Exhibitor, its assignors and/or assignees and/or third parties.

No liability, reimbursement and/or indemnity shall be provided in the event of non-execution of the Exhibition due to culpable acts, even if attributable to the Organiser, or for any other reason dependent on third parties or force majeure.

If the event, after opening, is suspended or interrupted due to unforeseen or unforeseeable events of any kind or nature, the Exhibitor or its successors and/or those entitled shall have no claim or right to compensation for damages or reimbursement of expenses incurred in connection with participation in the Exhibition or the setting up of spaces, the transport of materials and/or for any other reason or cause.

WITHDRAWAL

Art. 37 - The Organiser may withdraw from this agreement at any time before the start of the Event. In this case, the Organiser shall pay the Exhibitor all sums paid for participation in the Exhibition, while no compensation or indemnity shall be due.

Exhibitors wishing to renounce to the space already allocated to them for unforeseen reasons must notify the Organiser in writing by registered letter with acknowledgement of receipt or certified email (PEC) at least by 15 September 2024 (the letter must be sent to Promoberg, via Lunga s.n. 24125 Bergamo, Italy - amministrazione@pec.promoberg.it). In that case, the Organiser shall be entitled to retain the amount due by way of advance payment from the Exhibitor as compensation for exercising the right of withdrawal. **If the deposit should not be paid, the Exhibitor shall pay the sum corresponding to 30% of the total amount agreed in the Participation Contract, as compensation for exercising the right of withdrawal.**

If the withdrawal request arrives after this deadline, the Exhibitor is still obliged to pay the total amount agreed in the Participation Contract, including the costs for additional services already started in his stand space, as compensation for exercising the right of withdrawal.

In the event of revocation, abandonment, withdrawal, exclusion by the Exhibitor (Articles 20, 21, 31, 37 and 39), the Organiser may freely decide to do as it sees fit with the allocated exhibition space without any limit in demanding the fee due in the participation contract and the fee for additional services already started.

SOLVE ET REPETE

Art. 38 - Pursuant to Art. 1462 of the Italian Civil Code, the Exhibitor may not raise any objection or dispute with the Organiser before having paid the full amount due for participation and incidental expenses.

EXCLUSION FROM THE EVENT

Art. 39 - In the event of a breach - even partial - of a rule contained in these Regulations, the Organisers reserve the right to immediately exclude the defaulting Exhibitor from the Exhibition. In this case, no reimbursement will be due to the Exhibitor.

The Organiser reserves the right not to admit Exhibitors with whom it has had disputes for any reason whatsoever to take part in future Events.

GENERAL PROVISIONS

Art. 40 - For the purposes of these regulations and complementary rules, the Organiser may only make valid commitments through its managers or persons expressly delegated in writing.

Art. 41 - Communications and complaints of any kind will only be considered if submitted in writing to the Organiser no later than the closing day of the Event.

Art. 42 - The Organiser reserves the right to establish all the instructions and regulations it deems appropriate to regulate the Event and its services in the best possible way, even in derogation of these Conditions. These additional instructions and regulations have the same validity as the Terms and Conditions and thus the same mandatory character.

Art. 43 - For any dispute that may arise from the execution of this contract, the parties declare that they will apply Italian law. The parties agree that all disputes arising out of or in connection with this contract shall be finally settled under Italian law by the Court of Bergamo.

**INFORMATION ON THE PROCESSING OF "PERSONAL" DATA IN RELATIONS WITH EXHIBITORS PURSUANT TO EU REGULATION 2016/679
(General Data Protection Regulation "GDPR")**

Art. 44 By signing these Regulations, the Exhibitor declares that he/she has taken note of the privacy policy published at https://file.bergamofiera.it/PromoBerg/Privacy/INFORMATIVA_ESPOSITORI.pdf

LEGISLATIVE DECREE 231/2001 - CODE OF ETHICS - ORGANISATION, MANAGEMENT AND CONTROL MODEL

Art. 45 The Exhibitor declares that it is aware of the provisions of Legislative Decree no. 231 of 8 June 2001 and undertakes to base its conduct on principles of transparency and fairness in its relations with Promoberg.
The Exhibitor acknowledges that Promoberg has adopted its own Code of Ethics and an Organisation, Management and Control Model in accordance with the principles and guidelines set out in the Decree (the "Model"). The purpose of adopting the Model is to prevent the commission of the offences to which the aforementioned Decree applies and to avoid application of the relevant sanctions.
The Exhibitor declares they have read the Code of Ethics and the General Part of the Model, available on the Promoberg website of Promoberg in the Transparency section of the Promoberg website: www.bergamofiera.it, and to undertake to comply, to the extent of its competence, with the provisions set forth in these documents and not to behave in such a way as to determine a violation thereof. In order to verify the Exhibitor's compliance with these documents - Promoberg may request detailed information from the latter.
The Exhibitor undertakes to communicate in writing [to the Supervisory Board of] Promoberg, at the e-mail address odv@promoberg.it, any violation of the Code of Ethics and the General Part of the Model of which it has become aware.
The breach by one of the exponents, employees, collaborators, suppliers and/or consultants of the Exhibitor of the Code of Ethics and/or of the General Part of the Model, even in conspiracy with exponents, employees, collaborators, suppliers and/or consultants of Promoberg, will give Promoberg the right to request, by simple written communication, the termination of this contract pursuant to and for the purposes of art. 1456 of the Italian Civil Code.
In any termination of this Agreement pursuant to this Article, the right of Promoberg to claim compensation for any damages suffered shall remain unaffected.

For approval of the aforementioned General Regulations and having read the privacy policy The Exhibitor
The Legal Representative

STAMP AND SIGNATURE _____

I hereby confirm that I have received and agree to abide by the above Terms and Conditions The Exhibitor
The Legal Representative

STAMP AND SIGNATURE _____

Pursuant to and for the purposes of Arts. 1341 and 1342 of the Italian Civil Code, the clauses contained in these General Regulations in articles numbered 1341 and 1342 of the Civil Code are specifically approved in writing: 3 (Organisation of the Exhibition), 6 (Admission), 8 (Represented Companies), 10 (Official Catalogue), 11 (Cleaning of Common Areas), 15 (Advertising), 16 (Distinctive Marks), 17 (Photo and Video Reproduction Right in Favour of the Organiser), 18 (Assignment and Subletting), 20 (Neglect), 21 (Stand Set-up Times - Abandonment), 22 (Stand Set-up), 23 (Penalty Clause), 24 (Stand Set-up Materials) 25 (Safety in the Workplace), 26 (Electrical Installations), 28 (Surveillance), 30 (Liability), 31 (Safety Provisions - Removal), 33 (Moving Machinery), 34 (Stand Dismantling), 35 (Payment and Warranty), 36 (Refund), 37 (Withdrawal), 38 (Solve et Repete), 39 (Exclusion from the Exhibition), 41 (Complaints), 42 (New Rules), 43 (Competence of the Judicial Authority), 45 (Legislative Decree 231/01-Termination).

STAMP AND SIGNATURE _____

THE EXHIBITOR IS REQUIRED TO PROVIDE AN UP-TO-DATE DOCUMENT CERTIFYING THE COMPANY REGISTRATION IN THE LOCAL BUSINESS REGISTER / CHAMBER OF COMMERCE PERUSAL LOCAL COMPANY/TRADE REGISTER AND A COPY OF THE VALID DURC