

# Binding Application for Company Participation

## FOR INDUSTRY

Prague, April 15-17, 2009  
Prague Letňany Exhibition Centre

only for internal purposes

Registration no: \_\_\_\_\_ Date \_\_\_\_\_

**The Closing Date for Binding Applications is:  
1st deadline: October 31, 2008; 2nd deadline: February 10, 2009**

Commercial name of company \_\_\_\_\_ Country \_\_\_\_\_  
Address: Street \_\_\_\_\_ Town \_\_\_\_\_ Postal Code \_\_\_\_\_  
Telephone, incl. prefix \_\_\_\_\_ Fax \_\_\_\_\_  
Contact person \_\_\_\_\_ Telephone \_\_\_\_\_ Fax number \_\_\_\_\_  
Mobile Telephone \_\_\_\_\_ e-mail \_\_\_\_\_  
Director (incl. full title) \_\_\_\_\_  
DIČ \_\_\_\_\_ IČ \_\_\_\_\_ Bank connection \_\_\_\_\_

(DIČ - Tax Registration Number; IČ - Administrative Identification Number)

If the Exhibitor files their Application through an advertising - implementing agency, state that firm - all the correspondence and invoices will be sent to their address in the case of stating the DIČ and IČ data. This part can be used also if you want the materials (invoices if you state the DIČ and IČ data) to be sent at any address other than the one specified above.

Commercial name of company \_\_\_\_\_ Country \_\_\_\_\_  
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Telephone, incl. prefix \_\_\_\_\_ Fax \_\_\_\_\_  
Contact person \_\_\_\_\_ Telephone \_\_\_\_\_ Fax number \_\_\_\_\_  
Mobile Telephone \_\_\_\_\_ e-mail \_\_\_\_\_  
Director (incl. full title) \_\_\_\_\_  
DIČ \_\_\_\_\_ IČ \_\_\_\_\_ Bank connection \_\_\_\_\_

We order the exhibition area at the Trade Fair - please state the nomenclature number and field for location!

FOR INDUSTRY 2009

nomenclature number  field in words \_\_\_\_\_

Indoor exhibition area (the minimum area to lease being 3 sq. m)	sq. m	length x depth	Price in CZK/sq. m			Total price
			to 31. 10. 2008	to 10. 2. 2009	from 11. 2. 2009	
location in a row to 29 sq. m			CZK 2,000	CZK 2,500	CZK 2,800	
30-59 sq. m			CZK 1,900	CZK 2,400	CZK 2,700	
60-99 sq. m			CZK 1,800	CZK 2,300	CZK 2,600	
100-129 sq. m			CZK 1,700	CZK 2,200	CZK 2,500	
130-159 sq. m			CZK 1,600	CZK 2,100	CZK 2,400	
160-199 sq. m			CZK 1,500	CZK 2,000	CZK 2,300	
200 sq. m and more			CZK 1,400	CZK 1,900	CZK 2,200	
on the main corridor (from 60 sq. m.)		extra pay 20%	YES <input type="checkbox"/>	NO <input type="checkbox"/>		
corner		extra pay 30%	YES <input type="checkbox"/>	NO <input type="checkbox"/>		
U-shape (from 60 sq. m.)		extra pay 40%	YES <input type="checkbox"/>	NO <input type="checkbox"/>		
Island (from 80 sq. m.)		extra pay 50%	YES <input type="checkbox"/>	NO <input type="checkbox"/>		
Registration exhibitor fee						CZK 3,500
Co- exhibitor's registration fee						CZK 3,500 for each co-exhibitor
Obligatory insurance of exhibitors						CZK 800
<b>Total</b>						
Required height of stand above 3 m		YES <input type="checkbox"/>	NO <input type="checkbox"/>		height:	m
Load of stand over 1 000 kg/sq.m		YES <input type="checkbox"/>	NO <input type="checkbox"/>		load:	kg/sq. m
<b>Other demands for installation, operation and transport of exhibits - machinery:</b>						

The Exhibitors are obliged to ensure implementation of the rear wall of their exposition.

After the receiving of your Binding Application we will send you an advance invoice for the area leased and after its payment you will receive the raster of the Trade Fairs with the marking of the location of your area.

We hereby declare that we have made ourselves familiar and agree without reservations with ABF, a.s. Business Terms and Conditions for Participation of Exhibitors at the FOR INDUSTRY 2009 Trade Fair, which form an integral part of this Application. We undertake to settle all the advance payment invoices and the final invoice, including VAT, within their due terms.

\_\_\_\_\_  
place, date

\_\_\_\_\_  
stamp, signature

## Article 1. - Participation of Exhibitors at the Trade Fair and assignment of areas

The basic precondition for the participation at the Trade Fair is the delivery of the properly completed Binding Application to ABF, a.s. (hereinafter referred to as ABF only) by the closing date. After the receiving of the Binding Application, ABF will send to the Exhibitor a confirmation of its receipt and an advance invoice for the exhibition area ordered, registration fee and technical services. The settlement of the advance invoice is a condition precedent for the handover of the exhibition area. The final invoice, with the subtraction of advance payments, will only be sent after the end of the Trade Fair.

**ABF reserves the right to reduce the ordered area, to change its shape and location - the order of the participation is binding for the Exhibitor also in this case.**

The advance invoice for the ordered services will be sent before the beginning of the Trade Fair and its settlement will be a precondition for the beginning of the assembly of the exposition. The final invoice including VAT and deduction of advances will only be sent after the finishing of the Trade Fair.

If the confirmed area is not available to the Exhibitor for reasons caused by the Organiser of the Trade Fair, the Exhibitor is entitled to the reimbursement of the lease charge paid. The Organiser will not accept and will not indemnify any claims for damages which the Exhibitor could have incurred for this reason.

## Article 2. - Terms of payment

*All prices are stated without VAT.*

### 2.1 The basic price of the lease and the Registration Fee include:

- Rental for the area during the assembly, Trade Fair and dismantling
- Insertion into the Trade Fair Catalogue to the extent of data stated in the Order of Registration into the Catalogue (see page 2)
- Insertion into the orientation system of the Trade Fair
- Five Exhibitor's Cards for the firms with an ordered area up to 30 m<sup>2</sup>
- One Exhibitor's Card for every 10 m<sup>2</sup> commenced (including a part of this area) exceeding the area of 30 m<sup>2</sup>
- Assembly/Dismantling Cards for the Implementation Teams
- Cards for free vehicle entries into the area during the assembly and dismantling works (during the assembly and disassembly the parking time in the area is limited - the vehicle entry cards are provided against depositing a security)
- Trade Fair Catalogue, printed version

### 2.2 The basic price of the lease and the Registration Fee do not include:

- External walls of the stand, nor any other equipment of the stand, nor the walls of the neighbouring stands.

For each of the other firms which the Exhibitors will present in their expositions (by the presentation of exhibits, with an advertisement panel, company logo, commercial name, folders, video programmes, etc.) the Exhibitor is obliged to pay the Co-exhibitor's Registration Fee. The firm properly registered in this way will be presented in the Trade Fair Catalogue to the full extent as the Exhibitor. **In the case of any breach of this principle, the Exhibitor will be obliged to pay the Co-exhibitor's registration Fee in a double amount during the Trade Fair.**

- Other records about the firm - i.e. branch offices, divisions, business representations, etc.

### 2.3 Cancellation Conditions

50 % of the total amount invoiced, on the cancellation of the Binding Application in the term by November 30, 2008

100 % of the total amount invoiced, on the cancellation of the Binding Application in the term from December 1, 2008 to the beginning of the Trade Fair

### 2.4 The Registration Fees shall be forfeited in full amount, regardless of the term of the cancellation of the Binding Application.

### 2.5 All prices are stated without VAT.

## Article 3. - Exhibition area

### 3.1 ABF leases:

- indoor exhibition area without any equipment, with possible power supply, water pipeline, sewerage, telephone and cleaning facilities on the basis of the Application.

3.2 If the exhibiting firm itself does not provide for the stand or if it does not order its erection by ABF, it will have only the ordered exhibition area without borders at its disposal. The architectural concept in the exhibition halls counts on the implementation of the classical rectangular exhibition raster, within which the following exhibition areas will be available:

- row areas with a free front side
- corner areas with two open sides - along which the visitors walk
- U-shape (front) areas with three open sides - along which the visitors walk
- island areas where all of the four sides are free.

## Article 4. - Safety

The Exhibitors are not allowed to store or use in their expositions or in the territory of the Exhibition Centre any combustible and radioactive substances, exploding materials, acids, poisons and other health harming substances. The Exhibitors are obliged to observe the technical, fire and safety regulations which are in force. At the Exhibition Centre, ABF is not responsible towards the Exhibitors and their Co-exhibitors, or their assembly firms, for any losses, destruction or any damage concerning the exhibits, equipment and outfit of the stands, goods, packages, packing materials whatsoever, whether the loss, destruction or other damage occurred during the assembly, transportation or during the Trade Fair.

## Article 5. - Insurance

From 2006 onwards, the insurance of expositions during Trade Fairs is arranged for automatically within the framework of the services provided by ABF, a.s., **at a lump-sum advantageous price of CZK 800** (without VAT). The insurance will apply for all the time of Trade Fairs, including assembly and dismantling.

Information about the extent of the insurance policies agreed upon:

- Material damage insurance - in the widest possible extent, indemnification limit: CZK 5 million, deductible CZK 5,000
- Theft risk insurance (theft, robbery), indemnification limit: CZK 1 million, deductible CZK 5,000
- Simple theft insurance, indemnification limit: CZK 100,000, deductible CZK 5,000
- Third party liability insurance, indemnification limit: CZK 1 million, deductible CZK 1,000

Insurance terms and conditions relating to the types of insurance agreed upon:

- General Terms and Conditions for Property Insurance (VPPM 1/05)
- General Terms and Conditions for Damage Liability Insurance (VPP OD 1/05)
- Complementary Terms and Conditions for Insurance of Exhibitions and Damage Liability Insurance (DPPVY2 MP 1/05)

## Article 6. - Technical and fire regulations, energy usage regulations and directive for the use of temporary electrical installations

During the time of the Trade Fairs as well as during the assembly and dismantling works smoking and naked flame handling is prohibited in all of the indoor areas.

The Exhibitors are obliged to observe, during the assembly, in the entire course of the Trade Fairs and during the dismantling, generally binding law regulations of the Czech Republic, as well as technical standards for the above mentioned areas including work safety regulations and handling all technical equipment. Furthermore, the Exhibitors are obliged to observe appropriate fire regulations valid for individual exhibition areas and the instructions of the authorised members of the fire assistant service and of the ABF staff. Temporary electrical devices must be in accordance with the ČSN 341090 standard and must comply with all other electro-technical regulations in force. The electrical installation works can only be carried out by a firm duly authorised to do so, i.e. possessing the "Certificate of Competence according to the Law No. 174/1968 Coll., Art. 4(f) and Art 3(2) of the Czech Work Safety Authority (ČÚBP) and Czech Mining Authority (ČBÚ) Regulation No. 20/1979 Coll."

## Article 7. - Basic preconditions for the erection of the stand

The erection of the Stand is offered and carried out by ABF. The Exhibitors who will not make any use of this offer and who prefer to ensure the erections of their stands by themselves or through their agencies are obliged to submit the ground plan and front view of the stand with the marking of dominant heights, as well as with the marking of power, water and sewerage system lines, for approval to ABF, not later than March 20, 2009. The Exhibitors are obliged to maintain the raster of the exhibition area, i.e. they may not exceed the designated area with anything from the ground plan point of view and the same applies to the dominant heights which are shifted out (Important! - the roofs of outdoor stands generally exceed their ground plan).

The Exhibitors are obliged to leave the exhibition area after the dismantling in the same conditions in which it was before the beginning of the assembly. Any destruction, exceeding pollution etc., will have to be paid for by the Exhibitor according to the real cost of the removal of damage (pollution).

## Article 8 - Final provisions

All requirements and changes on the part of Exhibitors must be sent, subject to a previous Agreement with the organiser, to the Trade Fair Administration (ABF) in writing. All and any complaints on the part of Exhibitors towards ABF during the assembly and in the course of the Trade Fair shall be produced in writing to the Managing Director of the Trade Fair Administration (ABF) or to an authorised representative before the end of the exhibition, or during the dismantling works until they are completed.

Any other claims on the part of Exhibitors towards ABF can be applied for in writing within 2 weeks after the end of the Fairs. Any possible claims of the Exhibitors will cease to exist upon the expiration of 6 months after the end of the Fairs.

## Article 9. - Closing date for applications and orders

The Binding Application, the Binding Order of Technical Services, the Order of Registration of Other Firms - Co-exhibitors and the Order of Additional Records into the Catalogue shall be sent to the address: ABF, a.s. Veletržní správa (Trade Fair Administration), Václavské nám. 29, 111 21 Praha 1 **by the deadlines stipulated in the Application Documentation.** We recommend that all correspondence be sent by registered mail.