

## EXHIBITION 7 - 9 APRIL 2023

# REGULATIONS OF PARTICIPATION

These terms and conditions, together with the Participation Form as well as all binding documents between the two parties constitute the Agreement between the Organiser and the Exhibitor, regarding the stand and the representation of the Exhibitor in the Exhibition.

The provided booth will be used by the Company whose name will be written on the Participation Form, the specific Exhibition and its venue, which will also be written on the same form.

The relevant documents concerning this Report are an integral part of these Regulations.

### 1. IMPORTANT INFORMATION

- a. The important dates that the Exhibitor should be aware of are shown on a separate form named "DUE DATES".
- b. The Exhibition Days are the ones mentioned in the Participation Form.

### 2. PARTICIPATION FORM - REGULATIONS ACCEPTANCE

- a. The Participation Form is attached. It should be completed, stamped and signed and be returned to the OEB no later than the last designated day for submission.
- b. The Applicant, by signing and stamping the Participation Form, agrees that is informed and accepts without any hesitation all the relevant terms and conditions.
- c. The Exhibitors and their Representatives, the Agents, the Contractors and/ or their employees, are obliged to follow the current terms and conditions as well as any other guidelines issued occasionally from the Organiser of the Exhibition. Failure to comply with the regulations entitles the Organiser to immediately and without notice terminate the Exhibitor's participation and the use of the requested space without releasing the Exhibitor from any of his obligations towards the Organiser.
- d. Any application for participation made subject to terms or conditions shall be deemed void and of no effect.

### 3. PAYMENT

- a. Along with the participation form, the Exhibitor is required to pay 50% of the value of the requested space, which is non-refundable.
- b. The remaining 50% is payable by March 30th, 2023. Failure to pay the balance after the above date will lead to the immediate cancellation of the space reservation and will make the Exhibitor liable to pay the organiser the entire amount.

- c. The participation fee includes the connection and consumption cost of electricity up to 7 kW. The supply of three-phase electricity, connection and charges for telephone calls and charges for other connections and consumption, will not be included in the participation invoice. These will be invoiced separately and the Exhibitor will pay their price at the end of the Exhibition.
- d. For Bank Transfers, please state the Exhibitor's name clearly.

The OEB bank account number is:

**Bank of Cyprus**

**IBAN:** CY04 0020 0110 0000 0001 0588 8800

**SWIFT:** BCYPCY2N

### 4. EXHIBITORS & EXHIBITS

#### a. Exhibitors

The Exhibition is open to locals (Cypriots) and foreigners and the Exhibitor is either a legal or a physical person.

#### b. Exhibits

- i. The products/ services that will be represented at the Exhibition must comply and be related with the Exhibition's theme.
- ii. Goods/products cannot be removed from the Exhibition venues unless the Exhibitor pays all his debts to the Organiser and secures an exit permit.
- iii. Exhibits or booth partitions with a common border must have a good finish on both sides and not exceed 2.50 meters in height, unless otherwise agreed.

### 5. TECHNICAL SPECIFICATIONS

#### Construction

The construction of the stands is done under the responsibility and supervision of the Organiser. The booths with a basic structure (shell scheme package) have a height of 2.50m and are made of aluminium and 4mm thick melamine. A detailed description of the shell scheme package is presented in the Participation Form. In the event that the Exhibitor wishes to upgrade the construction of his stand as well as additional equipment, he may request special prices from the Organiser.

#### Electrical Installation

The Organiser is responsible for all the electrical installations in the exhibition area/ booths. Exhibitors that will construct their own booths should provide the Organiser with a detailed electrical plan, placing on the floor plan the exact connection point as well as the necessary load in kW. In this case, the Exhibitor will be charged for the amount of €70 for control and connection services.

## Cleaning

The Organiser of the Exhibition is in charge for the general cleaning of common areas as well as the floors of the stands.

## 6. INSURANCE

- a. The Organizer has taken preventive measures for the security of the Exhibition area by signing a contract with a specialized security company on a 24-hour basis. However, regardless of this, it bears no responsibility for any loss or damage caused to the property of the Exhibitors from any cause. Exhibitors should be covered by their own insurance policies against any risk.
- b. The Exhibitor is solely responsible for any damage to its exhibits and any other property by fire, theft, deterioration, loss or damage due to water leakage or damage due to any fire-fighting actions.
- c. The Exhibitor is responsible for any accidents or incidents involving employees, technicians, visitors to his stand or neighbouring stands that may occur due to the operation of machines or any other reason related to his participation. At the same time, he is responsible for any damage or accident caused due to his participation for which he or any person receiving instructions or orders from him is responsible and which affects the assets, furniture and buildings belonging to the Expo Cyprus and/or any third party.
- d. Exhibitors must obtain insurance coverage:
  - Against a third party to cover accidents for which they or their staff will be responsible.
  - Against all risks (all risks) that will cover the exhibits, assets and stands whether they belong to them or to third parties.
  - Motor vehicle insurance to cover third party liability for the use of any motor vehicle within the Cyprus Expo area for any purpose.
  - The validity of the insurance cover will start from the day of the first entry of the Exhibitor or his employees or contractors into the exhibition area until their departure.

## 7. ADVERTISEMENT - PROMOTION

- a. Exhibitors may advertise and promote their exhibits or their commercial activities or services only in their own stand and in specially designated and leased spaces which are specified in the "Exhibitors Catalogue" form. Exhibitors may offer small promotional items and product samples that have no commercial value to the public.
- b. **The below activities are forbidden:**
  - i. Distribution of brochures and samples outside the booth/stand area without the approval of the Organiser.
  - ii. Any advertisement that may cause nuisance or annoyance to other Exhibitors or the public in general (harmful, noisy media and unhealthy or smelly products) or that may cause damage to the premises and buildings.

- iii. Placing posters on the outer walls of the booth/stand.
- iv. Placement of objects that protrude beyond exterior walls and booths.
- v. Demonstrations using audio-visual media must be held in such a position and their sound must be adjusted so as not to cause disturbance. Otherwise, the Organizer maintains the right to stop the demonstration or disconnect the devices.

## 8. EXHIBITION CATALOGUE

- a. The Organiser is responsible for the edit and the preparation of the Exhibition Catalogue. The input of names of exhibitors and exhibits is free of charge.
- b. Fees for listing ads will be announced later.

## 9. GENERAL

- a. The transfer, sublease or concession with any way, even if free, of the whole or part of the provided space, is strictly prohibited.
- b. The Exhibitor may not erect or decorate his stand in such a way as to cause obstructions in the corridors, prevent free access to security doors, etc.
- c. The Organiser bears no responsibility for damages due to an interruption in the supply of electricity, water and telephone connections.
- d. The entry of vehicles into the exhibition area is only allowed for the transport of objects related to the Exhibition.
- e. The Organizer of the Exhibition has the right to postpone for any reason, change or modify the days and hours of operation of the Exhibition, to this end it will not bear any responsibility for any possible damage or loss that the Exhibitors may suffer. 30 days are given as a notice period to the Exhibitor.

### ORGANISER



### COLLABORATORS



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Authority  
of Cyprus



MINISTRY OF AGRICULTURE  
RURAL DEVELOPMENT  
AND THE ENVIRONMENT



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