

TERMS AND CONDITIONS FOR PARTICIPATION IN THE GREEN AREA SHOW 2020
for participants applying online

1. APPLICATION FORM

- 1.1 MTP Poznań Expo accepts applications for participation in the fair made electronically (online) via the "Exhibitor Zone" portal. The procedure for application for participation in the fair, along with ordering exhibition space and submitting co-exhibitor applications are described in the Regulations for Fair Participants and the Regulations of the "Exhibitor Zone" portal.
- 1.2 MTP Poznań Expo accepts applications for participation in the fair subject to payment of a deposit for the provision of exhibition space referred to in paragraph 2, as well as payment of the exhibitor application fee referred to in paragraph 3.
- 1.3 MTP Poznań Expo accepts applications for co-exhibitors subject to payment of the application fee referred to in paragraph 4.
- 1.4 The deposit for the provision of exhibition space, as well as the exhibitor and co-exhibitor application fees must be paid by the entity applying for participation.

2. EXHIBITION SPACE, TERMS OF PAYMENT

- 2.1 Exhibition space prices related to the participation in the fair, located in the hall and/or in the open air, include:
 - preparation of exhibition space for the exhibitor (stand demarcation, preparation of infrastructure)
 - providing exhibitors with access to the exhibition space for the duration of the trade fair, installation and removal of the stands;
 - in the case of exhibition space with structures – in addition – installation and removal of the stand and the cost of standard construction and equipment designed by MTP Poznań Expo,
 - stand cleaning during the fair,
 - toilet service / cleaning,
 - the cost of water consumption,
 - and technical services provided by the Area Coordinator of MTP Poznań Expo and the prices of exhibition space in the hall – including the costs of:
 - heating / air conditioning, - general lighting of the hall.
- 2.2 When calculating the fee for the exhibition space, MTP Poznań Expo rounds the surface to a full m² according to mathematical principles.
- 2.3 **DEPOSIT FOR ACCESS TO EXHIBITION SPACE**
- 2.3.1 The entity applying for participation and ordering exhibition space is required to pay a deposit for the provision of exhibition space. Payment of the deposit is a prerequisite for acceptance by MTP Poznań Expo of the participation application.
- 2.3.2 Deposit rate:
 - 50% of the gross* value of the space ordered – for payments made until **31.07.2020**
 - 100% of the gross* value of the space ordered – for payments made after **31.07.2020**.
- 2.4 The payment of the deposit will not be invoiced. The deposit paid by the entity filing the application form and ordering space will be offset against the fee for the provision of exhibition space on the date of issuing the Confirmation of Application.
- 2.5 Along with the Confirmation of Application MTP Poznań Expo will issue an invoice confirming recognising the payment of the deposit against any amount due for the provision of exhibition space.
- 2.6 If the deposit paid is less than 100% of the gross* value of the space ordered, MTP Poznań Expo will issue a pro forma document indicating the remaining amount due to be paid within the time limit specified in that document. The payment will be invoiced by MTP Poznań Expo in accordance with applicable regulations.
- 2.7 Settlements with foreign contractors for the provision of exhibition space are carried out by MTP Poznań Expo according to the average EUR exchange rate announced by the NBP:
 - a) on the business day preceding the date of the invoice or pro forma document – where the fee for the provision of exhibition space due is credited in the bank account of MTP Poznań Expo prior to the application deadline;
 - b) on the last business day preceding the application deadline – where the fee for the provision of exhibition space due is credited in the bank account of MTP Poznań Expo on the day set as the application deadline or after that date.

3. EXHIBITOR APPLICATION FEE

- 3.1. The exhibitor application fee includes the handling costs related to the preparation by MTP Poznań Expo of the documentation concerning the conclusion of the contract of participation in trade fair and provision of exhibition space, and a package of services **to choose from: STANDARD or PREMIUM** package.
- 3.2. The amount of the application fee (to be declared during online application via the "Exhibitor Zone" portal):
 - a) STANDARD application fee for exhibitors – **PLN 1175 net****,
 - b) PREMIUM application fee for exhibitors – **PLN 1735 net****.
- 3.3. Services for exhibitors covered by the scope of the STANDARD and PREMIUM packages are specified in the description of the exhibitor application fee in the "Exhibitor Zone" portal.
- 3.4. The entity applying for participation is obliged to pay the exhibitor application fee in the full amount (100% of the gross* value), along with the application for participation and payment of the deposit referred to in paragraph 2.
- 3.5. The receipt of payment will be confirmed by MTP Poznań Expo through an invoice in accordance with applicable regulations.
- 3.6. Settlements with foreign contractors for the exhibitor application fee will be carried out by MTP Poznań Expo according to the average EUR exchange rate as stated in paragraph 2.7.
- 3.7. In case of the cancellation of the participation offer or withdrawal of an exhibitor from the participation agreement, the registration fee is non-refundable.

4. CO-EXHIBITOR APPLICATION FEE

- 4.1 The application fee for co-exhibitors includes a package of services **to choose from: STANDARD or PREMIUM** package.
- 4.2. The amount of the application fee for co-exhibitors (to be declared during online application via the "Exhibitor Zone" portal):
 - STANDARD application fee for co-exhibitors – **PLN 605 net****,
 - PREMIUM application fee for co-exhibitors – **PLN 1200 net****.
- 4.3. Services for exhibitors covered by the scope of the STANDARD or PREMIUM packages are specified in the description of the co-exhibitor application fee in the "Exhibitor Zone" portal.
- 4.4. The payment of the co-exhibitor application fee will be invoiced by MTP Poznań Expo in accordance with applicable regulations. Payment should be made by the date indicated on the invoice.
- 4.5. The co-exhibitor application fee made by a foreign contractor will be invoiced at the average EUR exchange rate announced by the NBP on the last workday preceding the fair.

5. ORDERS AND TERMS OF PAYMENT FOR OTHER FAIR SERVICES

- 5.1 MTP Poznań Expo accepts orders for fair-related services made electronically (online) via the "Exhibitor Zone" portal. The procedure for ordering services is described in the Regulations for Fair Participants and the Regulations of the "Exhibitor Zone" portal.
- 5.2 Payment terms for the **stand construction and furnishing service** are established in a separate agreement.
- 5.3 Amounts due for ordering **other trade fair services** (advertisement in the catalogue, advertising structures, additional invitations and exhibitor cards, electricity and water supply, rental of furniture and other equipment, personnel, etc.) will be invoiced by MTP Poznań Expo in accordance with applicable regulations. Any amounts due should be paid by the date indicated on the invoice.
- 5.4 Settlements with foreign contractors for fair services ordered will be carried out by MTP Poznań Expo according to the average EUR exchange rate as stated in paragraph 4.5.

6. FEE FOR THE USE OF POWER NETWORK

- 6.1 Exhibitors ordering electrical connections are required to pay for consumption of electricity supplied by MTP Poznań Expo, the amount of which depends on the power supplied:

Connection power	Net price** [in PLN]
3 kW (1x16A)	142
9 kW (3x16A)	358
14 kW (3x25A)	555
18 kW (3x32A)	714
36 kW (3x63A)	1429
50 kW (3x80A)	1984
70 kW (3x125A)	2857
2.3 kW (1x10A) 24 h	113
9 kW (3x16A) 24 h	438

- 6.2 The payment of the use of the power network will be invoiced by MTP Poznań Expo in accordance with applicable regulations. Any amounts due should be paid by the date indicated on the invoice.
- 6.3. Settlements with foreign contractors for the use of the power network will be carried out by MTP Poznań Expo according to the average EUR exchange rate as stated in paragraph 4.5.

7. BANK CHARGES

- 8.1 All payments for participation in the fair (fee for the provision of exhibition space, exhibitor application fee, co-exhibitor application fee) and other trade fair services should be paid with no bank charges on the part of MTP Poznań Expo.
- 8.2. All payments in respect of participation in the fair should be made into the bank account of MTP Poznań Expo: Międzynarodowe Targi Poznańskie Sp. z o.o., ul. Głogowska 14, 60-734 Poznań, Powszechna Kasa Oszczędności Bank Polski S.A. in Warsaw / Poznań Branch, account number: 38 102040270000110204242962

8. IP DISPUTE RESOLUTION DURING TRADE SHOW

- 9.1 It is possible to refer a dispute concerning intellectual property of exhibited products to an assigned expert during a trade show. The list of assigned experts is being held by Międzynarodowe Targi Poznańskie. All disputes will be resolved pursuant to the rules and regulations of accelerated dispute procedure (pps) for the participants of trade shows organized by Międzynarodowe Targi Poznańskie sp. z o.o.

* the gross amount (price) includes value-added tax (VAT) in accordance with applicable regulations
**the net amount (price) excludes value added tax (VAT).

The "Regulations for Fair Participants" and the Regulations of the "Exhibitor Zone" portal are available on the website www.gashow.pl