

TERMS AND CONDITIONS

3rd Eastern Fair, January 24 - 25, 2019

G2A Arena Exhibition and Congress Center of the Podkarpackie Voivodeship in Jasionka

I General provisions

1. These regulations shall apply to all participants of the 3rd Eastern Trade Fair, hereinafter referred to as the Fair.
2. The Organizer of the Fair is the **Foundation Institute for Eastern Studies** with its registered office in Warsaw, ul. Solec 85, 00-382 Warszawa, NIP 521-10-01-909, entered in the Register of Associations, Inventory of Social Organizations, Professional Organizations, Foundations and Public Health Care Centers, kept by the District Court for the capital city of Warsaw, XII Commercial Department, National Court Register No. 0000010303.

II. Date and place of the Fair

1. The Fair takes place as part of the 12th Europe - Ukraine Forum, January 24 - 25, 2019, in G2A Arena Exhibition and Congress Center of the Podkarpackie Voivodeship in Jasionka
2. Opening hours of the fair for visitors:
 - January 24, 2019, between 11.00 and 19.00
 - January 25, 2019, between 9.00 and 19.00

III Application and terms of participation in the Fair

1. Application is made in writing by **filling out an application card and a registration form**. Application cards will be emailed to all interested. A registration form is available at www.forum-ekonomiczne.pl. Registration is confirmed upon completing the second stage of registration. By registering, exhibitors accept the Regulations which are available at www.forum-ekonomiczne.pl.
2. Exhibitors are obligated to submit application by **10 January 2019**. However, on a case-by-case basis, the Organizer may accept applications made at a later date.
3. The Organizer reserves the right to refuse an application without giving the reason.

IV Exhibition space

1. Exhibition space is ordered in the application form.
2. The location of the exhibition space is determined by the Organizer. The Organizer assigns the exhibition space taking into account the Exhibitor's wish and technical and organizational conditions. The final assignment of the exhibition stand depends on the Organizer. The Organizer reserves the right to change the location of the exhibition space.
3. The Organizer provides the exhibition space free of charge.
4. Exhibitors incur costs related to construction and fitting the exhibition space. Detailed pricing of additional equipment is specified in the application form. All settlements in this regard are made directly between exhibitors and "MTR International Rzeszów Fair" without the Organizer's agency.

V Assembly and disassembly

1. Assembly and disassembly of the stand may take place only within the timeframes that will be indicated by the Organiser minimum 10 days before the start of the Forum.
2. Dismantling or disassembling of any elements of the stand before the end of the Forum is strictly prohibited (the end of the Forum is understood as the end of the evening banquet on 25 January 2019). In case of breaking the above prohibition, the exhibitor will be charged by the Organiser with a penalty fee of PLN 1000 net.
3. In case of failure to disassemble the stand during the assigned period, the Exhibitor will be charged, by the Organiser, a disassembly fee of 300 PLN net for every started hour of work of a disassembly crew. In addition, the Exhibitor agrees to cover any costs of shipping his/her own advertising materials/components of the exhibition to the Exhibitor's headquarters.
4. The entrance of any vehicles with the assembly/disassembly crews and parking in the conference centre is permitted only for the possessors of Car Passes issued by the Organiser.

VI Exhibiton area- terms of use

1. The Exhibitor has the right to promote his or her stand within its frame and according to his or her will. The Exhibitor's publicity must not contain legal flaws, must not infringe or violate third party rights including copyright and personal rights. The Exhibitor should ensure that the promotion materials must be without prejudice to rules of good conduct.
 2. The Sponsors and media partners of the 12th Europe-Ukraine Forum, who have rights to conduct marketing activities in accordance with an individual agreement, are exempted from the ban on advertising the stand outside its frame.
 3. The Exhibitor is fully responsible for his or her stand. The Exhibitor should ensure that there are no health or life-threatening objects within the area for visitors. The Exhibitor should take care of the aesthetic appearance of the stand and order in its surroundings.
 4. In the case of the usage of proper construction, the Exhibitor must ensure that the materials used for the stand and decoration elements are non-flammable or protected with fire retardants to the degree of fire resistance.
 5. In justified cases, the Organiser may order the removal of dangerous objects from the stand.
 6. The Organiser does not bear responsibility for damages in the Exhibitors properties caused by third parties or by the Exhibitor. During the assembly and disassembly of the stand, as well as during the Forum, the Exhibitor is committed to secure, at his own cost and risk, all exhibits, equipment, devices and all other things brought to the stand against any damages or losses. The Organiser is not responsible for accidents and after effects of these accidents or for damages of the materials and devices on the stand before, after and during the Forum.
 7. The Exhibitor takes part in the Eastern Fair in his own name and is not authorised to sublease or give to a free use all or part of the stand.
 8. For the period of exclusion of the Fair area for visitors, each Exhibitor is obliged to secure his exhibition area on his own. The Organiser is not liable for theft or any possible damages.
 9. After leaving the stand, the Exhibitor undertakes to leave his or her exhibition area clean.
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VII Final provisions.

1. Should the circumstances arise, for which The Organiser is not at fault, The Organiser reserves the right to cancellation, partial closure or shortening of the fair's time-limit. In such a case the Exhibitors shall not have any right to compensation.

2. The Exhibitor shall be responsible for every activity performed on the fair stand.

3. The Organiser reserves the right to the definitive interpretation of this Regulation or making changes in it.

4. For any matters not governed by this Regulation, the provisions set out in the Civil Code shall apply.

5. By completing and submitting the questionnaires, The Exhibitor commits him- or herself to follow this Regulation, as well as to respect the provisions of order and any other arrangements made between the Organiser and the Exhibitor.

6. Integral part of Terms and conditions are its attachments:

a/ Terms and conditions for a stand

b/ Certificate of liability

c/ Terms and conditions of the competition “The prettiest stand of the 3rd Eastern Trade Fair” with the Letter of authority to collect the prize (the prize may be collected by a representative of the management body or a person authorized by him, upon presentation of the above-mentioned letter or authority)

7. The sending of the application form means that the signing party is aware and accepts the above Terms and conditions together with all of its Attachements which are an integral part of the Regulations of the 3rd Eastern Trade Fair.

Terms and conditions for a stand

Institute for Eastern Studies, organizer of the XXIIth Forum Europe-Ukraine and 3rd Eastern Fair does not have any responsibility for accidents to people or damage to exhibits, appliances, equipment and goods owned by EXHIBITOR, on the surface of display/booth before, after and during the event.

Institute for Eastern Studies, organizer of the Forum Europe-Ukraine and Eastern Fair does not have any responsibility to the damage of exhibits, equipment, appliances and goods owned EXHIBITORS caused by theft; for damage caused intentionally or caused by gross negligence or recklessness of EXHIBITORS; for damages caused by force majeure as fire, lightning, hurricane, flood, hail. This also applies to the period after the event, when the exhibits, items of equipment, appliances and other goods owned by EXHIBITOR, remain in the showroom.

Partner

.....

(signature)

.....

(company stamp)

CERTIFICATE OF LIABILITY

As an Exhibitor of 3rd Eastern Fair we are organizing an exhibition stall at the Exhibition& Congress Centre in the framework of the XXII Forum Europe-Ukraine.

We hereby inform that as an Exhibitor we are responsible for damages caused to third parties arising in connection with the assembly, disassembly or improper functioning of our system during the Fair. We bear the cost of installation, operation, security and dismantling.

We and companies acting by our behalf agree to bear all the responsibility for all the destruction and loss of property or any damage caused to the Contractor or any third parties in connection with the organization of our installations during the Fair.

Partner

.....

(signature)

.....

(company stamp)

Terms and conditions of the competition

“The prettiest stand of the 3rd Eastern Trade Fair”

§ 1. Organizer

The contest “The prettiest stand of the 3rd Eastern Trade Fair” is organized by Foundation Institute for Eastern Studies, seated in Warsaw 00-382, Solec 85 str. NIP 521-10-01-909, registered in Krajowy Rejestr Sądowniczy, led by Sąd Rejonowy appropriate for the capital city Warsaw no. 0000010303 hereinafter referred to as “the Organizer”

§ 2. The aim of the competition

The aim of the competition is to select the best aesthetically and functionally arranged exposition, presented at the 3rd Eastern Trade Fair. The subject of assessment is the manner of an offer presentation, not an offer itself.

§ 3. Jury of the Competition and method of selecting the winners

The assessment of expositions will be performed by Jury appointed by Organizers. Jury will acquaint with all expositions presented at the Fair. In the assessment of expositions Jury will take into account aesthetic qualities, originality and functionality of solution proposed and with the compliance with the Competition’s regulations. Final selection of awarded exposition will be proceeded through the vote.

§ 4. Competitions prizes

Jury will award the main prize and two special distinctions to exhibitors, that have prepared the most interesting adaptation of the fair exposition. The main prize allows the winner to set up the stall (maximum dimensions 3x2 m) on the XXIX Economic Forum in Krynica. The awarded exhibitors would be granted with diplomas. The Organizer reserves the right to distribute awards and prize pool different way than shown above.

Presence of the representative of the winner at the Gala of Ukraine – Europa Forum makes the necessary condition of receiving the prize and award. The prize is to be collected by the representative of the management body or person authorized, upon presentation of a document of personal authorisation (annex no 1 of the regulation)

§ 5. Competitions Timetable

The first day of the Fair (24.01.2019) Jury shall select and rate the exhibitions. The announcement of the result of the competition and the award ceremony will be held on the second day of the fairs, 25.01.2019, on the stage during the Gala.

§ 6. Other conditions

Companies awarded with the main prize and the awards of the Competition, grant unconditional approval of unlimited and unpaid publishing of the exhibition’s photographs in promotion, information and press materials (both printed and electronic form) distributed by the Organizer, also on Organizer’s website.

The Organizer reserves the right to a final interpretation and changes of the competition regulations.

LETTER OF AUTHORITY

to collect the prize

This is to certify that I (signed below) acting as a representative of the administrative body, authorised to represent in accordance with the Legal Register of Companies:

.....
(name of the represented body)

authorise Ms/Mr

registered as the Exhibitor, to collect the prize in **'The prettiest stand of the 3rd Eastern Trade Fair'** competition, organised during the XII Europe-Ukraine Forum and the Poland-Slovakia Forum throughout the 24th and 25th January 2019.

Date and time:

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Signature:

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