

## 1. THE EXHIBITION ORGANIZER

ExpoNAT JSC, called further as the Organizer.

## 2. NATEXPO-2011 OPERATING SCHEDULE

Official opening ceremony of the Exhibition takes place on: November, 23<sup>rd</sup>, 2011 at 12.00

November 23	10.00 - 18.00
November 24	10.00 - 18.00
November 25	10.00 - 18.00

## 3. EXHIBITION SPACE RENTAL RATES

The exhibition space rental rates will be charged in Euros, V.A.T. included.

**3.1** Registration Fee (385 €) includes information and official logo of your company in the Exhibition Catalogue. The Exhibitor can order two pages in the catalogue for supplying his full-color advertisement. In this case, the Registration Fee is 500 EUR. Layout of AD is at Organizer discretion.

**3.1.1** The cost of the Registration Fee includes badges and invitations (pg. 7), as well as official Catalogues.

**3.2** The cost of 1 sq.m. (power connection and consumption of electricity up to 10 kW):

**3.2.1** If the contract is signed during NATEXPO 2010:

Free design space. Before November, 21 <sup>st</sup> , 2010	205 EUR
Shell scheme space. Before November, 21 <sup>st</sup> , 2010	250 EUR

**3.2.2** Regular prices:

Free design space (min 30 sq.m.):

Before March, 1 <sup>st</sup> , 2011	235 EUR
After March 1 <sup>st</sup> , 2011	260 EUR

Shell scheme space (min 9 sq.m.):

Before March, 1 <sup>st</sup> , 2011	270 EUR
After March 1 <sup>st</sup> , 2011	295 EUR

- In case of a double deck stand the cost of the 1sqm of the second layer is - 60 EUR.
- Rent of the outdoor exhibition space (min 3 sqm) – 80 EUR per sqm.
- Rent free design exhibition space for the OB truck (min 9 sqm) - 175 EUR.

## 3.3 Special conditions:

**from November 21<sup>st</sup> to February 28<sup>th</sup>, 2011:**

**3.3.1** In case a company-participant of NATEXPO 2010 is expanding its exhibit space on 10 sq.m. minimally, it receives the 10 % discount on all additional meters.

**3.3.2** In case a company-participant, except of expanding the exhibit space, is covering the invoice in 10 days in 100%, it receives a 5 % discount on all square meters of its exhibit space.

**from March 1<sup>st</sup> to June 30<sup>th</sup>, 2011**

**3.3.3.** In case if 100 % of the invoice is paid out in a lump sum before July, 1<sup>st</sup>, 2011, the Exhibitor receives 2% discount on total invoice amount. The invoice should be paid during 10 days after the date of issue.

**3.4.** IABM members receive 2,5 % discount.

**3.5** Discounts are not summarized.

## 4. BOOKING AND PAYMENT ORDER

**4.1** Please note that the Exhibition space remains provisional until 25% deposit has been received by the Organizer. If the payment has not been received by the due date, the allocated exhibition space will become void and may be made available to other Exhibitors.

**4.2** A 50% deposit must be made before July 1, 2011.

**4.3** The total contract amount should be covered by October, 1<sup>st</sup>, 2011.

In case if 100% of the payment for the exhibition space has not been received by October 1, the Organizer reserves the right to void the allocation and to offer this space to any exhibitor, who is

ready to pay for that space or who has made all payments by the due date and is willing to change its location. The Organizer reserves the right to offer to the Exhibitor space at different location of the exposition at the amount of the advance payment.

**4.4** Bank commission charges.

All bank commission charges are borne by the Payer's Company. In case of violation of this condition, all underpayments will be summed up and the Organizer will draw an additional invoice for all underpayments with the 100% fine from the invoice amount.

**4.4.1** The deadline for ordering additional services through official website is October, 31<sup>st</sup>, 2011. Wire transfer payments for the exhibit space as well as all additional services must be effected until November, 01<sup>st</sup>, 2011.

Attention! No services will be provided without payment!

No letters of warranty are accepted after November, 01<sup>st</sup>, 2011.

Debtor companies will not be allowed to the assembling.

After October, 31<sup>st</sup> all services can be order by agreement with Organizer.

**4.4.2** If the Order for the booth equipment, constructions, furniture, electric equipment, sanitary works, and artworks will be received after November 1<sup>st</sup>, 2011, the prices will be changed. The applications and orders changed by the Exhibitor after October, 31<sup>st</sup> 2011 are considered as new orders and will be charged according to the present term.

Companies with free design stand are not allowed to order shell scheme construction, furniture and electricity equipment (sockets, lights).

**4.5** Reduction of the exhibit space.

No financial losses will follow in case of reduction of the exhibit space before August, 15<sup>th</sup>, 2011. Companies, who decide to cut down the already booked space after August 15<sup>th</sup>, loose the advance payment already effected for the reduced area.

**4.6** Refusal from the exposition

In case of refusal before August 15<sup>th</sup>, 2011 – total amount is returned by the Organizer. From August, 15<sup>th</sup> to September, 15<sup>th</sup> 2011 the Organizer keeps 20% of the payments already made by the Exhibitor.

After September 15<sup>th</sup> 2011 total invoice amount is kept by the Organizer.

**4.7** The Organizer's website. [www.natexpo.ru](http://www.natexpo.ru)

All Order Forms, except for the Contract for Participation at NATEXPO, can be filled out and effected at the Organizer's official website and have legal force equal to the documents and payments, issued on paper bearers.

## 5. EXHIBIT SPACE

Exhibit space is rented to the Exhibitor in a ready-to-use conditions for the period of exhibition's assembling, exposition and dismantling periods, i.e. November 20 – 26, 2011 inclusive.

Exhibitor can use the leased areas only in accordance with the Exhibition profile.

Exhibitor cannot sub-lease the Exhibition space to any third party without The Organizer's written permission.

## 6. CO-EXHIBITOR

The Exhibitor has the right to give its booth at the partial disposal of its partner, whose activity complies with the Exhibition's subject as to the co-exhibitor.

In this case, co-exhibitor has to sign the application form (without choosing the amount of square meters), the Contract for Participation at NATEXPO 2011 and to pay the Registration Fee. The Exhibitor, who is giving its booth at the co-exhibitor's disposal, has to inform the Organizer about it in writing.

## 7. BADGES AND INVITATION TICKETS

According to the IABM's recommendations, badges and invitation tickets are given to the Exhibitor at the unlimited amount on a free basis, regardless of the booth size.

## 8. BUILD-UP, CONNECTIONS AND ADDITIONAL SERVICES

**8.1** Build up and design of the shell scheme booths and booths, made out of the standard exhibitory constructions are executed only by the General Contractor the Exhibition – LTD "PO Montazhnik".

**8.2** The Exhibitors are not allowed to dismantle or assemble the shell scheme booth constructions for applying any other changes without permission of the General Contractor.

**8.3** Shell scheme booths (in accordance with the sketch and the set of furniture) are inspected and accepted by the Exhibitor's representatives from the Organizer on November, 22<sup>nd</sup> 2011 from 8:00 to 22:00 only. No claims are accepted after this time.

The Exhibitor is fully responsible to return the booth, furniture and additional rental equipment in the same conditions it has been accepted. Otherwise the Exhibitor will be fined. The amount of penalty for the loss or damage will be up to 300% of the rental equipment cost.

**8.4** The Catalogue, the booth sign

The name of the company, shown on the booth (the booth sign in case of standard booth construction) can not be different to the company name, submitted to the Catalogue. The name in the booth sign can be extended at the additional cost, but it cannot contain names of any other companies with the exception of the co-exhibitor (pg. 6).

**8.5** Booth construction

Neither part of the booth including equipment, signboards, etc. should break the space limits from the floor to the ceiling stipulated by the Contract. The Organizer keeps the right to demand from the Exponent to put away such parts of the booth at Exhibitor's account.

Designs should ensure that neighbouring stands will not be boxed-in or blocked from view. The maximum length for outside walls is 3 metres, after which there must be a break of at least 2 metres.

**8.6** Booth expertise

The Exhibitors, which do not use the shell scheme booth construction, carried out by the company LTD "PO Montazhnik" have to undergo the expertise of the materials, equipment and power connections at the engineering service of the IEC JSC "SVK VVC" and "PO Montazhnik" at the IEC VVC prices. Independent construction of the booths of any types is allowed only after receiving permission of the Engineering Service of the IEC VVC.

To avoid of penal sanctions, please, apply for the expertise 45 days prior to the beginning of booth assembling works.

## 9. BOOTH ASSEMBLING WORKS AND EQUIPMENT DELIVERY ORDER

**9.1** Booth assembling and decoration works begins on November 22<sup>nd</sup> 2011 at 8.00.

The Exhibitor and his staff should register at the Organizing Committee of the Exhibition. The admittance to Exhibition pavilions without a Participant Badge is prohibited.

Move-in time schedule:

November, 20<sup>th</sup>, 21<sup>st</sup>, 22<sup>nd</sup>, 2011 – from 08.00 to 22.00.

Move-out time schedule:

November, 26<sup>th</sup> - 08.00 – 23.00.

Official closing of the Exhibition is on November, 25<sup>th</sup> at 18.00.

**9.2** Overtime usage of the exhibit space.

# The contract for participation at NATEXPO 2011 continued №/ID \_\_\_\_\_

Permission for the overtime usage of the exhibit space can be obtained from the Organizer. Prices for the overtime usage of the exhibit space during assembling and dismantling periods are published at the Organizer's website.

No overtime works can be executed until the Exhibitor's representative signs a proper order form at the NATEXPO office. After finishing all works the Exhibitor representative must write down actual overtime in their previously signed order form. If the Exhibitor's representatives do not submit an order form with the actual overtime work hours, the Exhibitor is committed to settle the invoice for the overtime work drawn by the Organizer.

### 9.3 Delivery/Removal of the equipment.

Exhibitor has to fill out the proper order form for the delivery/removal of the equipment.

Delivery or removal of equipment will be permitted only on the basis of the registered order form where model/serial number of exhibits will be listed. Delivery or removal of any other equipment will not be permitted.

According to the fire safety rules, exhibitors will not be permitted to store any packing material, containers or boxes in their stands during the show. Secure storage will be available at the exhibition center facilities at the additional cost.

### 10. COMMERCIAL ACTIVITIES

All business activities, including contracts' signing, sale of the exhibits and equipment are subject to present legislation of Russian Federation.

### 11. FREIGHT FORWARDING SERVICE

Customs-, On-Site-Handling- & Transport-Services

Please get in contact with our partner and nominated official sole On-Site-Exhibition Freight Forwarder for all questions regarding transport to and from fairground, on-site-handling and customs procedure: **Panalpina Welttransport (Deutschland) GmbH**  
**PAN-FAIRService® Hamburg**

Nagelsweg 37, D-20097 Hamburg / Germany

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Fax: +49 (0) 40 23771 - 1245  
Internet: [www.pfs.de](http://www.pfs.de)

If the Exhibitor is using the alternative carriers, they have to sign a contract with the Official carrier for customs clearance and shipping handling services in the exhibition center territory.

### 12. DAMAGE TO PROPERTY

Exhibitor is responsible for any damage caused to walls, floor, columns, shell scheme stand equipment or other Exhibitors' property. The Exhibitors should not use paints, varnishes, adhesive and other coatings for walls, floor, columns or shell scheme stand equipment.

### 13. RESPONSIBILITY AND INSURANCE

The Exhibitor takes the obligation to waive from any claims to the Organizer for:

-any damage or harm done to anybody of the staff, agents or visitors of the Exhibitor regardless of the reason for such damage or harm;

-any damage or losses to the exhibits or other values, belonging to the Exhibitor, his staff, agents or visitors, as well as for losses caused by fire, explosion and other risks through the Exponent's fault or negligence.

The Exhibitor takes the responsibility to follow all the rules and order drawn by the participation in the Exhibition, including security and fire-prevention measures, as well as all the illegal actions, stated by Russian legislation.

The Exhibitor takes the obligation to compensate to the Organizer all the losses and damages to exhibition and warehouse space, power and water supply and sanitary communications, as well as to the equipment of the Organizer, including potential damage, which can be caused through the fault of the Exhibitor.

The Organizer provides for the civil insurance of any damage to life and health and/or property and values of the third party including the Exhibitor and the visitors of the Exhibition at its own expense.

### 14. SECURITY

**14.1** Security guards are located at the visitors' entrance, transport gates and in the pavilions on a twenty-four-hour basis. A security service is aimed at providing public safety and anti terror actions. Security guards are responsible for the officially delivered to the exhibition centre equipment only at the night time from 22.00 to 08.00 during the move in time, from 22.00 to 9.00 on November, 22<sup>nd</sup> and from 19.00 to 9.00 during the exhibition time, and during move-out time from 19.00 to 8.00 on November, 25<sup>th</sup>.

**14.2** The Organizer is not responsible for the security of the exhibits at the booths and recommends that the Exhibitor's property should be insured. The Organizer provides private booth security. To assure availability, please order all your security services in advance, 14 days prior the move-in date.

**14.3** The Exhibitor shall remain responsible for the Exhibitor's property and belongings. In case of loss of your personal belongings no claims will be accepted.

### 15. SOUND LIMITS DEMANDS

For the period of the Exhibition, the sound level at the booth of the Exhibitor should not exceed 75 decibels.

The Exhibitors violating this demand will be fined for 500 EUR.

### 16. AUXILIARY SERVICES

**16.1** All deadlines in this document, as well as at the Organizer's website are final. If your order received after the deadline the service cannot be guaranteed.

**16.2** All Payments for the Additional services Must be made according to the term 4.4.2 of the present Contract.

### 17. JURISDICTION

The present document is a Contract and it is governed by the Russian Federation law.

### 18. LEGAL ADDRESS AND BANK DETAILS OF THE EXHIBITOR:

#### Organizer:

JSC "ExpoNAT"
Legal address: 71/5, Pyatnitskaya street, bld. 3, Moscow, 115054, Russia
Mailing address: 49 off., 15, Neglinnaya str., bld. 1, Moscow, 127051, Russia
Tel: +7 (495) 651- 0834, Fax: +7 (495) 651- 0835, WEB: www.natexpo.ru
<b>BENEFICIARY</b>
JSC "EXPONAT" 7705498677
<b>BENEFICIARY 'S ACCOUNT</b>
4070297800000000655
<b>BENEFICIARY'S BANK</b>
LEGION JSCB, Moscow, Russia
SWIFT CODE: LEGIRUMM
<b>INTERMEDIARY 0104450390</b>
VTB DEUTSCHLAND (GERMANY) AG, FRANKFURT, GERMANY
SWIFT: OWHBDEFF

**General Director ExpoNAT JSC**

**N.K. Piskunova** \_\_\_\_\_

**Date** \_\_\_\_\_

#### Company, which will be paying by the invoice:

<b>Name:</b>
<b>Address:</b> <input type="text"/>
<b>Name of the Bank:</b>
<b>Address of the Bank:</b> <input type="text"/>
<b>Code of the Bank:</b>
<b>SWIFT:</b>
<b>Account of the Company in this Bank:</b>
<b>Code IBAN</b>

**On behalf of the Exhibitor**

**Name** \_\_\_\_\_

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Stamp**

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Please complete the following in BLOCK CAPITAL LETTERS and Fax it to +7 (495) 651-0835  
**Name** (a brand you will be participating under)

<b>RUS</b>
<b>ENG</b>

In the alphabetical listing you want your company name to be placed under letter: **РУС (А-Я)**  **ENG (A-Z)**

<b>Contact person name:</b>	<b>Job title:</b>
<b>Address:</b>	
<b>Tel:</b>	<b>Fax:</b>
<b>E-mail:</b>	<b>WEB:</b>

Please mark the quantity of sqm in the square.

We hereby apply for the following allotment of Exhibition space for NATEXPO 2011:	Free design space (min 30 sqm)	Shell Scheme Space (min 9 sqm)	Outdoor space (min 3 sqm)	Free design space for OB truck (min 9 sqm)
<b>During NATEXPO 2010</b>	<input style="width: 30px; height: 20px;" type="text"/> €205 per sqm	<input style="width: 30px; height: 20px;" type="text"/> €250 per sqm	€80 per sqm	€175 sqm
<b>Early rate</b> (until March 1 <sup>st</sup> , 2011)	<input style="width: 30px; height: 20px;" type="text"/> €235 per sqm	<input style="width: 30px; height: 20px;" type="text"/> €270 per sqm	<input style="width: 30px; height: 20px;" type="text"/>	<input style="width: 30px; height: 20px;" type="text"/>
<b>Regular rate</b> (after March, 1 <sup>st</sup> , 2011)	<input style="width: 30px; height: 20px;" type="text"/> €260 per sqm	<input style="width: 30px; height: 20px;" type="text"/> €295 per sqm		

The booth location at the exhibition is discussed with the Organizer only after receipt of the 25% deposit of the total invoice amount.

**Choose your type of the Registration Fee:**

- Submitting you logo and the Exhibitor information to the Catalogue **385€:**
- Two pages in the Catalogue for submitting full-color advertisement and the Exhibitor information **500€:**

**Special conditions from November 21<sup>st</sup> to February 28<sup>th</sup>, 2011:**

- In case a company-participant of the NATEXPO 2010 is expanding its exhibit space on 10 sq.m.minimally, it receives the 10 % discount on all additional meters.
- In case a company-participant of the NATEXPO 2010, except of expanding the exhibit space, is covering the invoice in 10 days in 100%, it receives a 5 % discount on all square meters of its exhibit space.

**Special conditions from March 1<sup>st</sup> to June 30<sup>th</sup>, 2011:**

- In case 100 % of the invoice is covered in a lump sum before July, 1<sup>st</sup>, 2011 the Exhibitor receives 2% discount on total invoice amount. The invoice should be paid during 10 days after the date of issue.

**Payment terms:**

1. In case of signing of preliminary application the 25% deposit must be received by the Organizer before February 1<sup>st</sup>, 2011. If the payment has not been received by February, 1<sup>st</sup>, 2011, the prices will be changed according the standard rates and the allocated space will become void and made be available to other exhibitors.
2. 50% deposit must be received by the Organizer before July 1<sup>st</sup>, 2011.
3. 100% of the exhibition space rental charge must be paid before October 1<sup>st</sup>, 2011.

All NATEXPO 2011 documents contain prices with V.A.T. included! All bank commission charges are borne by the Payer's Company. There is no extra charge for type and location of the exhibition booth.

We have read and agree to the terms and conditions for NATEXPO 2011 which are printed in this document.

**General Director ExpoNAT JSC:**

N.K. Piskunova \_\_\_\_\_

Date \_\_\_\_\_

**Stamp**

**On behalf of the NATEXPO 2011 Exhibitor:**

Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Stamp**

## NATEXPO 2011 Important deadlines

Date	Description	
21.11.10	The expiration date for special prices for NATEXPO 2010 participants	
01.03.11	The expiration date for special conditions before March, 1 <sup>st</sup>	
01.03.11	Regular price for all companies	
01.07.11	Mandatory payment of the 50 % of the invoice for the exhibit space	
14.08.11	Last day for space reduction without losses	
14.09.11	Last day to cancel participation with 80% exhibit space cost refund	
01.10.11	100 % payment by the invoice for the exhibit space	
01.10.11	No information is accepted to the Official Catalogue	
30.10.11	Last day to pay via wire transfer for the exhibit space and services	
30.10.11	Last day for ordering of additional services through official website	
01.11.11	All additional services will be charged extra amount	
20.11.11	8:00 Assembling starts	
22.11.11	8:00 Equipment mounting starts.	
22.11.11	Acceptance inspection of the booths by the Exhibitors representatives	
23.11.11	12:00 Opening of the exhibition	
25.11.11	18:00 Closing of the exhibition, removal of the equipment	
26.11.11	8:00 – 22:00 Booths dismantling	