

GENERAL TERMS AND CONDITIONS FOR EXHIBITING

CONDITIONS OF PARTICIPATION AND PAYMENT TERMS:

- Upon receipt of the **signed and stamped** application, the Organizer will deliver the **invoice** to the Exhibitor everything in the report indicated. The exhibitor is obliged to make the payment of the invoice in full or 60% before the beginning of the event, and 40% after the event at latest until November 14th, 2016.
- For Serbian exhibitors: The Exhibitor is obligate that with signed application delivery to the Organizer registered its own blank bill (signed by an authorized person) as a valid instrument of payment. In addition to bills, the exhibitor is required to submit a copy of the valid signature specimen, a copy of the decision on entry into the Agency for Business Registers, OP form, a copy of the proof - a bank certificate of registration bills and promissory note authorization. In case of breaking the due date more than 7 days bill will be activated with the attribution of legal default interest.
- The Exhibitor which makes payment on the invoice and laid a valid blank promissory note receives from the Organizer a **certificate** without which it is not possible to participate in the fair.
- Upon completion of the exhibition, the Organizer will deliver the **final invoice** to the Exhibitor with reported all really used services and calculation of taxes in accordance with legal regulations.
- The Exhibitor is obliged that after the event and after receiving the final invoice, pays the full indicated amount of debt no later than November 14th, 2016.
- The Exhibitor is obliged to pay the legal default interest, if for any reason does not pay the amount within the period specified in the final invoice.
- The possibility of compensation is excluded as a method of payment services.
- The registration form for exhibiting is irrevocable and obligate for the exhibitor unless cancelled only in writing by October 1st, 2016. In case that cancels appearance after October 1st, 2016, the Exhibitor is obligate to pays the full amount of the last invoice, for the exhibition space which reservations was made under this agreement, exhibited at the registered premises or not, the Organizer reserves the right to the present space allocated to another exhibitor, or an exhibitor space that is not used, arrange by the concept of the event, at the expense of the exhibitor.
- If the Exhibitor cancel appearance after September 1st, 2016., the Exhibitor is obliged in a cancellation moment to pays 10% of the last invoice within 8 days from the submission of the applicant, on behalf of the obligations arising from the contract, payment of the reservation of exhibition space (project design, locating, postal charges, etc.) due to the cancellation of declared within a specified period.
- The minimum size of the exhibition space that can be leased is 12 m² of the space. The Organizer reserves the right to increase or decrease the exhibitor's space depending on possibilities for determine location.
- The Organizer will notify in writing the Exhibitor of the location of the allocated exhibition space and will submit the Space Plan.
- Without the approval of the Fair, the Exhibitor may not transfer the right to use the leased space to another user.
- All complaints for the exhibition space and technical services may be submitted only for the time of the event in writing (official letter).

INSURANCE

- The Exhibitor is obliged to insure the exhibits and other property with an insurance company from Serbia or abroad. The Organizer is not responsible for any possible damage or loss of exhibits or any other property. Liability for damage caused on the exhibition materials and on the other property of the Exhibitors fully bears the Exhibitor.

TICKETS

- Entry to the **Traffic Solutions Expo 2016** for the representatives of exhibitors and visitors is **free of charge and with an unlimited number of entries / exits** of the exhibition space during the working hours of the event.

OTHER TECHNICAL INFORMATION

- The exhibitor is obliged to provides the application of required measures of safety and healthcare at work in accordance with the law and other bylaws for all his employees, other persons engaged or for the company he engages for assembling stands or other activities.
- The exhibitor is obliged to empower the engaged employees for the above mentioned jobs for safe and healthy work, to provide equipment for work, i.e. material and equipment for personal safety at work to which safety and healthcare measures have been applied.
- Pursuant to the Law on Protection of the Population from Exposure to Tobacco Smoke in Facilities, it is forbidden to smoke in the halls of the Novi Sad Fair.
- The works on designing the exhibition space and transfer of goods to the Organizer may begin five (5) days before the opening of the event, but not later than **48 hours before the opening of the event**. The Organizer may allow the works begin earlier if the Exhibitor submits such request.
- The Exhibitor is obliged to complete the decoration of the exhibition space not later than 24 hours before the opening of the fair event and remove packaging and all other items that are not exhibited. If the exhibitor takes someone else's space, he'll bear all the expenses of the space.
- Exhibition goods cannot be amounted and changed before the closing of the event, and the Exhibitors are required to ensure the presence of their authorized representatives by the end of the event. During the preparation and fair event the Exhibitor is obliged to attend the opening and closing of the pavilion. The Organizer does not take responsibility for possible disappearance or damage to exhibition materials.
- The packing and despatch may begin one day after the closing of the fair event. The Exhibitor may take out the goods only with a permit issued at the Exhibition Service of the Organizer, after all the debts to the Organizer have been settled. The Exhibitor is required to upload their property from the area of the Fair within two (2) days after the end of the event. After this period, the Organizer has the right to charge the cost storage of the Exhibitor's assets in its space for the price by the current price list of the Organizer. If the Exhibitor at the expiration of the period of 15 days from the date of completion of the event does not upload their property, it becomes the property of the Organizer.
- If the Exhibitor engages contractors, the engaged contractor can begin work only when the Organizer approve the project.
- The fee for verification of the project is charged per m² based on the price list.
- The contractor is obligated to authenticate the project before the start of works, payment of the invoiced amount or leave the bill.
- If the Exhibitor decides to perform plumbing works at the Fair, the Exhibitor should ask the Organizer to inspect the installations.
- The Organizer is the only authorised body to provide access to electrical installation. Should the Exhibitor decide to hire a contractor to install electrical wiring, the Exhibitor should submit a wiring diagram to the Novi Sad Fair for approval.
- The Exhibitor shall pay for the damage done by the Exhibitor's workers or third parties hired by the Exhibitor to perform works at the Fair. The amount shall be determined by a committee established by the Organizer.
- The Exhibitor may use the exhibition space to organise demonstrations of equipment, provided it does not disturb other exhibitors and visitors. During the demonstration, all safety and precaution measured should be taken by the Exhibitor, who takes the whole responsibility for possible damage.
- The sound equipment at the exhibition stand can be tolerated only within the space covered by the stand.

In case of legal dispute, the resolution shall fall within the responsibility of a court in Novi Sad.