



**PARTICIPANT'S GUIDE**  
**International Exhibition of Jewellery, Gems**  
**and Equipment**  
**«Uzbek Jewellery Fair 2024»**

**Samarkand**  
**May 24 -26, 2024**  
**EXPO CENTER**  
**Silk Road Samarkand International Tourism Center**



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*Dear Attendee,*

Thank you for choosing to participate in the second International Exhibition of Jewellery, Gems and Equipment “**Uzbek Jewellery Fair 2024**” (UJF – 2024).

This guide is designed for employees responsible for the general organization of your company’s participation in the exhibition: preparation of documents, the logistics of product delivery, stand construction and management of associated responsibilities.

We will be happy to answer all your questions that may arise during preparation for the exhibition.

*Sincerely yours, Organizer: Association of Jewellery Industry of Uzbekistan, “Uzbekzargarsanoati”.*

## Definitions

«**Exhibition**» – a specialized exhibition-fair at which goods, services and (or) information are demonstrated and sold. The exhibition is held at regular intervals.

«**Conditions of participation in the exhibition**» - an electronic or printed document containing information about the exhibition: rules of participation, format of participation, cost of participation, procedure for mutual settlements between the parties and other information intended for exhibitors.

«**Organizer**» – the Association of the Jewellery Industry of the Republic of Uzbekistan (hereinafter referred to as the “Uzbekzargarsanoati” Association), which organizes and manages the exhibition.

«**Exhibitor (Participant)**» is a legal entity or individual entrepreneur demonstrating, selling goods and (or) services on the topic of the exhibition, involving for this purpose its own or hired personnel who have entered into an agreement with the exhibition organizer.

«**Thematic sections of the exhibition**» – jewellery made of gold and silver, watches, jewellery with diamonds, antique jewellery, watches, precious stones and jewellery made of them, pearls and pearl jewellery, accessories, cutting-edge precious stones and jewellery, but not mounted, equipment, tools, consumables, software, packaging, accessories, and synthetic jewellery.

«**Visitor**» – a person who visits an exhibition and whose purpose is to collect information, make purchases and (or) establish business contacts with exhibitors.

«**Exhibition area**» – an area permanently or temporarily used for holding exhibitions.

«**Equipped exhibition area (Stand)**» – an area equipped with a stand made from a standard construction set with a certain content. The minimum size of the sold unequipped area, the cost and equipment of the equipped area are determined by the conditions of participation in the exhibition.

«**Stand**» – a single set of standard equipment that the exhibitor has the right to order from the Organizer. The Exhibitor may also use his own equipment, having previously agreed with the Organizer.

«**Registration fee**» – an official fee for participation in the exhibition, which provides the participant with a number of services indicated in the conditions of participation in the exhibition.

«**Exhibition Catalog**» – an electronic document containing a list of exhibitors, their contact information, as well as any other information related to the exhibition.

«**Organizing Committee**» – a working group directly involved in organizing and holding the exhibition.

«**Developer**» - an organization that is the main developer of the exhibition site where the exhibition is taking place. If a participant plans to involve a third-party developer of his individual stand, then this third-party developer must obtain accreditation (permission) from the Exhibition Organizer.

«**Exhibitor's Representative**» is a person who has official authority to represent the interests of the Exhibitor before the Organizer.

«**Services**» –services provided to exhibition participants to facilitate work at all types of booths, including personnel services, rental of presentation equipment, clearing services, etc.

«**Exhibition site**» – a building, structure or territory where an exhibition is held.

«**Exhibit**» – an item presented at an exhibition event for public viewing.

«**Additional personnel**» - personnel engaged by the exhibitor to carry out its activities at the exhibition.

«**Additional services**» – all services provided to exhibition participants beyond those specified in the participation terms.

«**Badge (including participant, visitor, etc.)**» – a universal means of personal identification.

## General information



## Exhibition name & Venue & Organizer

### Exhibition name

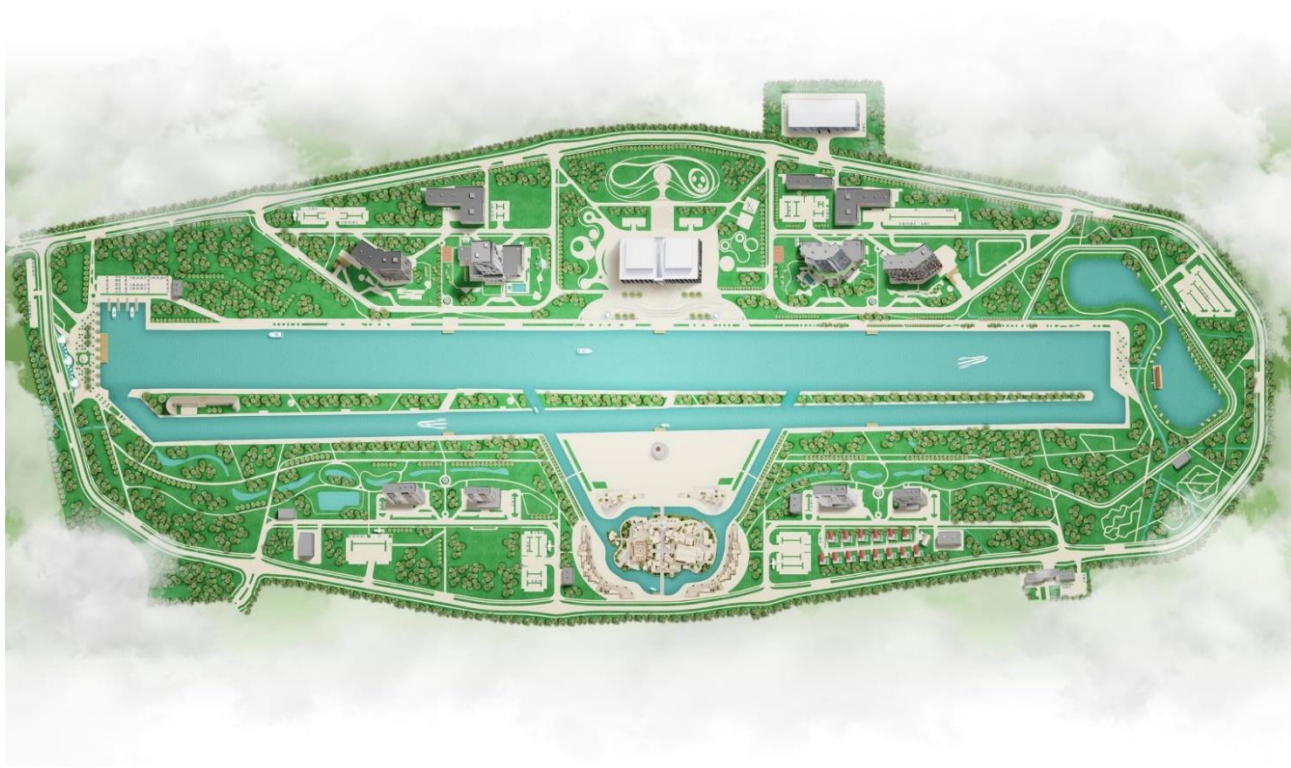
The second premium exhibition of jewellery, precious stones and equipment “UZBEK JEWELLERY FAIR -2024” in the city of Samarkand, on the squares of Silk Road Samarkand International Tourism Center.

### Location

Showroom: «EXPO CENTER»

**Address:** “Silk Road Samarkand” International Tourism Centre, Samarkand, Uzbekistan





## **Organizer**

Association of Jewellery Industry of Uzbekistan, “Uzbekzargarsanoati”.

61 A, M. Shaikhzoda st., Uchtepa district, Tashkent, Uzbekistan

Mobile N.:

+998999274949, (in Turkish);

+998998871031 (in English);

+998999981119 (in English);

+998933768725 (in Russian).

## **Project Coordinator:**

Dilshod Salomov, [uzbekzargarsanoati@gmail.com](mailto:uzbekzargarsanoati@gmail.com); [www.uzjewellery.uz](http://www.uzjewellery.uz)



## Exhibition schedule

Event	Date	Hours
<b>Installation period</b>	May 22-23, 2024	10.00 - 20.00
<b>Opening ceremony</b>	May 24, 2024	11:00
<b>Exhibition days</b>	May 24, 2024	11.00 - 17.00
	May 25, 2024	10.00 - 17.00
	May 26, 2024	10.00 - 16.00
<b>Dismantling period</b>	May 26, 2024	17.00 - 20.00

- *All exhibitors must complete booth construction by May 23, 2024, 8:00 p.m. It is strictly forbidden to build/decorate after the specified time, as the organizer is obliged to remove all exhibition areas.*
- *Exhibitors are allowed to enter the hall 2 hours before the start of the exhibition and remain there for 1 hour after closing. Only the loading door at the rear of the hall will be used before and after show time.*
  - *Exhibitors must wear their badge at all times while in the exhibit hall.*

## Thematic content of the exhibition

- Gold jewellery
- Silver jewellery
- Diamond jewellery
- Antique jewellery, watches
- Precious stones and gemstone jewellery
- Pearls, pearl jewellery
- Semi-precious stones and jewellery
- Synthetic jewellery
- Equipment and tools
- Accessories, frames, and parts for jewellery production
- Packaging materials
- Security systems and technologies.





## Book your stand

**Book your stand according to Form 1 no later than March 1, 2024.**

**REGISTRATION FEE** includes: posting information about the exhibitor in the official catalog on the exhibition website; posting information about the participant on the Internet; accreditation of 1 exhibitor representative per 3 sq.m. with the provision of a permanent pass to the exhibition; participation in all exhibition events, a package of information documents; organizing the official opening ceremony of the exhibition; computer registration of visitors, the right to apply for participation in the competition.

**The registration fee is \$170.00 US dollars.**

**STANDARD EQUIPPED AREA (STAND)** includes an exhibition area, wall panels around the perimeter, floor carpeting, a freeze panel with an inscription of up to 10 characters (each additional character is \$1 US dollar), a waste paper basket, 3 spots, 1 table, 2 chairs, 220V electrical outlet, general security, cleaning of aisles and common areas, general exhibition advertising. **The minimum stand size is 9 sq.m. (3x3m).** The participant can order additional equipment and furniture.

**The cost of a standard-equipped area is \$250 US dollars per 1 sq.m.**

*Depending on the visibility of the place, the price increases by:*

*10% - for corner location;*

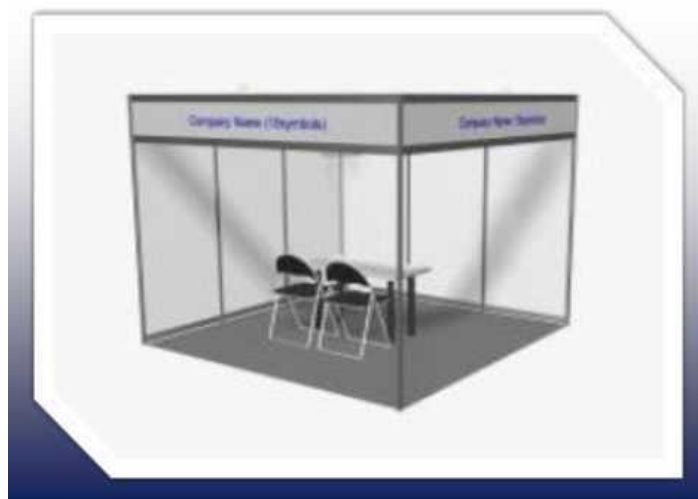
*15% - for peninsular;*

*20% - for a place open on 4 sides (island);*

*20% - for a place with an improved location.*

**EQUIPPED AREA IN THE PREMIUM ZONE** includes an exhibition area in the central part of the complex, wall panels around the perimeter, floor carpeting, a frieze panel with an inscription of up to 10 characters (each additional character is \$1 US dollar), 2 waste paper baskets, 6 spots, 2 tables, 4 chairs, 2 electrical sockets for 220 V, general security, cleaning of passages and common areas, general exhibition advertising. The participant can order additional equipment and furniture. The size and cost are agreed upon with the organizer.

### STANDARD STAND



\* *The exhibitor, after the end of the exhibition, guarantees the return of the equipment without defects or damage.*

\* *In case of equipment damage, the Exhibitor will be charged a fee in the amount of its market value.*

If it is necessary to apply the Exhibitor's logo, please send an image of the logo in CDR format to the Project Coordinator by **uzbekzargarsanoati@gmail.com** email, or fill out the form on the website **www.uzjewellery.uz**  
**no later than March 30, 2023.**



## **Procedure for mutual settlements**

### **PAYMENT ORDER**

Payment of the total cost of the Organizer's services is made on the basis of invoices issued by the Organizer. Invoices are issued in accordance with the requirements of the current legislation of the Republic of Uzbekistan.

After registering an application for participation in the exhibition-fair and receiving an invoice/invoices, the Exhibitor makes advance payments in the following order:

- 50% of the total cost of the Organizer's services within 5 banking days from the date of receipt of the invoice;
- 50% of the total cost of the Organizer's services no later than 30 calendar days before the start of installation of the exhibition-fair.

The price of the contract does not include transportation and insurance of the Exhibitor's property, which is located at the stand. All transportation and insurance costs are covered by the Exhibitor.

If the funds are not deposited into the Organizer's bank account within 30 calendar days before the start of the exhibition-fair installation, and their transfer is not confirmed by a payment order, the Organizer has the right to release itself from obligations under the contract. The Organizer is also entitled to deny the Exhibitor participation in the exhibition-fair, which is considered the Exhibitor's withdrawal from participation, and does not exempt the Exhibitor from liability for compensating losses incurred by the Organizer.

### **REFUSE TO PARTICIPATE**

In the event of the Exhibitor's withdrawal from participation in the exhibition-fair, the Exhibitor, upon the Organizer's written demand, shall pay the Organizer compensation amounting to 100% of the total cost of services under the contract. If the Exhibitor reduces the exhibition space, the Exhibitor, upon the Organizer's written demand, shall pay the Organizer compensation amounting to 100% of the cost of the exhibition space specified in the contract and subject to reduction.

In this regard, the Organizer, in order to preserve the previously approved exhibition plan of the trade fair, reserves the right, in case the Exhibitor reduces the area relative to the previously booked one, to change the location of the Exhibitor's stand without coordination with the Exhibitor.

The Exhibitor is obliged to notify the Organizer in writing about the refusal to participate in the exhibition-fair or about the reduction of the exhibition space. The date of notification of the Exhibitor about refusal/reduction is considered to be the date when the Organizer receives the original notification from the Exhibitor in writing, signed by an authorized person and certified by the Exhibitor's seal (if available).

The Organizer has the right to independently withhold compensation from the advance payment of the Exhibitor. If the Exhibitor at the time of refusal to participate in the exhibition-fair or at the time of reduction of the exhibition space has not transferred advance payments or has not paid advance payments in full, compensation is paid by the Exhibitor within five working days from the receipt of a written request from the Organizer.

## **Rules applicable during the exhibition.**

- ✓ Exhibition space is provided only to the registered exhibitor. The Exhibitor must not sublicense exhibition space provided in whole or in part to other persons.
- ✓ Exhibitors have the right to sell their products and distribute brochures or leaflets only within their stands.
- ✓ Exhibitors must allocate at least one employee for continuous stand maintenance.
- ✓ To decorate the stand, it is prohibited to use flammable objects, such as incense, candles or paper, which can easily catch fire. The Exhibitor bears full financial responsibility for violation of fire safety rules in rented areas during exhibition events.
- ✓ The exhibitor may place posters, signs, and stickers only on its own stand or on advertising spaces provided by the organizer; it is not allowed to distribute invitation cards, or leaflets at the entrance/exit and in the aisles.
- ✓ In case of any damage, Exhibitors are responsible for the actions of their employees or representatives.
- ✓ Radioactive materials are not allowed into the exhibition hall.
- ✓ It is prohibited to build more than one level of the stand. The height of the stand should not be higher than 4 meters and lower than 2.5 meters. If your stand is taller than 2.5 meters (standard stand height), it should be beautifully designed on both sides, and stickers, logos and other designs should not adjoin to the next stand.
- ✓ The Organizer reserves the right to demand improvement of additional decoration carried out by the Exhibitor if it is untidy, unsafe and does not correspond to the concept of the exhibition. In the event that an adjacent stand is hidden by the structure of the exhibitor's stand or the exhibitor's panel, which is unacceptable and negatively affects the image of the exhibition, the exhibitor must immediately correct the situation, without a prior reminder from the Organizer.
- ✓ While booking an undeveloped area, you must keep in mind that electricity will not be provided to it. If it is necessary to equip this area with electrical energy, the Exhibitor must place an order directly with the Official Electricity Supplier by filling out Form No.3 "Electricity" and submit it no later than March 30, 2024.
- ✓ Before moving any furniture or stand parts, exhibitors/contractors must place a covering in the path of movement to prevent damage to the exhibition floor covering. In addition, exhibitors must be responsible for any unlawful actions of their contractors

and compensate the Organizer for any damage caused by them.

- ✓ It is prohibited to place construction objects close to the passage. The exhibitor/contractor must remove waste and dispose of it outside the exhibition building.
- ✓ The use of any devices for attaching stand structures to the floor or walls of the exhibition hall is not permitted.
- ✓ It is not allowed to place advertising materials or any materials outside the designated area.
- ✓ Do not hang any materials from the wire or fire extinguisher.
- ✓ Color spray, paint, electrical equipment or any equipment that could cause a fire in the exhibition building is strictly prohibited.



## **ELECTRICITY:**

- ✓ Single-phase alternating current with voltage 220 V/50 Hz.
- ✓ Three phase AC voltage 380 V/50 Hz, with voltage fluctuation of around 8%.
- ✓ Exhibitors whose equipment is particularly sensitive should take care of stabilizers.
- ✓ If you need special electricity, fill out Form No. 3 “Electricity” and submit it no later than April 15, 2023.
- ✓ All, without exception, power sources must be installed in accordance with the electrical and fire safety rules in force in the territory of the Republic of Uzbekistan.
- ✓ The power supply and safety inspector, in case of violation of the established rules, has the right to immediately turn off the power supply to the Exhibitor. Compliance by the Exhibitor with fire and electrical safety rules is mandatory.

## **SAFETY:**

- ✓ The organizer provides 24-hour security for the exhibition hall, entrances/exits and the general exhibition area. Security has the right to enter each exhibitor's stand for inspection and inspection throughout the exhibition hall.
- ✓ The organizer allows access to the exhibition hall only to authorized personnel with proper identification, such as exhibitor/contractor badges.
- ✓ The organizer invites the exhibitor to ensure exhibition items and carefully store his belongings at the stand during the exhibition. Otherwise, the Organizer is not responsible for loss, deterioration or damage to exhibits and/or equipment.
- ✓ The organizer has the opportunity to provide safe equipment for storing

exhibition samples. If necessary, you must complete Form No. 4 “Safes” and send it to the exhibition coordinator by March 30, 2024.

### **CLEANING OF EXHIBITION AREA:**

- ✓ The organizer is responsible only for general cleaning of the exhibition hall area not occupied by stands and the aisles between them.
- ✓ Exhibitors must clean their stands and place waste, packed in plastic bags, in front of their stands daily after the end of the exhibition for collection by cleaners.

### **NO SMOKING ALLOWED:**

- ✓ Smoking is strictly prohibited at any time within the exhibition hall. This ban applies to electronic cigarettes and similar products. A smoking area will be provided outside the exhibition hall.
- ✓ These rules apply to both exhibitors and contractors hired by them for the construction and/or dismantling of stands.
- ✓ For violation of the smoking ban in the exhibition hall or violation of other previously agreed rules, the organizer reserves the right to apply the following measures:
  - for the first time – a verbal warning is issued;
  - in case of repeated violation – a written warning is issued and a fine of \$200 is imposed;
  - in case of a violation that follows the application of penalties, a written notice of suspension of participation in exhibition events is issued and the Exhibitor is suspended from participation in the exhibition, without providing compensation for unused days.

### **BADGES:**

- ✓ All Exhibitors must wear an individual badge issued by the organizer as proof of identity during the entire time they are on the exhibition premises.
- ✓ Registration of badges by the exhibitor must be done online before April 15, 2024 on the organizer’s website.
- ✓ If a badge is damaged, lost or replaced, the exhibitor must notify the organizer immediately for security reasons. Please contact the organizer to obtain a new badge if your badge is lost.
- ✓ Entry for persons under 12 years of age is prohibited unless accompanied by an adult visitor.
- ✓ All exhibitors are responsible for all registered persons under their own name.
- ✓ The organizer reserves the right to request your ID/passport to verify any badge during exhibition events.



## Deadline for submitting completed forms

No.	Form Name	Deadline	Status
1	"Book your stand"	No later than March 1, 2024	Mandatory
2	"Additional equipment" (See Appendix 1, 2)	No later than March 1, 2024	On request
3	"Electricity"	No later than March 30, 2024	On request
4	"Safes"	No later than March 30, 2024	On request
5	"Book your hotel"		On request
6	"Visa support"	No later than March 30, 2024	On request
7	"For the Catalog"	No later than April 1, 2024	Mandatory
8	"Cultural program"	No later than April 1, 2024	On request

### Form No. 1 "Book your stand"

Send to: info@uzjewellery.uz, uzbekzargarsanoati@gmail.com	Must be submitted no later than March 1, 2024. The company name must be the same on the stand, catalog and badges!!!		
Company name:			
Contact name:			
Phone number:			
E-mail:			
Stand number:			
Number of sq.m.			
<b>Frieze inscription:</b>			
Additional services	Unit price	Quantity	Total in US dollars
Single color logo on the frieze	\$40 US dollars		
Full color logo on the frieze	\$50 US dollars		





## Form No. 2 “Additional equipment”

Send to the address: uzbekzargarsanoati@gmail.com	Must be submitted no later than March 1, 2024. List of additional equipment (see Appendix 1 and 2)
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## Form No. 3 “Electricity”

Send to the address: uzbekzargarsanoati@gmail.com	Must be received no later than March 30, 2024. Upon request.
(What type of electricity do you need)	Description

## Form No. 4 “Safes and additional furniture”

Send to the address: uzbekzargarsanoati@gmail.com	Must be received no later than March 30, 2024. Upon request.		
Description	Unit price	Quantity	Total in US dollars
S-60	\$75 US dollars		





**UJ031**  
**Safe box - 5M**



UJ032  
Safe box - 2M



UJ33  
Digital Safety Box



**UJ034**  
**Polypropylene bags with seal \***

Sr .No.	Storage type	Height (mm)	Width (mm)	Depth (mm)	Weight (kg)	Volume (I)	Cost Per Unit USD	Quantity	Total
UJ031	Safe Box - 5M	1300	500	400	70	200	\$350		
UJ032	Safe Box - 2M	700	500	400	35	105	\$175		
UJ033	Digital Safe Box						\$50		
UJ034	Polypropylene Bags with seal *	120	80	70	50		\$50		

# List of Additional Furniture



**UJ001**  
Door Block Lockable



**UJ002** Wall Element with  
Curtain



**UJ003**  
Meeting Chair



Meeting Chair  
**UJ004**



**UJ005**  
Meeting Chair



**UJ006**  
Bar Stool



**UJ007**  
Bar Stool



**UJ009**  
Medium Table

# List of Additional Furniture



**UJ010**  
Round Glass Table



**UJ011**  
Round Chipboard Table



**UJ012**  
Information Desk



**UJ013**  
Information Desk Radial



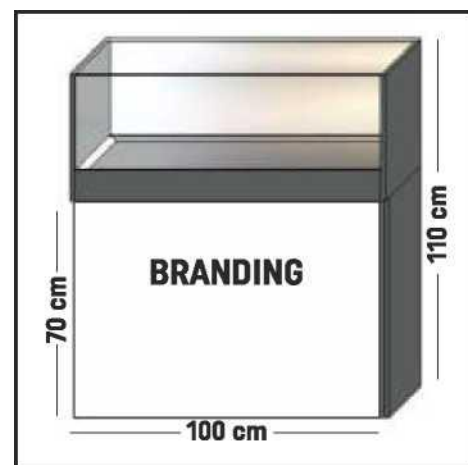
**UJ014**  
Booklet Holder Floor 4-Shelf



**UJ015**  
Tall Archival Cabinet



**UJ016 5**  
Shelves Unit



**UJ018**  
Glass Vitrine / Showcase Horizontal

# List of Additional Furniture



**UJ025 Leather  
Armchair**



**50 x 50 cm**

**UJ026 Coffee  
Table**



**UJ027  
Spotlight, 100 Watt LT Spatula**



**160 x 50 x 50 cm**

**UJ019  
Glass Vitrine / Showcase Vertical**



**100 X 100 cm**

**UJ020  
Glass Vitrine / Showcase Horizontal**



**100 X 100 cm**

**UJ021  
Glass Vitrine / Showcase Vertical**



**50 x 50 x 70 cm**



**150 cm**

## List of Additional Furniture



**UJ028**  
Leather Armchair (12) pcs



**UJ029**  
Leather Armchair (12) pcs



**UJ30**  
Safe Box



**UJ031**  
Safe box - 5M



**UJ032**  
Safe box - 2M



**UJ33 Digital**  
Safety Box



**UJ034**  
Polypropylene bags with seal \*

# Form of Additional Furniture

Sr. No.	Items	Cost Per Unit USD	Quantity	Total
UJO01	Door Block Lockable Sliding or Hinged (100 x 250 cm)	60		
UJ002	Wall Element with Curtain Grey or Blue (100 x 250 cm)	25		
UJ003	Meeting Chair (Grey or Black)	10		
UJO04	Meeting Chair Nickel-Plated (White)	25		
UJ005	Meeting Chair Nickel-Plated (Black)	25		
UJ006	Bar Stool	35		
UJ007	Bar Stool	35		
UJ008	Small Table (70x70 cm)	12		
UJ009	Medium Table (70 x 120 cm)	25		
UJO10	Round Glass Table (Diameter 70 cm & Height 70 cm)	53		
UJO11	Round Chipboard Table (Diameter 70 cm & Height 70 cm)	40		
UJ012	Information Desk (50 x 100 x 100 cm)	100		
UJ013	Information Desk Radial	110		
UJO14	Booklet Holder Floor 4-Shelf	45		
UJ015	Tall Archival Cabinet (50 x 100 x 100cm)	100		
UJ016	5 Shelves Unit (50 x 100 x 200 cm)	115		
UJ017	Wall Shelf (30x100 cm)	20		
UJ018	Glass Vitrine / Show Case Horizontal	120		
UJ019	Glass Vitrine / Show Case Vertical	120		
UJ020	Glass Vitrine / Show Case Horizontal	110		
UJ021	Glass Vitrine / Show Case Vertical	110		
UJ022	Illuminated Glass Showcase H=88 cm x W=40 cm x D=40 cm	50		
UJ023	TV Stand Low (50 x 50 x 70 cm)	40		
UJ024	Leather Sofa (150 cm)	170		
UJ025	Leather Armchair	100		
UJ026	Coffee Table (50 x 50 cm)	50		
UJ027	Spotlight, 100 Watt LT Spatula	30		
UJ028	Leather Armchair (12 pcs)	60		
UJ029	Leather Armchair (12 pcs)	60		
UJ030	Safe Box	75		



<b>Sr. No.</b>	<b>Storage type</b>	<b>Height (mm)</b>	<b>Width (mm)</b>	<b>Depth (mm)</b>	<b>Weight (kg)</b>	<b>Volume (I)</b>	<b>Cost Per Unit USD</b>	<b>Quantity</b>	<b>Total</b>
<b>UJ031</b>	<b>Safe Box - 5M</b>	<b>1300</b>	<b>500</b>	<b>400</b>	<b>70</b>	<b>200</b>	<b>350</b>		
<b>UJ032</b>	<b>Safe Box - 2M</b>	<b>700</b>	<b>500</b>	<b>400</b>	<b>35</b>	<b>105</b>	<b>175</b>		
<b>UJ033</b>	<b>Digital Safe Box</b>						<b>50</b>		
<b>UJ034</b>	<b>Polypropylene Bags with seal *</b>	<b>120</b>	<b>80</b>	<b>70</b>	<b>50</b>		<b>50</b>		

## Form No. 5 “Book your hotel”

List of hotels in Samarkand:

[https://www.booking.com/city/uz/samargand.en.html?aid=1610684;label=samargand-zFHCPg0X2uCaR7nGnjiAwwSM380966936612:pl:ta:p1:p2:ac:ap:neg:fi:tikwd-307242299408:lp1028523:li:dem:dm:ppccp=UmFuZG9tSVYkc2Rllyh9YfqndqG8nt10AsofPfvtt0;ws=&gad\\_source=1&gclid=Cj0KCQiAn-2tBhDVARIsAGmStVm-W6J\\_SPAekNLYT-gEPA\\_zuw1tI9Xuh9x2tABPz5S2y7l9963rIDQaAnMGEALw\\_wcB](https://www.booking.com/city/uz/samargand.en.html?aid=1610684;label=samargand-zFHCPg0X2uCaR7nGnjiAwwSM380966936612:pl:ta:p1:p2:ac:ap:neg:fi:tikwd-307242299408:lp1028523:li:dem:dm:ppccp=UmFuZG9tSVYkc2Rllyh9YfqndqG8nt10AsofPfvtt0;ws=&gad_source=1&gclid=Cj0KCQiAn-2tBhDVARIsAGmStVm-W6J_SPAekNLYT-gEPA_zuw1tI9Xuh9x2tABPz5S2y7l9963rIDQaAnMGEALw_wcB)

<https://mybooking.uz/uz/hotels/samarkand;>

[https://www.silkroad-samarkand.com/;](https://www.silkroad-samarkand.com/)



## Form № 6 “Your visa”

Send to the address: info@uzjewellery.uz, uzbekzargarsanoati@gmail.com. No later than April 15, 2024.		<a href="https://www.ivisa.com/uzbekistan-blog/visa-free-countries-for-Uzbekistan">https://www.ivisa.com/uzbekistan-blog/visa-free-countries-for-Uzbekistan</a>
1	Applicant's name:	
2	Applicant's last name:	
3	Gender (Male/Female):	
4	Company name:	
5	Job title:	
6	Company address:	
7	City, Country Consulate/Embassy where the applicant will receive the visa	
8	Arrival date (day/month/year)	
9	Departure date (day/month/year)	
10	Member / Visitor / Other (please tick)	
11	Applicant's nationality	
12	Number and series of the applicant's passport	

## Form No. 7 “For the Catalog”

Send to the address: [uzbekzargarsanoati@gmail.com](mailto:uzbekzargarsanoati@gmail.com)  
No later than April 1, 2024

In case of late submission of an application or non-compliance of the material, the Organizer reserves the right to publish in the catalog only the contact information of the exhibition participant.



### PROVISIONS

#### **On the procedure for depositing and receiving jewellery made of precious metals and precious stones from storage locations within the framework of the international exhibition “Uzbek Jewellery Fair - 2024”**

#### **Chapter 1. General Provisions**

1. This Regulation was developed on the basis of the current Instruction No. 76 dated July 20, 1995 “On the procedure for receiving, spending, accounting and storing precious metals and precious stones at enterprises, institutions and organizations” [Registered by the Ministry of Justice of the Republic of Uzbekistan on June 20, 1995. No. 160] and determines the procedure for depositing and receiving jewellery made of precious metals and precious stones (hereinafter – valuables) from storage places (hereinafter – warehouse) within the framework of the international exhibition “Uzbek Jewellery Fair - 2024”.

2. For the purposes of these Regulations, the terms and definitions established by the Law of the Republic of Uzbekistan “On Precious Metals and Precious Stones” have been used.

3. The storage of valuables is carried out in a warehouse facility equipped with motion sensors, video cameras, door opening sensors, alarm systems, and meets the requirements of regulatory documentation in the field of technical regulation.

4. Zonally, the warehouse is divided into places for storing deposited valuables, places for storing in rented safes and a place for receiving and delivering valuables.

5. Valuables are stored on metal racks or in rented safes.

6. The warehouse is guarded by the National Guard of the Republic of Uzbekistan.

## **Chapter 2. Warehouse operating procedures**

7. “JEWELLERY EXPERT” LLC (hereinafter referred to as the Organizer), by its order, appoints a warehouse employee responsible for receiving and issuing valuables during the exhibition.

8. The opening of the warehouse for the issuance of valuables is carried out two hours before the official opening time of the exhibition.

9. Only responsible persons indicated in the lists approved by the Organizer have the right to access the warehouse premises.

10. Access to individuals not listed is strictly prohibited in the warehouse premises

11. During the exhibition, the warehouse for issuing and receiving valuables is not open and is under the protection of the National Guard.

12. Acceptance of valuables for storage is carried out within two hours after the official closing time of the exhibition.

13. The Organizer is not responsible for valuables not delivered to the warehouse.

## **Chapter 3. Mandatory requirements for exhibition participants**

14. For the entire duration of the international exhibition “Uzbek Jewellery Fair - 2024”, participants responsible for the delivery and receipt of valuables that have not expressed a desire to be stored in rented safes are given special numbered bags.

15. At the request of exhibition participants, valuables can be stored in rented safes located at the warehouse.

16. At the end of the exhibition, participants are required to collect valuables and hand them over to a warehouse for safekeeping in accordance with these Regulations.

17. It is prohibited to leave valuables exhibited as part of the exhibition in display cases and racks located in the areas allocated for exhibition participants.

18. The exhibition organizers are not responsible for valuables left in display cases and racks.

## **Chapter 4. The procedure for organizing accounting for the delivery of valuables and their receipt**

19. All operations for the delivery and receipt of valuables to/from storage locations are carried out with the obligatory completion of a log book.

20. The accounting journal (book, notebook) used for receiving and issuing valuables is numbered page by page, laced, signed by the head of the Organizer, and sealed.

21. Entries in the journal are made after each acceptance/delivery operation, indicating the date and time of the operation.

22. For each exhibition participant, a separate page is allocated in the magazine with the designation:

name of the legal entity;

name of the person in charge;

special bag number/rented safe number;

seal number (in case of using a special bag);

date and time of reception/date and time of issue;

warehouse worker signature;  
signature of the person responsible for delivery/reception.

## **Chapter 5. The procedure for depositing valuables for storage in rented safes and receiving them**

23. At the end of the exhibition, the responsible employee of the exhibition participant goes to the warehouse, with the permission of the storekeeper, to the storage area in rented safes and places his valuables in them.

24. After placing the valuables, the safe is buried, and the storekeeper checks the safe to see if it is closed, after which he makes an entry in the accounting journal about the acceptance of the safe for storage, indicating the safe number, closing time, the name of the person in charge who placed the valuables, puts his signature and receives a signature responsible person.

25. The storekeeper is responsible only for the presence of an unopened safe in the warehouse, and is not responsible for the presence or absence of valuables in it, provided that the safe has not been subjected to mechanical impact.

26. An exhibition participant who rents a safe for storage has the right, on his own initiative, to seal it in any known way, in which case the storekeeper is responsible for the integrity of the seals, an additional entry is made in the log stating that the safe is sealed with a seal (protective number tape, number adhesive tape with tamper evidence, indicator number sticker, etc.).

27. Entries in the journal are made after each acceptance/delivery operation, indicating the date and time of the operation.

28. If the responsible person wishes, during the warehouse operation, to pick up the valuables stored in the rented safe, the following procedure is performed:

the responsible person checks the safe for mechanical damage, the integrity of the seals (protective number tapes, numbered adhesive tape with tampering indication, indicator number stickers, if present), the storekeeper makes an appropriate entry in the accounting log about the opening of the safe, indicating the safe number, time of opening, the name of the responsible person who performed the autopsy, puts his signature and receives the signature of the responsible person.

## **Chapter 6. The procedure for handing over valuables for storage in special bags and receiving them**

29. At the end of the exhibition, the responsible employee of the exhibition participant, who has expressed a desire to store valuables in special bags, with the permission of the storekeeper, goes to the warehouse, to the delivery area for storage on racks.

30. Placement of valuables in special numbered bags issued to each participant on the first day of the exhibition can be carried out both in the warehouse and in areas rented by the participant.

31. The bag with the valuables placed in it is presented to the warehouse employee to check its integrity and subsequent sealing with a universal control number seal, which serves as an indicator of access to the packed bag.

32. All operations for the delivery and receipt of valuables to/from storage locations are carried out with the obligatory completion of a log book.

33. After the inspection, the warehouse employee makes an appropriate entry in the accounting journal indicating the bag number, the number of the control seal, the date and time of receipt, the name of the responsible person, puts his signature and receives the signature of the responsible person handing over the valuables.

34. If the responsible person wishes to pick up valuables stored in special bags during the warehouse operation, the following procedure is performed:

the responsible person checks the bag for damage and the integrity of the control number seal, which serves as an indicator of access to the packed bag;

the storekeeper makes an appropriate entry in the accounting journal about the release of a numbered bag from storage, indicating its number, the number of the control seal, the time of release from storage, the name of the person in charge, puts his signature and receives the signature of the person in charge.

35. The warehouse employee is responsible only for the integrity of the special bag issued from storage and the integrity of the control number seal, and is not responsible for the presence of valuables in it.

## **Chapter 7. Final provisions**

36. Persons, guilty of violating the current Regulations are liable in accordance with the current legislation of the Republic of Uzbekistan.

### **Contacts**

#### **Organizer:**

Association of Jewellery Industry of Uzbekistan, “Uzbekzargarsanoati”.  
61 A, M. Shaikhzoda st., Uchtepa district, Tashkent, Uzbekistan  
Mobile N.: +998999274949, (in Turkish); + 998998871031 (in English);  
+998999981119 (in English); +998933768725 (in Russian).

**Project coordinator:** Dilshod Salomov, [uzbekzargarsanoati@gmail.com](mailto:uzbekzargarsanoati@gmail.com),  
[www.uzjewellery.uz](http://www.uzjewellery.uz)

#### **Customs clearance services:**

##### **“Jewellery Expert” LLC**

M. Shaikhzoda st., Uchtepa district, Tashkent, Uzbekistan

Mobile N.: +998909556529

**The contact person:** Siroj Sharipov, [uzbekzargarsanoati@gmail.com](mailto:uzbekzargarsanoati@gmail.com)