# APPLICATION FOR PARTICIPATION, A1 – A3

BVV Veletrhy Brno

**A1**

PLEASE, SEND THE FILLED IN APPLICATION TO:
BVV Trade Fairs Brno
Výstaviště 405/1, CZ – 603 00 Brno
Phone: +420 541 152 168, Fax: +420 541 153 068
E-mail: etomaskova@bvv.cz
www.bvv.cz/chrismar
Commercial register: Krajský soud v Brně, odd. B, vložka 3137
ID: 25582518 Tax ID: CZ25582518

BANK CONNECTION:
ČSOB, a.s., SWIFT: CEKOCZPP, EUR: 00180280/0300, IBAN: CZ91 0300 1712 8000 0340 1803; USD: 00180031/0300, IBAN CZ11 03001880 3100 0340 1803
UniCredit Bank Czech Republic, a.s., SWIFT: BACXCZPP,
EUR: 4750439002/2700, IBAN: CZ05 2700 0000 0047 5043 9002;
USD: 4750432089/2700, IBAN: CZ28 2700 0000 0047 5043 2089
Česká spořitelna, a.s., SWIFT: GIBACZPX, EUR: 3457102/0800, IBAN: CZ49 0800 0000 0000 0345 7102; USD: 3457292/0800, IBAN: CZ60 0800 0000 0000 0345 7292

Specification note: 17016

**December 8-17, 2017**
**Brno – Czech Republic**
**www.bvv.cz/chrismar**

**Regular date for registration till 15. 9. 2017**

## 1 EXHIBITOR

Company / Name, Surname:

Registered office / place of business:

Street:

City:

Postcode: Country:

Phone:

Fax:

Http://

CEO:

E-mail address for sending electronic invoices (a compulsory item in case you dispose of an e-mail address):

**Contact person and contact address of exhibitor**

Name: Address:

Phone: Fax: E-mail:

Bank: SWIFT: IBAN:

Reg. No.: VAT No.:

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## 2 LIST OF PRODUCTS (for code number see enclosure):

☐ Main branch with regards to stand location

## 3 INFORMATION OF THE EXHIBITOR

**Type of company:**

☐ Manufacturer ☐ Trading company

☐ Association ☐ Organiser of joint participation

**Number of employees:**

☐ up to 25 ☐ 26–250 ☐ over 250

*For continuation see A2*

# APPLICATION FOR PARTICIPATION, A1 – A3

BVV Veletrhy Brno **A2**

PLEASE, SEND THE FILLED IN APPLICATION TO:
BVV Trade Fairs Brno
Výstaviště 405/1, CZ – 603 00 Brno
Phone: +420 541 152 168, Fax: +420 541 153 068
E-mail: etomaskova@bvv.cz
www.bvv.cz/chrismar
Commercial register: Krajský soud v Brně, odd. B, vložka 3137
ID: 25582518 Tax ID: CZ25582518

BANK CONNECTION:
ČSOB, a.s., SWIFT: CEKOCZPP, EUR: 00180280/0300, IBAN: CZ91 0300 1712 8000 0340 1803; USD: 00180031/0300, IBAN CZ11 03001880 3100 0340 1803
UniCredit Bank Czech Republic, a.s., SWIFT: BACXCZPP,
EUR: 4750439002/2700, IBAN: CZ05 2700 0000 0047 5043 9002;
USD: 4750432089/2700, IBAN: CZ28 2700 0000 0047 5043 2089
Česká spořitelna, a.s., SWIFT: GIBACZPX, EUR: 3457102/0800, IBAN: CZ49 0800 0000 0000 0345 7102; USD: 3457292/0800, IBAN: CZ60 0800 0000 0000 0345 7292

Specification note: 17016

**December 8-17, 2017**
**Brno – Czech Republic**
**www.bvv.cz/chrismar**

**Regular date for registration till 15. 9. 2017**

## 4 PRICE CONDITIONS:

### A) THE RENTAL EXHIBITION AREA (for own stand, eventually individual stand construction)

TYPE OF STAND REQUIRED

- ☐ **ROW STAND**
- ☐ **CORNER STAND**
- ☐ **HEAD STAND**

COVERED ☐ sqm

OPEN ☐ sqm

GALLERY ☐ sqm

PRELIMINARY GROUND PLAN SIZE: x depth .... m, width .... m

| Type of the area | Price for sqm in 2017 | | Type of the area | Price for sqm in 2017 | |
|---|---|---|---|---|---|
| | CZK/sqm | CZK/sqm | | CZK/sqm | CZK/sqm |
| **Covered area:** | **up to date** | **after date** | **Gallery:** | **up to date** | **after date** |
| up to 16 sqm | 1,485 | 1,650 | up to 16 sqm | 1,310 | 1,455 |
| 17–30 sqm | 1,440 | 1,600 | 17–30 sqm | 1,270 | 1,411 |
| over 30 sqm | 1,350 | 1,500 | over 30 sqm | 1,210 | 1,344 |
| **Open area:** | 918 | 1,020 | **Registration fee - exhibitor: 1,500 CZK**<br>**Registration fee - co-exhibitor: 1,500 CZK** | | |

**Reduced price will be provided when the first advance payment is fully settled by the date of its due payment.**

**The invoice will be issued in CZK.**

*Given prices are without VAT.*

- ☐ Exhibitor's own stand
- ☐ Individual stand built by BVV Trade Fairs Brno
- ☐ Our individual stand contractor is:

### B) THE RENTAL COVERED EXHIBITION AREA INCLUDING BVV STANDARDIZED STAND AND ELECTRICITY = 2,140 CZK/1 sqm

TYPE OF STAND REQUIRED

- ☐ **TYPE A – ROW STAND**
- ☐ **TYPE B – CORNER STAND**
- ☐ **TYPE C – HEAD STAND**

COVERED ☐ sqm

GALLERY ☐ sqm

PRELIMINARY GROUND PLAN SIZE: x depth .... m, width .... m

**Registration fee - exhibitor: 1,500 CZK**
**Registration fee - co-exhibitor: 1,500 CZK**

## 5 SPECIAL REQUIREMENTS FOR STAND LOCATION (see A3 – General Conditions for Participation, Art. II/par. 1)

***We agree without reservation with General Conditions for Participation that are an inseparable part of the Application for Participation (page A3); you can find them also on www.bvv.cz/chrismar.***

***With my signature I am giving permission for my personal data to be used by BVV Trade Fairs Brno in order to send their business reports and notifications by means of electronic devices.****

| Place, date | Name and surname of person authorised to sign on behalf of the exhibitor / agency | Stamp and signature of person authorised to sign on behalf of the exhibitor / agency |
|---|---|---|

** If you do not agree, cross the sentence.*

***For continuation see A3***

A 2

# APPLICATION FOR PARTICIPATION, A1 – A3

BVV Veletrhy Brno

**A3**

PLEASE, SEND THE FILLED IN APPLICATION TO:
BVV Trade Fairs Brno
Výstaviště 405/1, CZ – 603 00 Brno
Phone: +420 541 152 168, Fax: +420 541 153 068
E-mail: etomaskova@bvv.cz
www.bvv.cz/chrismar
Commercial register: Krajský soud v Brně, odd. B, vložka 3137
ID: 25582518 Tax ID: CZ25582518

BANK CONNECTION:

ČSOB, a.s., SWIFT: CEKOCZPP, EUR: 00180280/0300, IBAN: CZ91 0300 1712 8000 0340 1803; USD: 00180031/0300, IBAN CZ11 03001880 3100 0340 1803
UniCredit Bank Czech Republic, a.s., SWIFT: BACXCZPP,
EUR: 4750439002/2700, IBAN: CZ05 2700 0000 0047 5043 9002;
USD: 4750432089/2700, IBAN: CZ28 2700 0000 0047 5043 2089
Česká spořitelna, a.s., SWIFT: GIBACZPX, EUR: 3457102/0800, IBAN: CZ49 0800 0000 0000 0345 7102; USD: 3457292/0800, IBAN: CZ60 0800 0000 0000 0345 7292

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**GENERAL CONDITIONS FOR PARTICIPATION**

**Article I**

**The event organiser**

**Trade Fairs Brno, Výstaviště 405/1, 603 00 Brno (hereinafter "the trade fair administration")**

**Article II**

**Applications and the allocation of exhibition area**

1. A binding application for participation, in the form of an electronic application or printed forms A1, A2, and A3 is binding on exhibitors. **The trade fair administration rules on the acceptance of applications, any reduction or increase in the area ordered, and the dimensions and type of exhibition area. The trade fair administration is not obliged to accommodate requests from exhibitors for the placement of their exhibition stand.**
2. The trade fair administration will send the exhibitor a written notification of the acceptance of the application after receiving a properly completed "Binding Application for Participation" form. The trade fair administration will notify the exhibitor of the placement and size of the exhibition area allocated by sending written confirmation of the allocation of exhibition area. This exhibition area will be made available to the exhibitor for the assembly of its exhibition stand at the time given in the trade fair administration's Organisational Instructions. The exhibition area being handed over to the exhibitor is conditional to the payment of the price for the provision of the given exhibition area by the stipulated deadline.

**Article III**

**The price for the provision of exhibition area (hereinafter "the price")**

1. The price is always given in the application for participation or in a letter from the trade fair administration, unless agreed otherwise in a separate contract. Each whole or part square meter is counted as a whole square meter.
2. The exhibitor may not let the allocated exhibition area to a third party without the prior written consent of the trade fair administration. **The least allocated exhibition area is 4 sqm, the least allocated possible depth is 2 m.**
3. Should the exhibitor notify the trade fair administration in writing about not taking part in the exhibition before receiving a written confirmation of the allocation of exhibition area is this considered a violation of the contract on the part of the exhibitor. The exhibitor is obliged to pay the trade fair administration a contractual penalty for this violation to the amount of the registration fee plus 50 % of the total price. Similarly, should the exhibitor notify the trade fair administration in writing about not taking part in the exhibition after receiving a written confirmation of the allocation of exhibition area is this considered a violation of the contract on the part of the exhibitor. The exhibitor is obliged to pay the trade fair administration a contractual penalty for this violation to the amount of the registration fee plus 100 % of the total price. The trade fair administration is entitled to withdraw from the contract following a receipt of a written notification from the exhibitor regarding its non-participation. The obligations of the contracting parties arising from the contract expire on the payment of this contractual penalty.
4. The exhibitor must not occupy an exhibition area larger than that officially allocated. If an exhibitor is interested in a larger area, and when the given situation allows this, the trade fair administration must be consulted. It will then be for the trade fair administration to decide whether to agree to such enlargement. If the administration agrees the exhibitor is obliged to pay for the additional area occupied by the due date of payment given on the invoice issued by the trade fair administration.

**Article IV**

**Price and payment conditions**

1. The trade fair administration will issue the exhibitor with an **advance invoice** for the amount of the registration fee plus 50 % of the total price, including VAT, along with written notification from the trade fair administration of the acceptance and confirmation of the exhibitor's application for participation in the exhibition. Exhibitors registered for tax purposes outside the Czech Republic will be invoiced an advance to the amount of the registration fee plus 50 % of the total price not including VAT. The preceding sentence will not apply for foreign exhibitors who have an operation in the Czech Republic , i.e. a Czech legal entity and the exhibition area in question is provided to this operation. Along with confirmation of the allocation of exhibition area, the trade fair administration will send the exhibitor an **invoice** for payment for the total price reduced by the amount of the advance already paid. Invoices will be issued in accordance with valid legal regulations.
2. The trade fair administration is entitled to withdraw from the contract if the advance invoice is not paid by the due date given on it. In this case the exhibitor is obliged to pay the trade fair administration a contractual penalty to an amount corresponding to the invoiced sum. If the invoice is not paid by the due date given on it, the trade fair administration is entitled to withdraw from the contract and the exhibitor is obliged to pay the trade fair administration a contractual penalty to the amount of the registration fee and 100 % of the total price. The obligations of the contracting parties arising from the contract expire on the payment of this contractual penalty.
3. All prices for performance provided by the trade fair administration are prices agreed in accordance with the provisions of Act 526/1990 Sb. on prices in its valid wording. The price also includes lighting in the exhibition hall or on outdoor exhibition areas, heating or air-conditioning in the exhibition hall at times and under conditions stipulated by the trade fair administration in accordance with the technical parameters of the given exhibition areas, and basic cleaning in the exhibition hall or outdoor exhibition area. Unless agreed otherwise, the exhibitor is obliged to pay the trade fair administration for all ordered performance by the due date of payment given on the invoice. Prices given are not inclusive of VAT. VAT will be charged in accordance with the valid legislation.

**Article V**

**Exhibits**

1. An exhibit is understood as an object (a product, goods or the right to intangible assets), which is bindingly registered and exhibited in the place stipulated by the trade fair administration and which corresponds to the orientation of the event.
2. An exhibitor is entitled to exhibit at the fair only exhibits of which it is the owner or entitled user and which are not illegal counterfeits of a tangible or intangible nature violating legal regulations relating to intellectual ownership valid in the Czech Republic. Should this be shown not to be the case, the trade fair administration is entitled to proceed in accordance with Article IX, paragraph 4 of these General Conditions of Participation. The trade fair administration will not be held responsible for any damages incurred by an exhibitor as the result of any violation of this provision on the part of the exhibitor.
3. The exhibitor must secure its exhibits against theft.
4. Bringing in and removing exhibits is subject to the instructions of the trade fair administration. The exhibitor is obliged to convey all installation material and exhibits to trade fairs and exhibitions postage paid to its stand. Handling and storage fees are charged on exhibits and installation material not removed by the deadline for the completion of dismantling.
5. Delivery of exhibits will be taken exclusively by the exhibitor. Should neither the exhibitor nor its representative be present, the exhibit will be deposited on the allocated exhibition area at the exhibitor's risk. Exhibits may not be taken out during the course of the event.

**Article VI**

**The construction and installation of exhibition stands, the assembly of exhibits**

1. Dates and times of assembly and dismantling and opening hours are determined by the trade fair administration. The trade fair administration may permit an exception to these deadlines at the request of an exhibitor or its authorised representative. The exhibitor will pay a fee in such cases. The Technical Safety Regulations and the Organisational Instructions of the trade fair administration, which are an integral part of these General Conditions of Participation, are binding on the construction of stands and the displaying of exhibits. The trade fair administration will not permit the operation of the stand if these are not observed. The Technical Safety Regulations are given in the trade fair administration's Order Block for Work and Services and at the Internet address of the trade fair administration at www.bvv.cz/chrismar.
2. The official contractor for stand construction is the company Trade Fairs Brno. Should stand construction be performed by anyone other than the official contractor, the exhibitor is responsible to the trade fair administration in full for any damages caused by this activity, and in particular for the observation of deadlines for stand assembly and dismantling. These deadlines are given in the trade fair administration's Organisational Instructions.
3. Wall-mounted fire hydrants, fire alarms, fire extinguishers and other safety equipment may not be relocated or blocked. Interfering with exhibition halls and open spaces is prohibited. Any minor alterations will be performed exclusively by the trade fair administration at the request of the exhibitor. The trade fair administration may refuse requests for such alterations.
4. The maximum permissible height of stand including eye-catchers is 5 metres. Exceptions are permitted by the Fair Administration exclusively. Stands are to comply with fire prevention conditions (see Technical Safety Regulations). Projects of multi-storey stands must be submitted to the Fair Administration firefighting specialist for evaluation and approval as early as in the stage of their designing. The exhibitor must state on the application his/her intention of building a multi-storey stand on the exhibition area.
5. The exhibitor or his authorized representative is always obliged to submit to the department Fire protection and Health safety Application form for Stand Approval. In case the stand height including hanging construction is higher than 3.5 m or exhibition area is larger than 30 m2 it is absolutely essential to submit the project of the stand, i.e. its dimensions and elevation, axonometry, description of construction including the description of used materials, static opinion, contact on project engineer and realization company. The approved documentation is to be presented by the exhibitor on taking over the allocated exhibition area. The architectural design and stand operation must not disturb or restrict neighbouring stands. The outline of the allocated exhibition area must not overhang ceiling structure level.
6. Water inlets and outlets, electrical connections, compressed air and telecommunication services may be ordered exclusively from the trade fair administration.
7. The exhibitor is responsible for all movables it rents from the trade fair administration and is obliged to return them undamaged following the end of the event.
8. The exhibitor is obliged to return any damage to the exhibition area and furnishings of the trade fair administration to its original state at its own cost or to pay the trade fair administration any damages incurred.
9. The exhibitor (or company accredited by the exhibitor) may not dismantle the exhibition stand before the event has ended.
10. The exhibitors are not authorized to install their own Wifi network, neither through their own Wifi router installed to a fixed connection provided by the Fair Administration, nor through a shared connection from mobile devices. In case of finding out the breach of the above given ban, the Fair Administration appeal the exhibitor to stop running of such a Wifi network and the exhibitor must stop using this immediately, no later than 30 minutes after receiving the appeal. After expiration of this deadline, the Fair Administration is authorized to seek a contractual penalty of CZK 10,000.

**Article VII**

**Promotion, advertising, signs and the catalogue**

1. The exhibitor is entitled to promote its products on its own exhibition stand only.
2. All forms of demonstration both on and off the exhibitor's own exhibition area (e.g. machinery and equipment in operation, films, musical productions, fashion shows, etc.) are subject to the approval of the trade fair administration, which is entitled (in spite of permission previously given) to restrict or prohibit such demonstrations if they cause noise, dust, combustion products or tremors threatening the safety of visitors and other exhibitors or if they restrict or interfere with the operation of the trade fair. A noise level of 70 dB at the edge of the exhibition stand must not be exceeded in accordance with Government Decree 148/2006 Sb. on the protection of health against the adverse effects of noise and vibrations, in its valid wording. They are permitted on open areas for the duration of the event. The exhibitor is also obliged to request the approval of the pertinent collective copyright administrator (OSA, INTERGRAM) in accordance with Act 121/2000 Sb. (the copyright law) in its valid wording for musical productions on exhibition stands. Acoustic advertising is permitted only with the prior written approval of the trade fair administration. The placement of company billboards, the distribution of leaflets, and the posting of promotional and informational materials off the exhibitor's own exhibition stand, on windows, walls, floors and columns in exhibition halls is not permitted. The trade fair administration is entitled to prohibit all advertising that fails to correspond to the above paragraphs and to remove it at the exhibitor's cost.
3. The price includes the company addresses of the exhibitor and any properly registered co-exhibitors given in its application being published in the event catalogue and the trade fair administration's information system, in the section "alphabetical directory of exhibitors", issued by the trade fair administration.

**Article VIII**

**Insurance**

1. The trade fair administration is not responsible to the exhibitor or its co-exhibitors for the loss, destruction or damage of any kind to its exhibits, furnishings or stand equipment, goods, packaging and packing materials, or items left on the stand, regardless of whether or not the given destruction or other damage occurred before the commencement, during the course of or after the conclusion of the trade fair or other event held by the trade fair administration. The exhibitor will take out insurance to cover such eventualities.

**Article IX**

**Final provisions**

1. Should the trade fair administration be unable to open the trade fair or other event, or ensure its holding for its entire duration or part of its duration on all or part of the exhibition centre or at another event venue as a result of circumstances beyond its control ("vis major"), it will inform the exhibitor of this at once. All liabilities incurred by the trade fair administration from the contract on participation closed with the exhibitor will expire. In such case, the exhibitor will have no right to the payment of any damages incurred.
2. Should the exhibition hall (the grounds of the exhibition centre) be evacuated on the basis of an order from the trade fair administration or the pertinent state bodies to avert a potential threat, and should this result in damage to the property of the exhibitor, i.e. damage, destruction or theft of this property, this will be considered a state of emergency and the trade fair administration will not be responsible for any damages thereby incurred.
3. The exhibitor may lodge a complaint relating to work and services provided by the trade fair administration with the member of staff responsible without undue delay in written form. Its rights will be forfeited if it does not do so.
4. Unless stipulated otherwise, the trade fair administration is entitled, in the case of a violation of any of the provisions of these General Conditions of Participation, to exclude the exhibitor from further participation in the trade fair or other event. In such case, the exhibitor will have no right to the payment of any damages or the return of any amounts already paid.
5. The provisions of Articles V to IX of these General Conditions of Participation also relate to an exhibitor to whom the use of an exhibition area has been transferred by an agency with the agreement of the trade fair administration. The agency is obliged to acquaint the exhibitor with the wording of these General Conditions of Participation and to make the provisions of Articles V to IX of these General Conditions of Participation part of the contract on the basis of which the exhibition area is transferred by the agency for the use of the exhibitor. The provisions of Article IX, paragraph 4 of these General Conditions of Participation will apply similarly should any of the provisions of these General Conditions of Participation be violated by the exhibitor to whom the use of the exhibition area has been transferred by the agency.
6. All legal relations between the exhibitor and the Fair Administration applicable to the exhibitor's participation in the given fair conform to the judicial code of the Czech Republic. All lawsuits resulting from or related to the above-stated relations will be held at the competent tenure court and local court in the place of the Fair Administration headquarters.

**Trade Fairs Brno**

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