

**2nd INTERNATIONAL CONSTRUCTION TRADE FAIR**  
*Poreč – Žatika Sports Hall, 21-23 September 2022*

**EXHIBITOR REGISTRATION FORM (registration deadline: 2 September 2022)**

Company name:	PIN/VAT (OIB):
Address:	Postcode:
E-mail:	Website:
Contact person:	Phone:
E-mail:	Mobile:
Company name (to be used above the stand):	
Co-exhibitors at the stand:	Number of represented brands:
Represented range:	
New developments that you will present at the fair:	

**EXHIBITION SPACE ORDER** (enter number of square metres)

1) **We irrevocably order \_\_\_\_\_ m<sup>2</sup> of semi-equipped interior** exhibition space at the price of **90 €/m<sup>2</sup>** (minimum order 12 m<sup>2</sup>).

**The semi-equipped space consists of:** Octanorm construction, carpet (the colour shall be defined by the Organiser and cannot be changed), main logo or company name in standard print (200x40 cm), wastebasket, table and four (4) chairs, and one (1) spotlight per every 12 m<sup>2</sup> of exhibition space.

2) **We irrevocably order \_\_\_\_\_ m<sup>2</sup> of non-equipped interior** exhibition space at the price of **75 €/m<sup>2</sup>** (minimum order 16 m<sup>2</sup>).

**Note:** By placing an order for a non-equipped interior exhibition space, you are ordering only the location for a stand at the fair (without walls, carpet, electricity, etc.).

3) **We irrevocably order \_\_\_\_\_ m<sup>2</sup> of non-equipped outdoor** exhibition space at the price of **20 €/m<sup>2</sup>** (minimum order 16 m<sup>2</sup>).

**COMPULSORY FEES:**

- 1) Compulsory one-time registration fee is €55.
- 2) Compulsory entry in the fair catalogue (colour advertisement measuring 13x6 cm) is €75.
- 3) Compulsory electric power connection (220 V, 1 kW) is €75.
- 4) Compulsory electricity flat rate of 2 €/m<sup>2</sup>.
- 5) Compulsory cleaning flat rate of 1.60 €/m<sup>2</sup>.

Note: Detailed technical characteristics and terms of use are available in point 5 of the Exhibitor General Terms and Conditions.

VAT is not included in the above prices.

By signing the Registration Documentation, the Exhibitor confirms the accuracy of the data provided (the Registration Documentation consists of the Registration Form, the Appendix and the Exhibitor General Terms and Conditions). Please return a completed and certified registration form to the following e-mail: [info@promoarh.com](mailto:info@promoarh.com)

**APPENDIX TO REGISTRATION FORM** for exhibiting at the Fair (deadline for order/submission: 02/09/2022)

**OTHER SERVICES PRICE LIST in euros (€)\***

Note: VAT is not included in the below prices.

No	Description	Unit	Price	Quantity
1.	Advertising sign with logo (submitted by e-mail / dimensions 200x40 cm)	piece	50	
2.	1/1 A5 page in the Fair catalogue – in colour (free sample given to each visitor)	page	235	
3.	2/3 A5 page in the Fair catalogue – in colour (free sample given to each visitor)	page	185	
4.	Editing compulsory advertisements for Fair catalogue	piece	50	
5.	Single-phase electric power connection – 220V, up to 3 kW* (see note)	piece	105	
6.	Three-phase electric power connection – 380V, up to 5 kW* (see note)	piece	120	
7.	Three-phase electric power connection – 380V, 5-10 kW* (see note)	piece	225	
8.	Three-phase electric power connection – 380V, 10-20 kW* (see note)	piece	315	
9.	Electric switchboard (without electric power, compulsory for 380V, above 5 kW)	piece	95	
10.	Water supply* (see note)	piece	55	
11.	Water outlet* (see note)	piece	80	
12.	Outdoor electric power connection up to 5 kW* (see note)	piece	115	

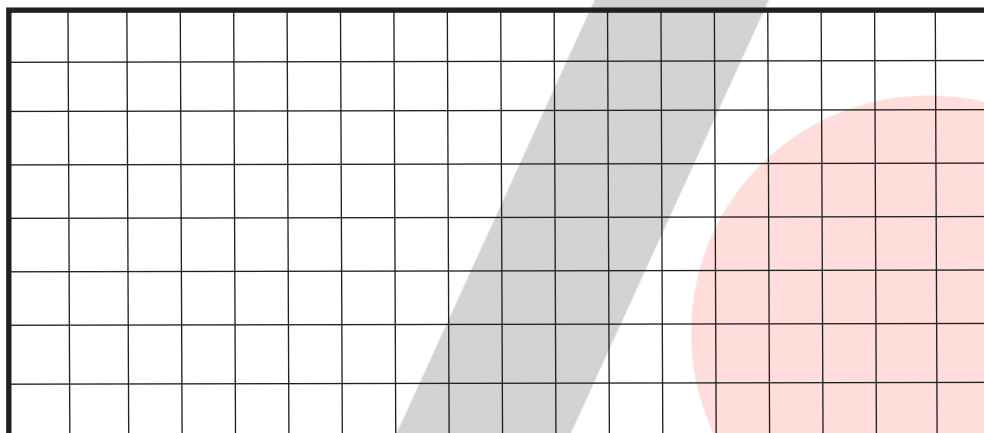
**EQUIPMENT PRICE LIST in euros (€)\***

Note: VAT is not included in the below prices.

No	Description	Unit	Price	Quantity
1.	<a href="#">Tall glass showcase</a> (100x50 cm, h=250 cm)	piece	58	
2.	Tall glass showcase (100x100 cm, h=250 cm)	piece	66	
3.	<a href="#">Short glass showcase</a> (100x50 cm, h=100 cm)	piece	40	
4.	Short glass showcase (100x100 cm, h=100 cm)	piece	45	
5.	<a href="#">Booth partition wall</a> (100 cm, h=250 cm)	piece	30	
6.	<a href="#">Door with lock</a> (for booth)	piece	47	
7.	<a href="#">Curtain</a> (for booth)	piece	16	
8.	<a href="#">Counter with shelf</a> (100x50 cm, h=100 cm or 50x50 cm, h=100 cm)	piece	39	
9.	Counter with shelf (100x100 cm, h=100 cm)	piece	44	
10.	<a href="#">Wall cabinet with shelves</a> (100x50 cm, h=250 cm)	piece	30	
11.	Wall shelf (MDF – 100x30 cm)	piece	13	
12.	<a href="#">Table</a>	piece	30	
13.	<a href="#">Chair</a>	piece	20	
14.	<a href="#">Bar table</a>	piece	40	
15.	<a href="#">Bar stool</a>	piece	25	
16.	<a href="#">Spotlight 150 W</a>	piece	21	
17.	<a href="#">Spotlight, metal halogen</a> 150 W	piece	47	
18.	<a href="#">Illuminated plexiglass plinth</a> a)100x100x h=250 cm b)50x100x h=250 cm c) 50x50x h=250 cm	piece	147	
19.	<a href="#">Plexiglass display cube</a> a) static b) rotating c) illuminated	piece	122	
20.	<a href="#">Plexiglass cube – illuminated</a>	piece	139	
21.	<a href="#">Ceiling construction</a>	m <sup>2</sup>	26	

\*Note: Detailed technical characteristics and terms of use are available in point 5 of the Exhibitor General Terms and Conditions.

**DRAW A LAYOUT OF YOUR EXHIBITION SPACE WITH THE ORDERED EQUIPMENT (1 □ = 1 m<sup>2</sup>)**



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## PROMOARH EXHIBITOR TERMS AND CONDITIONS

- 1) The Organiser of the PromoArh Fair is Studio 053 d.o.o., from Poreč, Vrsarska 11 (hereinafter: the Organiser).
- 2) All natural and legal persons having filled in, certified and submitted the Registration Documentation comprising the Registration Form, Appendix, and Exhibitor General Terms and Conditions are entitled to take part in the 2nd International Construction Trade Fair (hereinafter: the Fair) provided that they comply with the obligations set out in the Exhibitor General Terms and Conditions, which entitles them to the title of Exhibitor. Details of the Exhibitors' participation in the Fair are determined in the Registration Documentation. A Registration Form, filled out, certified and signed by the Exhibitor and submitted to the Organiser is considered a concluded written contract. The deadline for submitting the Registration Documentation is 2 September 2022.
- 3) The Exhibitor shall comply with all applicable laws and regulations relating to the company's operations and participation in the Fair and shall bear sole responsibility and consequences for failure to do so. Under the term "Exhibitor", the Organiser shall also consider all persons working under the instruction of the Exhibitor.
- 4) The Organiser shall allocate exhibition space according to the received Registration Documentation; if the exhibition space requires, the Organiser reserves the right to allocate an area to the Exhibitor up to 10% larger or smaller than that requested in the Registration Documentation. Should circumstances beyond his control occur, the Organiser has the right to withdraw the allocated space and assign a new exhibition space if that is in the interest of the Fair, which shall not entitle the Exhibitor to cancel his participation, request changes and/or demand compensation for damages. The Organiser shall hand over the stand and ordered equipment to the Exhibitor 24 hours before the official opening of the Fair; any complaints shall be submitted in writing no later than 12 hours prior to the start of the Fair. The Exhibitor shall allow unobstructed passage through his stand of any installations necessary for equipping, technically or by other means, the exhibition space or another exhibitor's stand.
- 5) Technical characteristics and terms of use:
  - a) The stand is constructed from Octanorm, 250 cm in height, with posts every 100 or 50 cm.
  - b) Upon request, the Organiser shall provide the exact measurements for the production of vinyls and the better planning of merchandise placement.
  - c) The Organiser shall lay a carpet in the Fair's colour scheme at all semi-equipped stands.
  - d) Drainage and water supply are possible only at the marked positions on the floor plan of the exhibition space. The Exhibitor shall submit a layout of the exhibition space with the marked positions of electrical and plumbing needs in advance. The Organiser shall install a power socket, water supply and drainage at the stand at the most technically suitable location, whereas the running of cables and pipes at the stand and connecting them to the equipment is the obligation of the Exhibitor (the Organiser is not obliged to provide staff or any require tools and equipment).
  - e) Graphics may be applied to the panels solely using "Easy Dot" vinyl and only with prior notice to the Organiser; at the end of the Fair, the Exhibitor shall remove the vinyl and return the stand in its original state.
  - f) If ordering additional equipment, please provide a sketch of how you would like it positioned at the stand.
  - g) Changes to the stand, which are not predefined and submitted in the layout, and additional equipment orders at the Fair may only be done with the Organiser's consent. If the requested equipment is available, the prices quoted in the equipment price list from the Registration Documentation shall be increased by 100%.
- 6) The Exhibitor shall not offer or sublet the exhibition space to a third party without the Organiser's permission. The Exhibitor shall end all works on setting up the stand 12 hours before the start of the Fair and all arranging of the exhibits 4 hours before the start of the Fair.
- 7) The Organiser shall publish the Fair catalogue in which all the exhibitors registered no later than the stated deadline (2 September 2022) shall be presented. The Exhibitor shall provide a print-ready advertisement by e-mail no later than the application deadline. If the applicant fails to deliver it on time, the Organiser shall enter the basic data known from the Registration Documentation. If the submitted advertisement is of incorrect dimensions, any required editing shall be charged according to the price from the Other Services Price List (No 4). The Exhibitor shall be fully responsible for the data entered in the catalogue, for the content of the advertisement, and for any damages caused by submitting unsuitable content; the Organiser shall not be liable for any inaccuracies in the catalogue.
- 8) Upon receiving the Registration Documentation, the Organiser shall send a quote for the items ordered. Payment shall be made according to the quote and the due date. All prices in the Registration Documentation are exclusive of VAT.
- 9) The exhibition space at the Fair shall only be considered reserved after the timely payment of the amount stated in the quote. Reservation of the stand position shall be valid only after a 15% advance payment of the full quote. If the Exhibitor fails to pay the specified amount by the due date stated in the quote and no later than 20 days prior to the beginning of the Fair, the Organiser shall be entitled to cancel the reserved exhibition space.
- 10) Upon the closing of the Fair, the Organiser shall issue the final invoice to the Exhibitor for all the services ordered and rendered. Any late payments (after the invoice due date) shall be subject to interest on arrears.
- 11) **Exhibitors may not pack away or remove any of the exhibits from the Fair premises before the closing of the Fair. Visiting hours of the Fair shall be from 10:00 to 19:00h every day of the Fair (Wednesday, Thursday and Friday). Exhibitors who begin to pack away the stand before the end of visiting hours shall be charged a fee of €667 + VAT.**
- 12) The Organiser shall assume responsibility for the safety and security of the Fair grounds and shall employ a 24-hour security service during the Fair. The safety of the exhibits at the stand shall be the Exhibitor's responsibility. The Organiser shall not be liable for any damage, loss or theft of the Exhibitor's property. Furthermore, the Organiser shall not be held responsible for the disappearance of any items from the stand during the Exhibitor's presence at the stand, i.e., during the visiting hours of the Fair. After the closing of the Fair (23 September 2022, from 19:00h onwards), the Exhibitor shall bear sole responsibility for his exhibits. Exhibits that the Exhibitor fails to remove from the stand within the deadline set by the Organiser shall be removed by the Organiser, but at the expense of the Exhibitor.
- 13) The Registration is irrevocable and binding, and any cancellation thereof shall be made in writing. If the Exhibitor cancels his participation in the Fair no later than 40 days prior to the beginning of the Fair, 50% of the agreed value of the exhibition space shall be invoiced nonetheless. For cancellations of participation in the Fair made within 30 days or less prior to the beginning of the Fair, the full amount for the ordered exhibition space shall be invoiced.
- 14) The Organiser is responsible for cleaning the Fair grounds, passages and exhibition space.
- 15) Any disputes arising between the Exhibitor and the Organiser shall be settled by mutual agreement; if they fail to reach an agreement, the parties hereby agree to the jurisdiction of the Court in Poreč.

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