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INTERNATIONAL  
ALUMINIUM  
EXHIBITION

8<sup>th</sup> edition  
14<sup>th</sup>-17<sup>th</sup> April 2010

Garda Exhibition Centre  
Montichiari  
Brescia - Italy



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FORM  
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## GENERAL RULES

### 1 - ORGANIZATION OF THE EXHIBITION

The company in charge of the exhibition is Edimet Spa, via Brescia 117, 25018 Montichiari (Brescia), Italy, tel. +39 030 9981045, fax +39 030 9981055, e-mail: info@edimet.com. The company is referred to as the Organizer hereafter. Staff Service is the Logistics Secretariat and deals with the management of the customer and the supply of logistic services. It is located in via Brescia 117, 25018 Montichiari (Brescia), Italy, tel. +39 030 9981132, fax +39 030 9981142, e-mail: info@staffservice.it

### 2 - APPELLATION OF THE EXHIBITION

Edimet S.p.A. manages the following exhibitions: METEF and FOUNDEQ that will take place at the Garda Exhibition Centre in Montichiari from April 14th to 17th, 2010.

The following bodies can be admitted as exhibitors:

- Italian and foreign Companies that display their own manufactured goods, their concessionaires, agents or general exclusive agents for Italy and dealers. Representatives, concessionaires and dealers must obligatorily attach to the application form the list of their represented brands whose products they want to display. The organizer has the discretionary and unquestionable power not to accept in the exhibition certain products or samples, as well as the presence of the same company in more than one exhibiting space of the same product sector.
- Trade Associations, Public Bodies and organizations that carry out sector promotions, studies, information and divulgation. The Organizer reserves the right also to accept applications from Companies, Bodies and Organizations not listed in the previous points a) and b).

### 3 - PARTICIPATION IN THE EXHIBITION

To request the participation in the exhibition, the interested bodies must fill in the application form on the web site [www.metef.com](http://www.metef.com) or the special form prepared by the Organizer and to be sent by fax +39 030 9981055. Signing the form is an irrevocable commitment for the applying Company and implies the acceptance of these General Regulations and of all the rules issued, or that will be issued afterward, by the Organizer.

The participation fees are to be found on the application form.

In case the Organizer requires, the applicant must document its registration in the Chamber of Commerce.

The Organizer will decide on the applications unquestionably and with no possibility of appeal and without obligation to give any explanation on its decisions. In case of affirmative decision, the applicant will be informed by the Organizer at least 20 days before the start of the exhibition of his acceptance and the confirmation that he has been granted an exhibiting space and, being this way qualified as exhibitor, the applicant will be confirmed of the right and duties of these General Regulations.

This is valid, provided that the Organizer receives the application form within the date indicated in the application form. For applications received after that date, the Organizer can communicate the acceptance of the request until the day before the opening of the exhibition.

### 4 - PARTICIPATION FEE, WAY OF PAYMENT

The participation fee is Euro 153.00 + 20% VAT for each sqm of occupied space plus eventual increases and extra charges for specific locations. The fee will be increased of Euro 8.00 + 20% VAT for each sqm for exhibiting spaces with two free sides and of Euro 15.00 + 20% VAT for three or more free sides. The abovesaid increase in also due in case the Organizer, for technical-organizational reasons, allots a privileged position (free sides) even if not required.

Together with the application form, the exhibitors have to pay a registration fee of Euro 300.00 + 20% VAT in addition to Euro 100.00 + 20% VAT for each company they represent or any other amount in force at the time of payment.

The advance payment, equal to 50% of the total fee or any other amount in force at the moment of payment, has to be made 90 days before the start of the exhibition. The balance, including technical services and eventual pre-fitted stand costs, has to be made 30 days before the start of the exhibition.

In case the application is not accepted, the registration fee will be paid back. Eventual costs for additional furniture, supplies and/or services requested 30 days prior to the beginning of the event must be settled by the last day of the exhibition. Means of payment: Payment of the registration fee, exhibition costs, furniture, technical supplies and all other services must be paid by bank transfer and made out to Edimet Spa.

### 5 - POWER OF WITHDRAWAL

The participant that for legitimate proved supervening impossibility can not participate in the exhibition has the power to withdraw from the contract, documenting the reasons of this impossibility and informing the Organizer by registered letter with return receipt at least 40 days before the starting of the exhibition, agreed that the Organizer will keep the registration fee and any other cost for damages caused by the withdrawal. If the Organizer is not informed of the withdrawal at least 40 days before the start of the Exhibition, the participant is obliged to pay, besides the registration fee, also the whole participation fee, plus any eventual cost for direct or indirect damages caused by the withdrawal. In this case, the Organizer has the power to dispose of the exhibiting space and can allot it to other exhibitors. The Organizer will unquestionably judge the causes that

prevent the Company from participating. The participant that does not complete the furnishing and dressing of his exhibiting space within the time limits set by the tickler will be considered a defaulter in all respects; he will be obliged to pay the entry fee and the whole participation fee, as well as to refund the Organizer for any direct or indirect damage. Even in this case the Organizer has the power to dispose of the exhibiting space and can allot it to other exhibitors.

### 6 - ALLOTMENT OF EXHIBITING SPACE

The allotment of exhibiting space is exclusively and discretionarily pertaining to the Organizer. Eventual particular request made by the Exhibitor while sending his application are only indications and they do not bind the Organizer anyhow, neither can they condition the application. The exhibitors will be notified of the allotment of exhibiting space starting from 60 days before the starting of the Exhibition. The Organizer reserves the right to allot space not shown in the prearranged exhibition map. For technical and organizational reasons the Organizer has the power to move or reduce, when needed, the exhibiting space, even if already allotted, or to move it to another area; this gives the Exhibitor no right of compensation or refund of the paid fee. The Organizer has to inform the Exhibitor in writing.

### 7 - FURNISHING AND DRESSING

The working hours dedicated to the setting up and dismanting of the stand will be advised by the organizer in due course. The amount of € 200.00 plus VAT/hour will be charged to the Exhibitor and/or Stand Fitter, in case an extension of the specified working hours is required or exceeded.

The furnishing and dressing must not exceed the area of the exhibiting space, indicated by special marks. The furnishing and dressing must not be lower than 250 cm.

The Exhibitor must provide for a partition wall between two booths, even if the neighbouring exhibitor has also a partition wall, unless the two parties agree otherwise. Only false ceilings made of grid or holed panels allowing the proper use of the heating system will be allowed in the halls. It is agreed that every liability related to the stability of the booth furnishing pertains to the Exhibitor, who expressly exonerates the Organizer for any eventual damage to the Exhibitor himself or third parties caused by furnishing and dressing equipment. The Exhibitor undertakes to use fire-resistant or completely fireproof furnishing and dressing material according to the current regulations concerning fire prevention standards and takes upon itself both civil and criminal liability for eventual damages caused by not-fulfillment or violation of the above-mentioned Regulations. The Exhibitor also undertakes to use for its electric systems devices, cables and equipment conforming to CEI Standards and other current Standards concerning accident prevention and to follow the prescriptions included in the aforesaid Standards.

The above-mentioned electric systems are fed by 50 Hz (tolerance ± 2%) 380/220V (tolerance ± 2%) power supply. The Exhibitor undertakes to protect his electric system by a specific slow valveswitch and to verify personally the voltage of the feeder mains when connecting his own system, exonerating anyway the Organizer and the official supplying company from every and any damage to persons or objects caused by not checking the supply voltage or by any other cause. The Exhibitor, besides guaranteeing that he will follow all Laws and Regulations related to safety, all instructions coming from good technique and experience and good care throughout the whole permanence in the Exhibiting Centre, undertakes to comply scrupulously with the directions coming from the Organizer, keeping upon himself the full civil and criminal liability for any accident and/or damage to third parties caused by not-fulfillment or violation of the aforesaid Regulations and/or directions. Plans of customized booths must be submitted to the Organizer for approval at least 30 days before the opening day of the Exhibition. Whoever does not respect this rule will be considered to be not-authorized, and the Organizer will reserve the right to verify his furnishing and dressing.

### 8 - WORK SAFETY

The Exhibitor is obliged to observe all regulations in force related to work safety and in particular those foreseen by the D.L. 626/94 and subsequent modifications and supplements. The Exhibitor, when entrusting the assembly and/or disassembly of structures or any other work within the Tradeshow areas, according to the aforementioned Decree, must verify the professional technical capability of the contractor, inform them about any existing specific risks within the Tradeshow area and about the provisions foreseen by the Regulations issued by the Organizational Secretariat as well as comply with anything else foreseen by law.

### 9 - RETURN OF THE EXHIBITING SPACES

At the end of the Exhibition and not before, the Exhibitors have to remove all products and equipment that they have installed and, after receiving an exit coupon from the Organizer, take them away from the Exhibiting Centre. Exhibitors that have not settled their direct or indirect debts to the Organizer will not receive the exit coupon. The exhibiting spaces have to be cleared by the date indicated in the tickler. The participant expressly authorizes the Organizer to verify that the vehicles or luggage of the Exhibitor and/or of his appointees going away from the Exhibiting Centre do not contain products and goods different from those installed in the stand and listed in the packing list, and authorizes the Organizer to stop the exit of products and goods not listed in the aforesaid packing list. The Organizer declines all responsibility as far as goods, materials and what not left without surveillance by the Exhibitors in the Exhibiting Centre are concerned.

If the exhibiting spaces are not cleared within the aforesaid expiry date, the Organizer reserves the right to remove and store all the goods; in this case the defaulting Exhibitor will be obliged to refund the out-of-pocket expenses borne by the Organizer for the removal and/or clearance and storage of the aforesaid goods. If the Organizer decides not to clear the exhibiting space, the participant will be obliged to pay a daily penalty of € 1,000.00 + 20% VAT. After 30 days from the end of the Exhibition the Organizer will have the faculty to sell the goods and materials that have not yet been collected, according to the conditions unquestionably decided by the Organizer; the Organizer will be credited with the net proceeds after the credits of the Organizer and any expense, even fiscal or for professional fees, have been paid.

#### **10 - WORKING MACHINES ON DISPLAY**

Displayed machines can be operated, as long as this brings no danger or inconvenience to third parties. The Organizer is obliged to fit all his machines and equipment with all devices to prevent accidents, irritating noises, bad smells and emission of liquids or gases. Functioning machinery must be equipped with a cooling refrigerator to guarantee the drainage of water. Machines, systems, devices and equipment on display must conform to legislative, regulation or good technique standards in force and contained in the prescribed administrative documents of the competent authorities. The Exhibitor releases the Organizer from any liability for any damage to the exhibitor's personnel or to third parties caused by non-fulfilment of the Regulations in force at the moment of the accident.

#### **11 - ADMISSION TO QUARTERS**

The showroom is open to visitors with an entrance document every day according to the timetable that the organizer will fix and eventually modify, even during the Exhibition. In order to allow the Exhibitors and their personnel to enter the showroom freely, the Organizer will arrange special badges whose use implies the acceptance of these regulations.

Inside the Exhibiting Centre it is forbidden to distribute leaflets and to promote special offers or bonds for any institution, to make political, religious or party propaganda and anyhow to carry out any activity not related to the aims of the Exhibition.

Anyway the Exhibitor is responsible in all respects for the behaviour of those who use entrance badge, as well as of the behaviour of his employees, assistants or collaborators while they accomplish the assigned tasks.

#### **12 - SURVEILLANCE AGAINST THEFTS**

For the whole duration of the Exhibition, as well as for days appointed for the installation and dismantling of the exhibiting spaces, the Organizer provides for a general service of day and night surveillance inside the Exhibiting Centre; anyway the Organizer takes upon itself no responsibility for thefts and/or damages that might occur.

During the opening hours of the showrooms the Exhibitor must watch over his own exhibiting space personally or by his own personnel, and the displayed products must be uncovered.

#### **13 - LIABILITY FOR DAMAGES - INSURANCES**

The Exhibitor is liable to the Organizer for all direct or indirect damages due to any cause (including damages provoked by electric plants made by himself or by third parties) and for any money that the Organizer, because of faults of the Exhibitor, has to pay by any way to other Exhibitors, Visitors, its own or other employees and third parties in general. The Organizer obliges the Exhibitor, under pain of annulment of the admission, to draw up an insurance policy with a main insurance company or filling up the special form, for the whole period of permanence in the Exhibition, against civil liability to third parties. The Organizer places an insurance policy with a main insurance company at all exhibitors disposal against damages, theft and accidents.

#### **14 - INDUSTRIAL PROPERTY**

Products, as well as the exhibiting spaces in which they are displayed, cannot be photographed, drawn or copied anyhow without authorization of the Exhibitor and of the Organizer. Anyway the Organizer reserves the right to film, print, release and authorize the filming, printing and releasing of comprehensive or detail views, both internal and external, even allowing or effecting its sale.

#### **15 - TECHNICAL SUPPLIES**

The Organizational Secretariat obligates the Exhibitor to complete the forms regarding the electric power for the stand's lighting system and the insurance (liability). Regarding the supply conditions, the means of evaluation and measurement, and the unit prices are those foreseen and indicated in the specific forms.

#### **16 - SERVICES**

In order to accommodate the Exhibitors, the Organizer, within the Exhibiting Centre, reserves the right to farm out and award exclusive contracts for any service that it considers to be useful for the participants, establishing the relevant rules that are compulsory for any purpose. In detail: Water - Light - Driving power - Compressed Air: connections can be made only by the staff of the Companies authorized by the Organizer. Cleaning of the exhibiting spaces: the cleaning of the exhibiting spaces must be carried out by the respective Exhibitors by means of the Company authorized by the Organizer for this service.

Telephones: connections of telephone can be carried out only by the supplier authorized by the Organizer for this service. The terms and fares for all above-mentioned services can be found in the technical services folder.

The Organizer is not responsible or jointly responsible towards the Exhibitors for eventual damages provoked by contractors or exclusive suppliers of services and technical supplies; therefore the Exhibitors take upon themselves the responsibility towards third parties and renounce any direct or claimed action against the Organizer.

#### **17 - INFORMATION PAPERS AND ORIENTATION MAPS**

The Organizer sees to the printing and reproduction (also in a concise and shortened issue), as well as to the releasing of information papers and orientation maps of the Exhibition, without responsibility for omissions or errors. This is not prejudicial to the Organizer's right to modify the allotment of the exhibiting spaces, as already stated in these Regulations.

#### **18 - PAY ADVERTISING**

Any sort of propaganda or advertising out of the allotted exhibiting space must be made exclusively by means of the Organizer and is subject to payment of a fee and relevant fiscal charges. Being the Organizer responsible jointly and severally, the Exhibitor frees it from this responsibility in default of payment of the advertising tax.

#### **19 - SIAE RIGHTS**

The video, videografic, multimedia and phonic apparatuses that are used in the stand must be declared to the SIAE (Società Italiana degli Autori ed Editori, Via Maddalena di Canossa, 15 - Montichiari - Brescia - Tel. 0039 030 9960528) 30 days before the beginning of the Tradeshow for the fulfilment of the foreseen procedures related to the author's rights, in the event video or audio products from authors enrolled in the SIAE are transmitted.

The use of said apparatuses is allowed provided that they do not disturb the other Exhibitors or the public. Otherwise, the Organizational Secretariat reserves, in its indisputable judgment, the right to stop the operation of said apparatuses.

#### **20 - PROHIBITIONS**

The Exhibitors are forbidden to do what follows: any selling of products with immediate delivery on the spot, except in the areas where the Organizer explicitly allows it; to hand over, even if partially, the allotted exhibiting spaces to third parties or to exchange the allotted spaces; to display the prices of the products, except in the area where the Organizer explicitly allows it; to display products that are in contrast with the market sector of the exhibiting space, as indicated in the application form; to display cards and posters or samples on behalf of Companies not listed in the application and not represented. Technical prohibitions, whose aim is to prevent the damaging of movables and immovables in the Exhibiting Centre and relevant directions, are an integral part of these Regulations, by the signing of which the Exhibitor undertakes to respect them. Eventual derogations of the above-mentioned prohibitions must be put in writing by the Organizer, at the expenses and under the responsibility of the participant.

#### **21 - PARKING SPACE WITHIN THE EXHIBITION QUARTER**

The Organizer takes no responsibility upon itself for vehicles parked inside or outside the Exhibition Centre. Only vehicles with the special badge can park in the proper parking spaces during the opening hours of the Exhibition Centre. In case of inobservance, the Organizer has the power to have the vehicle transported in an attended place, under the risks and expenses of the Exhibitor.

#### **22 - POSTPONEMENT, REDUCTION OR SUPPRESSION OF THE EXHIBITION**

The Organizer has the discretionary and unquestionable power to modify the dates of the Exhibition; in this case the Exhibitor has no power to withdraw or free himself from the contract and from the engagement towards the Organizer. Until 30 days before the opening day of the exhibition, the Organizer has the power to reduce or cancel the Exhibition partially or completely, informing the exhibitor by letter, without being obliged to pay any kind of penalty or payment for damages. No damage refund or reimbursement can be claimed from the Organizer in case the exhibition can not take place for causes not due to an organization fault.

#### **23 - LAW 675/96 - PROCESSING OF PERSONAL DATA**

Filling in the application form, you are entitled to receive commercial information on the Edimet Multimedia Group's products and services.

If not interested, cross here

The company Edimet Spa, holder of the processing rights, will process freely the data provided so as to perform the services indicated, to use them for its statistics and, should you so wish, to bring you up-to-date on the Group's initiatives and offers. The Exhibitor will be entitled to assert its rights under Art. 7 of Decree No.196/2003 by contacting Edimet Spa, Via Brescia, 117 - 25018 Montichiari (Brescia) - Italy. A full, updated list of all those involved in the processing of your data (i.e. ERP, database, internet services, publishing, mailing, marketing, exhibitions and conferences, training, teleselling, sales dept., accounting) is available from Database department Via Brescia, 117 - 25018 Montichiari (BS) - Italy.

The data may be transmitted to companies within our Group, to independent companies and to our banks. The purpose is respectfully, keeping you up-to-date on the Group's activities and offers, sending you commercial information and consenting the complete execution of all operations necessary in fulfilling your application.

**Consensus:** By transmitting (at your total discretion) your e-mail address, telephone and/or telefax number, you consent to the use of such tools for sending commercial information.

#### **24 - GENERAL INSTRUCTIONS**

The Organizer transfers onto the Exhibitor the obligation to follow eventual directions issued by the authorities in charge of the surveillance of the spaces open to the public in order to guarantee the safety of the Visitors. Any complaint concerning the organization of the Exhibition and its management must be put into writing in order to be considered valid. The decisions taken by the Organizer on the matter will be definitive and unappealable. The rules of the town council of Montichiari (Centro Fiera Spa) and of the Civil Code are in force for what not provided for in these Regulations.

#### **25 - PLACE OF LAWFUL JURISDICTION FOR EVENTUAL DISPUTES ACCEPTANCE OF ITALIAN LAWS**

The Exhibitor elects his legal domicile in the seat of the Organizer, and accepts exclusively the Italian Jurisdiction. The relation is regulated by the Italian Laws, and Brescia is the exclusive place of lawful jurisdiction.

For the interpretation of all the dispositions contained in the present Regulations, the text in Italian language is the exclusively valid text.

The undersigned Company, that undertakes decisively to take part in "METEF FOUNDEQ 2010", declares to specifically approve all the articles of the General Regulations of the Tradeshow formulated above, the Rules and the Participation fees for the Tradeshow and all those Rules issued subsequently for the organization and the operation of the Tradeshow, in particular those reported on the packet of the Technical Supplies, an integral part of the present General Regulations of the Tradeshow.

Date \_\_\_\_\_

Company (stamp and signature) \_\_\_\_\_