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Deadline – 28 August 2023 |
| **Company name** **:** **Executive**  (full name, position): **Contact person** *(*full name, position): **Phone:** ( ) **Fax:** ( ) **E-mail:**  **Legal address:** **Postal address:**  |

### CONTRACT-APPLICATION FOR PARTICIPATION IN THE EXHIBITION.

### Please, register our company as an exhibitor.

** REGISTRATION FEE - 560 EUR Includes:** accreditation of representatives (1 per every 4 sq. m. of rented space), one invitation card for an evening reception, information block at exhibition’s web-site, an exhibitor diploma, participation in all exhibition events requiring no special invitations).
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** RENT OF SPACE**  **Size of the rented space:** m **х** m **=**  m².

**Type of space** *(please tick an appropriate box* 🗹*)***:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Unequipped area, min 15 m²** | **Includes:** exhibition space without carpeting, cleaning of general exhibition area, night guarding. | cost basis **220 EUR per 1 m2** |
|  | **Equipped area, min 6 m²** | **Includes:** construction of a booth, walls, carpeting, fascia board with a company name, cleaning of general exhibition area, night guarding | cost basis **320 EUR per 1 m2** |
| **Base space rental:**   **m² х EUR per m² = EUR**  |

**Booth configuration and extra charge:** If an exhibition booth with improved visibility is ordered extra charge in percent of the rental for unequipped area is imposed*(please tick an appropriate box* 🗹*)***:**

|  |  |  |  |
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|  | **A** - with one side open (linear, **min 6 m²**) |  | **C -** with three sides open (front, **min 15 m²**) - **10%** |
|  | **B -** with two sides open (corner, **min 9 m²**) - **5%** |  | **D** - with four sides open(islet, **min 36 m²** ) - **15%** |
| **Calculation of extra charge for visibility:** **220 EUR х : 100 х m² = EUR** % extra charge rented space |

** Total exhibition space rental: EUR + EUR = EUR**

cost basis extra charge

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**We intend to entrust construction and equipping of the exhibition booth to:**

|  |  |
| --- | --- |
|  | **Exhibition organizer.** Please fulfill construction and equipping of a booth in compliance with Appendix 1 to the present Application Form. |
|  | **To fulfill on our own or with assistance of a third-party builder** (if unequipped space is ordered). Please provide uswith optional exhibition equipment in compliance with Appendix 1 to the present Application-contract. |
| 1. In case of unassisted construction of booths (or with assistance of a third-party builder) the Exhibitor shall pay to “Farexpo” extra 7 EUR per 1 m2of rented exhibition space for payment of post mounting cleaning expenses.
2. The Exhibitor shall provide the Organizer with design of his exhibition booth and information on a builder and undertakes to observe the rules for construction of booths at the exhibitions of “FAREXPO” JSC in compliance with Appendix 1 to the present Application Form
 |

** Total cost for construction and equipping of a booth: EUR + EUR = EUR**

 amount by Appendix 1 extra charge on independent construction

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** OPTIONAL SERVICES**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **Description** | **Cost** | **Q-ty** | **Am-nt** |
| Extra accreditation for 1 representative | **20** |  |  |
| Extra banquet invitation | **85** |  |  |
| Internet, Wi-Fi, for one device | **135** |  |  |

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| --- | --- | --- | --- |
| **Description** | **Cost** | **Q-ty** | **Am-nt** |
| Workshop in 60 seats hall of the Press-center, *1 hour* | **130** |  |  |
| Workshop in 116-125 seats hall of the Press-center, *1 hour* | **230** |  |  |

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| **Description** | **Cost** | **Q-ty** | **Am-nt** |  | **Description** | **Cost** | **Q-ty** | **Am-nt** |
| Cleaning of the booth 1sqm per 1 day | **16** |  |  | Putting your advertising materials at the registration desks | **220** |  |  |
| Enclosure of advertising in exhibitor’s bag | **110** |  |  | E-mails sending through the data base | **220** |  |  |
| Promoter per day | **45** |  |  |

####  TOTAL = EUR

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#### Total due (including VAT): ➀ 560 +  +  +  = EUR

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 **EXHIBITOR’S DIPLOMA.** (presented to all exhibitors).

To state in the diploma:

**Company name\***

**Country**

**\*** Stating of patterns of ownership, use of capital or small letters and quotation marks is at exhibitor’s discretion.

 Example: FAREXPO, “FAREXPO” JSC or “FAREXPO” Company.

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#### *We earnestly request you to ascertain that we received your information.*

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The present Contract-application - is a contract between an Exhibitor and the Organizer of the exhibition. The **deadline** for applications for exhibiting is the **28 S**eptember **2023**.

On the ground of this application, duly filled in and signed, the Organizer shall issue an invoice, which is a confirmation of registration of a company as an Exhibitor.

Within **10 days** from the invoice date the Exhibitor shall pay an advance **not less than 50%** which is the basis for reservation of space and preliminary approved location for the Exhibitor. **100%** **of cash assets** for exhibiting must hit an account of FAREXPO **by the 28 August 2023** inclusive.

The Exhibitor shall receive a Certificate of Services Rendered from the Organizer at the Exhibition.

**Withdrawal of the exhibitor shall be accepted only in written, certified by signatures of an executive and a chief accountant.**

In case of withdrawal of the exhibitor **before the 28 August 2023** inclusive, the Exhibitor shall **pay a fine equal to 50%** of the total cost of exhibiting.

In case of withdrawal of an exhibitor **after the 28 August 2023**, the Exhibitor shall pay **a fine equal to 100%** of the total cost of exhibiting. In such a case the Organizer undertakes to publish information given by the Exhibitor in the Official Catalogue and send one copy of the catalogue to the Exhibitor.

An order for optional exhibition equipment **after 01 September** and during operation of the exhibition will be fulfilled contingent upon its availability **with increase in its rent price by 30%**.

**An Exhibitor is not allowed to dismantle and move its exposition before the official closing of the exhibition. Exhibition Directorate:**

|  |  |  |
| --- | --- | --- |
| Exhibition Director  | **Valentin Lebedev**  | radel2@farexpo.ru |
| Task Manager  | **Vergizova Olga** | radel1@farexpo.ru |
|  | **Eliseeva Svetlana**  | radel@farexpo.ru |
| Directorate Address:  | **JSC FAREXPO** **, 5 Predportovyi proezd, 26 liter E, room 2.26 St.Petersburg** |
| [**http//www.radelexpo.ru**](file:///C%3A%5CUsers%5CUser%5CDocuments%5C%D0%A4%D0%90%D0%A0%D0%AD%D0%9A%D0%A1%D0%9F%D0%9E%5CRADEL%5C%D0%92%D1%8B%D1%81%D1%82%D0%B0%D0%B2%D0%BA%D0%B0%20%D0%A02009%5C%D0%9F%D0%B0%D0%BA%D0%B5%D1%82%20%D0%BD%D0%B0%20%D1%83%D1%87%D0%B0%D1%81%D1%82%D0%B8%D0%B5%5Chttp%5Cwww.farexpo.ru%5Cradel) | ***Tel: 007 (812) 718-35-37 (ext. 622, 631, 632, )*** |

By the present application the Exhibitor admits all claims of the Organizer on arrangement of the Exhibition.

**Date of filling “**  **”**   **2023.**

|  |  |
| --- | --- |
| **Exhibitor:**   *(full company name)*  | **Organizer:** **JSC FAREXPO**Room 2.26, liter E, building 26, 5th Predpotovyi proezd, St-Petersburg, Russia, 196240;  Account № 40702978968005001399, JSC VTB BANK (OPERU BRANCH); S.W.I.F.T. CODE: VTBRRUMM |
| Executive:   | Director General: **Oleg Shost** |
| L.S. | L.S. |

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| Attachment 1 to contract-application for exhibiting.ORDER FOR BUILDING, DESIGN, AND EQUIPMENT RENT |

**Company name** \_

**Size of the rented space**  m **х**  m **=** *m².*

**Booth configuration** (please tick an appropriate box ): 🞏 - linear ( **А** ), 🞏 - corner ( **B** ), 🞏 - front ( **C** ), 🞏 - islet ( **D** ).

**Type of space** (please tick an appropriate box ):🞏 - equipped**\***, 🞏 - unequipped, independent construction**\***.

 **➀ RENT OF EXHIBITION EQUIPMENT:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Design. | Description | Price | Q-ty | Amount |
| Power termination to 5 kW | **60** |  |
| Power termination to 10 kW | **100** |  |
| Power termination to 20 kW | **155** |  |
|  | Wall unit 1,0 х 2,5 m | **30** |  |  |
|  | Wall unit 0,5 х 2,5 m | **20** |  |  |
|  | Wall unit combined 1,0 х 2,5 m | **50** |  |  |
|  | Curved fascia board, R=1 m | **20** |  |  |
|  | Fascia board, linear meter | **10** |  |  |
|  | Folding door | **80** |  |  |
|  | Hinged door  | **80** |  |  |
|  | Info counter 1х0,5, h =1,1 m | **55** |  |  |
|  | Info counter with door. 1х0,5, h =1,1 m | **60** |  |  |
|  | Curved info counter R=1, h=1,1 m | **80** |  |  |
|  | Cabinet unit 1х0,5, h=0,7 m | **40** |  |  |
|  | Showcase 1,0 х 0,5 х 1,1 m | **65** |  |  |
|  | Showcase 0,5 х 0,5 х 1,1 m | **50** |  |  |
|  | Showcase 1,0 х 0,5 х 2,5 m | **90** |  |  |
|  | Showcase 0,5 х 0,5 х 2,5 m | **70** |  |  |
|  | Podium 1,0 х 0,5, h=1,1 m | **40** |  |  |
|  | Podium 1,0 х 1,0, h=1,1 m | **50** |  |  |
|  | Shelving (5 shelves) metallic | **40** |  |  |
|  | Table D80 cm | **35** |  |  |
|  | Table 80 х 80 cm | **35** |  |  |
|  | Table 70 х 120 cm | **40** |  |  |
|  | Bar table, h=1,2 м | **35** |  |  |
|  | Upholstered chair (cloth covering) | **15** |  |  |
|  | Bar chair (stool) | **20** |  |  |
|  | Sofa, 140х85 cm | **180** |  |  |
|  | Coatrack | **7** |  |  |
|  | Waste-paper basket | **5** |  |  |
|  | Magazine holder, *8 pockets*  | **25** |  |  |
|  | Spotlight, 60 W | **25** |  |  |
|  | Halogen floodlight 150 W | **20** |  |  |
|  | Halogen floodlight 500 W | **40** |  |  |
|  | Socket outlet, 220V | **20** |  |  |
|  | Water station + 2 bottles of vater | **70** |  |  |
|  | TV panel, 50`` | **290** |  |  |
|  | Hanger/leg for TV | **70** |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**➀ TOTAL = EUR**

Full-line catalogue of equipment, examples and technical requirements - <http://radelexpo.ru/en/member/stand/>

. **DRAFT OF YOUR EXHIBITION BOOTH**:

Please make sure that you specified location of lights, socket outlets, doors, showcases and other large-size equipment. You can copy symbols from the table – furniture would have to double, other elements are given in the scale. If the booth size is large, you can draw it on a separate sheet.

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**.➁ DESIGN OF THE BOOTH:**

**Inscription on a fascia board:** (up to 15 characters are free of charge, over 15 characters – 3 EUR per character)

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| For booths of «**B**», «**C**» and «**D**» types, please, specify quantity of inscriptions. |

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| **Service name** | **Price** | **Q-ty** | **Amount** |
| Extra signs on a fascia board (1 letter) | 3 |  |  |
| Logo on a fascia board | 40 |  |  |
| Logo on a piece of furniture | 40 |  |  |
| Pasting with color tape, m**²** | 15 |  |  |
| Full color printing of tape from exhibitor’s scratches and pasting, m**²** | 50 |  |  |

**➁ TOTAL = EUR**

**Notes.**

**\*** Not allowed:

- to mount your own equipment to booth constructions without the concurrence of the Exhibition directorate;

- to drill, fix advertising and other materials with pins, thumbtacks, hard-to-remove adhesive tape etc. Not any marks must be left after the exhibition.

In case of spoilage of the equipment an exhibitor shall recover its price.

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**Total due** according to Attachment 1 (including VAT): **➀ + ➁**   **=**  EUR

 rent of equipment design of booth

**Responsible representative of the exhibiting company:**  / /