

**Instructions:** Fill in this form: (a) using Adobe® Reader®, print & sign or (b) print, complete by hand & sign.  
Fax back to +90 212 230 04 80 or email [info@hf-turkey.com](mailto:info@hf-turkey.com)

**A1****Registration and acceptance of the conditions for participation**

We herewith register for WIN EURASIA 2024. We acknowledge and accept all of the attached Specific Conditions of Participation (Appendix A1 – A9) in WIN EURASIA as well as the General and Technical Conditions for Participation in Events organized by Hannover Fairs Turkey Fuarçılık A.S. at the Istanbul Fair Center - Bakırköy - Istanbul.

Automation

Industrial Manufacturing Machines

Intralogistics

Energy - Electric

Welding

**Exhibitor Details**

Commercial Title of the Company

**Country of Head Office**

Name to be Announced

First Name

Surname

Job Title

Street Address / P.O. Box

Postal Code

City

Country

Company E-mail

Website

Phone

Fax

Contact Person for Exhibition Matter

Contact E-mail

Contact Phone

Contact Person for Payment

Title

E-mail of Account Department

Tax No.

**CO-EXHIBITOR REGISTRATION:** Each co-exhibitor is subject to 250 Euro participation fee. (please photocopy this form if you apply for more than one co-exhibitor)

Co-Exhibitor Company Name

Street Address / P.O. Box

Phone

Fax

Postal Code

Country

Contact Person

Title

Company E-mail

Website

**Exhibitor Company  
Signature & Stamp****Contract Date****Project Responsible****Hannover Fairs Turkey  
Fuarçılık A.S.  
Signature & Stamp****Contact:**

Hannover Fairs Turkey Fuarçılık A.S.

Buyukdere Cad. Sarli Is Merkezi, No:103 B Blok Kat:5-6 34394, Mecidiyekoy / Istanbul - Turkey

Tel: +90 212 334 69 00 Fax: +90 212 230 04 80

Company Name

## Stand Space Application

- Option 1 (250 Euro/sqm)**  
Raw Space only (min. 12 sqm) - without stand construction and electricity
- Option 2 (345 Euro/sqm)**  
Space + modular stand (min. 12 sqm) -  
(including fascia board+carpet + spotlights + triple socket + 1 table + 3 chairs)
- Option 3 (370 Euro/sqm)**  
Space + modular stand + extra equipments (1x 1sqm storage, 1 waste bin, 4 chairs + 1 Table, Bar stool, 1 info desk ) (min. 12 sqm)
- Option 4 (420 Euro/sqm)** (Country, International etc.)  
Themed Pavilion  
Space + modular stand with special design

## Corner Surcharge

- Corner (5 Euro/sqm)**  **Peninsula (10 Euro/sqm)**  **Island (15 Euro/sqm)**  **Space on the upper floor of two-storey stands (30 Euro/sqm)**

Width (m)	Depth (m)	Column	Sqm	Unit Price*	Subtotal
<input type="text"/>	X <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Registration fee (obligatory for all participants)

SUB-TOTAL

Hall / Stand No:

Number of Co-exhibitors

VAT

- Early Bird Promotion; 10 Euro discount per sqm (valid only for Raw Space until 13.10.2023)**

Total

## MODE OF PAYMENT

Bank drafts are to be made payable to:

**Hannover Fairs Turkey Fuarçılık A.S.****Buyukdere Cad. Sarli Is Merkezi, No:103 B Blok Kat:5-6 34394, Mecidiyekoy / Istanbul - Turkey****Bank:** Garanti Bank - Beyoglu Commercial Branch (Branch Code 1671) / Istanbul - Turkey**Account: 6200042 (TRY)****9099251 (EUR)****9000418 (USD)****IBAN NO:** TR18 0006 2001 6710 0006 2000 42**IBAN NO:** TR84 0006 2001 6710 0009 0992 51**IBAN NO:** TR08 0006 2001 6710 0009 0004 18

SWIFT: TGBATRISXXX

## PLEASE SEND FILLED CONTRACT TO:

Hannover Fairs Turkey Fuarçılık A.S.

Buyukdere Cad. Sarli Is Merkezi,

No:103 B Blok Kat:5-6 34394,

Mecidiyekoy / Istanbul - Turkey

Tel: +90 212 334 69 00

Fax: +90 212 230 04 80

Email: [info@hf-turkey.com](mailto:info@hf-turkey.com)

Reference: WIN EURASIA 2024

## Installment Payment;

- 1<sup>st</sup> Payment (25% of total participation fee must be paid in 15 days)- 2<sup>nd</sup> Payment (75% of total participation fee must be paid until **01.05.2024**)

Date	Amount	Payment Mode (Credit card or bank transfer)
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Exhibitor Company  
Signature & Stamp

Contract Date

Project Responsible

Hannover Fairs Turkey  
Fuarçılık A.S. Signature &  
Stamp

Company Name

**Stand Space Application****DIGITAL FACTORIES SPECIAL AREA** **Option A:**  
Empty space **Option B:**  
Services included in the price; Digital Factories custom booth decoration, Light board (including printing & application), Welcome desk + bar chair, Raised illuminated parquet floor, Illuminated spotlights. The cost of electricity usage is not included in the price. **5G ARENA**  
Services included in the price; 5G Arena special booth decoration and booth walls, raised floor from edge illuminated bistro table and bar stool suitable for the area, internally illuminated visuals on the corners of the stands area (for companies), general area lighting, upper visuals separating the general area (not specific to companies), 5G network (specific for this area). Electricity usage fee and 5G modem are not included in the price.**Corner Stand Price** Corner / 7gda!ec\_ fi  Peninsula /# 7gda!ec\_ fi  Island /# 7gda!ec\_ fi  Space on the upper floor of two-storey stands (30 Euro/sqm) 

Width (m) Depth (m) Column Sqm Unit Price\* Subtotal

 X     Registration fee (obligatory for all participants) SUB-TOTAL Number of Co-exhibitors VAT Total Hall / Stand No:  **Early Bird Promotion; 10 Euro discount per sqm (valid only for Raw Space until 13.10.2023)****MODE OF PAYMENT**

Bank drafts are to be made payable to:

**Hannover Fairs Turkey Fuarçılık A.S.****Buyukdere Cad. Sarli Is Merkezi, No:103 B Blok Kat:5-6 34394, Mecidiyekoy / Istanbul - Turkey****Bank:** Garanti Bank - Beyoglu Commercial Branch (Branch Code 1671) / Istanbul - Turkey**Account:** 6200042 (TRY)  
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SWIFT: TGBATRISXXX**PLEASE SEND FILLED CONTRACT TO:**

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No:103 B Blok Kat:5-6 34394,

Mecidiyekoy / Istanbul - Turkey

Tel: +90 212 334 69 00

Fax: +90 212 230 04 80

Email: [info@hf-turkey.com](mailto:info@hf-turkey.com)**Reference: WIN EURASIA 2024****Installment Payment;**- 1<sup>st</sup> Payment (25% of total participation fee) must be paid in 15 days)- 2<sup>nd</sup> Payment (75% of total participation fee) must be paid until **01.05.2024**

Date

Amount

Payment Mode (Credit card or bank transfer)

    
  Exhibitor Company  
Signature & Stamp

Contract Date

Project Responsible

Hannover Fairs Turkey  
Fuarçılık A.S. Signature &  
Stamp

## WIN EURASIA 5-8 June 2024

### Additional Agreement

#### Content of The Advanced Package

- Exhibitor will have many opportunities to increase the traffic to its stands on the fairground.
- Special display feature with Digital Platform Icon
- Collecting business card in the profile section
- Communicating via Whatsapp
- Sending messages
- Display of corporate social media accounts in the profile section
- Photo gallery feature
- Detailed product promotion
- Adding products to the favorite list
- Reporting feature
- Year-round system accessibility

#### Content of The Premium Package

- Exclusive B2B matching system usage
- Top ranking in the search engine
- Special display feature with premium icon
- Collecting business card in the profile section\*
- Communicating via Whatsapp
- Sending messages
- Display of corporate social media accounts in the profile section
- Photo gallery feature
- Video gallery feature
- Document gallery feature
- Detailed product promotion
- Adding products to the favorite list
- Reporting feature
- Direct routing from mobile application to profile
- Ability to organize digital meetings for 1 month after the fair
- Premium filtering in the search engine
- Year-round system accessibility with premium features

We are interested in Advanced Package.

We are interested in Premium Package.

We are interested in having detailed information of Sponsorship Package.

#### PAYMENT PLAN

	Amount (VAT included)	Due Date	Delivery Date of The Check	Check/Transfer
<b>Total Payment</b>				

\*Please state "Win EURASIA Advanced package or Premium Package payment" in the description section of your payment.

\*\*The service will be available for contracts paid within 15 days from the date of signing the contract.

\*\*\*The Exhibitor is responsible for the financial obligations such as stamp duty, fees, funds, etc. that have arisen and will arise due to this contract and its addendums. The stamp duty shall be paid equally by the parties.

#### ACCOUNT AND BANK DETAILS FOR PAYMENT:

**Hannover Fairs Turkey Fuarçılık A.Ş.:** Garanti Bank Beyoğlu Commercial Branch (1671)

**Swift Code:** TGBATRISXXX

**IBAN TR:** TR18 0006 2001 6710 0006 2000 42 **IBAN EUR:** TR84 0006 2001 6710 0009 0992 51 **IBAN USD:** TR08 0006 2001 6710 0009 0004 18

#### General Provisions

1. This WIN EURASIA Advanced Package & Premium Package Agreement ("Additional Agreement") is an appendix to the Fair Participation Agreement signed by and between the Organizer and the Exhibitor and is subject to the same provisions and conditions.
2. The Additional Agreement comes into force on the signature date of the Fair Participation Agreement.
3. The Additional Agreement is made in two copies and the Parties have received one copy each.

**EXHIBITOR**  
Stamp&Signature

**HANNOVER FAIRS TURKEY**  
**FUARCILIK A.Ş.**  
The Deutsche Messe AG Group of Companies  
Stamp&Signature

**HANNOVER FAIRS TURKEY FUARCILIK A.Ş.**

Büyükdere Cad. Şarlı İş Merkezi No:103 B Blok Kat:5, 34394 Mecidiyeköy-Şişli/İstanbul Tel: +90 212 334 69 00 Fax: +90 212 230 04 80

Company Name

**TYPE OF COMPANY (Please check appropriate box)**

- Manufacturer   
  Importer   
  Exporter   
  Distributor/Agent   
  Association   
  Organizer of group participation
- Other (Please specify)

**Represented Company (If you are distributor, please name which companies do you represent at the fair.)**

**Represented Company - Country & Webpage - Adress Details**

**Exhibits (Please specify your products to help us to place your company in the most appropriate hall)**

**Own Production**

Yes     No

Yes     No

Yes     No

Yes     No

Yes     No

Yes     No

Exhibitor Company  
Signature & Stamp

### A. General Terms and Conditions

**Clause 1:** Hannover Fairs Turkey Fuarçılık A.Ş. (referred to as "Organizer"), on the one hand, and the Exhibitor (referred to as the "Exhibitor") whose full name / title and address are stated in section "Exhibitor" of this agreement, on the other hand, have reached agreement on the terms and conditions described in this Contract (referred to as the "Contract") which govern the Exhibitor's participation in the WIN EURASIA Fair to be held from 5-8 June 2024. The Exhibitor who has signed the first 2 pages of this Contract agrees to all terms and conditions laid down below.

**Clause 2:** The person/s executing this Contract warrant/s to be authorized to represent and bind the company and to execute this Contract on behalf of the Exhibitor. In addition to that, the signatory/ies declare/s and undertake/s to receive explicit consent/s of the data owner/s regarding transferring and/or processing of personal data specified in this Contract or forwarded to the Organizer during the execution of this Contract. If the power to sign of these persons is challenged, the Exhibitor and/or the signing persons shall be held liable for all the consequences. If the Contract is executed by persons without authorization to represent the Exhibitor and incur debt on its behalf, all loss and damages suffered by the Organizer shall be indemnified by the unauthorized person/s executing the Contract, and - as the situation may require, and to the extent permissible by law - by the Exhibitor.

If the Exhibitor is represented by at least two signatories, and if at least one authorized signatory has signed the Contract the following applies: if, for this reason, the Exhibitor claims at any time that the Contract is invalid then the signatory (or signatories) shall be considered mala fide and shall indemnify the Organizer for all losses suffered. However, such a situation does not abolish the responsibility of the Exhibitor. In such a situation, the burden of proof lies with the Exhibitor and/or the signatory/signatories. In addition to that the Organizer shall send an email to the email address communicated by the Exhibitor to the Organizer and inform the Exhibitor about its application to participate in the fair on the basis of this Contract. When this email reaches the Exhibitor, it can no longer claim that the Contract was executed by unauthorized persons and/or that the Contract is not binding.

**Clause 3:** The Exhibitor declares and undertakes to comply with all terms and conditions of agreements the Exhibitor has already executed or will in future execute with third persons and organizations of the Organizer with respect to the contractual fair.

**Clause 4:** The Organizer and its authorised contractors have full authority on the fairground as of the moment the fairground is entered until the moment it is left. The Organizer reserves the right to issue all sorts of instructions on the fairground and in the area of its organization for the purpose of professionalism and [mutual] benefits, as well as the right to change, annul and renew such instructions with respect to their administrative aspect, in particular when obliged to do so by law.

**Clause 5:** The Organizer shall issue the Exhibitor a free entrance ticket to the Fair. It is strictly prohibited to sell these special-issued tickets. Based on the confirmed stand area, exhibitors will be provided with the following number of exhibitor passes:

Stand size of 12 – 49 m2: 15 exhibitor passes

Stand size of 50 – 99 m2: 25 exhibitor passes

Stand size of 100 – 199 m2: 50 exhibitor passes

Stand size of 200 m2 or more: 100 exhibitor passes

**Clause 6:** In its own (exhibition) area, the Exhibitor is liable for all direct and indirect harm or damage to third persons, own personnel and exhibited products. The Exhibitor is exclusively liable for theft, damage and loss suffered during the fair and affecting the Exhibitor's exhibited products, personal goods and valuables. To cover these risks, the Exhibitor has to take out insurance for its personnel and its products exhibited at the fair. The Exhibitors are responsible for the products they exhibit at their stands, the stand equipment and any private belongings. The Organizer also cannot be held liable for any loss or damages that may occur in the car park on the fairground.

**Clause 7:** Audio-visual presentations on the fairground and at the stands must not cause congestion in the fair corridors or at neighboring stands. Otherwise, agents of the Organizer have the right to intervene in the presentations and stop them, if necessary. Details of planned audio-visual presentations must be communicated to the Organizer in writing. Visual presentations must not exceed the confines of the stand area. Otherwise agents of the Organizer have the right to intervene. If the noise level at a distance of 1 meter beyond the stand limit exceeds 85 dB agents of the Organizer shall first admonish the Exhibitor and request a noise reduction to below 85 dB. If the Exhibitor fails to comply, the Organizer's agents have the right to intervene and to cut the power supply to the Exhibitor's stand either temporarily or permanently. The Organizer cannot be held liable for damages suffered as a consequence of power cuts to the fairground and/or the stand area. In areas for which the Organizer is responsible, this respective article is not applicable.

**Clause 8:** On the fairground, minors under the age of 18 must be accompanied by their legal guardians. During assembly and disassembly of the fair, minors are not allowed on the fairground irrespective of whether or not they are accompanied by their legal guardians. It is prohibited to bring animals onto the fairground unless specially permitted by the Organizer.

**Clause 9:** The Organizer is the sole owner of all audio and visual broadcasting rights (radio, TV, etc.) on the fairground, in open and closed locations. Broadcasting is subject to permission. Broadcasting media are not allowed inside the fairground without written permission.

**Clause 10:** The Exhibitor confirms to have licences for all products, software programmes, etc. exhibited at its stand which are subject to intellectual property or patent rights, to be the copyright owner or to have the user rights. If an exhibitor violates the intellectual property or patent rights of third persons, the Exhibitor is solely liable for all the consequences. Should the Organizer suffer any losses as a result of such a violation, the Exhibitor is obliged to pay damages in the amount communicated to the Exhibitor in writing. Neither this Contract nor participation in the fair gives the Exhibitor the right to claim any intellectual property rights of the Organizer or other third parties.

**Clause 11:** The Exhibitor accepts and warrants that its materials and exhibited products neither violate the legislation on the environment and human health nor administrative regulations. Demonstrations regarding exhibited products shall not disturb other exhibitors and visitors. The Exhibitor warrants to comply with all legislation and administrative regulations, while participating in the fair on the basis of this Contract. In this context, the Exhibitor is responsible and liable for obtaining all legally required permits and Tobacco and Alcohol Market Regulatory Authority permits for the promotion, tasting and serving of alcoholic beverages. In addition to that the Exhibitor shall also obtain the written approval of the Organizer for serving of alcoholic beverages. Any penalty/penalties payable by the Organizer and/or the owner of the fairground due to the Exhibitor's failure to comply with the aforementioned provision, shall be reclaimed from the Exhibitor.

**Clause 12:** In accordance with law No 5727 - "Prevention of the harm caused by tobacco products"- the consumption of tobacco and tobacco products is prohibited on the fairground. If the Exhibitor allows its employees or visitors to consume tobacco products at the stand assigned to the Exhibitor, the Exhibitor is directly liable for all legal sanctions. Any penalty/penalties payable by the Organizer or the fairground owner due to the Exhibitor's failure to comply with the prohibition and/or for not preventing smoking at its own stand, shall be reclaimed from the Exhibitor.

**Clause 13:** If the Exhibitor plans to organize a lottery it must at first obtain the written approval of the Organizer. If the Organizer approves, the Exhibitor then has to obtain all legally required permits from the National Lottery Administration and other relevant organizations. Once the Exhibitor has obtained all permits, the lottery can be held. The Organizer reserves the right to permit the organization of lotteries for visitors.

**Clause 14:** The Exhibitor must ensure that at least one employee is present at the stand who is able to inform visitors to the stand about technical and sales issues. Such a person must be present from one hour before fair opening until the fair closing hour.

**Clause 15:** During fair opening hours no goods must be brought onto the fairground or removed from it. During the fair it is prohibited to exhibit products with price labels, to carry out retail sales or to deliver products at the stand. This does not apply to subscription sales for business sector publications. Failure to comply may result in stand closure by the Organizer. If a stand is closed, the Exhibitor cannot claim any payment, expenses, loss or damages. At the same time, all costs associated with stand closure are borne by the Exhibitor. Brochures must only be distributed within the stand area.

**Clause 16:** Exhibitors exhibit their products and services in the area assigned to them. No products or promotional materials must be placed / protrude outside this area. Otherwise, the exhibitor shall be charged a contractual penalty on the amount that it would have to pay if the exhibitor had received the said additional promotional service(s) from the Organizer. In the stand area, only the products belonging to its own company and approved by the Organizer can be exhibited.

**Clause 17:** During the fair, food, drink, cocktail receptions and other entertainment services organized for Exhibitors, visitors or personnel must be procured from the fair's official catering provider. The Organizer is free in its decision to grant or refuse requests for externally provided services.

**Clause 18:** The Exhibitor is not allowed to rent out its entire rented area or a part of it to third persons and/or let third persons use it, unless agreed otherwise in this Contract. Sharing of the stand area by more than one company and/or use of a stand as Sub-Exhibitor of a main exhibitor and/or inclusion as Co-Exhibitor or as co-Exhibitor or supplementary Exhibitor are subject to written approval by the Organizer. The request to share a stand area with another company must be stated in the application form and requires written permission by the Organizer.

Participation in the fair as co-exhibitor or supplementary Exhibitor is subject to a fee. Co-Exhibitor are subject to the terms and conditions of this Contract. The main Exhibitor is obliged to inform its co-Exhibitors and/or supplementary Exhibitors about this issue and about any additional aspects. If a large group of companies desires to rent a stand as joint main Exhibitor they must authorise a joint representative in their application. For every activity, the exhibits of very single Exhibitor must be displayed, and personnel must be employed for the stand. The joint main Exhibitors are jointly and severally liable for the participation fee and the fees for all sorts of services.

**Clause 19:** In return for its participation in the fair, the Exhibitor shall pay the total amount stated in this Contract as Fair Participation Fee to the Organizer. The fair participation fee is calculated on a square meter basis; the unit is 1m2. The fair participation fee covers the single-storey stand area, and if the Exhibitor wishes to set up a two-storey stand, he or she must pay an additional fee to be determined by the Organizer. The various options and the stand area chosen by the Exhibitor are described in the Terms of Payment appendix.

**Clause 20:** The following services as well as services not specifically stated in this Contract are not included in the participation fee. These services shall be provided by the Organizer upon request by the Exhibitor and against fee.

- Telephone, internet, telefax services
- Three-phase / single-phase power supply, pressurised air, water
- Special stand materials and supplementary materials
- Transport and storage services
- Advertising space and sponsorships
- Accommodation and service

**Clause 21:** Payment of the participation fee may be effected by cheque, bank transfer or with credit card against receipt.

**Clause 22:** For the Exhibitor to be allowed to participate in the fair, the participation fee (incl. VAT) must have been paid or acceptable payment documents must have been submitted to the Organizer by the date defined in the Contract and in accordance with the payment plan stated in the Contract. In case of delays regarding the payment plan and/or the submission of payment documents related to the payment plan, the Organizer has the right to refuse the Exhibitor's participation in the fair, not to supply power or any other services, and in addition to or independently of the aforementioned measures to unilaterally terminate or suspend the Contract without prior warning and with all rights to receivables and other claims including the penal clause amount arising from this Contract under the Contract reserved.

**Clause 23:** In case of delays in the payment of the fair participation fee and/or fees for other services procured from the Organizer, a default interest of 3% per month shall be applied without this requiring prior notice. If payment in installments has been agreed, and if one installment is not paid on time, the entire participation fee falls due. In case of delayed payment, the Organizer, at its own discretion, can either collect the due fee without terminating the Contract for cause or by terminating it for cause and claiming the termination related contractual penalty.

**Clause 24:** The exhibitor has the right to unilaterally withdraw from the Fair within 15 days following the signature date of the Contract. After the expiry of the said period, the Exhibitor has no right to withdraw from the Fair, except for the exceptions written in this Contract, only with the written consent of the Organizer. For contracts signed after 30.01.2024, the Exhibitor has no unilateral right of termination of 15 days. If the Exhibitor decides not to participate in the Fair after the expiry of the 15-day termination right period, and / or until 30.01.2024, or unilaterally terminates the Contract until 30.01.2024 for any reason, the Participant will be required to pay 100% of the participation fee as penal clause to the Organizer under this Contract. In case of the Exhibitor decides not to participate in the Fair until 1 month before the start date of the Fair or terminates the Contract unilaterally for any reason, the Exhibitor is obliged to pay twice the Fair participation fee to the Organizer as a penalty. In case of the Exhibitor decides not to participate in the Fair or unilaterally terminates the Contract for any reason within one month prior to the starting date of the Fair or does not participate in the Fair, the penalty fee that the Exhibitor is obliged to pay will be three times the Exhibitor's participation fee under this Contract. This penalty shall become due on the date the Exhibitor delivered the termination notice or its decision not to exhibit at the fair to the Organizer. If the Exhibitor goes into default to pay the penalty fee, default interest of 3% per month shall be applied to the penalty fee without prior notice. The Exhibitor is not authorized to make any discounts or cuts in the fair participation fee. In case of the Exhibitor does not participate in the Fair pursuant to this article, the Organizer has the right to claim the loss and damage incurred in addition to the penalty. All services offered are according to available resources and capacities.

**Clause 25:** The Contract comes into force the day it is executed by the parties to the Contract and at the latest on the day of the last signature. If the signature date is not written on the contract it will enter into force when the signed copy is sent to the Organizer via e-mail, cargo, etc. With respect to both parties, the Contract shall remain in force until all obligations have been fully complied with. The Contract ends on the day all obligations have been completely complied with. The parties have agreed that the Organizer has the right to terminate the Contract for cause with a written unilateral statement serving as notification if the events defined below occur. If the Organizer terminates the Contract for cause it has the right to claim 100% of the Contract fee as contractual penalty and the penalty fee shall become due on the date the Organizer delivered the termination notice to the Exhibitor and a default interest of 3% per month shall be applied without this requiring prior notice. The Organizer reserves the right to also claim compensation for loss and damages suffered as a result of a Contract termination for cause. If the Organizer takes the matter of termination for cause to court or if the Organizer suffers losses as a result of the Exhibitor's failure to comply with its current or future contractual obligations either fully or partially or on time, then the Exhibitor shall be held liable for these losses as well as for the court and enforcement expenses and lawyers' fees. If the Organizer does not use these rights, this must not be construed as a waiver of these rights or as a waiver of its right to claim the fair participation fee or the contractual penalty or other contractual rights, nor must it be construed as approval of the Exhibitor's conduct.

· If the Exhibitor violates its obligation to pay the fair participation fee or the fees for other ordered services.

· If the Organizer suffers a loss due to the Exhibitor's fault, or if the Exhibitor for whichever reason causes a loss to third parties while implementing this Contract.

· If the Exhibitor is declared bankrupt, if suspension of bankruptcy is requested or granted, if the Exhibitor defaults or files for bankruptcy protection.

· In addition to the violation of defined special assurances, if the Exhibitor violates the Contract fully or partially for other reasons, if the Exhibitor fails to comply with its obligations and assurances, and if the violation does not end within 7 days of a writing warning.

Exhibitor Company  
Signature & Stamp

**Clause 26:** The payment dates defined in the Contract are binding. If the Exhibitor fails to comply it is considered in default and there is no need for a separate notification.

**Clause 27:** If Exhibitors fails to pay its participation fee in full and/or if it withdraws its participation, the Organizer is free to use its stand area at its own discretion. The Exhibitor cannot put forward the re-sale or use of the stand area as a reason for reduction of the penalty fee.

**Clause 28:** If Organizer-provided services are requested after the defined deadline or if the forms in the "Online Information System" are not fully completed or sent or if no approval has been obtained, the Organizer is under no obligation to comply with the requests and does not warrant compliance. The forms in the "Online Information System" provided by the Organizer must be fully completed by the Exhibitor, approved and then sent to the Organizer within the defined period of time. The Organizer cannot be held responsible for any problems as a result of incomplete or late submission of forms or failure to submit them. If requests for services ordered after the deadline are complied with, a 50% surcharge may be applied to the regular service fee. Services provided on the fairground are considered delivered in full and correctly unless a written complaint is made within the timeframe of the fair organisation dates. The Exhibitor must pay its service bills.

If Exhibitors fail to send information by the deadline announced for the entry of information in the fair catalogue, the communication data in the Contract shall be printed in the fair catalogue.

Organizer-provided services must be paid before the fair is held, otherwise the requested services shall not be rendered.

**Clause 29:** The Organizer has the right to refuse a Exhibitor for the greater good of the fair even if the Exhibitor has signed this Contract and complied with its terms and conditions. In such a case, the Exhibitor shall be refunded in full. The Exhibitor accepts and warrants not to claim any rights or compensation from the Organizer should it be refused to participate in the fair on the basis of this provision and despite executing the Contract.

**Clause 30:** The Organizer has not given any fair-related assurances to the Exhibitor, neither directly nor indirectly, regarding other Exhibitors, visitor numbers, the establishment of business connections at the fair, or with respect to sales or profits. In the context of this Contract, the Exhibitor cannot make any claims against the Organizer, however defined, regarding losses as a result of its participation, such as profit losses, consequential or indirect losses.

**Clause 31:** The Exhibitor is solely responsible for the payment of all kinds of taxes, duties, fees, funds contributions and other financial obligations that are or will become due in connection with the usage in whichever way of all sorts of advertising materials, nameplates, posters, writings, pictures, catalogues, brochures, etc. on the fairground or at the stand owned by the Organizer. The Exhibitor accepts and warrants that it is liable for all financial, civil and criminal charges brought against the Organizer because of the Exhibitor's failure to comply with the terms and conditions of this Contract and with its financial obligations, and further accepts and warrants to compensate the Organizer for any losses it may suffer as a result of it.

**Clause 32:** The Organizer has the right to take recordings of the stands, events, plans and product exhibitions of the Exhibitor with the aid of still or video cameras or drawings, and to use the recordings for advertising purposes and press releases, without the Exhibitor having any right to object to it. The same conditions apply to photographs taken with the approval of the Organizer.

**Clause 33:** The Exhibitor declares and accepts in advance Organizer's right to change the fair location, the date and name of the event, the general placement project / plan or to change and close entrances and exits to the exhibition halls and the exhibition area. The Organizer further has the right to change the location of the Exhibitor on the fairground, its stand area, the size of its stand and other aspects be it because of demands by public authorities, requests by the business sector, due to the economic situation, for reasons of organisational conditions or the general success of the fair or at its own discretion, provided the Exhibitor is informed about such changes in advance. Such changes are no cause for termination by the Exhibitor, and cannot be put forward as reason for non-payment of the fair participation fee or for a fee reduction. The Exhibitor has executed this Contract fully aware of the fact that changes to the fair location and dates are possible and the Exhibitor has accepted that it has no right to object to such changes.

**Clause 34:** The Organizer has the right to refuse the Exhibitor for reasons of non-compliance with fair standards or the Exhibitor profile defined by the Organizer, or because of civil or administrative legal procedures involving the Exhibitor, or for similar other reasons, even if the Exhibitor has executed this Contract and complied with its terms and conditions. If the Organizer uses this right, the Exhibitor shall be refunded in full. The Exhibitor accepts and warrants not to claim compensation for any loss or damages, etc. however defined, from the Organizer should it be refused to participate in the fair on the basis of the provisions of this article and despite executing the Contract.

**Clause 35:** The parties have agreed to consider the following events as force majeure or rightful cause preventing the organisation of the fair or the participation of the Exhibitor in the fair: earthquake, fire, war, state of emergency, problems caused by the fair owner or its operator, decisions or procedures of public authorities or authorised bodies that prevent or delay its organisation either directly or indirectly. If an event of force majeure occurs the affected party shall inform the other party in writing within 10 (ten) working days of its occurrence. If the affected party fails to comply, it is considered not affected by the event, and its right to terminate the Contract because of the event of force majeure ends. The Organizer and – under the conditions in this article – the Exhibitor have the right, within 30 days after the event of force majeure has occurred, to terminate the Contract or to wait for the event to end. The Organizer reserves the right, within 30 days after the event of force majeure has occurred, to change the location and time/date of the fair. The Exhibitor agrees in advance to comply with such changes. The right of the Exhibitor to terminate the Contract because of an event of force majeure is subject to the condition that the Organizer does not use its right to change the location and date of the fair within the period of time defined in this article. The Exhibitor has executed this Contract fully aware of the fact that changes to the fair location and date are possible and the Exhibitor has accepted that it has no right to object to such changes. In the case that the Organizer cancels to organize the fair instead of postponing it, the Organizer shall hold the 25% of the participation fee and the remaining amount shall be returned to the Exhibitor. If the participation fee has not been paid until the cancellation date, the Exhibitor shall be obliged to pay the participation fee to the Organizer in any case.

**Clause 36:** Without prior written consent of the Organizer, the Exhibitor is not allowed to fully or partially cede or transfer its obligations, rights and receivables under this Contract to third parties. The Exhibitor is not permitted to transfer its assigned stand area to third parties or to rent it to third parties or allow third parties to use it. Such (unauthorized) transfers or cessions are not binding on the Organizer. The Organizer has the right to fully or partially transfer this Contract together with its contractual rights and obligation to enterprises, firms and companies in which it has a capital holding, and to third persons.

**Clause 37:** Amendments to provisions of this Contract and its appendices, if any, require an additional written agreement. This Contract constitutes the entire agreement between the Organizer and the Exhibitor and supersedes all prior written and oral agreements, representations and negotiations between the parties with respect to this subject.

**Clause 38:** The appendices are integral parts of the Contract.

**Clause 39:** If a contractual right has not been used on time, this does not constitute a waiver of this right.

**Clause 40:** All notifications sent to the addresses, phone, fax numbers or email addresses stated in this Contract are considered notifications served to the Exhibitor. The parties represent and warrant that the addresses stated in this Contract are their notification addresses. Unless they inform the other party in writing about address changes, notifications to the addresses stated in this Contract shall be considered served in compliance with the provisions of the Notification Act and other relevant legislation.

**Clause 41:** This Contract and disputes arising from this Contract are subject to Turkish law. The parties recognize the exclusive jurisdiction of the courts and enforcement agencies of Istanbul (Caglayan).

**Clause 42:** In case of disputes, all official and non-official records, documents and computer data of the Organizer shall be considered solid evidence with respect to the solution of the dispute.

**Clause 43:** The Exhibitor is responsible for the payment of all kinds of duties, funds contributions and other financial obligations payable now or in future and due to this Contract and its appendices. The Organizer shall pay the stamp duty and bill half of it to the Exhibitor.

**Clause 44:** The Exhibitor declares to have had enough time to examine this Contract prior to signing it, that it is informed about the Contract terms and conditions, that it has agreed to the conditions after negotiations with the Organizer, that it desires to participate in the fair of its own free will, and that it accepts all the conditions laid down here in writing without reservations.

**Clause 45:** The Exhibitor accepts and undertakes to comply with all kinds of instructions published and/or to be published by public authorities and all measures to be taken by the Organizer and its authorized contractors to provide applying these instructions on the fairground.

## B. Technical Conditions

**Clause 1:** Specification for extra services and organization (Exhibitor's Manual) shall be sent to the exhibitor before the exhibition. The exhibitor accepts and undertakes to abide by all the rules included in this specification.

**Clause 2:** The smallest rentable space is 12 m2. Smaller spaces may be rented only after finalization of the layout plan and as appropriate spaces become unoccupied.

**Clause 3:** The Exhibitor is responsible for building of booths, interior decoration, display of the products and the expenditure to be incurred in this regard. The Exhibitor is free to delegate the interior design of the booth to any supplier firm, provided that it becomes liable for all the applications. The Exhibitor is liable to notify all the relevant terms of the contract to the supplier firm. Besides, the Exhibitor is obliged to notify the suppliers to be employed for booth installation as well as names and phone numbers of the authorized persons of such suppliers to the Organizer. Upon request of the Exhibitor, the Organizer may recommend any decorator firm.

**Clause 4:** The 2nd option includes stand area rent, package stand construction, lighting, 1 triple socket, one color floor carpet, 1 table + 3 chairs and fascia board. (Three-phase electricity is not included in the price.) 3. Option includes stand area rent, package stand construction, lighting, 1 triple socket, one color floor carpet, fascia board, 1 table + 4 chairs, 1 info desk, 1m x 1m warehouse 1 bin is included in the price. (Three-phase electricity is not included in the price.) Exhibitors who buy an empty stand are obliged to purchase electricity for a fee. Participants who have raw space must purchase a minimum connection of 5 kW.

**Clause 5:** The Exhibitors who will build their own booths may enter into the Exhibition area as of 03:00 pm on Monday, 02.06.2024 according to the availability of the place and in line with the directions of the technical team, while the Exhibitors whose booths will be built by Organizer shall be accepted to the Exhibition area as of 3:00 pm on 04.06.2024. Such dates and times are not final and the Organizer is entitled to modify them unilaterally. The Exhibitor is obliged to get information about such dates and times from the Organizer 1 month prior to the Exhibition.

**Clause 6:** It is compulsory to complete installation of booths at 10:00 pm on 04.06.2024, at the latest. The Organizer is authorized to intervene with and stop operations of any company failing to complete their operations upon expiry of this term. Any Exhibitor failing to complete booth building until such time accepts and undertakes to pay a penalty equivalent to 500 TRL + VAT per square meter. After covering the corridors with carpets, it is not allowed to use any pallet (pushcart), forklift, hand cart and such carriers that may damage the corridor carpet in the halls.

**Clause 7:** No new product is allowed to or from the booths after opening and before closing of the exhibition. The Exhibitor may not clear out its booth and leave the exhibition before exhibition closing date anyway.

**Clause 8:** The construction materials to be brought into the exhibition area for installation (from 03:00 pm on 02.06.2024 to 10:00 pm on 04.06.2024) will be in semi-finished form (cut, dyed, set to required dimensions in workshop) and ready for assembly. Exhibition area may not be used for workshop purposes and any machining, dying with compressor etc. are forbidden.

**Clause 9:** If occupational health and safety of the Exhibition as well as the control of booth projects are delegated to any entity authorized by the Organizer, the Exhibitor accepts and undertakes to fulfill any request of such entity under the terms of this Contract and take care to the warnings of such entity. The entity authorized by the Organizer shall have all the rights and powers granted to the Organizer in the technical specifications part of this Contract.

**Clause 10:** The Exhibitor is obliged to take approval from the Organizer with respect to Building Permit for the booth and booth decoration projects, compatibility of the project dimensions to the exhibition order as well as its static projects in terms of general view and standards of the exhibition until 05.05.2024. The booth projects shall be submitted for Project Building Permit as designed, scaled, 3-dimensional and specifying the material types to be used. The Organizer is entitled to give or withhold permit for the projects. As use of plasterboard in booth construction is strictly forbidden, Building Permit shall be withheld for such type of projects. The Exhibitor who fails to send their projects or does not have project Building Permit may not be allowed to bring goods or materials to the Exhibition area for booth installation. The Organizer is entitled to intervene with, stop and destruct any unauthorized projects. In order to avoid any dispute with the neighboring booths with respect to constructions, any neighboring booths shall be contacted with. The Organizer may not be responsible for any dispute arising from the height differences of the neighboring booths even within the specified construction/building standards. The exhibitor whose booth is higher than the neighboring booth is obliged to cover with a clean coating the height that faces the neighboring booth.

**Clause 11:** The Building Permit granted for the booth and decoration projects aims at ensuring aesthetic integrity and construction safety of the Exhibition and the Exhibitor is fully responsible for performance of static, mechanical etc. controls. Granting of Building Permit by the Organizer for the project may not relieve the Exhibitor from its obligations under the occupational health and safety law.

**Clause 12:** Any difference arising from transition to private booth use from general booth use without any written information until one month prior to the Exhibition opening may not be refundable to the Exhibitor. Electricity shall be charged separately.

**Clause 13:** Main electricity, water and air connections to the booths shall be made from the points shown by the technical team of the Organizer. The Exhibitor may not supply electricity, water or air from other lines or any line without information of the technical team. The electricity, water and air connections built inner the booth shall be certainly shown to the technical team of Organizer before completion of the booth and their approval shall be taken. Main connections may not be provided for any electricity, water and air connection installations that do not comply with the legislation and occupational safety standards and such installation may not be connected to any device or machine anyway.

**Clause 14:** The booths and projection of any point of the booths may never overflow to the corridor space. Otherwise, the Organizer is entitled to restore or condition it or remove any overflow. Any costs arising from such procedures shall be borne by the Exhibitor who violates the rules. The Exhibitor accepts, in advance, to pay such costs.

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**Clause 15:** The Exhibitor is obliged to notify the sound system firms, architecture firms they will appoint for booth installation as well as the names and phone numbers of their authorized persons to the Organizer at the Project Building Permit stage, at the latest. It is forbidden to damage the Exhibition area, drill the floor or walls, perform operations damaging the booth panels such as driving nail, drilling, weld on the hall pillars and make dirty the hall walls, use adhesive material other than double-sided tape, dye, cause any harm to the floor. The Exhibitor is liable to compensate any damage that it may cause in the booth area and exhibition area on the basis of the price to be notified to it in written on the minutes issued by the Organizer without need to any separate detection, warning and notification.

**Clause 16:** Upon approval, two storeyed stand projects may be realised. Visuals of detailed to scale stands are to be submitted to the following email address for approval: seckinelbasan@hgyapi.com. With respect to two and more storeyed stand designs and constructions the following applies:

- The Exhibitor constructing special booth shall be responsible for all the loss that may arise from design and booth construction.
- It is forbidden to build two and multi-story booths by Modular Aluminum System and Wood. (Example: Octanorm, Mero, Maxima and Aluminum Modular System etc.)
- The static report related to construction of two-story booths shall be ready for submission to the Organizer upon request and the booths shall be steel construction.
- After granting of Project Building Permit for two-story booths, the Exhibitor is obliged to take out "3rd Party Liability Insurance" and provide to the Organizer. In case of failure to take out such insurance, the Organizer is entitled to stop construction of the booth.
- It is strictly forbidden to use ceiling for any purpose whatsoever.
- Rear fronts of the booths may be covered at the rate of maximum 70%.
- Side fronts of the booths may be covered at the rate of maximum 50%.
- The Exhibitor who does not abide by the above-mentioned covering rules are obliged to pay a penal clause in the amount of TL 2000 per m<sup>2</sup>
- The space of first 5 meters of the booths facing the entrance door may not be covered. In case of placement of any product higher than 1 meter within the space of first 5 meters, there shall be a distance of at least 2 meters between the product and the front and side corridor boundary point.
- Height of the booths may not exceed the maximum height allowed at the relevant location.
- The Exhibitor is obliged to learn the technical specifications of its location from the technical team of the Organizer.

**Clause 17:** The booths shall be cleared out from 5:00 pm on 08.06.2024 to 12:00 on 09.06.2024. During clearing out, the Exhibitor is obliged to make an authorized person available in the booth. The materials of the Exhibitor failing to clear out the Exhibition area during the time granted shall be taken outside the area by the Organizer itself or the persons to be appointed by it without need to any prior warning. The Organizer is not liable to protect and look after the materials taken outside the area. Any costs, damage and loss arising thereby shall be borne by the Exhibitor. The Exhibitor shall be personally liable for any type of costs incurred by the Organizer related with failure to clear out the booth until the expected date and time or with respect to evacuation of the booth and taking the materials outside the area.

**Clause 18:** The Exhibitor is obliged to notify the number of kW of the electricity power to be used during the Exhibition to the Organizer on the "Online Information System". The booth electricity is cut off half an hour after the visitor exit hours. Anyone desiring to work after such time shall take consent from the Organizer. The Organizer is not liable for any damage arising from power cut. General power cut is applied for safety purposes half an hour after the Exhibition closing time on the last day of the Exhibition. Electricity connection request shall be filed on Online Information System (OIS). The electricity connection fees specified on OIS include allocation of power cables to the booth and the charge of the energy consumed. The Exhibitor shall be exclusively liable for any loss arising from uncontrolled energy consumption. The lowest electricity connection that can be purchased is 5 kW.

**Clause 19:** It is strictly forbidden to bring out to the Exhibition area and use any advertising balloons and such flammable and explosive materials. Otherwise, the Organizer and/or the Exhibition Area officials shall take steps and move such items outside the Exhibition area. It is forbidden to use moving motor-powered balloon and/or zeppelin in the exhibition area.

LPG, welding tube may be used only upon submission of the permits, certificates for such use etc. to the Organizer and the Exhibitor shall be fully liable for such use.

**Clause 20:** The Organizer is responsible for the general and corridor cleaning of the Exhibition area. The Exhibitor is liable for the interior booth cleaning. Organizer may provide interior booth cleaning service (such service covers only cleaning of the floors) against specified fee only if it is specified in the extra material lists and request on Online Information System.

**Clause 21:** The Exhibitor accepts that the Organizer or its representatives shall be at any time entitled to audit the records related with participation in the exhibition, the booth, any goods and services exhibited as well as the other operations of the Exhibitor related to the Exhibition and check their compliance with the Contract. The Exhibitor shall provide any required convenience to the Organizer or its authorized person for the access and audits in this regard.

**Clause 22:** The Organizer is entitled to perform and/or procure performance of any required audits from installation stage of the Exhibition to the disassembly stage as per the Occupational Health and Safety Legislation. The Exhibitor accepts and undertakes that it shall consent to performance of such audits and immediately remove any deficiencies detected as a result of such audits. Otherwise, the Exhibitor may not install the booth and participate in the Exhibition.

**Clause 23:** The Exhibitor is obliged to provide a healthy and safe working environment to its employees and the visitors while working on the premises of the Exhibition or during the Exhibition under the Contract and liable to abide by the occupational health and safety rules. The Exhibitor shall protect the health and safety of its own personnel, subcontractors, the personnel of the Organizer as well as third persons against the damages arising from the operations performed during the term that it occupies the Exhibition area. The exhibitor shall comply with minimum health and safety conditions and immediately report all the accidents, injuries and hazards to the Organizer. The Exhibitor accepts and undertakes that it is liable for any damage to the property and life of its own personnel as well as the personnel of the Organizer or 3rd persons due to its failure to comply with the conditions of this Contract, the relevant legislation and Exhibition area rules. In case the Exhibitor files any claim for compensation against the Organizer due to any damage to its own personnel as well as the personnel of the subcontractors appointed by it and the firms contracted for booth installation, the personnel of the Organizer and 3rd person due to any accident, it accepts and undertakes that the Organizer may recourse to it and it will pay the recourse amount upon first request unconditionally.

**Clause 24 -** The Exhibitor accepts that itself and its subcontractors will abide by the following conditions and fulfill the following commitments. Otherwise, the Organizer is entitled to take any required measures. All the documents requested below shall be submitted to the Organizer and/or any entity authorized by the Organizer at the latest 20 days prior to the Exhibition commencement date. Moreover, the persons to work in the area during installation and disassembly stages of the exhibition or the ones to appear in the area for control, visiting or observation purposes shall be liable to comply with the following rules by virtue of the Occupational Health and Safety Law no. 6331.

#### 24.1 OHS (Occupational Health and Safety) Rules

- As employment of uninsured workers in the exhibition area will cause severe material damages, the document showing that the persons to install the booths are active insured persons of the relevant firm shall be submitted to us and no worker below age of 18 shall be employed.
- The Occupational Safety Training Certificates of the insured workers to be employed in the exhibition shall be submitted to us.
- The Employment or Periodical Examination Forms of the insured workers to be employed in the exhibition shall be submitted to us.
- It is obligatory that all the employees and employers to perform installation in the exhibition area will wear yellow helmets, waistcoat with yellow reflector and occupational safety boots with toe and sole protection.
- The firms to work aloft (each height with level difference and possibility to get injured after falling down) are obliged to build H type scaffold complying with the standards for working aloft instead of ladder and such persons must have taken training for working aloft.
- The ladder to be used in the locations suitable for use of ladder shall be conforming to TSI (Turkish Standards Institution) standards.
- It is unfavorable for "human health and safety" to work with compressor, welding, metal cutting equipment (cutting equipment's that release sparks and dust) inside the exhibition area. In obligatory cases, it is required to abide by OHS rules.
- The persons to perform welding operations are required to have Welder certificate and wear any necessary protective equipment (goggles and gloves).
- Cutting with circular saw is strictly forbidden in the area without use of dust bag and protective equipment.
- It is forbidden to use bench type Planning Machine and once noticed, the device shall be taken outside the area immediately.
- Only water based paint be used at the site.
- It is prohibited to use Oxygen Welding and LPG in the exhibition area.
- It is forbidden to use flammable and explosive materials such as Thinner and Alcohol in the area.
- Although it is allowed to use tempered glass laminated at both sides in the floors, tempered or laminated glass on the walls in the first floor and in single story booths, no glass is allowed in the 2nd floor or at ceiling.
- It is compulsory that the corners and sides of the glass cabinets produced for product display shall be grinded and have silicone protection.
- It is strictly forbidden to use Plasterboard in the exhibition area.
- As per the fire regulation, the firms with fire cabinets in the booths are obliged to ensure that the fire cabinets are easily openable and there is free access to them. Any layout and plans not approved by the OHS team during audit shall be amended in line with the requests of the OHS Team.
- By virtue of fire regulation, as the escape routes should be empty in emergency cases, it is forbidden to stockpile material in a manner to prevent the route in the corridors. Access to fire hoses bound to emergency cabinet always must be held open. In front of cabinets must never be closed by booth construction
- Fire Cabinets:
  - Should not be situated inside a room
  - Should be visible from outside
  - Should not be closed by booth material
  - In the case that the cabinet is closed with a cover, accessing the fire cabinet should be easy and there should be placed a picture and writing of the "Fire Cabinet" to over the cover.
  - Materials should never be stocked between booth and building wall
  - Doors of fire cabinet should never be demounted
- The approval of OHS unit is essential for the stairs in two-story booths. In case of existence of unapproved stairs, access to 2nd Floor of the booth may be prohibited. (The height of stairs should be 150 mm to 170 mm, while the relevant depth should be 280 mm to 425 mm).
- There should be an unbroken handrail all around the sides of the stairs and landing.
- Rails shall be mounted to protect open sides of the stairs, landing, balcony and other floors with changing level. Such rails shall ensure protection at 1.1 m height for all open areas of the stairs and ramps and be not suitable for climbing (side should be covered with hard coating).
- The products to be used in manufacturing in booths shall be the same with the materials specified in the projects submitted, otherwise it will not be allowed to construct booth. There should be at least 1 meter long shelf in the entrance and exit areas on the stairs.
- It is forbidden to use only chipboard material as carrier. It is obligatory to use steel section or timber (min. 5\*10) inside any building to be coated with chipboard as column and joist connection. 30 m<sup>2</sup> double floor application cannot be made.
- Walls and ceiling of the booths shall be as solid as required (any necessary column and joist supports should be provided against collapse). It may not be allowed to open booths unapproved by the OHS team in static means. Insurance companies do not take any responsibility for accidents that may occur in the event of non-compliance with the measurements in the construction of stairs.
- The participant, who is higher than the stand adjacent to his own stand, is obliged to make the back of the wall facing the neighboring area look taut and clean with a fabric that does not show its back, black with fireproof features.
- Oven, cooker and grill must be electrical. Other heating sources are not allowed.
- Each booth must be equipped with a ABC Dry Chemical Powder or CO2 Fire Extinguishing Tube.

Booth Size	Fire Tube Size	Number of Fire Tubes
01 m2 – 10 m2	6 kg	1
11 m2 – 100 m2	12 kg	1
101 m2 – 250 m2	25 kg	1
251 m2 – 500 m2	25 kg	2
Above 501 m2	25 kg	3

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## 24.2 Electricity Rules

### • Panels

- o All booths shall have a power distribution panel.
- o Panels shall be cover sheet distribution panel.
- o If the panel has metal body, the body and lid shall be assembled with earthing cable.
- o Fuse compatible with the line powers shall be used in panels.
- o (Example: Use of 1\*10 A w fuse with 1,5 cable outlet and 1\*16A w fuse with 2.5 cable outlet)
- o Panel shall have at least 30 mA residual current relay.
- o Each machine to be brought to the area shall be equipped with electricity panel. It will be appropriate to install 30 mA residual current relay or toroid relay on panels.
- o Panel inlet supply fuse shall be three-phased and suitable to the desired power.
- o Panel inlet additional connection point and outlet connection points shall be placed inside the panel.
- o Panel inlet and outlets shall be ensured with plugs or protected interlaced electric terminals.
- o Regarding the panel height, the bottom of the panel shall be at height of at least 70 cm and maximum 120 cm from the floor.

### • Cables

- o The cables used shall be NYY, NYM, TTR.
- o In hot regions or regions with fire risk, silicone cable, household halogen free cable shall be used.
- o Cables shall be selected in a manner to supply the loads compatible with the relevant sections.
- o Color codes of the cables shall be conforming.

### ▪ Color codes:

<b>Phase:</b>	<b>Brown, black</b>
<b>Neutral:</b>	<b>Blue</b>
<b>Earthing:</b>	<b>Yellow, green</b>

- o Attachments shall be made in junction box or protected interlaced electric terminals.

### • Lighting Fixtures

- o All the fixtures with metal casing shall be earthed.
- o The cables used in LED strip lighting shall be TTR. It is never allowed to use 0.75 cord cable.
- o LED transformers shall be placed in the panel or square junction box.

### • Technical Personnel

- o The persons to perform electrical installation operations shall have certificate showing they are qualified to perform such work and submit the relevant certificate to us.

## 24.3 Active Machinery Rules

- As any type of machinery, equipment and instruments may be displayed on the exhibition area only after documentation of conformity to the relevant regulation and obligatory standards, such documents shall be made available to show when necessary.

- In case of operating any machinery, equipment and instrument during the exhibition, as conformity to the relevant machinery and instrument safety regulations shall be taken as basis, the operating location, operating safety area, possibility to damage the environment or person shall be evaluated on the site and it shall be evaluated on the site whether the machinery can be active or the conditions of being active.

- It shall be evaluated specific to the exhibition to consume hazardous materials alone, in combination or in the machinery, equipment and instruments to be operated during the exhibition and whether it conforms to the regulations (fire, hazardous chemicals, combat against dust, hygiene etc) and whether working standards are met or not and permit shall be issued in accordance with the final decision in this regard. Any machinery without authorization shall be disconnected.

## 24.4 Project/Static

### *The booths without Booth Project Building Permit will not be allowed for installation.*

- Submission of the system plans/technical drawings of the booth approved by the architect or engineer for Project Building Permit in a manner to include the following details;
  - o Side wall details of the booths (material, fixing form, supporting columns to prevent release etc.)
  - o Material information for booth connection points,
  - o Detailed drawing of the carriers and interior connections of the joists used as frontal,
  - o Detailed stairs drawings for multi-story booths (material and floor contact form)
- Submission for Project Building Permit of the technical calculations signed by architect, engineer or technician related with the booth in a manner to include the following details;
  - o Static calculations of multi story booths,
  - o Carrying ability calculations for the columns in single story projects,
- Submission for Project Building Permit of the image of the booth with the following details;
  - o 3D side images of the booth from 2 different angles,
  - o 3D top view,
  - o 2D sectional visuals of the booth for each story (like AutoCAD)
- Submission for Project Building Permit of the List of Materials to be used in booth constructions with the following details;
  - o Floor
    - List and characteristics of the materials to be used (For example; Glass, Estrade, Parquet etc.)
  - o Walls, columns and joists
    - List and characteristics of the materials to be used (For example, Iron square section 2 mm or Steel square section 2 mm and over it OSB 8 mm, MDF 6 mm etc.)
  - o Stairs
    - List and characteristics of the materials to be used (For example, Iron square section 2 mm or Steel square section 2 mm and over it OSB 8 mm, MDF 6 mm etc.)
  - o Ceiling
    - List and characteristics of the materials to be used (For example; Guy Wire etc.)
  - o 2nd Floor
    - List and characteristics of the materials to be used (For example, Iron square section 2 mm or Steel square section 2 mm and over it OSB 8 mm, MDF 6 mm etc.)

### COVID-19 Precautions to be Applied During the Fair

- Covid-19 pandemic measures shall be determined in accordance with all kinds of instructions, circulars, etc., to be published by official institutions until the date of the fair organization and during the fair dates.

*The first page of this Contract issued in one original has been signed mutually and exchanged and the original shall be kept by the Organizer.*

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