

TRADE FAIR OF SOUVENIRS & GIFT ITEMS

**SOUVENIR
EXPO GREECE**
ΠΑΡΟΥΣΙΕΣ

8-12 JANUARY 2025

EXHIBITION
PARTICIPATION & OPERATION
RULES

ORGANISED BY



EXHIBITION PARTICIPATION & OPERATION RULES

**SOUVENIR
EXPO GREECE**
ΠΑΡΟΥΣΙΕΣ

By and between the company **ROTA SA**, which organises the exhibition **PAROUSIES** and the interested candidate exhibitor, or legal representative in the case of a company, a Private Agreement was signed for the participation of the latter in the exhibition.

By signing the Registration Statement, the Exhibitor automatically accepts the following 'Rules' set out by the Organiser.

Participation in the exhibition refers to the entirety of actions, provisions, and services provided to the exhibitor by the Organising company from the signing of the Private Agreement until the end of the exhibition.

These provisions typically include:

Personalized advertising of the exhibitor's participation to potential visitors of the exhibition, invitations, printed promotional material, advertisement of the participation in the exhibition catalogue, allocation of booth space, etc.

1. The Exhibition

The Exhibition will take place from 8 to 12 January 2025 at the premises of the Metropolitan Expo Exhibition Centre.

Exhibition opening hours:

Wednesday	8.1.2025	10:00 - 20:00
Thursday	9.1.2025	10:00 - 20:00
Friday	10.1.2025	10:00 - 20:00
Saturday	11.1.2025	10:00 - 20:00
Sunday	12.1.2025	10:00 - 20:00

2. Right of Participation in the Exhibition - Exhibit types

Companies importing, constructing, and trading products or services relating to the scope and character of the exhibition may participate in the exhibition.

Display of exhibits not complying with the scope of the exhibition is prohibited.

In such a case, the Organising Company has the right to request that the items be removed, at the expense and under the responsibility of the Exhibitor.

The Organiser reserves the right to accept or refuse to accommodate any company or organisation that wishes to exhibit, without such company or organisation having the right to object or to demand any compensation.

3. Participation Approval

Participation in the exhibition is approved upon the signing of the Private Agreement of Participation by the candidate Exhibitor and the Organising Company, and payment of the booth value and of any additional services to the Organising Company.

In the event of non-payment on the part of the candidate exhibitor of the total value of its participation:

A. Up to 2 months prior to the beginning of the exhibition, or B. Up to one week after the signing of the Private Agreement of Participation, when the Private Agreement of Participation has been signed within a period smaller than 2 months from the beginning of the exhibition, the Organising Company will have the right not to concede the booth to the candidate exhibitor, and to claim payment of the whole value of participation thereof in the exhibition. The Organising Company will also have the right to claim damages arising from non-fulfilment of the foregoing financial obligations.

In that case, the space will be considered available, and any amounts already paid by the exhibitor shall be withheld as restitution.

4. Cancelling Participation

Cancellation of participation is not accepted once the contract has been signed. In all circumstances, an invoice will be issued for the entire value of the stand.

5. Distribution of Booths

On the basis of the floor plan of the exhibition hall, the Organising Company presents the available booths to the Exhibitor, and the Exhibitor selects among them.

The use of booths is granted exclusively to the participating Exhibitor. Any concession of partial or full use of a booth to a third party, co-location or hosting a third party at a booth, as well as the exhibition of third-party products or services is prohibited.

The signing of the Private Agreement of Participation is proof of the fact that the exhibitor has been fully informed of the space conceded, found it acceptable, and accepts whatever it may include.

Following the signing of the agreement, the Organising Company reserves the right, for technical or organisational reasons, and in deviation from the agreement, to provide the Exhibitor with a booth at another location of the exhibition, to change the booth size, and to make any other change to the layout of the exhibition.

Any such changes shall take place pursuant to deliberations between the Organiser and the Exhibitor.

Any difference of up to five (5) centimetres in the dimensions of the booth due to the size of the partitions must be expected by the Exhibitor. Any claims involving such differences are not considered tenable. Booth partitions, columns, water supply pipes, fire extinguishers, safety lights, electrical panels, and other equipment constitute an integral part of the booth.

6. Exhibitors Portal

For information regarding the exhibition, completion of your catalogue details, and other useful documents, you can stay informed through the Exhibitors Portal (portal.rota.gr). Your login details will be sent to you via email by **ROTA SA (no-reply@rotainfo.gr)** upon the return of the Private Agreement.

7. Preparation - Operation - Dismantling of Exhibition

For information as well as for the rules regarding the erection of booths (manuals), please visit the portal of the exhibition.

- For the Exhibitors of non-modular booths where their own crews will be working, the space shall be delivered 4 days prior to the exhibition start date. Any change shall be announced in writing by the Organiser.
- The exhibition centre's technical company, EXPOWORK S.A., has been appointed as the official Technical company for the exhibition. Tel: 2103542990 , e-mail: sales@expowork.gr
- Exhibitors are responsible for the erection of their booths and ought to have their works completed and their exhibits placed at the latest by 20:00 on the eve of the exhibition start date.
- Exhibitors are solely and exclusively responsible for the collection and removal of their exhibits from the exhibition grounds.
- The dismantling time is one (1) day upon completion of the exhibition.
- Any items remaining on the exhibition grounds after the designated dismantling time may be moved or disposed of by the Organiser at the cost and under the responsibility of the Exhibitor.

8. Safety of Persons and Objects

The Organising Company, in collaboration with a security company, sees to the general surveillance of the exhibition spaces. With regard to specific booths and exhibits, it shall accept no liability for any damages or thefts that may occur on the days of preparation, operation and dismantling of the exhibition. Exhibitors are the sole parties exclusively responsible for the safety and security of the merchandise. For this reason, Exhibitors should and must take the necessary steps to insure their exhibits and merchandise against all risks. Exhibitors are liable for any property damage or injury of persons caused by them, their staff, their construction, or their exhibits.

9. Audio-visual Devices / Events / Shows

The operation of any sound production device, musical instruments, image or sound effects, causing nuisance and distorting the smooth operation of the commercial exhibition is prohibited inside the booth.

Special events may only be held, with the permission of the Organising Company.

Any Exhibitor or third party wishing to use music or songs at their booth or to present, reproduce, etc., any third-party intellectual property, undertakes the responsibility to timely obtain the necessary permission from the competent copyright management companies.

10. Photo -shooting - Videotaping

Photographing or video recording the overall exhibition, booths or individual exhibits is not permitted.

The Organising Company reserves the right to take photographs and shoot videos during the exhibition, for its own use, via an exclusive photographer, in order to advertise and promote the event.

Accredited journalists also have the right to take photographs and record videos.

Exhibitors are permitted to take photographs or videos within the limits of their own booths and have the right to approve recordings or photos taking by members of the media covering the exhibition.

11. Exhibitors' Advertising

Advertising by Exhibitors is allowed only within the boundaries of the booth they rent.

For any other advertising action, written permission must be obtained from the Organising Company. Any advertising activity that offends morality is not allowed within the exhibition hall.

12. Show catalogue

The Exhibitor's details are entered in the exhibition list, in printed, or digital form.

GENERAL TERMS

The Organising Company cannot be held responsible for any:

- a) Whole or partial black-out or breakdown of a utility service
- b) fire
- c) natural disaster
- d) act of God
- e) intervention or decision of a Public Authority or another Utility Organisation
- f) strike
- g) terrorist act or threat of a terrorist act
- h) social upheaval
- i) Force Majeure incident, and in general, any incident attributed to the foregoing events.

In particular for Force Majeure reasons, at its discretion, the Organising Company has the right to decrease or increase the duration of operation of the exhibition, entirely cancel the exhibition, change the opening and closing dates, and evacuate or keep a part of the exhibition hall temporarily empty.

Claims for damages in such cases, or release from the Private Agreement will not be accepted.

Should the exhibition be cancelled due to a pandemic related state decision, ROTA SA shall refund the amounts paid by the Exhibitors without charging any fees despite the expenses already incurred up to that time.

The Exhibitor agrees to compensate the Organising Company, the owners of the exhibition hall, any Public

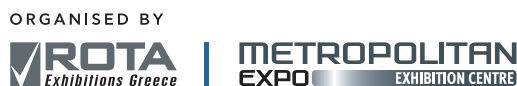
Authority, any other participant, for claims originating from actions or omissions attributed to it, or its representative, or persons it occupied. The Exhibitor and its staff, directly or indirectly employed at the exhibition, recognise and accept the binding nature of the terms of participation and the regulation of the exhibition, and are required to strictly observe its terms, and to comply with the instructions and guidance provided by the Organising Company for the smooth and seamless realisation and operation of the exhibition. If the exhibition is interrupted after its commencement for reasons of force majeure, rental fees are not refunded.

In the event of application for bankruptcy, or bankruptcy of the Exhibitor's company, the Private Agreement will be automatically cancelled, and the booth will be free for exploitation by the Organising Company. Non-compliance with the terms of the exhibition regulation, which are all deemed to be material, grant the Organising Company the right to close down the booth, or to remove the exhibits without further notice.

Any issue or dispute that may arise and is not provided for by this regulation will be resolved by the Organising Company. The Courts of Athens are exclusively competent for the resolution of any dispute that may arise from this regulation and its implementation.

Exhibitor Company	
Stamp & Signature	
Date	

Organiser	
Stamp & Signature	
Date	



4, Anthoussas Ave., 15351 Pallini, Athens - Greece Tel.: +30 2111 801 801 info@rota.gr www.rota.gr

www.souvenirexpogreece