



#### 1. DATES, TIME SCHEDULE AND VENUE

- 1.1. EXPOOPTICA'2012 will hold its twenty ninth edition in Hall 5 at Feria de Madrid, from to February 17 to 19, 2012.
- 1.2. Throughout the above mentioned dates, the Exhibition will be open from 10 a.m. to 7 p.m. Last day from 10 a.m. to 3 p.m.
- 1.3. During these hours, the stand shall remain open to the visiting public and duly attended by competent staff.

#### 2. EXHIBITORS

- 2.1. All state-owned and private companies related to the sectors represented in the Fair may submit an application to participate in the Exhibition.
- 2.2. The admission of applications, as well as space allotment, will be of the exclusively competence of the Fair Management.

#### 3. BOOKING

- 3.1. Contract will come into force once received at the Fair Management the Exhibitor Application Form duly filled in and signed together with the corresponding payment.
- 3.2. The signature and submitting of the Exhibitor Application Form for exhibition space constitutes an irrevocable agreement by the applicant and implies acceptance of the General Rules on Participation of IFEMA, as well as the specific terms of participation for EXPOOPTICA and other dispositions which may be established by the Fair Organization.
- 3.3. In the event that the EXHIBITING COMPANY designates another entity to make any of the payments involving its participation, it must supply all of the invoicing information necessary. If the designated entity fails to take responsibility for the aforementioned payments by the foreseen deadlines, the EXHIBITING COMPANY shall be responsible for them upon first request by IFEMA.

#### 4. GENERAL RATE

The official rate for exhibition space is 121 €/sq.m. + VAT (1). This price includes the rental of space during the assembling, exhibition and dismantling.

##### - Exhibitors Badges

- 5 exhibitors badges for stands BOX AxB
- 10 exhibitors badges for stands CORNER
- 15 exhibitors badges for stands PREMIUM

##### - Vip card

- 100 PREMIUM
- 75 CORNER
- 50 BOX A
- 25 BOX B

##### - 2 official catalogues.

- 4.1. IFEMA's Contracting Department, SERVIFEMA (telephone number 34 - 91 722 30 00) will provide exhibitors with the IFEMA Catalogue Services (application for a prefabricated stand, optional and compulsory insurance, telephone, hostesses, cleaning services, etc.) upon payment of 50 % of surface cost.
- 4.2. The rest of assembly rules will be those content in the General Rules of Participation for Exhibitors at Events organised by IFEMA.

#### 7. MERCHANDISE AND DECORATION MATERIAL ENTRY AND WITHDRAWAL

- 7.1. The entry of goods and decoration material will be done on February 16, 2012, from 8.30 a.m. to 9.30 p.m.
- 7.2. The Exhibition Services Management may issue, if requested by the exhibitor, an individualised permit for the entry/exit of merchandise during the Fair. The entry/exit may be done between 9.30 and 10.00 a.m.
- 7.3. Withdrawal of materials and decoration material will take place on February 19, from 3.30 p.m. till midnight .
- 7.4. The occupation of the space, or the delivery of the prefabricated stand, will not be authorized unless the exhibitor has paid the total rental space.
- 7.5. The payment of all additional expenses accrued during the trade fair by the exhibitor will be an indispensable condition for permission to exit materials (ie. furniture, objects and installations) from the corresponding stand.

#### 8. RESTRICTIONS

- 8.1. Direct sale of any article of display in the stand is totally forbidden.
- 8.2. Receptions, conferences, press conferences, seminars or any other professional and public activities cannot be held at the Exhibition without the prior written consent from the Fair's Management.

On the fair website the "EXHIBITORS' AREA": ensemble of enabled services to the exhibitor that can be accessed through the fair website. IFEMA provides access to the " Exhibitors' Area" through a user name and password.

- If you have been an exhibitor in the past, you must use the user name and password you already possess (contact LINEAIFEMA Hotline if you do not remember them).
- If you have never been an exhibitor before, IFEMA will provide you with your user name and password, once your stand has been assigned.
- If the EXHIBITING COMPANY and INVOICING COMPANY information are different, both companies must sign the form titled "Multiple Access to the Exhibitors Area" in order to be able to contract services and view the account status.

The information offered in the "Exhibitors' Area" and the passwords for access are of a confidential nature. It is the responsibility of the signers to avoid their improper use by third parties; furthermore, IFEMA denies all responsibility in this respect.

- (1) For companies established in the Spanish territory (excluding Canaries, Ceuta and Melilla): 8% VAT not included.  
For the rest of companies this operation is not subject to Spanish VAT. For European Union companies, the exhibitor will be responsible for paying the applicable VAT in the country of incorporation.