



REGISTRATION FORM

RIMINI FIERA
12th-14th October 2017

ANTICIPATE TO:

email: expo@riminifiera.it

TO BE SENT BY POST TO:

ITALIAN EXHIBITION GROUP S.p.A.
Foro Buonaparte, 74 - 20121 Milano

EXHIBITING COMPANY

Please use capital letters. Italian Exhibition Group S.p.A. cannot be held responsible for any errors due to illegible writing.

EXHIBITING COMPANY Company code (for TTG office use only)

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Address

Zip Code City Country

Area code Ph Fax

General e-mail (e.g. info@...)

Web site (e.g. www...)

VAT no Exempt from VAT*

E-mail to send invoices

COMPANY DETAILS FOR THE PUBLICATION OF THE OFFICIAL CATALOGUE

EXHIBITING COMPANY

Address

Zip Code City Country

Area code Ph Fax

General e-mail (e.g. info@...)

Web site (e.g. www...)

SECTOR (TICK ONE SECTOR ONLY, THAT WILL IDENTIFY YOUR COMPANY IN THE CATALOGUE. NO MULTIPLE CHOICES PERMITTED)

ACCOMMODATION

- 3*** Hotels
- 4*** Hotels
- 5**** Hotels
- Guest houses/Farm houses/B&B
- Historic venues/
Villas/Castles
- Hotel chains
- Hotels with convention
facilities
- Lodges/Resorts
- Religious centers
with accommodation
- Residences/Appartments/
Holiday villages
- Wellness hotels

ASSOCIATIONS

- Trade associations

CULTURE/ENTERTAINMENT

- Casinos
- Educational farms
- Tourist/event ticket offices
- Festivals/Events
- Museums/Archaeological sites
- Theme parks

DESTINATIONS/TOURISM BOARDS

- Convention bureau
- International tourist boards
- Italian tourism tourist boards
- Tourism and supplier consortiums
- Tourism board representatives

FINANCIAL SERVICES

- Banks/Finance
- Insurance
- Tourism investments/Real estate

INSTITUTIONS/PUBLIC BODIES

- Embassies/Consulates

MARKETING/COMMUNICATIONS

- Advertising companies
- Integrated communication
agencies

- Marketing agencies

- Media centres

- PR and press offices

MEDIA/PUBLISHING

- Media/Publishing

MEETING INDUSTRY

- Conference centres
- Dmcs

- Exhibition organizers

- Incentive houses

REPRESENTATIVES

- Aeronautical brokers
- Gsas
- Hotel brokers
- Hotel representatives
- Tourism representatives

SERVICES

- Advertising material
- Entertainment agencies
- Tourism service companies
- Tourist guides/Escorts

SPORT/WELLNESS/LEISURE

- Golf courses
- Nature parks
- Outlets
- Spa resorts
- Various tourism attractions

TECHNOLOGY/WEB

- Online tourism/Booking & reservation
- Gdss/Crss
- Software houses

TOUR OPERATORS

- Tour operators
- Wholesalers
- Coach operator
- Cruise lines
- Boating tourism

TRAINING/JOB/RESEARCH

- Training centres
- Research institutes

TRANSPORT

- Airlines
- Airports
- Car parks
- Car rentals
- Car rentals with driver
- Ferry lines
- Ports
- Railways
- Ski lifts/Chair lifts/
Cable cars

TRAVEL AGENCIES

- Agency networks
- Business travel agencies
- Leisure travel agencies
- O.L.T.A.

REGISTRATION FORM

RIMINI FIERA
12th-14th October 2017

CONTACT PEOPLE (TO USE FOR INFORMATION AND COMMUNICATION)

COMPANY

Address

Zip Code City Country

1-Sales contact person for purchasing of booths and sponsorships

Name and Surname

Direct Ph Direct fax Mobile

Personal e-mail

2-Operational contact person for technical information and for details about website reserved area

Name and Surname

Direct Ph Direct fax Mobile

Personal e-mail

JOB TITLE (SALES CONTACT PERSON)

ADMINISTRATION AND ACCOUNTING

- Director
 Professional
 Staff employee

BOOKING

- Director
 Professional
 Staff employee
 Front office agent

COMMUNICATION/ PUBLIC RELATIONS

- Director
 Professional
 Staff employee
 Consultant
 Media relations

CUSTOMER CARE/ CALL CENTER

- Director
 Professional
 Staff employee

EVENTS

- Director
 Professional
 Staff employee
 Consultant

INFORMATION TECHNOLOGY

- Director
 Professional
 Staff employee
 Consultant

MANAGEMENT

- Chairman
 Professional
 Managing director

- Owner
 Assistant of the management
 Consultant

MARKETING

- Director
 Professional
 Staff employee
 Consultant

PLANNING

- Director
 Professional
 Staff employee
 Consultant

POLITICAL AND INSTITUTIONAL

- President
 Vice-president
 Minister
 Mayor/Deputy Mayor

- Councillor
 Ambassador/Consul
 Public functionary

PUBLISHING

- Journalist
 Editor
 Chief editor
 News editor
 Reporter
 Office manager
 Freelance journalist
 Press photographer
 Tv cameramen
 Correspondent

PURCHASE

DEPARTMENT

- Director
 Professional
 Staff employee

R&D, EDUCATION, HUMAN RESOURCES

- Director
 Professional
 Staff employee
 Consultant
 Professor
 Student

SALES

- Director
 Professional
 Staff employee
 Sales agent
 Front office agent
 International markets

INVOICE INFORMATION (IF DIFFERENT FROM "EXHIBITING COMPANY" DETAILS)

EXHIBITING COMPANY Company code
(for TTG office use only)

Address

Zip Code City Country

Area code Ph Fax

VAT no Exempt from VAT*

STAND PACKAGES

RIMINI FIERA
12th-14th October 2017

TYPE

BASIC PACKAGE

GOLD PACKAGE



STANDARD 8 sqm - 4x2
Corner supplement (stand
With extra open side) includes extra
Company name board

- Blue carpet
- White walls
- 1 table (160 x 80 x h. 70 cm)
- 4 chairs
- 1 wastebasket
- 1 company name board
- Cleaning of the stand
- 1 Kw electricity and connection - 1 socket, 2 spotlights
- Web communication through TTG Report*

Eur 4,550.00 + VAT REGISTRATION FEE NOT INCLUDED

- Blue carpet
- White walls
- 1 table (160 x 80 x h. 70 cm)
- 4 chairs
- 1 wastebasket
- 1 company name board
- Cleaning of the stand
- 1 Kw electricity and connection - 1 socket, 2 spotlights
- Web communication through TTG Report*

- 1 reception desk (100 x 50 x h. 100 cm)
- 2 stools
- 1 sqm closet with fixed coat rack
- 1 car pass
- 1 hotel room for 3 nights (bed & breakfast basis)

Eur 5,400.00 + VAT REGISTRATION FEE NOT INCLUDED



L-SHAPED 12 mq
Corner supplement INCLUDED

- Blue carpet
- White walls
- 1 table (160 x 80 x h. 70 cm)
- 4 chairs
- 1 wastebasket
- 2 company name boards
- Cleaning of the stand
- 1 Kw electricity and connection - 1 socket, 2 spotlights
- Web communication through TTG Report*

Eur 7,250.00 + VAT REGISTRATION FEE NOT INCLUDED

- Blue carpet
- White walls
- 1 table (160 x 80 x h. 70 cm)
- 4 chairs
- 1 wastebasket
- 2 company name boards
- Cleaning of the stand
- 1 Kw electricity and connection - 1 socket, 2 spotlights
- Web communication through TTG Report*

- 1 reception desk (100 x 50 x h. 100 cm)
- 2 stools
- 2 sqm closet with fixed coat rack
- 2 car passes
- 2 hotel rooms for 3 nights (bed & breakfast basis)

Eur 8,350.00 + VAT REGISTRATION FEE NOT INCLUDED



LARGE 16 sqm - 4x4
Corner supplement (stand
With extra open side) includes extra
Company name board

- Blue carpet
- White walls
- 1 table (160 x 80 x h. 70 cm)
- 4 chairs
- 1 wastebasket
- 1 company name board
- Cleaning of the stand
- 1 Kw electricity and connection - 1 socket, 2 spotlights
- Web communication through TTG Report*

Eur 8,950.00 + VAT REGISTRATION FEE NOT INCLUDED

- Blue carpet
- White walls
- 1 table (160 x 80 x h. 70 cm)
- 4 chairs
- 1 wastebasket
- 1 company name board
- Cleaning of the stand
- 1 Kw electricity and connection - 1 socket, 2 spotlights
- Web communication through TTG Report*

- 1 reception desk (100 x 50 x h. 100 cm)
- 2 stools
- 2 sqm closet with fixed coat rack
- 3 car passes
- 3 hotel rooms for 3 nights (bed & breakfast basis)

Eur 10,650.00 + VAT REGISTRATION FEE NOT INCLUDED

SPECIAL 32 sqm and more**

Corner supplement Eur 300.00 + VAT

** Stand cleaning service **not** included

Each module includes: 32 sqm of bare area, 4 hotel rooms for 3 nights (bed & breakfast basis), 4 car passes, web communication through TTG Report*

Eur 13,550.00 + VAT REGISTRATION FEE NOT INCLUDED

Each extra module includes: 16 sqm of bare area, 2 hotel rooms for 3 nights (bed & breakfast basis), 2 car passes

Eur 6,800.00 + VAT REGISTRATION FEE NOT INCLUDED

** 1 full page of advertising in the official catalogue (minimum 64 sqm)



NO FRILLS 6 sqm - 3x2

Corner supplement
(stand with extra open
side) includes extra
Company name board

- Blue carpet
- White walls
- 1 table (160 x 80 x h. 70 cm)
- 4 chairs
- 1 wastebasket

- 1 company name board
- Cleaning of the stand
- 1 Kw electricity and connection - 1 socket, 2 spotlights
- **Limited availability**

Eur 2,750.00 + VAT REGISTRATION FEE NOT INCLUDED

*Mid Classic Banner (468x60 pixels) in the TTG Report, the daily newsletter of Italian Exhibition Group S.p.A. to be used within 12 months from the contract signing. The planning will be decided by Italian Exhibition Group S.p.A. basing on availability.



NOTIFICATION AS PER ART. 13 of Italian Legislative Decree N° 196/2003

RIMINI FIERA 12th-14th October 2017

COMPANY DETAILS

COMPANY NAME Responsible

TIN number

Address Ph Fax

Town Zip code Country

NOTIFICATION AS PER ART. 13 OF ITALIAN LEGISLATIVE DECREE N° 196/2003

Pursuant to the provisions of article 13 of Leg. Decree 196/2003 (Code on the protection of personal data), you are hereby informed that the personal data supplied by you or otherwise acquired as part of Italian Exhibition Group S.p.A. activities is subject to processing in compliance with the laws on confidentiality and in accordance with the provisions expressly provided by the aforementioned Code.

Such data will be processed using electronic, manual and paper media (e.g. the publication of photos in brochures, etc.) for the following purposes:

1. Fulfilment of contractual and legal obligations relating to the participation of the party concerned as an exhibitor or partner in the events organized by Italian Exhibition Group S.p.A.
2. Organizational Management of the events promoted by Italian Exhibition Group S.p.A., such as, for example, creating personal ID badges for security purposes, statistical analyses of aggregate data, planning, communications with third-party partners which collaborate to organize and manage events (e.g. other trade-fairs, suppliers, consultants, etc.), inclusion of personal data in the Official catalogue and map of events to be distributed within Italy and abroad. In such case, some data may also be gathered through pre-registration procedures (online or on paper) or by operators authorized by us prior to entering the exhibition centre.
3. Profiling, retention of loyalty and sending of commercial and promotional communications regarding the activities of Italian Exhibition Group S.p.A. via email, txt, mms, fax, telephone calls, direct selling, as well as additional marketing purposes (e.g. analysis and market surveys).
4. Profiling, sending commercial communications, promotion and advertising, relating to products and services of third-party partners of Italian Exhibition Group S.p.A. (organizers, exhibitors, operators involved in trade or operating events in other areas) interested in offering advantageous commercial benefits to the participants in the events and exhibitions of Italian Exhibition Group S.p.A. via email, txt, mms, fax, or telephone calls. To this end, the data may also be disclosed or transferred to such entities in order to enable them to use them directly for sending their commercial messages.

By the processing of personal data shall be meant the gathering, recording, organization, storage, processing, editing, selection, extraction, comparison, reclassification into homogeneous economic categories, use, interlinking, blocking, communication and distribution of data. The duration of processing shall be proportionate to the purposes from time to time pursued.

The provision of data to Italian Exhibition Group S.p.A. is always optional. However, if - as is usual for those who intend participating as exhibitors or partners in the events - the data, to which the provision request relates, must be processed by Italian Exhibition Group S.p.A. in order to properly fulfil a legal or contractual obligation, as well as to provide whatever required by the person concerned (purposes envisaged in par. 1), the provision thereof is in fact necessary. In fact, failure to provide such data on your part would inevitably result in the inability of Italian Exhibition Group S.p.A. to provide the contractual services requested by you and/or to comply with the legal obligations arising from establishment of relations with you. Consequently, it would not be in point of fact possible for you to take part in the event, to enter the trade-fair and to use our services, etc. Permission to process for the purposes indicated in paragraph 1, on the other hand, is never necessary (inasmuch as art. 24 of Leg. Decree 196/2003 exempts Italian Exhibition Group S.p.A. from the obligation to ask for such permission).

We point out that the "provision" of data means the material placing at disposal of same in favour of Italian Exhibition Group S.p.A., and does not therefore amount to "permission" to process them for the purposes set out in paragraphs 2, 3 and 4; the party involved which provides the data (having read this privacy policy) is assumed to have tacitly given permission considering the mere fact that the same data are subject to processing for the purposes mentioned in par. 1.

In the case instead of data being processed for the purposes of paragraph 2, permission is optional, but any failure to provide permission would prevent Italian Exhibition Group S.p.A. from carrying out such processing and, in some cases, also from providing the service requested by the party involved.

We therefore suggest, in the event of the party involved wanting to take part in the trade-fair, not to limit itself to providing data

but also to provide the express permission to process data for the purposes indicated in paragraph 2.

In the event, instead, of the data being processed for the purposes referred to in paragraphs 3 and 4, permission is optional and any failure to give permission shall not result in the non-execution of the service requested by the party involved, but shall result in the impossibility for Italian Exhibition Group S.p.A. to perform relative processing (for example to use an email address or mobile number for sending promotional messages).

The data gathered for the purposes of paragraph 1 may be transmitted: to companies which, on behalf of Italian Exhibition Group S.p.A. provide the management and maintenance services regarding computer systems and databases, to contractor/appointed Companies which, on behalf of Italian Exhibition Group S.p.A. provide services essential to participation (e.g. installation and management of installations and equipment, logistics, security, private security, first aid, hostesses, etc.). Any processing of data by such parties will take place with purposes and procedures identical to those mentioned above.

Italian Exhibition Group S.p.A. furthermore informs that during the events organized by it, photographers and/or video-makers may be authorised to film and/or take photographs, for documentation and promotion purposes, both on the sites of events, and on the social profiles of same (e.g. twitter, facebook, whatsapp, youtube, vimeo, etc.). The published photographs and videos concern trade-fair activities, which shall be deemed as events or matters of public interest and do not show indications for which the express permission is required of the party involved in filming.

If the party involved does not want to be photographed or filmed, please let the appointed staff know at the time of shooting or filming. Photographed persons shall in any case be entitled to request removal or deletion from the company's web site database and/or linked platforms by sending an email message to privacy@iegexpo.it. In this case, Italian Exhibition Group S.p.A., will promptly remove the documentary material.

The data gathered for the purposes referred to in paragraphs 2 and 3, which may be acquired on-site by operators authorized by Italian Exhibition Group S.p.A. may be disclosed to the photographers and/or video-makers producing material, to post-production companies working with them, to journalists and newspapers, to companies appointed to carry out market surveys, to advertising, communication and/or public relation agencies, to companies appointed to print advertising or promotional material, to website production companies, to web marketing companies, to other entities in charge of planning and/or maintenance of promotional materials, and to companies appointed to manage and service the computer systems used for data processing, to any third partners with which Italian Exhibition Group S.p.A. shares such promotional initiatives or the realization of shows and events, as well as, through catalogues, to exhibitors and/or visitors of events organized by Italian Exhibition Group S.p.A. including in collaboration with third-party partners.

Notification will take place according to principles of proportionality and will therefore from time to time be limited to whatever is necessary. Such persons shall process the materials and data for the same purposes and using the same procedures as those described above.

You are further informed that article 7 of the aforementioned Code grants the party involved numerous rights, including the right to: obtain information about the existence of data concerning it and their communication in intelligible form, to obtain the cancellation, transformation into anonymous form or blockage, or the updating, amendment or, if interested, the supplementing of such data, as well as certification that such operations have been brought to the attention of the parties to whom the data were communicated, to oppose the processing of such data for legitimate reasons, even if pertinent to the purpose of gathering, to oppose processing for marketing purposes (profiling, marketing communications, market research and market survey).

The above rights can be exercised by writing to the email address: privacy@iegexpo.it

The data controller is Italian Exhibition Group S.p.A., based in Rimini, Via Emilia, 155, registered in the Companies' Register of Rimini under no. 00139440408. A list of processing Supervisors can be requested from the processing Controller.

Consensus Leg. Decree 196/03 - Protection of privacy

I declare having read and understood the privacy policy indicated in article 13 Leg. decree 196/2003 and give my consent for the organizational management of the events promoted by Italian Exhibition Group S.p.A., and consequently some data may also be gathered through online or paper pre-registration procedures, or on-site by your authorized operators before entering the exhibition centre (purpose 2 of the privacy policy)

I give my consent I do not give my consent

as well as for data processing for the purposes of profiling, loyalty retention and direct marketing (conducting market research, marketing communications, promotion and advertising with offers of goods and services by mail, telephone, automated calling systems, fax, email, txt, mms) relating to the activities of Italian Exhibition Group S.p.A. (purpose 3 of the privacy policy)

I give my consent I do not give my consent

and furthermore for data processing for the purposes of profiling, loyalty retention and direct marketing (conducting market research, marketing communications, promotion and advertising with offers of goods and services by mail, telephone, automated calling systems, fax, email, txt, mms) carried out by third-party partners of Italian Exhibition Group S.p.A. (organizers, exhibitors, operators involved in the trade-fair events or also operating in other sectors) and regarding their activities. To this end, the data may be subject to communication and/or transfer to third parties for the sending their business communications and performing related processing. (purpose 4 of the privacy policy)

I give my consent I do not give my consent

Date

Sign and signature of legal representative

**ITALIAN
EXHIBITION
GROUP**

A merger of
Rimini Fiera and Fiera di Vicenza

ITALIAN EXHIBITION GROUP SpA

Via Emilia 155, 47921 Rimini

Codice fiscale/Partita Iva 00139440408

Capitale Sociale 52.214.897 i.v.

Registro Imprese: Rimini P.I e n. Reg. Imprese 00139440408



ROOMS RESERVATION

RIMINI FIERA

12th-14th October 2017

EXHIBITOR _____

ROOMS INCLUDED IN THE STAND PACKAGE

<input type="checkbox"/> Double	<input type="checkbox"/> Single	in 11/10	out 14/10	Name	Job title
<input type="checkbox"/> Double	<input type="checkbox"/> Single	in 11/10	out 14/10	Name	Job title
<input type="checkbox"/> Double	<input type="checkbox"/> Single	in 11/10	out 14/10	Name	Job title
<input type="checkbox"/> Double	<input type="checkbox"/> Single	in 11/10	out 14/10	Name	Job title
<input type="checkbox"/> Double	<input type="checkbox"/> Single	in 11/10	out 14/10	Name	Job title
<input type="checkbox"/> Double	<input type="checkbox"/> Single	in 11/10	out 14/10	Name	Job title

Notes

ROOMS NOT INCLUDED IN THE STAND PACKAGE (SUBJECT TO AVAILABILITY. REQUESTS TO BE MADE BY 28TH JULY 2017)

<input type="checkbox"/> Double	<input type="checkbox"/> Single	in	out	Name	Job title
<input type="checkbox"/> Double	<input type="checkbox"/> Single	in	out	Name	Job title
<input type="checkbox"/> Double	<input type="checkbox"/> Single	in	out	Name	Job title
<input type="checkbox"/> Double	<input type="checkbox"/> Single	in	out	Name	Job title
<input type="checkbox"/> Double	<input type="checkbox"/> Single	in	out	Name	Job title
<input type="checkbox"/> Double	<input type="checkbox"/> Single	in	out	Name	Job title

Notes

Category	Double BB	Single BB
<input type="checkbox"/> 5 star	from Eur 170.00	from Eur 275.00
<input type="checkbox"/> 4 star top	from Eur 75.00	from Eur 110.00
<input type="checkbox"/> 4 star sup	Eur 70.00	Eur 105.00
<input type="checkbox"/> 4 star	Eur 55.00	Eur 80.00
<input type="checkbox"/> 3 star sup	Eur 40.00	Eur 55.00
<input type="checkbox"/> 3 star	Eur 35.00	Eur 45.00

IMPORTANT: Prices are per person, per day, on BB basis and include 10% accommodation vat fee. Any additional tourist taxes are excluded.

PAYMENT CONDITIONS

Extra rooms not included in the stand package will ONLY be confirmed with a credit Card number guarantee.

Credit card no.

Type of card: Visa Mastercard American Express Diners Club

Name Surname Expiry date

I HEREBY AUTHORISE ADRIA CONGREG to transmit the information on my credit card to the hotel in order to debit the first night only in case of cancellation or no show.

Signature

The balance for the extra rooms must be paid directly at the hotel.

IMPORTANT

• **Adria Congrex** will send you a fax or e-mail to confirm your reservation. This fax or e-mail must be considered confirmation of your request.

• Changes, cancellations and penalties:

- **ROOMS INCLUDED IN THE STAND PACKAGE:** any changes to the dates and cancellations of rooms must be sent by fax (+39 0541 305842) or by e-mail (roomsttg@adriacongrex.it) not later than **19th September 2017**.

- **ROOMS NOT INCLUDED IN THE STAND PACKAGE:** any changes to the dates and cancellations of rooms must be sent by fax (+39 0541 305842) or by e-mail (roomsttg@adriacongrex.it) not later than **24th September 2017**. For rooms cancelled after this date the price of the first night will be **debited to the credit card** listed on the form.

For further information, please contact Adria Congrex on +39 0541 305856



IMPORTANT INFORMATION

RIMINI FIERA
12th-14th October 2017

IMPORTANT DEADLINES

- 1 ON REGISTRATION:** down payment of 30% of the total invoice. For those who register after 1st July 2017 we request immediate payment of the total balance.
- 2 30/07/2017:** balance for participation at TTG Incontri 2017.
- 3 30/07/2017:** deadline for requesting extra rooms.
No guarantee of availability can be given for any requests made after this date.
- 4 01/09/2017:** deadline for informing Italian Exhibition Group S.p.A. of any changes in the stand packages (e.g. waiving the pre-fitted stand) and for sending the stand designs with personalized fittings to the Technical Office of Italian Exhibition Group S.p.A. Italian Exhibition Group S.p.A. offers a professional consultancy service for the design of your stand.
If you are interested in receiving a proposal with an estimate we kindly ask you to contact the Italian Exhibition Group S.p.A. (tel. 0039 02 806892 - fax 0039 02 80689250 - ttgincontri@iegexpo.it).
- 5 01/09/2017:** deadline to insert any Co-exhibitor in the official catalogue of the fair. It is the responsibility of the exhibitor to register his Co-exhibitors in the exhibitor Zone of the website www.ttgincontri.it. Only Co-exhibitors regularly registered will be published in the official catalogue. The price of each Co-exhibitor is **EUR 280.00+VAT** according to the Law no.16 of 27/07/2005 related to the certification of information for fairs.
- 6 01/09/2017:** deadline for sending company details to be published in the catalogue sending the forms available in the reserved area of the website www.ttgincontri.it
- 7 12/09/2017:** deadline to request extra services by sending the forms available in the reserved area of the website www.ttgincontri.it
N.B. Any orders received after this date will be subject to a surcharge of 20% of the overall price.

MEANS OF PAYMENT

Bank money Transfer (attach copy of the transfer form with the bank stamp)

Banca Popolare dell'Emilia Romagna - Via Caduti di Marzabotto, 47 - 47921 RIMINI

Addressed to Italian Exhibition Group S.p.A.

IBAN Code: IT28N0538724202000002218121

BIC Code/Swift: BPMOIT22XXX

Motive: TTG Incontri 2017 and the name of the exhibitor

All bank charges on your account

IMPORTANT!

**NEW BANK
DETAILS**

USEFUL NUMBERS

Italian Exhibition Group S.p.A.

Foro Buonaparte, 74 - 20121 Milano

Tel +39 02 806892

Fax +39 02 80689250

E-mail: ttgincontri@iegexpo.it

Italian Exhibition Group Technical Office

Via Emilia, 155 - 47921 Rimini

Tel +39 0541 744600-744458

Fax +39 0541 744484

Contatto: Giorgia Ceccaroni - giorgia.ceccaroni@iegexpo.it
Barbara Mauri - barbara.mauri@iegexpo.it

Adria Congrex S.r.l.

Via Sassonia, 30 - 47922 Rimini

Tel +39 0541 305856

Fax +39 0541 305842

E-mail: roomsttg@adriacongrex.it

WARNING! IMPORTANT INFORMATION FOR EXHIBITORS

Commercial Online Manuals S de RL de CV - EXPO GUIDE

For some time now, **International Fairs Directory**, a company registered with branches in other countries, has been sending forms to exhibitor firms asking for any modifications to their company data for publication of advertisements in the Expo-Guide magazine.

On completing and signing the forms, containing the names of Italian exhibition grounds and event trademarks, the firm is then obliged to pay a sum per year.

The above-mentioned company has NOT and has NEVER BEEN AUTHORISED to use the name Rimini Fiera or our event trademarks. If you should receive forms or proposals from International Fairs Directory, we strongly recommend that you read the terms VERY CAREFULLY before signing.

**ITALIAN
EXHIBITION
GROUP**

A merger of
Rimini Fiera and Fiera di Vicenza

ITALIAN EXHIBITION GROUP SpA

Via Emilia 155, 47921 Rimini

Codice fiscale/Partita Iva 00139440408

Capitale Sociale 52.214.897 i.v.

Registro Imprese: Rimini P.I e n. Reg. Imprese 00139440408

FITTING OUT THE STANDS

RIMINI FIERA

12th-14th October 2017

PRE-FITTED STAND

Pre-fitted stands include: walls, blue carpet, graphic panel and specific furniture depending on purchased exhibition package. Please inform us, by and **not later than 1st September**, if any of the furniture included in the confirmed booth is not required (fax +39 02 80689250 - e-mail: ttgincontri@iegexpo.it). Moreover the exhibitor must communicate by the above date if he wishes to forego all furniture in favour of a personalized stand (space only). If the communication arrives later than this date, a **penalty for pre-fitted stand dismantling will be charged**:

€ 550,00 + VAT for STANDARD BASIC 8 sqm - € 900,00 + VAT for STANDARD GOLD 8 sqm - € 700,00 + VAT for L-SHAPED BASIC 12 sqm - € 870,00 + VAT for L-SHAPED GOLD 12 sqm - € 850,00 + VAT for LARGE BASIC 16 sqm - € 1.250,00 + VAT for LARGE GOLD 16 sqm - € 550,00 + VAT for NOFRILLS 6 sqm

Technical details:

- Silver aluminium structure mm 80x80
- Columns h. cm 300
- Crossbeam mm 100x25 formed of 2 overlapped standard crossbars mm 50x25

Pre-fitted stands walls are in white varnished wood h. cm 290x100x5. They are plain, without any column and this particular finish **does not permit any fixing** of posters or any kind of graphic panels with nails, pushpins or double-sided tape. Exhibitors can use transparent adhesive tape and/or hooks and chains that can be hung to the top of the walls. In every pavilion there will be a space where this material is freely available.

Walls found to be damaged/pierced by nails, pushpins, double-sided tape or any other material different from those supplied, will be charged at **€ 170.00+VAT each**. **To request a proposal of personalized graphics and / or technical details / dimensions of the stand walls, please send an email to ttgincontri@iegexpo.it.**

GRAPHIC PANEL

Graphic on the fitted stand name board is printed on a rigid support (L. cm 180x40) with the Company name (standard Helvetica font capital letters- small only if required). If the number of letters is less than or equal to 7, lettering height will be cm 11. For more than 7 letters, the height will be cm 8. For every line there is a maximum of 22 letters and not more than 3 lines for each panel. It is possible to ask for a different graphic font or a personalized logo of € 158.00+VAT with an additional cost. The graphic on pre-fitted stand name boards or possible changes should be communicated **by and not later than September 8th**. Later than this date exhibitors will be charged a **penalty of € 100.00+VAT** for each graphic.

EXTRA FURNITURE

All **extra furniture** (not included in the pre-fitted stand) should be booked by ecommerce available in the reserved area of the website www.ttgincontri.it. This order form should be sent by **September 12th**, directly to Italian Exhibition Group technical office - fax +39 0541 744484. For all the services requested Italian Exhibition Group will issue the relative invoice that must be paid by September 25th. All orders received directly on spot must be paid at time of ordering and will be subjected to a surcharge of 20% of the overall cost.

PERSONALIZED STANDS

WAIVING OF PRE-FITTED STAND

In case of waiving the pre-fitted stand, the exhibitors will have the exclusive right to the BARE AREA (an exhibition area marked off with adhesive tape, no carpet, walls and graphic panels).

Exhibitors who purchase SPACE ONLY area have to send the below forms to Italian Exhibition Group Technical Office, by **September 1st 2016**:

1) the technical project of the stand to the attention of Eng. Mirco Zamponi (fax +39 0541 744484 - progettittg@iegexpo.it), clearly marking the HEIGHT, the SIZE and nr 1 SIDE VIEW QUOTED for each open side. All technical projects must be approved by the Technical Office. **Without authorization Exhibitors will NOT be allowed to build up the stand.**

2) the following mandatory forms available in the Exhibitor Reserved Area

- SET UP FORM
- FORM A - FIRE PREVENTION
- FORM B - DECLARATION OF SYSTEM'S CONFORMITY TO WORKMANLIKE STANDARDS
- FORM C1 - EXTINGUISHER RENTAL
- FORM D - ELECTRICITY SUPPLY
- FORM N - STAND CLEANING

WALLS

For island stands (4 open sides) and peninsula stands (3 open sides), in order to guarantee maximum visibility for the stands nearby, **the fittings can mark off 50% of each open side at most**. Only 50% of the walls adjacent to other exhibitors can reach the maximum allowed height. The back of the walls should be white, clean and well finished.

HEIGHT OF THE STAND

The maximum height allowed is **cm 500**.

The authorization of different heights must be requested to the **Technical Office of Italian Exhibition Group**

FREE PROFESSIONAL CONSULTANCY

Italian Exhibition Group S.p.A. offers free professional consultancy services for your stand fitting. If you are interested to receive an estimate please contact ttgincontri@iegexpo.it - Tel. +39 02 806892

INFORMATION

FOR TECHNICAL INFORMATION PLEASE CONTACT:

Italian Exhibition Group - Technical Office

Barbara Mauri Tel. +39 0541 744458 e-mail: barbara.mauri@iegexpo.it
 Giorgia Ceccaroni Tel. +39 0541 744600 e-mail: giorgia.ceccaroni@iegexpo.it
 Fax Technical Office Fax +39 0541 744484

FOR INFORMATION ON THE RENTAL OF FURNITURE AND VARIOUS FITTINGS PLEASE CONTACT:

Italian Exhibition Group - Technical Office

Barbara Gobbi Tel. +39 0541 744216 e-mail: barbara.gobbi@iegexpo.it
 Tel. +39 0541 744640