

## REGULATIONS OF THE PLANTARIUM 2019 TRADE FAIR FOR SUPPLIERS

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### 1 **General**

- 1.1 Registration for participation in the Trade Fair must take place by means of a registration form made available to the supplying company. All visibly present companies are considered participants.
- 1.1.1 A registration cannot be unilaterally withdrawn or amended by the supplying company. If a supplying company wishes to cancel a registration already made, a written request to that effect, sent by registered post, must be made to the organisation. The organisation can grant a request to cancel the registration subject to the condition to be imposed that the relevant supplying company pay a cancellation fee.  
That fee amounts to:  
25% of the stand rent if the registration is cancelled after dispatch of the provisional invoice;  
100% of the stand rent if the registration is cancelled after the lay-out of the exhibition has been completed (24 May 2019).  
The VAT due will be charged on the cancellation fee.
- 1.1.2 By signing the registration form the participant accepts the provisions set out in these Regulations.
- 1.1.3 Upon signing the registration form you acknowledge that you have read the privacy statement as stated on the Plantarium.nl website.
- 1.2 The Nursery Trade Fair Foundation cannot in any way be held liable for theft of, loss of or damage to property or goods that have been delivered to the Trade Fair by or on behalf of the supplying company.
- 1.3 The registrations will be handled in order of receipt.
- 1.4 The management reserves the right not to accept a registration, without stating any reasons.
- 1.5 **Rates per m<sup>2</sup>:**  
Free stand construction (4m deep): € 130,- per m<sup>2</sup>. Stand construction: € 35,- per m<sup>2</sup>.  
Stand construction: back- and side walls 2,75 h and carpet (colors optional).
- 1.6 **Catering.**  
Catering contribution (compulsory): € 150,- per exhibitor (coffee/tea/sandwiches/water, also for your customers).
- 1.7 **Media package.**  
Entrance tickets for business associates can be ordered for a modest fee from the organizing bureau Proba.  
The costs are as follows:  
Media package A (**Compulsory**): € 125,- Your company name in the digital fair catalogue, 50 complimentary tickets, Digital complimentary ticket (PDF file) stating your company name/stand number.  
Expansion media package  
\* Logo with your company name in the digital fair catalogue: € 50,-  
\* Logo/stand number printed on the complimentary ticket: € 100,- (for 1000, 2500 or 5000 pieces)
- 1.8 The participant is liable to pay the fee indicated in the supplementary conditions to the regulations for every square metre that he/she has registered or which has been allocated. In calculation of the stand area, any part of a square metre will be considered to be one square metre.
- 1.9 The payment of the stand rental shall be effected in two parts, viz.:  
1<sup>st</sup> 25% for the number of square metres for which the participant has registered within 30 days of the date of the advance billing note.  
2<sup>nd</sup> the remainder within 30 days after the date of the definitive allocation billing note.  
If the definitive billing note is dated less than 30 days before the first day on which the trade fair is to be set up, the outstanding rental fee shall be paid by return and be received by the organizers no later than one week before the first day on which the trade fair is to be set up. If a participant has not paid the fees for which he or she is liable within the periods allocated, the organizers retain the right not to allocate the stand to the participant, to rescind any previous allocation of a stand, or not to allocate any stand without prejudice to the right of the organisers to the full remuneration of said fees.  
The cost of stand construction and arrangement, of installing an electrical supply to the stand, the connection of a telephone, the use of electricity, and the costs of telephone calls costs of waste processing, damage etc. and all other additional costs shall be met by the participant. These costs which will be included in a deposit shall be met by the participant within 30 days after the said costs have been charged to the participant.
- 1.10 The management of the Nursery Trade Fair Foundation reserves the right to increase or decrease the requested stand space by not more than 10%. The stand rent will be adjusted accordingly.
- 1.11 The participation of other companies, and the mentioning of their name, in your stand is not permitted unless the management's prior approval has been obtained.
- 1.12 The Nursery Trade Fair Foundation is not liable for any loss arising if, due to a contingency beyond the organisation's control the Trade Fair is cancelled in full or in part.
- 1.13 The decision of the management of the Nursery Trade Fair Foundation will be decisive in all cases for which these Regulations do not provide.

### 2. **Delivery and Removal**

- 2.1 Stand construction may take place on 15, 16, 17, 19 and/or 20 August and must be completed by 4.00 a.m. on 20 August.
- 2.2 Loading and unloading are permitted around the exhibition building at the times specified by the organisation. During construction and during the Trade Fair, parking must take place at the place specified by the organisation.
- 2.3 The stands can be dismantled on Friday 23-08 from 17.00 until 20.00 p.m., Saturday 24-08 from 7.00 a.m. until 12.00, Monday 26-08 from 8.00 a.m. until 12.00 p.m. It is not permitted to remove material from the stand before the dismantling of the stand as begun. The booths may be taken down from one hour after closing until 20.00 p.m.

**3. Lay-out/Maintenance of the Stand Space**

3.1 The exhibitor himself must see the lay-out of his stand space.

3.2 It is possible to hire various materials through the organization, such as partitions, electricity, furniture and floor covering. Registration via the website in your participant account.

The caterer is exclusively authorized to use beverage draught systems and food and drink.

3.3 The costs of stand construction and lay-out, the installation at the stand of electrical wiring and telephone connections, and the use of power, as well as the costs of telephone calls, waste disposal costs, damage, etc. and all other costs are for the participant's account. Those costs, for which a deposit is due, must be paid within 30 days after the aforesaid costs are invoiced.

3.4 **Any signs, name signs, photographs and other forms of advertising may not be high than 4 metres above the floor.**

3.5 Exhibitors must have left their stand one hour after the Trade Fair closes in connection with the construction and organisation of other events.

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