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latest by **February 7, 2020**

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REGISTRATION

for participation in the
«Swiss Pavillon» at the 21st METALLOOBRABOTKA 2020: May 25 – 29, 2020, Moscow

- ☐ We participate at METALLOOBRABOTKA '20 with a **company booth** within the «Swiss Pavilion» _____ sqm
(Minimum space 12 sqm)

Booth dimensions (cannot be guaranteed):

Length _____ m x Depth _____ m

No. of open sides _____

- ☐ **Option 1a:** We buy booth square metres directly at **Swissmem**
- ☐ **Option 1b:** We buy booth square metres by our local «ooo»-company at **MDM**
- ☐ We confirm that our booth is bigger than 80 sqm and we organize our own stand construction.
- ☐ We participate at METALLOOBRABOTKA '20 but are represented at the booth of the following trading company:

Company name

Address

Contact person

Telephone/Fax

E-Mail

Place/Date

Signature

With your signature, you accept explicitly the «General conditions for exhibitors at Swissmem organised exhibition participations» overleaf.

General conditions for exhibitors at Swissmem organised exhibition participations

1) Exhibitors and exhibits: Admittance

- a) The Swiss participation is open to members of Swissmem and other Swiss based companies. Non-Swiss companies may be admitted if they have strong ties to an admissible Swiss company.
- b) Exhibitors have to apply in written form within the deadline specified. Applications must be legally signed. With his application, the exhibitor accepts these conditions and all regulations and guidelines of the exhibition organiser. The contract enters into force with the written confirmation of Swissmem.
- c) Swissmem decides on the admittance of the exhibitor and his exhibits, applying the general conditions of the exhibition organiser. Exhibits that do not conform to these general conditions may be removed on cost and risk of the exhibitor.
- d) Exhibitors may not pass nor sub-lease their exhibition area to third parties.

2) Services provided

- a) Swissmem, within its power, undertakes to create favourable conditions for the exhibitor, and to apply all measures necessary to achieve a participation reflecting Switzerland's image. Swissmem represents the exhibitors towards the exhibition organiser and all contractual parties. Swissmem commits itself not to disclose any confidential business information of the exhibitors.
- b) The basic services are stand surface rental and those services listed in the announcement.
- c) Additional equipment and services will be provided on request and billed separately at cost.

3) Layout, booth operation

Swissmem determines layout and general visual design of the participation.
Requests for booth location by exhibitors will be entertained where possible. Swissmem reserves the right to change the layout at short notice, should circumstances make this necessary.
Deviations from the general visual design by exhibitors must be approved by Swissmem.
The exhibitor assures that the operation of his booth does not disturb adjacent booths.
Swissmem's project manager enforces the house rules.

4) Payment conditions

With the application, a deposit of CHF 1'000.- is due. From exhibitors which are not members of Swissmem, a coordination fee of CHF 50.- per square meter will be levied.

Unless specified otherwise in the announcement, the amount payable for the stand surface is due 4 months, the amount payable for other services of the basic package is due 1 month prior to the opening of the exhibition.

Other costs incurred by the exhibitor will be billed after the exhibition.

Swissmem invoices in CHF, other currencies will be converted to CHF at the exchange rate of the invoice date.

5) Withdrawal of the exhibitor

In case the exhibitors withdraws until 4 month prior to the opening of the exhibition, deposit and coordination fee are forfeited to Swissmem. In case of withdrawal or reduction of stand surface after this date, the exhibitor is liable for the full amount, unless Swissmem can otherwise dispose of the stand surface. Prepayments will be reimbursed after deduction of costs incurred.

6) Liability of exhibitors, Damages, Insurance, Transport

Packing, transport to and from the fair, customs clearance, storage and insurance of exhibits and empty containers are the responsibility of the exhibitor, even in the case where Swissmem designates an official freight forwarder.

Insurance for any kind of damage is in the responsibility of the exhibitor. Swissmem is not liable under any circumstance for damage, injury or loss incurred by the exhibitor, his staff or his goods, on site or during transport, or for damages to buildings or equipment of the exhibition organiser or fair-ground owner.

The exhibitor has to furnish proof of being insured against liability, covering injury and damage, valid for the country in which the exhibition takes place, in the amount of at least CHF 5'000'000.-.

For direct damage or injury, not otherwise covered, all exhibitors together are liable to Swissmem. Liability for consequential damages is excluded.

7) Exclusion of liability

Swissmem, acting as agent, is not liable for the basic or additional services described in the announcement, nor for consequential damages.

If the participation is cancelled by Swissmem or the exhibition by the organiser, the exhibitors will be reimbursed after deduction of costs incurred by Swissmem. Deductions will be proportional to the amounts already paid by exhibitors. Any further claims are excluded.

8) Appeals

Swissmem takes all decisions concerning admittance and conformity with exhibition regulations, if necessary by direction of the exhibition organiser. Appeals may be submitted to the Committee of the Swissmem Group.

Should disputes arise between Swissmem and an exhibitor from his participation, then Zurich is legal venue and Swiss law is applicable.

The German original text of these conditions is binding.