



Please return to info@budapestfair.com

COMPANY: \_\_\_\_\_  
 PERSON IN CHARGE: \_\_\_\_\_ POSITION: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 ZIP: \_\_\_\_\_ TOWN: \_\_\_\_\_ COUNTRY: \_\_\_\_\_  
 WEBSITE: \_\_\_\_\_ PHONE: \_\_\_\_\_  
 E-MAIL (corporate): \_\_\_\_\_ E-MAIL (contact): \_\_\_\_\_  
 VAT NUMBER and / or IDENTIFICATION NUMBER: \_\_\_\_\_

**Business Profile:**

- Agent       Association / Institution       Trader       Tannery       Retailer       Service Provider  
 Producer       Others \_\_\_\_\_

Which of the below TCLF industry activities is your company closest to?

Select one or more answers

- |  |  |
|--|--|
| <input type="radio"/> Leather, fur tanning/dressing or trading | <input type="radio"/> Apparel manufacturing or trading     |
| <input type="radio"/> Shoes manufacturing or trading           | <input type="radio"/> Bag manufacturing or trading         |
| <input type="radio"/> Textile producer or trader               | <input type="radio"/> Accessories manufacturing or trading |
| <input type="radio"/> Educational institution                  | <input type="radio"/> Trade association                    |
| <input type="radio"/> Designer                                 | <input type="radio"/> Other, please specify: _____         |

Description of the main products (group of the products) or services to be exhibited: \_\_\_\_\_

**WHAT TYPE OF STAND WOULD BEST SUIT MY NEEDS? STANDARD, BUSINESS OR INDIVIDUAL?**

Please indicate your stand option:

	<b>STANDARD STAND</b> <i>(row stand only)</i>		<b>BUSINESS STAND</b> <i>(corner exhibition stand – two sides opened)</i>	
	<i>WITHOUT LOCKABLE STORAGE</i>	<i>WITH LOCKABLE STORAGE</i>	<i>WITHOUT LOCKABLE STORAGE</i>	<i>WITH LOCKABLE STORAGE</i>
<b>12 sqm</b>	<input type="checkbox"/> 12A EUR 4360	<input type="checkbox"/> 12B EUR 4510	<input type="checkbox"/> 16A EUR 6480	<input type="checkbox"/> 16B EUR 6640
<b>16 sqm</b>	<input type="checkbox"/> 16A EUR 5810	<input type="checkbox"/> 16B EUR 5990	<input type="checkbox"/> 20A EUR 8100	<input type="checkbox"/> 20B EUR 8300
<b>20 sqm</b>	<input type="checkbox"/> 20A EUR 7260	<input type="checkbox"/> 20B EUR 7480	<input type="checkbox"/> 24A EUR 9720	<input type="checkbox"/> 24B EUR 9960
<b>24 sqm</b>	<input type="checkbox"/> 24A EUR 8710	<input type="checkbox"/> 24B EUR 8980		

Please see the installations of the standard and business stands on page 3.

Choose the installation of the stand:

- shelves       hanging rods

**INDIVIDUAL STAND**

**Exhibition costs for Individual stands, for the spaces of 30 sqm., 36 sqm or more spaces.**

Exhibition fee EUR 260 per sqm, (exhibiting space only, no stand, decoration nor furniture are included)

Garbage fee EUR 6 per sqm (daily emptying of the bin)

Costs for technical services EUR 210 per event

Includes: 1 electric connection, 2,5 KW electric energy consumption

**Stand construction cost for Standard design:** EUR 55 per sqm.

**Includes:** white walls and carpeting only without equipments and furniture.

We request for individual stand       30 sqm       36 sqm      \_\_\_\_\_ sqm

Additional charges apply for any necessary equipment and furniture for your stand. Exhibitors can select these items from the "Equipment and Furniture Catalogue". Choose the equipments or furniture for installation and attach the list to your Application Form. Equipment and Furniture Catalogue see on our website: budapestfair.com/exhibitors.

DEADLINE 15 February 2025

**Early booking discount:** The Organizer provides Exhibitors with a special 5% discount provided, that the Exhibitor submits an application before December 15, 2024 and full payment for the cost of participation will be transferred to the Organizer's bank account before December 20, 2024.

**Additional extra fees upon your request for Individual stands:**

- Row exhibition stand – one side open - no extra fee
- Corner exhibition stand – two sides open - € 205 per event
- 3-sides open exhibition stand - € 410 per event

**Extra cost for advertising:**

Additional charge of € 650 per banner for advertising through hanging banners.

The size of these banners is 2,5 m x 1 m. Individual advertising banners will be displayed in prominent locations within the exhibition hall.

Yes, we need \_\_\_\_\_ advertising banners (*indicate the quantity*)

**Additional extra fees for co-exhibitor(s):**

Co-Exhibitors / sub-exhibitors / co-represented companies\*

Extra costs for co-represented companies/sub-exhibitors: € 1000 per sub-exhibitor

Yes, we will have Co-Exhibitor(s) \_\_\_\_\_ (*indicate the quantity*)

**Parking spaces - assembly and dismantling / fair days**

**During assembly and dismantling** on 1 April from 5:00pm and on 4 April from 4:00pm parking for loading and unloading shall be possible at the garage of Puskás Arena or at special parking places.

Yes, we have demand on \_\_\_\_\_ (*indicate the quantity*) parking places for car, plate number(s): \_\_\_\_\_

**During the fair days**, Exhibitors can utilize parking spaces for cars in the underground garage of the Puskás Arena, price: €15 per day per car.

Yes, we have demand on \_\_\_\_\_ (*indicate the quantity*) parking places for car during the exhibition for all 3 days, plate number(s): \_\_\_\_\_

**INVOICING** Organizer will begin issuing invoices for stand rental, additional costs, and other orders starting from 1st of May, 2024. Invoices for stand rental fees must be paid due to date indicated on Pro Forma Invoice and not later than by 20th of February, 2025. Upon transaction has reached the Organizers accounts, Organizer will made out the Original Invoice and to be sent to Exhibitor via e-mail. Any invoices issued after this deadline must be paid immediately upon receipt, unless otherwise specified on the invoice. Until the invoices are paid in full, the Exhibitor will not receive any passes, access rights, or permission for stand entry/assembly. The prices of the stand, equipment and services are net. The invoices for the exhibitors coming from non European Community will be issued at net prices (without VAT). The invoices for the exhibitors coming from the European Community will be issued without VAT, at net prices, if they have a European Union tax number, otherwise 27% VAT will be added to the final amount. Failure to pay on time may result in the Organizer terminating the contract and demanding payment for the stand rental fee. Any complaints must be submitted within eight days of receiving the invoice. For Hungarian companies 27% VAT will be added to the final amount.

We confirm that the information provided in this form is true and will exhibit the products as specified. We acknowledge that any undisclosed exhibits may result to the Organizer exercising their discretion to revoke our participation rights and/or close our stand without reimbursement or compensation.

By our signature, we acknowledge that we have read, understand, and agree the General Regulations and Conditions of the TCLF Fair Budapest as an integral component of our registration, and hereby we order the above selected services, products.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature and Stamp

**Data for Exhibition Catalogue (Exhibitor Directory):**

Company name: \_\_\_\_\_ Address: \_\_\_\_\_

ZIP: \_\_\_\_\_ Town: \_\_\_\_\_ Country: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_ Website: \_\_\_\_\_

Description of products or production (max. 20 words)\* \_\_\_\_\_

\*The Organizer is permitted to freely utilize the aforementioned "Description of products or production" in whole or in part, including the creation of a new text if needed to comply with the designated 20-word limit.

Kindly specify the alphabetical letter you prefer to be listed under in the catalogue. \_\_\_\_\_

**I hereby authorize the publication of my above mentioned data in the official directory (in printed copy and online).**

**Application form to be sent to e-mail address: info@budapestfair.com.**

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature and Stamp

**Standard stand - 12A** Includes: exhibiting space, stand rental fee, 1 electric connection, white walls, carpet, 5 spot lamps (30W), 1 HQI reflector (150W), 3 x 6,5 m long shelf or 2 x 6,5 m hanging rod, 1 m long caption, bar stool, 1 round table, 4 chairs, bin, information desk, 2.5 kW electric energy consumption and daily emptying of the bin.

**Standard stand - 12B** Includes: exhibiting space, stand rental fee, 1 electric connection, white walls, carpet, 5 spot lamps (30W), 1 HQI reflector (150W), 3 x 5 m long shelf or 2 x 5 m hanging rod, 1 m long caption, bar stool, lockable storage (with 3 shelves), 1 round table, 4 chairs, bin, information desk, 2.5 kW electric energy consumption and daily emptying of the bin.

**Standard stand - 16A** Includes: exhibiting space, stand rental fee, 1 electric connection, white walls, carpet, 6 spot lamps (30W), 1 HQI reflector (150W), 3 x 7,5 m long shelf or 2 x 7,5 m hanging rod, 1m long caption, bar stool, 1 round table, 4 chairs, bin, information desk, 2.5 kW electric energy consumption and daily emptying of the bin.

**Standard stand - 16B** Includes: exhibiting space, stand rental fee, 1 electric connection, white walls, carpet, 6 spot lamps (30W), 1 HQI reflector (150W), 3 x 6 m long shelf or 2 x 6 m hanging rod, 1 m long caption, bar stool, lockable storage (with 3 shelves), 1 round table, 4 chairs, bin, information desk, 2.5 kW electric energy consumption and daily emptying of the bin.

**Business stand - 16A** Includes: exhibiting space, stand rental fee, 1 electric connection, white walls, carpet, 6 spot lamps (30W), 1 HQI reflector (150W), 3 x 6 m long shelf or 2 x 6 m hanging rod, 1 m long caption, bar stool, 1 round table, 4 chairs, bin, information desk, 2.5 kW electric energy consumption and daily emptying of the bin.

**Business stand - 16B** Includes: exhibiting space, stand rental fee, 1 electric connection, white walls, carpet, 6 spot lamps (30W), 1 HQI reflector (150W), 3 x 4 m long shelf or 2 x 4 m hanging rod, 1 m long caption, bar stool, lockable storage (with 3 shelves), 1 round table, 4 chairs, bin, information desk, 2.5 kW electric energy consumption and daily emptying of the bin.

**Standard stand - 20A** Includes: exhibiting space, stand rental fee, 1 electric connection, white walls, carpet, 7 spot lamps (30W), 1 HQI reflector (150W), 3 x 8,5 m long shelf or 2 x 8,5 m hanging rod, 1m long caption, bar stool, 1 round table, 4 chairs, bin, information desk, 2.5 kW electric energy consumption and daily emptying of the bin.

**Standard stand - 20B** Includes: exhibiting space, stand rental fee, 1 electric connection, white walls, carpet, 7 spot lamps (30W), 1 HQI reflector (150W), 3 x 7 m long shelf or 2 x 7 m hanging rod, 1 m long caption, bar stool, lockable storage (with 3 shelves), 1 round table, 4 chairs, bin, information desk, 2.5 kW electric energy consumption and daily emptying of the bin.

**Business stand - 20A** Includes: exhibiting space, stand rental fee, 1 electric connection, white walls, carpet, 7 spot lamps (30W), 1 HQI reflector (150W), 3 x 7 m long shelf or 2 x 7 m hanging rod, 1 m long caption, bar stool, 1 round table, 4 chairs, bin, information desk, 2.5 kW electric energy consumption and daily emptying of the bin.

**Business stand - 20B** Includes: exhibiting space, stand rental fee, 1 electric connection, white walls, carpet, 7 spot lamps (30W), 1 HQI reflector (150W), 3 x 5 m long shelf or 2 x 5 m hanging rod, 1 m long caption, bar stool, lockable storage (with 3 shelves), 1 round table, 4 chairs, bin, information desk, 2.5 kW electric energy consumption and daily emptying of the bin.

**Standard stand - 24A** Includes: exhibiting space, stand rental fee, 1 electric connection, white walls, carpet, 8 spot lamps (30W), 1 HQI reflector (150W), 3 x 9,5 m long shelf or 2 x 9,5 m hanging rod, 1 m long caption, bar stool, 1 round table, 4 chairs, bin, information desk, 2.5 kW electric energy consumption and daily emptying of the bin.

**Standard stand - 24B** Includes: exhibiting space, stand rental fee, 1 electric connection, white walls, carpet, 8 spot lamps (30W), 1 HQI reflector (150W), 3 x 8 m long shelf or 2 x 8 m hanging rod, 1 m long caption, bar stool, lockable storage (with 3 shelves), 1 round table, 4 chairs, bin, information desk, 2.5 kW electric energy consumption and daily emptying of the bin.

**Business stand - 24A** Includes: exhibiting space, stand rental fee, 1 electric connection, white walls, carpet, 8 spot lamps (30W), 1 HQI reflector (150W), 3 x 8 m long shelf or 2 x 8 m hanging rod, 1 m long caption, bar stool, 1 round table, 4 chairs, bin, information desk, 2.5 kW electric energy consumption and daily emptying of the bin.

**Business stand - 24B** Includes: exhibiting space, stand rental fee, 1 electric connection, white walls, carpet, 8 spot lamps (30W), 1 HQI reflector (150W), 3 x 6 m long shelf or 2 x 6 m hanging rod, 1 m long caption, bar stool, lockable storage (with 3 shelves), 1 round table, 4 chairs, bin, information desk, 2.5 kW electric energy consumption and daily emptying of the bin.

### 1. Venue

The Fair will take place at the Puskás Arena – VIP Business Event & Expo Hall.

Puskás Arena  
Istvánmezei út 3-5.  
H-1146 Budapest,  
GPS: 47.503091,19.098259

#### 1.1. Fair Organizer (operator)

LA-IMPEX Kft.  
Dózsa György út 47.  
H-Szentendre, Hungary  
VAT number: HU24306331  
Tel.: +36 26 525 286  
Fax: + 36 26 323 068  
www.budapestfair.com

Contact details:  
Tel.: +36 26 525 286  
E-mail: info@budapestfair.com

**Bank: Raiffeisen Bank Zrt.**  
**Bank address: Becsí ut 136. 1032 Budapest, Hungary**  
**IBAN: HU98 12010350 01976257 00200003**  
**SWIFT code: UBRTHUHB**

#### 1.2. Supporting organization

Hungarian Fur and Leather Trade Association  
Chairman: Janos Lamoga  
E-mail: secretary@hfta.hu  
www.hfta.hu/

Association of Hungarian Light Industry  
Chairman: Dr. Kokasné Dr. Livia Palicska  
E-mail: mksz@mksz.org  
www.mksz.org/en

### 2. Dates

April 2 - 3 - 4, 2025.

#### 2.1. Opening hours

For visitors:  
Wednesday, 2 April 8:30 to 17:30  
Thursday, 3 April 8:30 to 17:30  
Friday, 4 April 8:30 to 16:00

For Exhibitors and their employees:  
Wednesday, 2 April 8:00 to 18:00  
Thursday, 3 April 8:00 to 18:00  
Friday, 4 April 8:00 to 20:00

#### 2.2. Assembly and dismantling hours

Assembly:  
Tuesday, 1 April 6:00 to 23:00  
Dismantling:  
Friday, 4 April 17:00 to 23:00

Unpacking of samples and preparation of stands for the exhibition by exhibitors:  
Tuesday, 1 April 17:00 to 21:00  
Packaging of samples and handing over of stands by exhibitors:  
Friday, 4 April 16:00 to 20:00

Notice: The assembly/dismantling are done at first floor.

The Organizer ensures that the Exhibitors occupy the stands and load the exhibits by 21:00 on 1 April 2025. In case of later arrival, the Organizer must be informed at least 24 hours in advance.

Exhibited products cannot be removed and stands cannot be dismantled before 16:00 on Friday, 4 April 2025. Failure to comply will result in a fine of € 600.

### 3. Registration and authorization

3.1. Registration must be completed in writing using the form provided by the Organizer (application form) and will only be considered valid if it is fully completed, accompanied by a company stamp, and signed with a legally binding signature.

Incomplete applications will not be considered.

Upon submission of the stand registration, the Exhibitor accepts the General Regulations and Conditions, technical regulations and the valid prices.

Moreover, the Exhibitor commits to adhering to and ensuring that all individuals working on its behalf, in any capacity and for any associated or linked activities, adhere to the technical regulations and any additional sections thereof.

3.2. Participation is open to domestic and foreign companies that are manufacturers, service providers, traders, scientific institutes, trade associations; as well as companies authorized by the manufacturer whose products are exhibited and whose products match the content and theme of the fair.

#### Co-Exhibitors

Co-represented companies/sub-exhibitors must also fill in a registration form and provide the same information as the main Exhibitors. Co-exhibitors are defined as companies whose advertising is displayed on the same stand as the main Exhibitor, provided that they have a close legal, organizational or economic relationship with the main Exhibitor or that the Exhibitor is merely a representative of the co-exhibitor. The main Exhibitor remains the contractor.

Shared stands can be approved if the specific structure meets the conditions of the authorization. If a stand is allocated to multiple companies, each company is co-liable as a joint debtor.

3.3. If an already started exhibition is partially or totally cancelled or suspended due to events beyond the control of the Organizer, no contract can be cancelled or no compensation can be claimed.

3.4. The Organizer retains the authority to approve incoming registrations and exhibition items. There is no legal requirement for approval. The Organizer reserves the right to revoke authorization if it was initially granted based on false information or if the conditions for authorization are no longer met. Additionally, the Organizer may withdraw authorization during the event and close the stand if deemed necessary.

The claims arising from the above may not exceed the established stand rental fee.

3.5. The Exhibitor may not transfer, exchange or assign any parts, in whole or in part, to a third party without the prior written consent of the Organizer. Co-exhibitors and/or further represented companies may be permitted only if the Organizer has given its consent. Special, individual wishes of the Exhibitor (e.g. regarding location, stand set-up, stand equipment) can only be taken into account if expressly confirmed in writing by the Organizer.

### 4. Technical regulations

#### 4.1. The allocation of stands

The Organizer will allocate exhibition space based on registered sizes whenever possible. However, the Organizer reserves the right to allocate stands according to thematic categories. Please note that reserved and confirmed areas are not legally guaranteed.

Stands must have a minimum size of 12 m<sup>2</sup>. Smaller areas may only be allocated if they follow inevitably from the layout or construction constraints.

#### 4.2. Stand construction

The construction of a private stand is not permitted. The exhibitor has the opportunity to choose from sample stands offered by the Organizer (standard/business/individual). The stand area must correspond to the established building boundaries in accordance with neighboring stands. Stand boundaries cannot be established using roll-ups or posters. Roll-ups, posters, furniture or exhibitor samples must not extend beyond the exhibitor's rented booth. Please note, in case of individual stand, the cost of stand boundary walls or construction systems is not included in the stand rental fee and must be ordered separately together with equipments and furniture. Order forms provided by the Organizer must be submitted after confirmation of the stand area by each Exhibitor to the Organizer's email address no later than 15. February, 2025.

All installations, samples, furniture, decorations that are higher/wider than 2.4 m or exceed 250 kg/m<sup>2</sup> are subject to the approval of the Organizer.

#### 4.3. Obligation to decorate

The Exhibitor agrees to decorate their exhibition stand, incorporating projections, arrows, columns, and installation connections as integral components of the allocated exhibition area.

It is forbidden to hang any type of graphic advertising (for example banners).

#### 4.4. Fire safety

Exhibitors must not use highly flammable, combustible or toxic gases, including materials such as polystyrene (Styrofoam) or similar materials that burn and melt easily.

Special safety measures, such as the use of non-combustible materials, may be necessary in individual circumstances.

Decorative materials shall be highly flame-resistant. During installation, the fire load shall not exceed 650 MJ/m<sup>2</sup>, including exhibition materials, stand construction materials, auxiliary materials for operation, brochures, etc.

Plastics, such as cable ties or plastic tissue flanges, are not permitted for fastening statically stressed parts.

Exhibitors must have certificates attesting to this competence which should be displayed on their stand.

If the decoration fails to meet safety standards, the Organizer reserves the right to remove it or have it removed at the expense of the Exhibitor if immediate corrective action is not taken.

#### Plant decorations

The use of leaf wood and coniferous wood is restricted to damp root balls only. Materials such as bamboo, reed, hay, straw, mulch, peat, or similar are typically not compliant with safety requirements.

The Exhibitor is obliged to inform and enforce the arena's fire safety regulations and fire alarm plan to all persons staying in the stand rented by the Exhibitor.

#### 4.5. Types of exhibition stands

Row, Corner, 3-sides open

- Row exhibition stand – one side open
- Corner exhibition stand – two sides open
- 3-sides open exhibition stand for individual stands only

#### 4.6. Logistics

The Organizer does not have authorized logistics companies for this reason exhibitor independently provides and delivers its exhibits to the rented stand. Heavy items more than 250 kg/item requiring forklifts or heavy belts are not permitted in the showroom. The exhibitor may use a hand pallet truck only with rubber wheels for loading and unloading exhibits, The delivery of goods to the exhibition hall by exhibitor must be realized with the freight elevator.

4.7. Safety regulations applicable to the Puskás Arena are in line with those of the TCLF Fair Budapest.

### 5. Advertising

Promotional activities are restricted to within the designated exhibition stand area. However, special advertising opportunities outside the stand may be provided for a fee, subject to prior agreement with the Organizer.

5.1 Advertising campaigns that violate legal regulations and/or ethical standards, or promote ideological or political agendas, are prohibited. If using visual or mobile advertising materials, Exhibitors must ensure that neighbouring stands are not adversely affected. The use of sound material on Exhibitor stands is prohibited. Prior approvals for video presentations must be obtained directly from Organizer or from appropriate authorities, such as the ARTISJUS Hungarian Copyright Office Association (<https://www.artisjus.hu/english/licensing-public-performances/>), and any associated fees paid.

Entertainment or activities exceeding the typical scope of an exhibition stand, such as festive events with music or performances throughout the event venue, require explicit approval from the Organizer and the Puskás Arena.

### 6. Listing in the Exhibitor Directory

The Organizer will compile a directory of Exhibitors, which will be published on the official website of the fair and displayed onsite. It is mandatory for all Exhibitors to be included in this directory. The company name, address (street or PO box, country, postal code, and city), e-mail address, and website URL will be included in the listing. Being listed in the Exhibitor directory is a complimentary service provided by the Organizer.

### 7. Technical services and facilities

The Organizer is responsible for providing general heating, air conditioning/ventilation, and lighting for the exhibition halls.

#### 7.1. Electricity fee/fixed additional costs

Fixed general technical costs for an individual exhibitor's stand:

€ 190 net (not included in the stand rental price).

For Exhibitors choosing Standard or Business stand types, technical costs and electricity are included in the cost of the stand and covers electricity usage at the exhibition stand with a connection of up to 2.5 kW.

The flat-rate (for Individual stand) covers electricity usage at the exhibition stand with a connection of up to 2.5 kW. Additional consumption, for example three-phase current, is not provided in the exhibition hall. The Exhibitor is responsible for any damages resulting from incorrect use of connections, unauthorized removal of electricity for prohibited machines or devices.

The Organizer or the arena's operator shall not be liable for any restrictions on energy consumption resulting from any applicable legislation, measures by system operator, energy authorities or governmental measures. The Organizer or the arena's operator shall be liable for any loss of business, loss of profit or any other damage suffered by the Exhibitors due to the interruption of electricity or gas supply only if the Organizer or the arena's operator is responsible for such loss or damage.

#### 7.2. Catering

The exclusive management of catering services, including the provision of food and beverages, belongs exclusively to Puskás Arena Catering / Rampart Gasztronomia Kft. It is prohibited to bring and treat visitors to your own products, homemade cookies, sandwiches, etc. or drinks. It is also prohibited to order food from outside catering companies or food/pizza delivery companies. In the rare event that your exhibition booth requires third-party catering services or self-supplied items, advance notice is required. In such cases, a flat fee will apply for any food service sales. The determination of this flat rate will be decided by Puskás Arena Catering/Rampart Gasztronomia Kft. after mutual discussions.

#### 7.3. Logistics, mail, parcels

Materials, exhibition products, parcels or other goods may be sent by the Exhibitor and accepted by the Organizer if the parties have a separate agreement on this. Prices for these services are determined individually. The Exhibitor may apply to the Organizer in writing for a quote for such services no later than two months before the exhibition.

#### 7.4. Cleaning / waste disposal

Fixed additional costs

Shared general cost contribution: € 5 per square meter of exhibition space (not included in the stand rental fee for Individual Stand Exhibitors), but included for Standard and Business stand Exhibitors.

The Organizer will maintain cleanliness at the entrances to the exhibition area. Exhibitors are responsible for cleaning their own stands. Waste and packaging materials must be properly disposed by the Exhibitor. Every-day paper or plastic waste will be collected daily by cleaning staff at the end of the exhibition day.

#### 7.5. Demonstrations

Permission from the Organizer is necessary to operate loudspeakers, musical equipment, and to conduct video and slide presentations at the exhibition stand. Approval will be contingent upon ensuring that neighboring exhibition stands are not disrupted. Areas where people walk (corridor, walkway) should not be utilized as viewing areas. Presentations that may attract large crowds of visitors must be organized in a way that does not obstruct passageways.

### 8. Exclusion of liability

The Exhibitor shall be liable for any financial and moral damage resulting from any defect or deficiency of the equipment, movable objects placed by him in the exhibition area, as well as for the safety and safe operation of the equipment, tools and objects used and displayed.

While the Organizer provides general supervision and security of the Puskás Arena and exhibition area, the Organizer do not accept any responsibility for exhibition goods, stand equipment, or personal belongings of individuals working at the stand. Therefore, the Organizer excludes all liability for any damage or loss incurred. This exclusion of liability remains unaffected by any monitoring measures undertaken by the Organizer.

During daily opening hours, the stand monitoring and supervision are typically the Exhibitor's responsibility, including during the assembly and dismantling periods.

During night hours, valuable and easily removable items should be securely locked away. If additional stand monitoring is desired, Exhibitors may engage the security companies contracted by the Organizer at their own expense.

It is mandatory for each Exhibitor to take out exhibition risk insurance for the duration of the event. Proof of insurance must be provided to the Organizer.

### 9. Liability insurance

The Exhibitor is required to maintain an All Risks policy covering the entire value of goods, machinery, equipment, and fittings brought into and/or used in the exhibition area of the Puskás Arena, with a waiver of the right to claim compensation against the Organizer and any third party involved in the event organization. In the event of subrogation by their insurer, the Exhibitor assures to indemnify the aforementioned parties.

The Exhibitor shall be liable for any damage suffered by third parties on the Exhibitor's stand or as a result of the Exhibitor's activities. The Exhibitor must take out liability insurance for his participation at the fair. Proof of insurance must be provided to the Organizer.

### 10. Exhibitor pass

The Organizer shall provide the Exhibitor with entrance passes on the basis of rented square meter.

Up to 12 m<sup>2</sup> area two Exhibitor's passes.

Up to 20 m<sup>2</sup> area three Exhibitor's passes.

Up to 30 m<sup>2</sup> area four Exhibitor's passes.

For each additional 10 m<sup>2</sup> stand area one additional pass.

### 11. Parking spaces - assembly and dismantling, fair days

During assembly and dismantling on 1 April from 5:00pm and 4 April from 4:00pm parking for loading and unloading shall be possible at the garage of Puskás Arena or at special parking places.

Additional information on this matter will be provided at the end of March 2025.

During assembly and fair days, Exhibitors can utilize parking spaces for cars in the underground garage of the Puskás Arena, cost: €15 per day per car. For larger vehicles, public parking spaces at the street are access at official charge.

Inside the building of the Puskás Arena, the parking lot is under the jurisdiction of the arena's operator, and its use by third parties is only possible with the prior approval of the Organizer and the arena's operator. Parking lots within the facility can be used by everyone at their own risk, subject to the following conditions:

Users of the parking lots are obliged to adhere to the established parking regulations, and in case of deviation, to follow the instructions of the Organizer or the arena's operator or their authorized representative.

Parking spaces can be used for the duration of the stay of the vehicle's driver and passengers in the arena. Long-term parking is not permitted.

Children under 14 years of age are not allowed in the parking areas without adult supervision.

It is forbidden to repair or wash vehicles in parking areas, - it is forbidden to store flammable substances in the vehicle beyond the fuel capacity of the tank.

Everyone must obey the traffic rules in the parking areas.

The parking spaces are not guarded, and the Organizer and the arena's operator shall not be liable for any damage caused by third parties to vehicles or their drivers or passengers in the parking spaces.

The Organizer and the arena's operator arrange for the removal of vehicles from the parking area (at the risk and expense of the vehicle owner or driver) if the vehicle obstructs traffic or parking, or if it is parked in the parking area without the permission of the Organizer and the arena's operator.

Parking outside the building of the Puskás Arena is prohibited.

### 12. Shipping and loading

In all cases, the transporters/loaders must ensure that the movement of equipment, materials and goods does not cause damage to the arena building, the outside areas or the life, limb or property of third parties; and the persons carrying out the loading or unloading, or the Exhibitor involved in the transport, shall be fully liable for any damage caused by the transport or unloading.

The freight forwarder and his principal/customer (e.g. Exhibitor) shall be fully liable for compliance with the safety requirements of the means of transport used (e.g. load capacity) and for any damage caused by the transport of goods. It is prohibited to place or deposit materials or equipment in the arena without the prior written consent of the Organizer and the arena's operator.

### 13. General rules of conduct

NOT allowed in the arena:

- Smoking is prohibited inside the Arena. Smoking is only permitted outside the building in designated areas, at least 5 m from the entrances to the building.
- Consumption or distribution of any mind-altering drug leading to an illuminated, unconscious state.
- Bringing into the arena any firearm or any object that could be mistaken for a firearm, or any other device that is prohibited by law from being in a place of public use.
- To engage in commercial, catering or any other service activity without a permission.
- Littering (waste must be placed in designated waste containers).
- Engaging in conduct that is offensive to public morals, bringing objects that are offensive to public morals into the arena.
- To act as an agent without a permission, to act as a mobile advertising carrier, to distribute leaflets or other advertising material without a permission and to display posters in any part of the arena.
- To organise, conduct or play games of chance; to beg, make noise or engage in any conduct likely to cause disorder or alarm in other persons.
- Take photographs or video recordings for commercial purposes without the permission of the Organizer and the arena's operator.
- Bring a drone into the arena or fly it into the arena.

### 14. Camera System

In the arena and exhibition area, the common parts of the building, rooms and areas and the spectator stands is monitored by an electronic surveillance camera system with a closed technical solution, which is operated by the arena's operator. The rules on data protection in relation to the camera system are provided for in a separate set of rules.

### 15. Rules of entry

Exhibitors and visitors are not allowed to bring into the arena:

- alcoholic beverages,

- bottled water in quantities of more than one PET bottle with a maximum capacity of 0,5 litre or soft drinks,
- food or tobacco products in quantities exceeding commercial quantities,
- bringing drugs, pyrotechnic devices, objects or devices containing explosive, toxic or flammable substances, firearms, knives of any kind with a cutting edge of more than 5 cm,
- gas sprays or other objects particularly dangerous for public safety as defined in the current legislation on particularly dangerous objects for public safety, currently Government Decree 175/2003 (X. 28.).

Children under the age of 14 (fourteenth) must be accompanied by an adult of legal age to enter the exhibition area, and may stay in the exhibition area only when accompanied by an adult.

Exhibitors and visitors must behave in accordance with the general standards of conduct in the exhibition area, in accordance with the relevant legal provisions and these rules.

Exhibitors and visitors must refrain from any expression, communication or action that violates the privacy rights of other persons, life, health or physical safety.

The Organizer and the arena's operator have the right to ban Exhibitors and visitors who seriously or repeatedly violate the rules of conduct from the arena. Persons excluded in this way are not eligible for any compensation.

Exhibitors and visitors acknowledge that the Organizer, contributors and other third parties may make audio and video recordings and take photographs of the exhibition. Accordingly, by participating in the exhibition, the Exhibitor and the visitor expressly consent to the recording and publishing of their face, appearance and manifestations, on the understanding that they may be named only with their consent. The maker of the foregoing reproductions shall acquire an unrestricted, transferable and exclusive right of use, in space, time and manner of use, in respect of the Exhibitor and the visitor. The Exhibitor and the visitor shall not be entitled to make any claim or demand against the Organizer or the arena's operator in connection with the aforementioned use.

At the time of the end of the exhibition, and at the request of the Organizer, the operator or the police due to a situation that may endanger the safety of persons or property, the Exhibitor and the visitor must leave the exhibition venue and the arena.

Exhibitors, their employees and visitors are obliged to comply with the rules on health and safety at work and fire protection.

### 16. Cashless payment at the exhibition venue

The events and exhibitions organized in the Puskás Arena are cashless, therefore the use of cash in the catering services is not permitted under any circumstances. The cashless payment system is operated by HelloPay Zrt. (headquarters: 1026 Budapest, Gábor Áron u 28., tax number: 25155781-2-41). Exhibitors and visitors can pay for their food/drink purchases with HelloPay® or contactless (PayPass) bank cards.

### 17. Reservations

In the event that the Organizer, due to force majeure or other unforeseeable circumstances beyond its control, must shorten, postpone, or cancel the exhibition dates, the Exhibitor shall not have any rights to retention, cancellation, or other claims, including compensation claims against the Organizer.

The Organizer shall not be held responsible for any breach of the Exhibitor agreement arising from circumstances beyond its control, which could not reasonably have been anticipated or prevented. Such circumstances, referred to as "Force Majeure Events," encompass but are not limited to natural disasters, severe weather conditions, fire, floods, war (whether declared or undeclared), civil unrest, riots, embargoes, sabotage, accidents, labor disputes, strikes, actions of any public or government authority, both local and national, including laws, orders, rules, and regulations, whether valid or not, and any other cause, whether similar or dissimilar. Upon occurrence of a Force Majeure Event, the Organizer will notify the Exhibitor accordingly, indicating whether the ability to fulfill contractual obligations is likely to be affected. If performance becomes impossible, the Organizer may opt to reschedule or cancel the exhibition. In such instances, as the Organizer will incur expenses regardless, the Exhibitor hereby waives any claim for compensation or reimbursement against the Organizer and agrees to settle any outstanding amounts necessary to cover these expenses.

### 18. Withdrawal

After mandatory registration by the Exhibitor and a successful transaction, the Exhibitor's withdrawal of the rental agreement is excluded. Even in exceptional cases (force majeure), the Organizer refuse to accept the exhibitor's withdrawal, in which case the exhibitor must pay the full amount of the booth rental and any expenses incurred up to this point. To obligate the Organizer in paying any compensation or returning the full or partial amount to the exhibitor is not allowed.

The exhibitor does not have the right to re-sell the stand for another exhibitor or to refuse it due to optical reasons as well as to obligate Organizer to compensate on this matter.

### 19. Pricing and payment terms

The costs per event are as follows:

#### Standard stand - 12A\*

\*row stand only  
12 sqm. - € 4360 per event

#### Standard stand - 12B\*

\*row stand only  
12 sqm. - € 4510 per event

#### Standard stand - 16A\*

\*row stand only  
16 sqm. - € 5810 per event

#### Standard stand - 16B\*

\*row stand only  
16 sqm. - € 5990 per event

#### Business stand - 16A

16 sqm. - € 6480 per event, corner exhibition stand – two sides opened

#### Business stand - 16B

16 sqm. - € 6640 per event, corner exhibition stand – two sides opened

#### Standard stand - 20A\*

\*row stand only  
20 sqm.- € 7260 per event

#### Standard stand - 20B\*

\*row stand only  
20 sqm.- € 7480 per event

#### Business stand - 20A

20 sqm.- € 8100 per event, corner exhibition stand – two sides opened

#### Business stand - 20B

20 sqm.- € 8300 per event, corner exhibition stand – two sides opened

#### Standard stand - 24A\*

\*row stand only  
24 sqm.- € 8710 per event

#### Standard stand - 24B\*

\*row stand only  
24 sqm.- € 8980 per event

#### Business stand - 24A

24 sqm.- € 9720 per event, corner exhibition stand – two sides opened

#### Business stand - 24B

24 sqm.- € 9960 per event, corner exhibition stand – two sides opened

#### Exhibition costs for Individual stands, for the spaces of 30 sqm., 36 sqm. and more

Exhibition fee € 260 per sqm  
(exhibiting space only, no stand, decoration nor furniture are included)  
Garbage fee € 6 per sqm. (daily emptying of the bin)  
Costs for technical services € 210 per event  
Includes: 1 electric connection, 2,5 KW electric energy consumption.  
Stand construction cost for Standard design: € 55 per sqm  
Includes: white walls and carpeting only without equipments and furniture  
Additional charges apply for any necessary equipment and furniture for your stand. Exhibitors can select these items from the "Equipment and Furniture Catalogue".

Additional extra fees upon your request for Individual stands:

- Row exhibition stand – one side open - no extra fee
- Corner exhibition stand – two sides open - € 205 per event
- 3-sides open exhibition stand - € 410 per event

Additional extra fees for co-exhibitors:

Co-Exhibitors / sub-exhibitors / co-represented companies  
Extra costs for co-represented companies/sub-exhibitors: € 1000 per sub-exhibitor.

Co-represented companies / sub-exhibitors must also fill in a registration form and provide the same information as the main Exhibitors.

Extra cost for advertising:

Additional charge of € 650 per banner for advertising through hanging banners. The size of these banners is 2,5 m x 1 m. Individual advertising banners will be displayed in prominent locations within the exhibition hall.

Early booking discount:

The Organizer provides Exhibitors with a special 5% discount provided that the Exhibitor submits an application before December 15, 2024 and full payment for the cost of participation will be transferred to the Organizer's bank account before December 20, 2024. The discount is guaranteed only if these 2 conditions are met, otherwise the invoice is issued for the full cost of the stand on a general basis.

### 20. Invoicing

Organizer will begin issuing invoices for stand rental, additional costs, and other orders starting from 5th of November, 2024. Invoices for stand rental fees must be paid due to date indicated on Pro Forma Invoice and not later than by 20th of February, 2025. Upon transaction has reached the Organizer's accounts, Organizer will made out the Original Invoice and to be sent to Exhibitor via e-mail. Any invoices issued after this deadline must be paid immediately upon receipt, unless otherwise specified on the invoice. Until the invoices are paid in full, the Exhibitor will not receive any passes, access rights, or permission for stand entry/assembly.

The prices of the stand, equipment and services are net.

The invoices for the exhibitors coming from non European Community will be issued at net prices (without VAT).

The invoices for the exhibitors coming from the European Community will be issued without VAT, at net prices, if they have a European Union tax number, otherwise 27% VAT will be added to the final amount.

Failure to pay on time may result in the Organizer terminating the contract and demanding payment for the stand rental fee. Any complaints must be submitted within eight days of receiving the invoice.

Payments must be made to LA-IMPEX Kft. without any deductions, such as bank charges, using the bank details provided on the invoice. Cheques or cash payments are not permitted.

LA-IMPEX Kft. will handle both collection and invoicing processes.

### 21. Integration and Amendment Authority

The Organizer retains the authority to integrate, modify, or cancel any prior provisions and to deviate from them by communicating any such integrations, amendments, annulments, or deviations through means considered appropriate.

#### 21.1. Modification of these regulations

Any potential legal or regulatory provisions affecting these regulations are deemed to be immediately and automatically enforceable, regardless of whether these regulations have been formally amended or adjusted accordingly.

Furthermore, the Organizer retains the authority to implement, at any time, any measures deemed necessary concerning damages, accident prevention, safety of participants and visitors, fire prevention and workplace hygiene. The Exhibitor is required to promptly comply with such measures.

These modifications or measures shall supersede any previously adopted general provisions. The Organizer reserves the right to modify the general regulations as deemed necessary without prior notice. It is the responsibility of the Exhibitor to acknowledge and accept these modifications.

### 22. Place of performance and jurisdiction

The exclusive venue for performance shall be the registered office of the Organizer. Budapest shall be the place of jurisdiction in all disputes. Hungarian law governs all relationships.

In the event that any provision of this contract is or becomes invalid, the validity of the remaining provisions shall not be affected. The invalid provision shall be replaced by a valid provision which most closely approximates the economic effect of the invalid provision.

By signing the application form, the Exhibitor acknowledges and agrees to comply with the general conditions and the regulations issued by the Organizer, the public safety authorities, fire and accident prevention and the supervision of public areas.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature and Stamp

**Art. 13 of EU regulation 2016/679 – Processing of personal data  
General Regulation on Data Protection**

The enclosed notice is issued by the Organizer (LA-IMPEX Ltd.) in compliance with Article 13 of the General Data Protection Regulation (GDPR). The Exhibitor agrees to share this notice with natural persons (including their representatives, members, employees, and collaborators) whose Personal Data has been provided for the purpose of participating in the exhibition and receiving related services. Furthermore, the Exhibitor ensures that the Personal Data is lawfully processed by the Organizer for these purposes and agrees to release the Organizer from liability and/or indemnify them for any costs or damages resulting from the Exhibitor's failure to fulfil the obligations undertaken towards the Organizer as per this article.

The Personal Data submitted on the Application Form by the Exhibitor, along with any additional data provided thereafter, and acquired from third parties (such as partners or commercial information providers), or captured during the exhibition (including photographs or videos taken at the booth), are gathered and managed by the Organizer as Data Controller. This is done to facilitate their respective activities within their areas of expertise (referred to hereafter as "Data Controller") for the purposes described below:

- regarding the Organizer, in order to fulfil obligations and provide services related to the Application Form, payment of participation fees and participation in the exhibition, as well as to handle associated administrative, accounting, and tax responsibilities, and to comply with regulatory obligations.
- regarding the Puskás Arena (as the venue provider), in order to fulfil obligations and service provisions to exhibitors, as well as the management of security activities of the venue, these responsibilities align with the obligations mandated by existing legislation for Puskás Arena as the venue provider.

Based on the aforementioned objectives, processing Exhibitor's Personal Data is essential for initiating and fulfilling the contract regarding exhibition participation, fulfilling associated legal obligations, and advancing the legitimate interests of the Organizer and associated entities. These interests encompass administrative, organizational, technical, and security management activities related to Exhibitor participation in the exhibition and the provision of associated services. Failure, whether partial or complete, to provide the necessary personal data would result in the Exhibitor being unable to attend the exhibition and receive the related services.

For the purposes mentioned above:

- The Personal Data of the Exhibitor will also undergo processing using electronic tools, employing primarily computerized methods, ensuring the accurate management of the services provided. Personal Data may be retained beyond the exhibition for administrative, accounting, and tax purposes, in compliance with standard regulations (typically ten years).
- Authorized personnel and collaborators who process data on behalf of the Organizer may also have access. Their access is necessary for performing administrative, technical, and security tasks related to exhibition organization, management, as well as providing the necessary services to the Exhibitor.
- The Organizer may also share the Personal Data of the Exhibitor with other companies and trusted service providers involved in organizing, and supporting of technical services related to the exhibition. These services may include contractors, accounting firms, data processing companies, web hosting providers and printers. The companies handling personal data on behalf of the Organizer act as Data Processors and adhere to specific contractual obligations.
- The Personal Data of the Exhibitor can also publish on the exhibition's website and in the exhibition catalogue, in accordance with the publishing obligations outlined in the contract with the Exhibitor.

The Organizer may process Personal Data - including images - related to the Exhibitor's business, for purposes, like analyzing activities at the exhibition,

**Authorisation of the Exhibitor to process Personal Data**

In relation to the Personal Data processing note above, the Exhibitor can indicate whether authorize the Organizer to process their personal data and/or information, acting as Data Controllers, for the following purposes:

- a) sending promotional material, conducting direct sales, conducting market research or sending commercial communications via mail, telephone, email about other exhibitions, services and products offered by the Organizer and third parties (including organizers, exhibitors, professional organizations, associations, contractors participating in exhibitions, or operating in other sectors) interested in providing exhibitors with beneficial commercial solutions.
- Yes, I give my consent.                       No, I do not give my consent.
- b) sharing data with other companies, including organizers, exhibitors, contractors, operators participating in exhibitions or operating in other sectors, such as professional organizations, associations, market research institutes, sponsors, and suppliers, who act as Data Controllers, for the purposes and methods outlined in section a).
- Yes, I give my consent.                       No, I do not give my consent.

providing services, and improving the Organizer's services and activities. This could include identifying preferences and potential interests, analyzing service quality, and doing statistical surveys.

The email and mailing addresses given by the Exhibitor for participating in the exhibition and for using related services may be utilized to send newsletters about the exhibition and services provided by the Organizer, along with communications concerning similar exhibitions and services.

The Exhibitor has the right to object, at any time, either immediately or later, to receiving these communications by emailing [info@budapestfair.com](mailto:info@budapestfair.com) or by sending a letter to the Organizer at the addresses provided in the Application form and in the General Regulations and Conditions.

Despite sending newsletters and communications via email or post related to the exhibition and specific interest services for Exhibitors, the Organizer may process Personal Data and contact information (such as email addresses) associated with the Exhibitor (as legal entities, organizations or associations) even before obtaining the Exhibitor's consent (which can be given by selecting specific checkboxes) for the following purposes of commercial and marketing activities:

- a) sending promotional material, conducting direct sales, conducting market research or sending commercial communications via mail, telephone, email about other exhibitions, services and products offered by the Organizer and third parties (including organizers, exhibitors, professional organizations, associations, contractors participating in exhibitions, or operating in other sectors) interested in providing exhibitors with beneficial commercial solutions.
- b) sharing data with other companies, including organizers, exhibitors, contractors, operators participating in exhibitions or operating in other sectors, such as professional organizations, associations, market research institutes, sponsors, and suppliers, who act as Data Controllers, for the purposes and under the conditions outlined in section a).

Providing Personal Data for additional commercial and marketing purposes as mentioned in the preceding paragraph is optional and does not impact the Exhibitor's participation in the exhibition or the utilization of associated services. Regardless of the Exhibitor's right to retract previously granted consent, this action will not affect the lawfulness of data processing that was conducted based on the consent given prior to its withdrawal.

The General Data Protection Regulation (GDPR), specifically in articles 15-22, grants data subjects (natural persons) several rights regarding their personal data:

- Access: Individuals have the right to access their personal data at any time.
- Copy: They can obtain a copy of their data.
- Correction and Completion: If the data is incorrect or incomplete, they can request adjustments or additions.
- Erasure and Restriction: Data subjects can ask for data erasure or restriction under specific circumstances.
- Objection: They can object to data processing based on their specific situation.
- Direct Marketing: Individuals can object to their data being used for direct marketing purposes.
- Data Portability: If their data is processed automatically for contract execution or based on consent, they can request its portability.
- Complaints: Data subjects have the right to lodge complaints with the personal data Supervisory Authority if they believe their rights have been violated.

For additional clarifications or requests related to the processing of their personal data, the data subject can reach out to the Organizer. The Organizer acts as the Data Controller for the purpose and activities within their respective competence. Contact details of the Organizer are available in the Application form and the General Conditions.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature and Stamp