

# Regulation

## 1. Organizer

Intersec Buenos Aires Exhibition is organized by Indexport Messe Frankfurt S.A., hereinafter referred to as the Organizer.

### Organizar headquarters

Av. Luis Maria Campos 1061 5º floor  
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e-mail: intersec@argentina.messefrankfurt.com  
Web: www.intersec.com.ar

## 2. Fair Character

Intersec Buenos Aires is a professional fair, oriented to visitors working in this field.

## 3. Date and place of the Exhibition

Intersec Buenos Aires shall take place from 29th to 31th, August 2018 at La Rural Trade Center, located in the City of Buenos Aires, from Wednesday to Friday to 2 p.m. to 8 p.m.

## 4. General provisions / Exhibitor's guarantee

These regulations are mandatory. The Organizer is empowered to refuse to accept or shut down those booths that do not meet these provisions and no compensatory payment from this decision and/or fines for non-compliance of Regulations and / or Annexes shall be applicable.

The Exhibitor shall be responsible for any damage that might occur in its booth area or within the premises caused by its personnel or any third party hired by them during the set-up, the exhibition itself and dismantling steps. In this regard, the Exhibitor shall be responsible (either personally or through a third party) for the set-up, display and dismantling tasks related to its own booth, subject to the hours, dates, and terms and conditions established by the Organizer for such purpose.

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As a guarantee of the performance of this Participation Agreement, the Regulations, the Exhibitor's Manual and Annexes, the Exhibitor shall submit - at the Organizer's offices and within a minimum of 7 (seven) calendar days prior to the start of the Exhibition – a check of its own for a date before the closing of the Exhibition in an amount equivalent to 15% of the booth rental fee, as a means to ensure the compliance of the terms and conditions stated herein. Consequently, and if the Exhibitor fails to fulfill this contract and/or the Regulations, Exhibitor's Manual and Annexes, or if fulfillment is defective or partial, the Exhibitor authorizes the Organizer to deposit and cash the check issued as a penalty for non-compliance. If the Exhibitor complies with all of the regulations mentioned herein, the Organizer shall return that check to the Exhibitor for the latter to collect it from the Organizer's offices within 7 (seven) calendar days after the closing of the Exhibition.

To those exhibitors who hire an area equal or smaller than 50 sqm, the Organizer will require the exhibitor, in case he/she breach the participation agreement, regulations and/or appendixes, to pay an amount equivalent to 15% of the total paid for the lot as a fine. Should the exhibitor not pay this amount, the Organizer may close the booth.

## 5. Exhibitors

Manufacturers, importers, exporters, distributors, equipment, components and services representatives and institutions from this sector, both at national and international, level may participate.

## 6. Product groups

- Electronic Safety
- Physical Safety
- Computing Safety GPS
- Road Safety
- Cards Domotics
- Fire Detection
- BMS Building Management Systems Entities and Organizations
- Fire Extinction
- Industrial Safety and Personal Protection Environmental Protection
- Occupational Safety and Health Passive Safety.

## 7. Admission for booths hiring

7.1 Admission shall be carried out based on registration. Receipt of the registration form does neither assure acceptance of the applicant, or of its products, or of a certain location within the premises. Location of the stand, its measures and free fronts shall be determined by the Organizer, heaving in minds exhibitors needs.

7.2 The Organizer is fully entitled to reject admission of any application without cause, and this shall be a final decision.

7.3 The Organizer shall have the right to relocate reserved spaces due to sound technical reasons.

7.4 Should the exhibitor decide to make a change in the stand area, he should inform the Organizer in writing. The Organizer will confirm if such change is accepted and the exhibitor will not have any right to the place previously assigned and could request a new location according to the available space at that time.

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### 8. Admission of visitors

Specialized visitors only with invitation card at no charge.  
People under 16 will not be allowed.

### 9. Payment terms and participation conditions

#### 9.1 Payment terms invoice

The organizer shall issue and send the exhibitor each invoice in accordance with the payment terms specified in section 6 of the previous page.

The exhibitor shall pay each invoice within the period indicated in the corresponding invoice. Otherwise, the organizer may cancel the participation of the exhibitor.

#### 9.2 Payment forms

Beneficiary Bank: HSBC BANK ARGENTINA S.A.

Address: Av. Cabildo 1802 - Buenos Aires - Argentina

Swift Code: BACUARBA

Current Account Number: 612-320410-1

Beneficiary: INDEXPORT MESSE FRANKFURT S.A.

Address: Luis Maria Campos 1061 5th. Floor

Intermediary Bank: HSBC BANK USA - NEW YORK - USA

Account Number: 0000302066

Swift Code: ABA 021001088

Address: Luis Maria Campos 1061 5<sup>o</sup> Floor

-Credit Card: VISA, MASTERCARD and AMERICAN EXPRESS.

It will have to communicate with the Department of Payments at +54 11 4514 1400 ext.: 4159.

Note: In all cases send the ticket by fax to the following number +54 11 4514 1404 or by e-mail to: [emilce.iglesias@argentina.messefrankfurt.com](mailto:emilce.iglesias@argentina.messefrankfurt.com)

If there were problems for the collection of a check, the Organizer has the right to charge expenses and banking commissions, and to request the its immediate refund.

#### 9.3 Type and description of the Stand:

Row space

- Boundary of the stand surface.
- The Organizer will provide free of charge a consumption of 50 watts per sqm.
- Badges.
- Invitations.
- Publication in the Exhibitor catalogue.
- General Security

Furniture package stand

Will be delivered to the booth the day before opening Event

- 1 desk + 3 armchairs.
- 1 Storage module.
- Carpet in the whole stand area.
- Polyethylene protective coating for the assembly.
- White panels H: 2,50 m, free panel height 2,40m, free panel width 0,95 m, wide to columns axis 0,99 m.
- Natural anodized aluminum natural modular system with an octagonal column of 0,04m and 0,05 m height profile.
- Banner with standardized typography.

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- Profile (height 0,05 m) with the company name in standardized typography.
- Lighting: led of 15 w per 3 sqm.
- 1 Power outlet
- Electrical board with thermal keys and circuit breaker.
- The Organizer will provide free of charge a consumption of 50 watts per sqm
- Badges.
- Invitations.
- Publication in the Exhibitor catalogue.

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#### 9.4 Non-occupation

The Exhibitor's resignation to occupy the space requested or assigned and the non-occupation of the stand by the Exhibitor entitles the Organizer to cancel exhibitor's condition and the right to the booth with total loss of the sums paid by the exhibitor. In this case the Organizer shall be entitled to use the space in whatever form it considers convenient to the general interests of Intersec Buenos Aires Exhibition.

#### 9.5 Assignment

The Exhibitor is not allowed to cede, assign, share, sell, rent, donate or transfer her/his booth or part of it, unless expressly authorized in writing by the Organizer.

#### 10. Cancellation

10.1. If the Exhibitor decides to withdraw and/or cancel its participation for any reason whatsoever, such decision must be informed in writing to the Organizer, either by the legal representative and/or attorney-in-fact and sent to the offices of the Organizer (certified notice). The decision to cancel its participation in the event shall give rise to a penalty payable to the Organizer as stated in this clause, and it will increase as the Exhibitor's decision not to participate is made on the date closest to the start of the event set-up:

10.1.1. If the Exhibitor informs its decision not to participate with a prior notice of at least 180 (one hundred and eighty) calendar days before the event set up date, the Exhibitor shall pay a penalty equivalent to 50% of the space rental fee.

10.1.2. If the Exhibitor informs its decision not to participate with a prior notice of at least 90 (ninety) calendar days before the event set up date, the Exhibitor shall pay a penalty equivalent to 70% of the space rental fee.

10.1.3. If the Exhibitors informs its decision not to participate within 90 (ninety) calendar days before the event set up date, the Exhibitor shall pay a penalty equivalent to 100% of the space rental fee.

10.2. In order to account for the time frames planned in exhibits 10.1.1, 10.1.2 and/or 10.1.3, the notice shall be considered valid from the date it is duly received at the Organizer's office and provided that it is endorsed by the Exhibitor's legal representative and/or attorney-in-fact.

10.3. If the Exhibitor decides to cancel its participation according to exhibits 10.1, 10.1.1, 10.1.2 and/or 10.1.3, it will have no right to refund of any amount paid, which, instead, shall be considered as payment on account of the penalty established herein and/or the Exhibitor shall pay any shortfall - if applicable - until the amounts of the corresponding penalties set forth in exhibits 10.1.1, 10.1.2 or 10.1.3 were covered.

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10.4. The Organizer reserves the right to cancel or postpone the Event, as well as to modify its length or opening hours, and the Exhibitor shall not be entitled to claim any compensation from the Organizer. **The Organizer shall have identical rights and get the same results as those mentioned above if an unforeseeable event or *force majeure* occur, preventing the Organizer to carry out the event in the scheduled date and/or place and under the same terms and conditions originally outlined.** If the Event is cancelled, any space rental fee paid shall be refunded **according to the historical costs paid by the Exhibitor without any interest or other payment.**

10.5. If the Event is postponed or its length modified, this agreement shall be valid for the new term; postponing an Event or modifying its length or opening hours shall not imply any further right to the Exhibitor, no matter its nature.

10.6. If the Event has to be interrupted after its opening due to incidents beyond the control of the Organizer, the right to terminate the agreement or claim for compensation shall not be applicable. This shall also apply if the Organizer is forced to close or evacuate, whether temporally or permanently, some areas of the contest or the entire area of the exhibition due to *force majeure* or any other reason. Likewise, these provisions include restrictions on the use of the area assigned to the booth or its access, which may derive from cleaning or restructuring activities, provisions and conditions imposed by municipal, national or provincial authorities. In such case, the Organizer will try to find an alternative solution without assuming any legal obligation.

If the National Government, the Government of the City of Buenos Aires and/or any other authority or institution - whether public or private - or even the licensee, owner or possessor of the trade center issue a provision that may limit, restrict, affect and/or modify the terms and conditions agreed upon, the Organizer shall not assume any liability in this regard and no amounts shall be payable to the Exhibitor for any damage whatsoever.

10.7. If the Exhibitor decides to reduce the space rented, it will lose its right to use it and will have to request the Organizer, in writing, for a new location according to the space available. The Organizer may accept the Exhibitor's request or not, and the Organizer's refusal shall not imply any right for the Exhibitor.

#### **11. Exclusion of exhibitors**

The Organizer Committee is entitled to forbid the offer of products and services or presentations if these were not legal and expulse the Exhibitor from this and future fairs. The Organizer Committee does not bear the obligation to check its correct decision to expulse the Exhibitor.

#### **12. Exhibitor's Dutes**

12.1. The Exhibitor shall assume full responsibility for robbery, theft, fire, lightning, storm, explosion or accident or damage or any other item of any other nature, produced on the property of the Exhibitor and / or property of third parties who are in the Exhibitor's booth. Also, exclusively Exhibitor shall assume full responsibility for damages or any other item of whatever nature suffered by the Exhibitor, its staff or others related to the Exhibitor's who are in the Exhibition or Exhibitor's booth.

12.2. The Organizer shall not assume responsibility of any kind or under any circumstances for robbery, theft, fire, lightning, storm, explosion or accident or damage which may occur to a property of the Exhibitor or property of third parties who are in the exhibition. In the same vein, the Organizer and Intersec Buenos Aires shall not assume responsibility of any kind or for any reason, for damages suffered by the Exhibitor, its staff or others related to the Exhibitor who are in the exhibition or Exhibitor Stand.

### 12.3 Insurance

For the purpose of complying with the provisions in clause 24, Exhibitor is obliged to obtain liability insurance and all risks in their care, to cover the risks therein, in an insurance company first-line, effective from August, 27th, 2018 to September 1th, 2018 inclusive. The Organizer shall be entitled to inspect the insurance policy, the Exhibitor must give a copy to at least 30 (thirty) days before the exhibition opening. In case of the policy does not meet the criteria, it may be rejected by the Organizer, and may require the Exhibitor to present a new policy at least 5 (five) days before the Exhibition start or the Organizer may immediately terminate the Exhibitor's participation for its unique fault. Payments made until that time shall not be claimed and the Organizer reserves the right to take this amounts as penalty for the clause breached.

It is an essential requirement to carry out events or access the premises to provide any service related to them to have Civil Liability Insurance coverage.

To comply with La Rural S.A. (LRSA) regulations and requirements for entering the premises, the interested parties will have available the option of underwriting insurance policies hired by LRSA.

#### **Applicable Insurance Underwriting Service:**

This insurance is required to any legal entity that accesses the premises to participate in an event (whether it is an exhibitor, organizer or service operator related to it) or to develop his/her business activity within La Rural.

#### **Insurance Coverage:**

The same should cover integral Civil Liability arising from third party damages due to the activity carried out by the insured within the premises.

Coverage Amount: The insurance should cover damages for a total insured sum not lower than USD 1,000,000 with \$2500 excess due to event.

12.4 The staff carrying out any kind of tasks under the Exhibitor's responsibility should be covered by an insurance policy for the risks stated in Act 24,557 of industrial accidents and its amendments.

12.5 Due to Premises' own standards, the Exhibitor should submit without exception the A.R.T or Personal Accident Insurance for all the staff working in his/her stand, whether permanently or temporarily, whether it belongs to customer service staff, construction staff or any other kind of staff, with a \$600,000 coverage and \$30,000 for medical expenses.

The personnel carrying out any tasks on behalf of the Exhibitor shall be insured against risks. The Organizer going to make for free a coverage for the foreign exhibitors' non resident in Argentina (find information on manual exhibitor - mandatory form 07 badges).

The people who do not have said documentation could not enter the Premises.

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It is obligatory:

12.6 To use obligatory Protection Equipment during assembly and disassembly periods:

**Obligatory**

Head protection: Use of helmet

The rule is valid, not only for constructors and assemblers, but also for all visitors (whether they are exhibitors or stand staff) and also for the staff making up the different services (Cleaning, Security, etc.)

**Integral protection:**

Security harness

Obligatory in the case of:

- During the use of lifting platforms (carts, scissors, arms, etc.)
- They should be fixed to a “cabo de vida” or a point in the platform

**Specific**, according to the task being done

**Feet protection:**

Security shoes

Obligatory in the case of:

- Using circular saws (mitre saws), handsaws, welders, etc.

**Eye protection:**

Glasses, spectacles or special goggles

Obligatory in the case of:

- When using cut tools (saws, etc.) or welding.

**Hand protection:**

Special gloves

To protect hands from:

- Cuts made by saws, handsaws, etc.
- Burns due to the use of welders.
- Cuts, injuries, etc. due to the use of tools

**Protection from falls:**

Use of Platform stairs

In every case in which 2.0 m height is exceeded, BASE or PLATFORM stairs should be used.

12.7 The Exhibitor shall be liable for personal damage and for damages to materials inside and outside the stand caused by its employees or machines. The Organizer shall be entitled to set operating periods for machines and equipment and it shall also be entitled to forbid operation of said equipment.

The Exhibitor shall return the leased area to the Organizer in the same conditions present at the time of delivery. In case of damage, the Organizer shall repair such damages, at the Exhibitor's own cost.

12.8 Exhibitors do hereby undertake to keep stands in perfect order during working hours. In no event shall any refuse be thrown to the corridors. In case the Exhibitor wishes to hire a cleaning service additional to the one provided, he should contact the Organizer.

12.9 The Exhibitor shall have personnel available for the attention of the stand during the working hours of the Exhibition.

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12.10 During the hours the Exhibition is open to the general public, no machine or product transportation may be made inside the premises, and no stand building or maintenance works shall be carried out during such time.

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### **13. Forbidden activities / Safety standards**

13.1. Firework and explosions are absolutely forbidden within and outside the pavilions. Spraying of cellulose paintings on any kind of object within the premises is also completely forbidden. It is not allowed to store or exhibit hazardous, flammable, explosive or unhealthy substances that might give off nasty smell or that could disturb the public or other exhibitors.

13.2. Spark producing tools such as arc welding equipment, autogenously welding equipment, cutting disk and gas welding torches among others are completely prohibited. During the put up and dismantling processes no material or tool that may obstruct the way on the corridors.

13.3. Under no circumstances, evacuation paths (emergency exits), luminous signs, fire extinguishers, fireplugs, indicators and other protection equipment can be covered.

13.4. The Exhibitors generating residue shall dispose said residue in the containers destined to such purpose.

13.5 The Exhibitors shall not have any kind of fuel, flammable or explosive substances in their booths

13.6 The following are recommended materials for building the booths or different elements within pavilions and rooms:

a) Noncombustible or limited combustion materials.

NOTE 1: A material is considered noncombustible when, during its normal use and under its expected mounting and usage conditions, does not light, does not burn and does not maintain combustion or releases inflammable vapors, when exposed to fire or heat. Materials that have passed the ASTM E 136 test at 750 °C are considered noncombustible.

NOTE 2: Limited combustion materials are those not included in the non-combustion definition, and which during their normal use and expected mounting and usage conditions have a heat releasing potential of 8,000 kJ/kg. These materials include: 1) materials that have a noncombustible structural base, with a surface shield not exceeding 3mm and whose fire spread rate is inferior to 50; and 2) materials which, in the amount and thickness used, are different from materials described in 1); those whose fire spread rate is below 25; those that do not present evidence of progressive and constant combustion; and those whose composition is such that the surfaces that may be exposed through a cut in any of the planes do not have a fire spread rate above 25 nor present evidence of progressive and constant combustion.

b) Wood thicker than 6.3mm (1/2") or wood thinner than 6.3mm (1/2") treated with pressure immersion fireproofing.

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13.6.1. The following requirements will be of obligatory fulfilment for the materials that are detailed later:

- Materials of coating and covering of walls and ceilings and screens for projection of images that possess a classification RE2 (Very low Spread of Flame) tested in agreement with the IRAM 11910/1 and 11910/3 and an index of optical specific maximum density of smoke, for tests with and without minor or equal flame to 265 tested ones of agreement with the IRAM 11912.
- Materials of coating and covering floor that possess a FRC (Radiant Critical Flow) major to 0,50W/cm2 tested in agreement with the IRAM-INTI-CIT G 77014.
- There will not be allowed textile hung materials. If his utilization was indispensable, these materials must approve the test descript in NFPA 701 or another specific norm of equivalent test for textile hung materials. Saying ignifugado must do to him with some of the companies authorized to such a end for the Land the Rural one:

#### IGNIFUGADO

##### CG SUPERVISIÓN Y SERVICIOS:

Contact: Sr. César Grieco / Sra. Liliana Flores

Te: 4588-2461 / 156-397-1097/8. Nextel: 581\*2790/1

Email: [cgsupervision@yahoo.com.ar](mailto:cgsupervision@yahoo.com.ar)

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#### IGNIFUGOS BUENOS AIRES:

Contact: Sr. Luis Pociecha

Te: 4551-3260

Email: [info@ignifugosbuenosaires.com](mailto:info@ignifugosbuenosaires.com)

- Acoustic or decorative materials including, but not limited to, cotton, paper, straw, cane, moss, wooden chips, and the like, should undergo a flame propagation retardation treatment. If this treatment cannot be done on a material, then this material cannot be used.

- Stages and platforms must be built with non-combustion or limited combustion materials. As stipulated for mezzanine, you must comply with the corresponding presentation load diagram and structural calculation signed by professional ( architect or engineer ) with enabling title.

#### 13.7 Materials within the booths:

Combustible materials (i.e. brochures) held in a booth must be those required for one day of exhibition. The storage of combustible materials behind the booths is forbidden.

The following items are not allowed inside the pavilions:

- a. Compressed flammable gases (except the ones used in showcased vehicles)
- b. Flammable or combustible liquids
- c. Dangerous chemical products or materials
- d. Powerful lasers (Class II or above).
- e. Explosive.

#### 14. Direct sales to the public

Exhibitors shall not make sales at their stands. Except for those who sell merchandising of their own products, with the approval of the Organizer.

It is forbidden to have any price labeling on products, catalogues, etc. It is also forbidden to sell food and drinks in the stand.

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### **15. Gifts to the public**

Exhibitors may offer gifts to the public in compliance with the following terms and conditions:

- Gifts shall not include advertising from third parties.
- Gifts shall be made preventing any discrimination, crowds and/or disorder.
- Exhibitors shall suspend delivery of gifts each time the Organizer deems it convenient.

### **16. Demonstrations**

16.1 The Exhibitor will be able to make a demonstration with the prior approval of the Organizer and complies with the provisions established in Law N° 19587 of Hygiene and Safety at the Job and its Reglamentary decree N° 351/ 79.

16.2 The Organizer may establish the demonstration periods. The Organizer shall be entitled to suspend and / or prohibit demonstrations if it considers they pose a risk, inconvenience or produce excessive noise that disturb the normal development of Intersec Buenos Aires.

- Exhibitors generating waste should throw it in the corresponding waste bins or containers.
- Exhibitors could not have fuel, flammable products or explosive in their stands.
- Demonstrations shall be organized in such a way that discrimination, excessive crowding or disorder shall be avoided and row formation shall not take up common areas of the Exhibition.

### **17. Licenses and trademarks**

17.1. The person responsible for the booth shall at all times have the necessary documents supporting the production, distribution and representation of all exhibited trademarks and trademarks mentioned in banners, brochures and other printed materials at the booth.

The Organizer reserves the right to request such documents as considered appropriate. The Exhibitor shall be liable to third parties for all economic and legal aspects connected to violations of the Trademarks and Patents Act or its related provisions. Exhibitors shall comply with such regulations, and shall hold the Organizer legally and economically harmless against any third party claims in this regard.

17.2. The person in charge of booth shall permanently tell on the necessary documentation that it endorses the manufacture, distribution and representativeness of the products that are exposed, and present marks that are mentioned in the banners, script writing and other communications in the booth.

17.3. The Organizer reserves the right to require this documentation whenever it considers it is necessary.

17.4. Failure to comply with this Section authorizes to the Organizer to the retirement of such a material and also the Organizer will evaluate if the exhibitor can continue participating or not in the exhibition.

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17.5. All those distributing or trader companies will not be able to exhibit products within their booth with trade marks that they do not own, excepting that they are exclusive representing of this trade mark for which they will have to credit this representation in writing. Exhibitors shall be able to exhibit products with third party owned marks if the original manufacturer of this product is present as Exhibitor in the and they are properly authorized for such aim.

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### **18. Product / Equipment Exhibition**

18.1 Throughout the event, products displayed in the booth must be registered and accepted in order to be able to exhibit them; during that period, products must not be moved or replaced by other product(s) in the booth and besides, during opening hours products shall not be covered.

18.2 The merchandise shall be moved from the premises only with the previous authorization of the Organizer.

18.3 If the Exhibitor wishes to show any kind of equipment during the Exhibition, it shall request prior authorization of the Organizer, in writing, and within a minimum of 30 (thirty) calendar days before the start of the Exhibition, stating its willingness to exhibit the equipment and providing the details and characteristics thereof. To that end, the Exhibitor shall inform the type of equipment and for how long will it be running (specifying the type, sizes and weight as well as the different services required to support the installation; a description, quantity and sizes of the supporting surface(s), and the full name of the operators). The Exhibitor – in the event that the weight of equipment be 2 tons or more- shall fill out the form and documents supplied by the Organizer to that purpose, and shall also assume all responsibilities for the fulfillment of the regulations provided for in the Exhibitor's Manual for the entry and exit of the equipment. The Organizer, the Technical Management and the Administration of the trade center reserve the right not to authorize the display of the equipment requested by the Exhibitor if – notwithstanding that duly completed information was provided - the Organizer considers at its sole discretion that the display, operation or entry and exit of the equipment may be a risk to the security of the place or safety of people. If the Exhibitor is not required the authorization of the Organizer in due time and manner as stated herein, and/ or in case that the Organizer does not provide a written authorization, the Exhibitor shall not be allowed to display that equipment.

Any additional cost involved in the display of authorized/non-authorized equipment shall be borne by the Exhibitor.

### **19. Image and sound recordings**

19.1. All kind of images or sound recordings of displays (including outlines) at the Exposition and /or booth are forbidden. In case of violation to this article the Organizer is authorized to confiscate the material.

19.2. There will be photographers which are authorized by the Organizer in all the areas of the fair. If the Exhibitor wishes photographs taken by his own photographer it shall request for such petition to the Organizer at least three weeks before to the beginning of the fair.

19.3. The Exhibitor may carry out a practical demonstration as long as it has been previously approved by the Organizer. It will also comply with the provisions set forth in Law N° 19587 related to Labor Hygiene and Safety and its corresponding regulatory decree N° 351/ 79.

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The Organizer may establish the practical demonstrations' schedules.

The Organizer shall be entitled to interrupt and/or ban said demonstrations if it deems them dangerous, irritating or excessively noisy and disturb the normal development of the Event.

Practical demonstrations must be organized in such a way to avoid discrimination, excessive crowds or disorder thus avoiding lines that may occupy the fair's common areas.

19.4. The only audio allowed is the normal sound of the machines or equipment, which can also be limited or banned by the Organizer, should it deem it excessive (up to 60 dB).

**SADAIC**

Lavalle 1547, 5° floor

Tel.: +54 11 4379 8600

Working hours: Mon.-Fri. 10 am - 3 pm.

Refer to the Collections Department

**AADI CAPIF**

H. Yrigoyen 1628 - 6° floor,

Tel.: +54 11 4373 8800

Working hours: Mon. - Fri. 9:30 am - 1 pm.

and 2 pm - 6 pm

**20. Surveillance**

Intersec Buenos Aires will provide personnel for general security but is not liable for thefts and robberies. While the Exposition is closed to the public nobody will be allowed to stay in the premises except for the aforementioned security guards. If the Exhibitor wishes to hire an additional surveillance service, it shall contact the Organizer.

**21. Badges**

21.1 The Exhibitor and any personnel appointed thereby, with no exception, shall show badges while they are present at the Exhibition. The Organizer shall deliver to the Exhibitor badges and Stand Personnel badges to Exhibitors in relation to the rented space.

- Exhibitors
- Stand personnel
- Stand installers and designers

21.2 Exhibitors and/or Constructors, we inform you that "La Rural" Trade Center, requests in its regulations that any person working in a booth, part time or full time, whether as a member of the customer service staff, as constructor or in any other capacity, must submit a Workmen Accident Insurance (A.R.T.) or Personal Accident Insurance Policy (S.A.P.).

We remind you that the security personnel at the La Rural Trade Center invariably request such documentation, without which you shall not be able to enter the Fairground, during the assembly, dismantling or exhibition's days.

We will organize for the international exhibitor the "Personal Accident Insurance Policy" required by the Exhibition Center. Only to their foreign directors or managers nonresident in Argentina.

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21.3 Such badges shall be delivered to the Exhibitor once any and all conditions set forth in these rules and regulations have been complied with and once any and all payments on any account whatsoever have been made.

21.4 Badges are personal and non-transferable. The Organizer will not make badges without name under no concept, with the exception of the builder's badges.

21.5 If the form is not delivered in due time, badges shall be given at the premises during the assembly period.

## **22. Conference rooms**

Conferences open to the public

Exhibitors of Intersec Buenos Aires Aires, have the possibility to give a training conference or carry out the launching or presentation of a product in a room prepared for such purpose. Any visitors to the event may attend these activities. The award of the space depends on the availability of the rooms. The order of priority in the allocation of the spaces will be determined by the reception date of the forms (nº 13) at the Organizer's offices.

## **23. Advertising and Promotion**

23.1. Outside their booth Exhibitors are not allowed to perform publicity or promotion activities neither personally nor by hired people, to put up luminous signs or sound equipment (radios, television sets, loudspeakers, audiovisual sets, etc.). Within their booth exhibitors it shall be allowed to exhibit and distribute leaflets and catalogues dealing exclusively with elements of their own production, distribution or representation.

Video equipments and similar elements will be allowed if authorized by the Organizer. The promotion or advertising of products and / or services belonging to companies that are not Exhibitors in this event is absolutely forbidden.

23.2. The following publicity is not allowed in booth:

- Publicity containing ideologies or political messages.
- Publicity that disturbs other exhibitors; e.g.: by acoustic or optic irritation.
- Publicity that causes congestions in the halls.
- Publicity that includes animal alive as a decorative object.
- Publicity including other companies' name.
- Publicity of other fairs.
- Publicity that violate official instructions or directions.

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## Regulation and specifications for booth construction

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### 1. Advice

The Exhibitor Assistance Department of Intersec Buenos Aires shall provide advice at no charge to the Exhibitor with regard to query about general information of the show and interpretation of these rules and regulations and annexes hereto.

Consultations shall be made to Indexport Messe Frankfurt S.A.,

CRM Responsable  
Mercedes Sánchez  
E-mail: mercedes.sanchez@argentina.messefrankfurt.com

Morena Saliva  
E-mail: morena.saliva@argentina.messefrankfurt.com

Tel.: +54 11 4514 1400.

### 2. Badges

The assembler will must ask for constructor badges to the Exhibitor, which will allow him to work exclusively in assembly and disassembly periods.

### 3. Execution deadline raw space

#### 3.1 Assembly Row space

August 27th from 08 a.m. to 10 p.m.

August, 28th from 08 a.m. to midnight

August, 29th from 12 midnight to 09 a.m.

#### 3.2 Basic Furniture package:

Will be delivered to the booth the day before opening Event.

#### 3.3 Disassembly

Exhibitors are obliged to remove their products, stand building items and to deliver space and items provided by Intersec Buenos Aires the same conditions they received them. Exhibitors can start stand disassembly and removal of goods:

August, 31th from 8.30 p.m. to midnight, September 01st to 07 a.m.

### 4. Vehicle access and goods unloading

4.1 Access of vehicles to La Rural Trade Center shall be carried out through indicated access doors, and then heading towards loading and unloading yards of each pavilion building. Materials shall be unloaded and removed through the corresponding doors of each pavilion building.

4.2 No access of vehicles shall be allowed to pavilion buildings.

4.3 Non-authorized equipment shall not have access to the premises.

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4.4 For the purpose of a quick loading and unloading operations, vehicles shall not remain parked in loading and unloading yards or in adjacent areas. La Rural Trade Center has stipulated a parking time at no charge in the loading yards of 30 minutes for automobiles, 1:30 hours for vans and similar vehicles and 2:30 hours for trucks up to 3 tons.

For those companies using access of Street Cerviño for assembly and disassembly they will may do it:

Assembly:

August, 27<sup>th</sup> and 28<sup>th</sup> from 8.00 p.m. to 6.00 p.m. and August, 13<sup>th</sup> Wednesday from 8.00 a.m. to 10.00 a.m.

### 5. Existing facilities

5.1 It is forbidden to chip, drill, weld, cut, paint and/or deteriorate walls, pavements, columns and any existing facilities. Any repair expenses for any damage caused by the Exhibitors shall be paid by such Exhibitors and/or their stand builders.

5.2 Under no circumstances evacuation exits (emergency exits), signaling lamps, fire extinguishers, fire hydrants, signs and other protection equipment shall be covered.

5.3 Exhibitors could not cover, remove or change banner type sign position. They could not add any item to it nor remove it or change its position, unless they have an express authorization of the Organizer.

### 6. Floors

6.1 No finishing coats of plaster shall be applied to floors, and they shall not be painted or covered with granulated materials. Floors can be covered with wooden platforms, carpets or other coats. Carpets shall not be fixed to the floor with bonding cement or similar material, and they shall be fixed with twofold adhesive tape, or they shall be fixed to the wooden platforms or to any other means independent from the pavement.

6.2 It is totally forbidden to drill, fix plugs and drills or to make any kind of threads, to break, deteriorate or dig gutters on the floor.

6.3 The floor of building pavilions yellow, green and blue may support a maximum load of 2,5 tons/m<sup>2</sup> and the other pavilions may support a maximum load of 5 tons/m<sup>2</sup>. Overlays of public utilities gutters shall not be used to support specific loads.

6.4 We suggest all companies that in case they use a wooden platform of more than 3 cm height, they install an entrance ramp for wheelchairs at least on one side of the stand. The Organizer will offer wheelchairs free of charge for Exhibitors and/or Visitors to visit the show.

6.5 In cases of installation of wooden floors, platform carpets or use of fabric, a fireproofing certificate signed by a Safety Engineer must be presented, and the fireproofing product must be INTI certified. This Certificate must be submitted to the Administrative Division or to the Technical Director of the Event.

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## 7. Materials

7.1 Any and all construction materials shall be of the least combustibility possible. Materials shall be fireproof.

7.2 It is totally forbidden the use of any and all masonry materials, bricks, cement, plaster mixes or any kind of wet construction.

## 8. Construction height

8.1 Construction height is 2.5 m from the floor.

8.2 In order to allow a greater architectonic development of stands, structures could exceed 3.50 m height in an area delimited by a 1 meter setback on each side of the stand, including its front, depending on the surface and location in related planimetry.

8.3 Booths are located in Halls: 1 y 2 between 24 sqm and 50 sqm in surface may have a maximum height of 5 m, booths between 50 sqm and 100 sqm in surface may have a maximum height of 6 m and those exceeding 100 sqm may have a maximum height of 7 m, subject to the 1-meter setback provisions for raised elements and when allowed by the total hall height.

Prefunding: booth are located in this area may not have a height greater than 5m, or mezzanine, although its length is more than 50 sqm.

8.4 High items should have all their faces with the same hierarchy, aesthetic and with good surface finishing to avoid interfering with neighboring stand aesthetics.

Signs and advertisements higher than 2.50 m should be treated in the same way.

8.5 In the cases in which structure and items are hung from the Premises structure, please see "Technical Aspects for Stand Construction" (page. 5 and 6).

## 9. Mezzanine

Exhibitors who want to build mezzanines in their stands should have in mind the following regulations:

They should request the corresponding written authorization of the O.C. The surface built in this level will be considered additional to the one hired at ground level and, in some fairs, it will have a cost equivalent to 50% of the lot value (subject to each exhibition in particular).

9.1 Any Exhibitor that wishes to construct a mezzanine shall request such authorization in advance, and such mezzanine shall not exceed 50% of the stand plant surface.

To build a mezzanine, the Exhibitor should have a non-perimetral stand of over 50m<sup>2</sup>.

Mezzanines shall be calculated for a minimum overload of 500kg/m<sup>2</sup>.

The width of stairs shall be 0.90m minimum. Steps shall not be lower than 0.28 m and raised parts shall not exceed 0.17 m with a separation of 1 m minimum from partition bulkheads of other stands.

Mezzanines of over 50m<sup>2</sup> shall have 2 stairs located at opposite sides. Stairs shall have the corresponding railings and handrails throughout it length.

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Of the built mezzanine, 25% of the surface is included free of charge and you have to pay for 50% of the cost of empty booth square meters.

Example:

- Booth surface 100 sqm
- Mezzanine surface up to 50 sqm
- Mezzanine surface free of charge 25 sqm
- Mezzanine surface to be paid b-c 25 sqm
- Total amount to be paid 25 sqm multiplied by half of empty booth sqm cost.

Mezzanines have to be designed to support a minimum overload of 300kg/m<sup>2</sup>. The useful width of stairs should be of at least 0.90 m. The stair riser should be at least 0.28m and the height should not exceed 0.17m. Stairs should be at least 1m away from the dividing wall of other booths.

Mezzanines larger than 50 sqm must have two stairs located in opposite sides. Stairs must have its corresponding sidebars and banisters all along its extension.

9.2 Mezzanine perimeter shall be separated from lot perimeters at least 1.00 meters.

9.3 Banisters shall be at least 0.90 meters high.

9.4 The maximum height of a mezzanine should not exceed 3.20 m high and the graphics and friezes located at this level should not exceed the maximum construction height allowed.

9.5 Any company building a mezzanine in its stand, apart from meeting this Manual standards, should submit Form 03 (Mezzanine) – manual on line exhibitir - with contour plans, stating surface and withdrawal, building materials and attach a structural calculation and load diagram done and signed by a professional (Engineer or Architect) with enabling title.

To build the mezzanine, it should be approved by the Technical Direction. Without these requirements, the mezzanine construction will not be enabled.

The company requesting authorization to hang items from the Premises structure should submit Form 02/B and the documentation required in section "Relevant Aspects for Stand Construction" (page. 5 and 6).

## 10. Booth Front

10.1 No construction may exceed the lot limit, at any height

10.2 Maximum area allowed for front closing.

10.3 In order to avoid volumes that hinder views through the booths, it has been established a view right of way: It is allowed opaque volume construction (walls, totems, etc...) up to 50% of the front area and 2.50 m height. It is not allowed to add items or walls retired from said front and which cover said views.

10.4 100% of the front can be closed with opaque areas, only with items above 2.50 m height.

20.2 The Organizer has authorized own photographers for all the areas of the Exhibition. The exhibitor is only authorized to take pictures of his/her own booth, thus it is been forbidden to take pictures of any space that does not belong to the exhibitor's own booth.

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### 11. Ceilings

In all events ceilings shall be self-supporting, that is, they shall not be supported by partition walls.

Materials shall be fireproof and non-waterproof.

Ceilings on second construction levels are totally forbidden.

### 12. Lighting beams (ProLyte type)

12.1 In case you want to hang 1 or more metallic beams from the premises structure, these steps should be followed:

Contact the Technical Director to inform her said hanging, attaching a diagram to be approved.

- Contact the supplier appointed by La Rural to do said hanging
- (Supplier data will be provided by the Technical Director) and request a budget. This service has a cost fixed by the Premises.
- Information to be submitted:
- Floor plan and view documentation
- Calculation of weight per knot. (La Rural allows up to 80kg per knot)

#### Note

Said information should be signed by a registered professional (Architect or Engineer).

12.2 The location of the allowed hanging points (anchors) should be requested to the Exhibition's Technical Direction. When, due to the relative location of the stand, the hanging of said structures requires secondary beams, said structures should be hung as high as possible, without interfering with existing smoke sensors.

To protect the premises' metallic beams, the slings could only be fixed to the junction point of the diagonals with the lower part of the beams (anchors).

12.3 Said hanging slings should be covered with protecting elements, rubber or carpet, in their meeting point with the beams.

In all cases, to hang elements from the premises' roof metallic structures, you should have the written approval of the Technical Direction. See "Relevant Aspects for Stand Construction" (go to page 5 and 6).

### 13. Lighting

13.1 Care shall be taken that lighting appliances do not disturb the general public or surrounding stands.

13.2 No appliances shall be affixed to the floor unless they have some protection that prevents contact with the general public.

### 14. Electricity

Power supply rates

The Organizer shall provide free of charge to stands an installed power supply of 50W/sqm.

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**14.1 Measurement of the consumed power supply.**

Between August 27<sup>th</sup>, 28<sup>th</sup> and 29<sup>th</sup>, at the time of opening the show to the public, the Maintenance Head of the Exhibition and the technician designated by the Technical Department shall check the maximum power supply requested and paid for. In those cases where an excess in consumption is verified, the Exhibitor shall pay for said excess within a term not exceeding 24hs.

14.2 Power supply shall be provided from switchboards or multi-polar sockets to be installed by Intersec Buenos Aires in each group of stands. For power supplies of over 3 Kw three-phase power supply shall be available. The Exhibitor shall install the lines, but not the connection, to said switchboards or sockets, and this could only be carried out by the Exhibition's personnel.

14.3 Power supply to stands shall be provided by La Rural Trade Center: a) 380V between phases (three-phase systems) and b) 220V between phases and neutral (single-phase systems). In both cases with a frequency of 50Hz. The percentage variation of voltage in relation to nominal values may reach up to +/- 7% depending on the power supply provisions of Edenor S.A.

14.4 These rules only apply to those Exhibitors who have requested and paid for additional power supply and carry out their own power supply installations.

14.5 Rules and regulations: Installations shall be made as established in this Regulation, according to the regulations in force or those that may be informed through Bulletins.

Power installation of stands shall comply with the rules established by the Regulation for Power Supply Installations in Buildings of the Argentine Electrical Association (AEA), (Set 1996), and according to the specific provisions issued by La Rural Trade Center.

14.6 Installers: Power supply installations, of 220 V and 380 V, shall be carried out by a qualified installer registered in the Qualifications and Certification Institute (APSE-IHA). The category of said installer shall depend on the power to be installed in the stand, in order to request the connection, he shall submit the Power Supply Installation Certificate -- Acceptance Statement.

Installers categories according to the installed power (ENRE): a) from 0 to 10 Kw: Level 3 – QUALIFIED INSTALLER; b) from 11 to 50 Kw: Level 2 – TECHNICIAN; c) over 50 Kw: Level 1 – PROFESSIONAL.

The Authorities of the Trade Center shall have the right to stop the power supply if at their criteria the installation does not meet any of the requirements and/or safety condition. Thus, the Trade Center is not responsible for the bad operation or bad practice of design or assembly which do not comply with the regulations of any lighting or motor power installations of stands. Any non-compliance with the regulations established, as well as their consequences, is the exclusive responsibility of the owner of the stand and/or the builder and/or the qualified electrical installer that signs the Assembly Certificate.

**14.7 Cabling - Cable types:**

– Allowed: New, flexible, double-insulation cables made of plastic resistant to fire propagation and reduced emission of toxic gasses.

– Prohibited: The use of bipolar cables with single plastic isolation (called «parallel cable») and the use of flexible cord shop type, IRAM Standard 2158.

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– Dimensions: The size of conductors shall be in accordance with the regulations in force. The Exhibitor shall carry out the power supply installation from the switchboard of the stand up to Intersec Buenos Aires ´ box, with an extra flexible underground cable, isolated with unleaded ecologic PVC of 1KV, IRAM Standard 2178, with a section not lower than 2,5 mm<sup>2</sup>. In all cases terminals will be identified. Connection to the power supply box provided by Intersec Buenos Aires shall be carried out only by technical personnel of Intersec Buenos Aires. Inside the stand, only unleaded ecologic PVC cable may be used, according to IRAM Standard 2183 or extra flexible underground cable, as described above, with a minimum conductor section of 2.5mm<sup>2</sup>.

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For over 3Kw, the network shall be made in 3 balanced bipolar circuits, one for each phase. Phase division shall be made between line and neutral. A ground cable is not accepted as phase divider. Lighting circuits for more than one appliance shall not exceed 1.500W. Conductors shall be adhered to wall sides or over on the floor, without breaking panels of floors. Cables shall be firmly fixed to panel structures or to the floor and be duly protected.

### Lights

Types of lights: Allowed and prohibited

- For all the applications of general lighting of stands, only there will be accepted the installation or use of the following light sources:
- Fluorescent Lamps in his diverse formats (pipes, lamps "under consumption", etc.).
- Lamps that use technology Light Emitting Diode (LED)
- For all the applications of located lighting, there will have to be in use exclusively light sources of technology Light Emitting Diode (LED).

The installation or the use remains therefore expressly prohibited of:

- Lamps of filament of any type
- Lamps halogen in all the formats
- Lamps of sodium of high or low pressure
- Lamps of mixed technologies, mixture of anyone of the previous ones, different technologies of accepted detailed above.

### 14.8 Terminal boxes.

The Exhibitor shall install a terminal box in each stand -mandatory- equipped with a thermomagnetic general section switch, grounded terminal and differential section switch. Dimensions and technical conditions shall be sufficient to guarantee the correct and safe operation of the installation.

The terminal box shall not be placed on the floor and shall be secured to an structural element of the stand.

Requirements of the terminal box section switches:

- Three-phase circuits: tetra polar thermomagnetic section switch with a capacity according to the foreseen consumption.
- Single-phase circuits: bipolar thermomagnetic section switches which shall divide both the phase and neutral at the same time.

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- Leak differential current section switches: they shall have a nominal operational current not exceeding 30 mA, and the triggering circuit shall not have electronic components.
- In order to perform the measurement stated under Section 1.2, the installer shall carry out the power supply of the main terminal box in such a way as to be able to measure consumption, without the need of opening the box.

### **Grounding**

Intersec Buenos Aires will supply terminal grounding for safety reasons.

Grounding is mandatory, no electric power will be supplied without safety conductor with a minimum section of 2.5 mm<sup>2</sup>.

- The conductor will be different from active and neutral conductors. Possible "contact voltage" will never be higher than 24 volts. For this purpose, safety devices calibration and corresponding conductor section will be the ones suitable to interrupt supply in case of failure.
- Metallic structures grounding shall be made by installing a terminal to the ground green-yellow cable, connecting to the metallic element by means of bolt/screw plus washer and eliminating any dust or paint to assure electric contact. In order to control grounding, next to a clamping point, a 5 to 10 cm-long, yellow, or green yellow self-adhesive tape shall be applied, clearly visible from outside the stand by a standing observer.
- The qualified installer should check grounding, its correct identification and circuit breaker operation before submitting a signed Execution Certificate. The premises personnel in charge of electric installations will check identifications and grounding before supplying power and/or at any time later.
- Besides grounding, the Exhibitor should install differential safety devices to protect all lighting and drive force systems. When protection necessary for an equipment is higher than 100 Amp. a differential safety device may not be installed as long as the equipment has factory standardized safety devices.
- "Contact voltage" checking, electric connection with grounding connector of all metal structures of the stand, fittings and operating equipment, including lighting fittings and outlets and the correct operation of all safety devices will be the exclusive responsibility of the Exhibitor. However Intersec Buenos Aires Organizer may not supply or stop supplying electric power if said requirements are not fulfilled.

### **Switchboards and safety devices**

- Each Exhibitor should install its own switchboard with circuit breaker and fuses, that will be supplied according to the provisions of Section 2.4. Said fuses calibration will be the same as the power requested.
- In all cases switchboards should be shielded, without visible connections that could accidentally be touched. They should be installed in easily access but protected places and out of public reach.
- Drive force. Each machine switches will be connected from your service switchboard, said machines will have proper capacity safety devices, current limiting starters in all engines of more than 7.5 HP and safety devices against low voltage and overload.
- For more than 10 Kw of simultaneous power, condensers between phases should be installed in order to correct the power factor to 0.85, otherwise, Kw paid will be considered as KVA.
- Fuse repair can only be carried out by specialized personnel. Fuse replacement in Exhibition switchboards or other failures that may take place in

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La Rural premises due to misuse or wrong operation of Exhibitor facilities, or due to excess in consumption, will be born by the Exhibitor.

- The connection of lighting fitting of any power by means of adapters or multi-pole plugs will not be allowed.

#### 14.9 Lighting fittings and power outlets.

There should not be loose lighting fittings and power outlets. Said items should be firmly fixed to floor or stand partition walls or duly located and protected to avoid accidental contact or mechanical efforts.

Halogens lamps located below 2.50 m shall have a protective device that prevent contact with the lamp.

Connection: Once the electric installation is finished, the Exhibitor and/or installer will request connection (they shall go to the Administrator Office where they will be registered in a shifts sheet) and they shall also submit a Conformity Certificate signed by said installer (Section 2.2).

Disconnection: Every day, at closing time, the Exhibitor shall disconnect:

- 380 V switch of each machine or equipment.
- 380V general switch.
- 220 V switch of each machine, equipment or lighting circuits.
- 220V general switch.

Responsibility: The Exhibitor shall be responsible for all kinds of damages or accidents caused by its electric items to himself, his staff, his products or third parts.

#### Important

- The Organizer states that these requirements are mandatory for all Exhibitors.
- Upon execution of Electric power installation, and as a previous requirement to power supply connection, the Exhibitor or its electrician-installer shall submit to Electric Services personnel four copies of the Electric Installation Execution Certificate.
- Conformity Statement, together with a signed photocopy of the credential authorizing the Electrician-Installer as registered electrician of APSE – IHA AUTHORIZATION AND CREDENTIALS INSTITUTE, in accordance with the corresponding category.
- If you do not have a professional to fulfill this certification, you have the option to contract personnel of TRAFCONSULT S.R.L.
- La Rural Trade Center shall not be liable for design malfunction or assembly bad practice in installation of stand light and/or motive power facilities.

All electric power supply of the stand shall be supplied by La Rural Trade Center, and nominal supply stands characteristics shall be: 380V between phases (three-phase systems), and 220V between phases and neuter (single-phase systems), at a 50Hz frequency. Ground terminals are also supplied.

- La Rural Trade Center may, at its discretion, limit the power supply when it may negatively influence other users or for overload or safety reasons of its own lines and facilities.

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### **15. Connection and disconnection of power supply**

15.1 For the connection of power supply, the Exhibitor shall have its installation approved by the Organizer.

15.2 Every day, at closing time, the Exhibitor should disconnect all switches.

### **16. Electricians and registered installers**

16.1 The electrician-installer is responsible for compliance with electric facility conditions and specifications and this shall be checked by the acting registered electrician. Lack of compliance with the rules abovementioned, the general terms and conditions under Section 1 and the stand rules and regulations under Section 3 shall imply application of penalties described above.

The acting registered electrician shall verify effective grounding and its correct identification, subsections 1.2 and 1.3, before submitting the signed Execution Certificate.

#### **16.2. Registered installers**

Registered installers who sign Electric Facilities Execution Certificates shall verify compliance with subsections 2.1, 2.2 and 2.3.

#### **16.3 Penalties**

The following penalties shall apply to all registered installers that certify facilities at La Rural Trade Center. If stand inspection carried out by TRAFCONSULT or La Rural Trade Center personnel at any time after filing of the Execution Certificate evidences any discrepancies of electric facilities regarding applicable rules and regulations, the electric power supply shall not be connected, or if already connected, shall be disconnected, until the defect is remedied and the following sanctions shall apply to the intervening registered installer:

- First incident: written warning.
- Second incident: 60 day suspension from La Rural acting registered installer record.
- Third incident: final elimination from La Rural records.

All stands and metallic structures of any kind installed by Exhibitors at La Rural Trade Center shall be checked.

### **17. Water and discharge services**

Exhibitors shall request the Organizer water and drainage services exclusively to operate their machine and equipment. Said connection will only be supplied if there is a gutter within the lot. The installation and connection of these services shall be made at the Exhibitor's cost and shall only be made at the pavement level, without breaking it and in those stands where it is not necessary to cross the aisle. All other uses are excluded from consideration (hygiene, decorative, etc.). The water pressure supply is not guaranteed by La Rural Trade Center.

Any water and drainage services requests shall be approved before their installation.

For water connection, male threaded connectors of 1/2 inch shall be needed, piping suitable for 5 kg/cm<sup>2</sup> pressure from the mains connection to a section valve to be placed in an accessible location, double brackets in all accessories up to the section valve or threaded connectors. Drainage connection shall be of 2 inches.

Installation of water ports shall be made by La Rural Trade Center.

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The cost of water connection and drainage shall cover the whole Exhibition. Piping, materials and labor necessary for the relevant installation shall be born by the Exhibitor.

### **18. Stand building drawings**

Exhibitors shall submit to the Organizer's offices, by fax or e-mail, the stand drawing in a scale 1:20 or 1:50, one plant and one elevation with the relevant dimensions and the location of elements and equipment in the stand.

In the plan you should indicate the company's name and stand number. In case the design is carried out by a contractor, said plan should include his/her name cellular phone number and e – mail adress.

It is essential to indicate in said plan, the location of the electricity board and water connection, if any.

Plan approval or observation is strictly related to the fulfillment or not of what is stipulated in the Exhibitor's Manual. The Plan Approval or Observation does not consider the analysis of the correct construction resolution of each stand, being the Exhibitor and its Constructors' responsibility, the work execution according to the art rules in the area.

This is very important to avoid problems in the mounting stage since, according to the plan, possible dimensional and/or design errors, that would delay construction and cause trouble for the Exhibitor, could be corrected.

Important: For all structures and/or elements which will be hung from the metallic reticulated structure of the pavilions, you should submit a Hanging Floor Plan with the description of the elements to be hung approved by a registered professional specialized in the subject (engineer and/or architect) with his/her corresponding signed calculation log.

#### **Note:**

Said information should be signed by a registered professional (Architect or Engineer).

Drawings shall be submitted according to the deadline included in the exhibitor manual Form 02/A and 02/B, **June 28th, 2018**.

The due date for the submission of plans and drawing of the booth and the Hanging Area is

Entry and departure of goods to the country

### **1. International forwarding of goods to the country**

The Organizer has designated an official agent for the international forwarding of goods (Official International Freight Forwarder Agent). The contact you find in the exhibitor manual (forms 24 and 25).

Once the Exhibitor has requested the corresponding information, the official agent shall send the instructions and the shipping and forwarding rules for the goods.

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**1.1 Deadlines expiration to hire the service**

- Air Ezeiza 24.07.2018
- Sea FCL 17. 08.2017
- Sea LCL 24. 08.2017
- By Land 17. 08.2017

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Forwarding costs depend on the type of cargo, weight, volume and value of the cargo, in addition to the entry conditions of goods to the country (temporary or definitive) and the way it is effected (air, water or road). Therefore, Exhibitors shall receive the corresponding quote in each particular case, after they submit the forms with the relevant data.

**Customs**

The Organizer has designated an official Customs Agent.

**2.1 Custom requirements**

The official customs agent shall have the deadlines available, as well as the customs requirements, international shipping instructions and tariffs.

**2.1.1 Exhibition material shipping and packaging**

Temporary and permanent shipments shall be shipped and packed separately. Argentina has specific entry rules and regulations that shall be complied with, if not, your shipment shall be stopped at the Customs.

Separate Invoices / Packing Lists and Air Waybills / Bills of Lading shall be required for permanent and temporary imports.

**2.1.1.1 Temporary importation**

Taxes in temporary destinations should be guaranteed by:

- Customs Bond Guarantee (local)
- Bank Guarantee (local)
- Actual Guarantee (Cash)

The customs agent can provide the Customs Bond Guarantee.

**2.1.1.2 Definitive importation**

Customs duties and taxes:

All materials considered to be consumable should be imported as DEFINITIVE. Such materials will be subject to the payment of importation duties and taxes.

The Organizer has started formalities to obtain a special exception of up to USD 5,000 per country on account of taxes and duties.

This amount shall be managed and assigned by the General Customs Administration.

**Electric equipment:**

Electric equipment imports require a Record of Goods before entry to our country. This process shall at least take 3 months to register the product and high charges shall apply for registration purposes. Upon request, you shall be informed about the required Documents. We recommend temporary import of this kind of goods.

**2.1.2 Courier shipments**

The exhibition material delivered by courier is subject to restricted regulations in Argentina. All shipments delivered by courier should be sent with duties and taxes prepaid and they should not exceed 50 kgs per shipment or USD 5000 (to be checked by our official agent) per shipment.

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**BUENOS AIRES**

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In order to avoid problems, we suggest that you provide us with the shipment information before sending it by courier. The official customs agent shall apply handling and delivery charges for couriers sent on your behalf.

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