

Stand-attendants.

Only employees and official representatives of the Exhibitor are authorized to work at the Exhibitor's stand. All stand-attendants must have Exhibitor badges issued by EXPO-M-GROUP. The Exhibitor badges are individual and shall not be handed over to another person.

Working at the Exhibition.

Compliance with labour and fire safety regulations constitutes an integral condition of participation in the Exhibition (Please, study Carefully, Safety and Fire Regulations). Exhibitor's representatives are fully responsible for compliance with the regulations stated hereby. Non-compliance with these regulations could result in unilateral termination of the contract by organizer. Funds paid by the Exhibitor shall not be returned. In the course of promotional actions at stands with the use of audio and video appliances the level of noise should not exceed 75 dB. In case of complains on high level of noise EXPO-M-GROUP reserves the right to disconnect the source of noise upon verbal warning.

Advertising materials.

Exhibitors are allowed to distribute printed advertising materials or hold any advertising actions only at their stand area. Exhibitors shall arrange their activities so as not to block main passes and endanger or infringe the rights of the Exhibitors and visitors. It is strongly prohibited to place advertising materials of the outside events, organizations, institutions, firms and companies not participating in the Exhibition. If the above-mentioned condition is violated, EXPO-M-GROUP reserves the right to apply fine sanctions including stands shut-down. In that case neither compensation will be paid nor funds paid by the Exhibitor as a participation fee will be returned.

Aisles and stands blocking

Any promotional activity leading to blocking of aisles and impeding access to stands, shall be suspended for a period of time advised by organizer. To ensure safety and comfort of visitors, the Exhibitors shall provide a sufficient space at their stand area.

Damage to property.

Exhibitors shall bear responsibility for any damage caused to floor, walls, pillars, stand equipment or property of other Exhibitors. Exhibitors shall not use paints, lacquers or any sticky substances for floor, walls, pillars or stand equipment covering.

Exhibits attendance and transportation.

Exhibits shall be installed by the Exhibitor. Exhibits shall be delivered by trucks upon presentation of gate passes issued by organizer upon Exhibitors request. Exposition set-up must be completed by 8:00 a.m. on June 18,

2012; otherwise the uninstalled exhibits and equipment could be removed to storehouse at the Exhibitor's expense. Exhibitors are responsible for exhibits attendance and cleaning of the stand areas. Exhibits Shall not be removed or packed before the official close of the Exhibition; otherwise no removal permit will be given to the Exhibitor by EXPO-M-GROUP. Exhibitors are not allowed to display goods, which might constitute a danger to people, do not correspond with the Exhibition subject or do not belong to the Exhibitor.

Exhibits loading and unloading.

To enter the exhibition-site and to deliver exhibits into the exhibition hall, the Exhibitor shall write a letter asking a permission to enter. The letter shall be presented to the Crocus Expo Service Center in triplicate, signed and sealed by the authorized representative of the Exhibitor's company, enclosed with the list of exhibits delivered. On the basis of the letter, verified by the Service Center stamp (ENTRY IS PERMITTED), the Hall Manager issues one-pass exhibits entry permission and the security guards allow access to the exhibition hall. All handling operations at the Crocus Expo grounds are to be carried out exclusively by the Crocus Expo. To remove the exhibits, the Exhibitor shall present one copy of the entry permission letter verified by the Service Center stamp (REMOVAL IS PERMITTED) to the security guards.

Exhibition space not occupied by the Exhibitor.

Expo-M-Group reserves the right to use the exhibition space leased to but not occupied by the Exhibitor till the end of the exhibition build-up period.

Exhibition stand.

The Exhibitors shall vacate and restore the indoor and outdoor exhibition space rented at their own expense not later than the end of the dismantling period. Acceptance/transfer of the indoor and outdoor exhibition space rented shall be authorized by an Act signed by both parties. Exhibitors shall refund damages caused to exhibition and storehouse premises, stands, electric network, water supply and sewage systems and other exhibition center properties.

Suspended structures.

Exhibitors are allowed to fix light, advertising, audio-, video and other equipment to the frame structure of the exhibition halls. To suspend the above stated equipment the Exhibitor shall submit the form G01 and an application, drawn up in conformity with a set form, and equipment disposition layout to Expo-Mold for approval. The Layout should specify:

- composition drawing;
- number of composition elements, composition overall weight and weight of each element;
- equipment suspension points on the girder frames

layout;

-applied materials ecological certificates, fire safety documentation;

-equipment electric and sound power;

-equipment mounting and dismantling time schedule;

Cable hoists, chain hoists, chains and wire rope cables without engineering certification are not allowed.

If the Layout is not approved or changed in the course of mounting, the works will be interrupted until all the detected violations are eliminated.

Safety and Fire Regulations.

All types of engineering services (i.e. electrical works, water and compressed air connection etc.) are provided only by the "Crocus Expo" attendants. During Exhibition build-up period it is allowed to use portable electrical tools connected to mobile electric boards.

Electric equipment and cables applied for electrical installation works shall meet Russian safety standards. A free access to electrical-junction devices shall be kept free.

The display stand shall be constructed within the space contracted by the Exhibitor. Aisles shall be kept free from equipment, empties and construction waste. To perform painting the floor surface and hall walls adjacent to the stand shall safely covered with polyethylene film or any other cover material.

During Exhibition build-up and dismantling periods the Exhibitor (or stand constructing agency) engage themselves to:

-remove empties, package materials to specially assigned place, construction wastes - to storage bins;

-restore the floor surface and building structure if damaged;

-comply with load-carrying capacity norms;

When applying for participation in the Exhibition, the Exhibitor should inform organizer of exhibits with negative stability or specific manner of fastening, or if the equipment doesn't meet load-carrying capacity norms, and obtain a permit for exhibits installation.

It is strongly prohibited to:

-construct display stands within immediate proximity to stable electric boards, fire cabinet, telecommunication closets and other engineering facilities;

-change electrical circuit scheme during build-up period without approval, apply undeclared electrical appliances;

-unauthorized connection to electric power, water and compressed air supply mains,

-turn on the water and compressed air tap, electric distributing electric switchboard;

-relocate, move, break down, disassemble stable and mobile electric switchboards and connect electric appliances;

-fix stands elements to steel structures and wall panels of the exhibition halls with the use of hardware and

adhesive tape, to floor (asphalt pavement) using hold-down bolts;

-use woodworking and polishing tools not equipped with dust collecting bags;

-use metal-cutting tools without firing work permit;

-use pressure tanks without engineering certification;

-apply paint, dope, glue or other hard-to-remove adhesive substances to floor surface and asphalt pavement;

-drill holes in building structure, walls, floor surface and asphalt pavement.

Exhibitors and their authorized representatives are responsible for observing fire regulations during Exhibition period (including build-up, open days and dismantling).

Equipment and materials applied for stands construction and design shall be certified.

Width of aisles in the exhibition halls shall be not less than 3 m, spacing between the exhibits and equipment - not less than 1 m. Carpets, carpet strips and other coverings shall be safely fixed to the floor. Temporary storage of combustible wastes and empties in the exhibition halls are not allowed; disposable containers shall be utilized; returnable containers shall be stored at warehouse. Closed-space display stands shall be equipped with automatic fire alarm detectors connected to Central Alarm Station.

In the Exhibition Center premises it is strongly prohibited to:

-apply flammable stand constructing materials not treated by fire-retarding composition;

-apply household electric extension cord, substandard (home-produced) appliances;

-install projectors and border lights within 0.5 m to flammable constructions and sprinkler system distributors; wrap electric lamps in paper, textile or other flammable materials;

-apply organic glass, polystyrene and other flammable materials for light diffusers;

-block access to automatic fire alarm system, indoor fire hydrants and fire-extinguishers;

-install and use tanks with fuel gases;

-demonstrate exhibits applying open flame;

-cause damage to sprinkler distributors;

-smoke in areas unprovided for smoking (smoking is only allowed in smoking areas);

-carry out hot works (i.e. welding, brazing, metal-cutting etc.) without approval of the Crocus Expo authorities;

All other issues not regulated by the present Instruction, arising during the Exhibition installation period (as well as exhibition days and dismantling periods) shall be settled on-site with the Exhibition Center authorities. If the Exhibitor violates the requirements of the present Instruction, the Exhibition Center administration is authorized to demand the Exhibitor's stand to be dismantled.