

The International Exhibition of Jewelry, Watches, Precious Stones, Machinery & Equipment "ATHENS INTERNATIONAL JEWELLERY SHOW 2025" is organized 21-24/02/2025 by TIF HELEXPO S.A. (Address: 154 Egnatias Street, 54636, Thessaloniki, Greece) after assignment by the Hellenic Jewelry Federation (POVAKO). It is noted that the exhibition shall be organized in accordance with the guidelines of the Exhibitions' Committee that has been appointed by POVAKO.

## ARTICLE 1. AGREEMENT FRAMEWORK

With the submission of the signed application for participation, the exhibitor recognizes and accepts all terms of these Participation Regulations and Technical Facilities Manual. All terms determine the legal framework of participation and govern the lease of exhibition space to the exhibitor by TIF HELEXPO S.A. as well as all technical issues in the stage of set-up, operation & dismantling of the exhibition. Any deviation from the terms of this Regulation can take place only after a written agreement between the two parties.

## ARTICLE 2. RENTAL TERMS

### 2.1. RENTAL AGREEMENT

Leasing of certain exhibition space with or without shell scheme is done by means of an application for participation which is suitably filled in.

The leasing agreement contract between the exhibitor and TIF HELEXPO is in force if TIF HELEXPO has already sent to the exhibitor a letter of acceptance. This letter shall be binding for both parties, even if it deviates from the statement of application for participation except if the exhibitor expresses his/her objections in writing within two (2) days from receipt of this certification.

### 2.2 ELIGIBILITY

Participants in the exhibition can be Greek or foreign manufacturers, craftsmen, representatives, distributors, wholesalers and importers of the products and the services, which are included in the application for participation. Participants in the exhibition can also be other bodies related to the scope of the exhibition: State organizations or Public Services or Non Profit organizations, which wish to promote their activities, as well as publishing houses, with editions that regard matters related to the sectors promoted in the exhibition.

TIF HELEXPO reserves the irreversible right on eligibility of the exhibitors on the criterion of compatibility of the scope of their exhibits with the categories of the products stated on the official product categories. The products, which are irrelevant with the exhibition's product categories, shall not be exhibited unless estimated to be absolutely necessary for the presentation or the operation of certain exhibit.

### 2.3. ALLOCATION - DELIVERY OF EXHIBITION SPACE

**2.3.1.** TIF HELEXPO, to its own judgment and with the assent of the exhibition's committee of POVAKO and in accordance with the official product categories determines the location and area of the exhibiting space, according to its space allocation plan. The stands shall be classified to three (3) basic sectors: 1. Jewels - precious stones; 2. Watches; 3. Equipment - machinery.

**2.3.2.** TIF HELEXPO, to its own judgment, can offer an exhibitor the stand that they have requested or a smaller or a larger area, according to the needs and the conditions and according to the type of the particular stand. In case that smaller or larger space than the one requested is offered, then the leasing cost is accordingly adjusted.

**2.3.3.** If for any reason the space requested is not finally allocated to the interested party, then the exhibitor's Application for Participation is considered finally that has not been accepted by TIF HELEXPO and the amounts paid for down payment and registration fee are refunded without the need of any other procedure. Rejection of an Application for Participation does not give the interested party any right to claim compensation from TIF HELEXPO. After the final stand allocation, TIF HELEXPO informs in writing or electronic every exhibitor on the space allocated in terms of its location and area. The exhibitors are advised to visit the location within a reasonable time after they receive this notification on site so as to have personal knowledge in order to proceed to its arrangement.

### 2.4. USE OF STANDS, FORBIDANCE OF RETAIL SALES, PIRACY

**2.4.1.** The exhibits should be presented only on the leased stand. They should be located in such a way so as not to obstruct nearby stands in either audio or visual terms and any obstacles to the stands or corridors should be avoided. In the case of violation of this rule TIF HELEXPO, to its judgment can disallow demonstrations that can upset or disturb other exhibitors. If the exhibitor does not comply with this rule, then TIF HELEXPO has the right to remove the exhibits from the stand and expel the exhibitor from the exhibition area without loss for TIF HELEXPO.

**2.4.2.** The stands should present exhibits and be staffed with personnel during the operating hours of the exhibition. It is mandatory that the exhibited products are new, except if they are used as complements to other exhibits or if they have an explanatory purpose.

**2.4.3.** Only the products that are on the participation form may be exhibited. TIF-HELEXPO reserves the right to remove exhibits that do not comply with the categories of the exhibition's products or which deviate from the principles of free exhibition competition or which violate the exhibition programme or which have been proved to violate third party industrial property rights. In any case, the exclusively responsible for the use, projection and/or any other presentation of any trademarks, corporate names, mark designations, plans, distinctive markings and other intellectual property rights held by a third party, and, therefore, TIF-HELEXPO and the POVAKO (Panhellenic Federation of Craft Silversmiths Jewelers Watch Sellers) exhibition committee bear no responsibility for any violation, during or due to and because of the

exhibition, of industrial and intellectual property rights of any third party in general.

**2.4.4.** In any case in which a final convicting judgment against an exhibitor has been issued, regarding the violation of third party industrial rights and intellectual property rights in general, TIF-HELEXPO may forbid that exhibitor from participating in current or future exhibitions, and said exhibitor shall not be entitled to compensation for any reason or cause.

**2.4.5.** If the exhibitor wishes to present, reproduce, etc. any work that is the intellectual property of a third party, they unreservedly assume the exclusive responsibility of obtaining from any Collective Copyright Management Organisation and/or any Related Rights Organisation and/or any beneficiaries, the necessary written permission and any fee required by the aforementioned Organisations or beneficiaries shall burden the exhibitor alone, and in any case TIF-HELEXPO and the POVAKO exhibition committee bear no responsibility regarding any violation of third party intellectual and/or related rights.

**2.4.6.** Any direct or special sales to individuals or companies are strictly forbidden. Sale is defined as the exchange of products, as for example exhibits or samples of a trade exhibition and/or the provision of services by the exhibitor to any third party, against payment in money. In the case that any sales agreement takes place during the exhibition, this can be executed only after the end of the exhibition.

**2.4.7.** Posting information about exhibit prices is prohibited.

**2.4.8.** Exhibitors are allowed to promote their products within the limits of their own stand

### 2.5. CO-EXHIBITORS, INDIRECT EXHIBITORS, GROUP PARTICIPATIONS, OTHER PARTICIPANTS

**2.5.1.** It is possible that various firms can share one stand on the condition that the main exhibitor has listed all these firms in the respective co-exhibitors participation form and if this has been approved by TIF HELEXPO.

**2.5.2.** Every firm, which has its own staff and exhibits and uses the stand, which is leased by another exhibitor or organizer, should be registered as co-exhibitor.

**2.5.3.** The cost to lease the space for the participation of any co-exhibitors is always billed to the main exhibitor beyond the co-exhibitor participation fee.

**2.5.4.** Co-exhibitors should also comply with the participation terms, as these apply. The main exhibitor shall be responsible to inform any co-exhibitors on these or any complementary provisions and to assure the acceptance of any possible obligations that result to TIF HELEXPO. TIF HELEXPO reserves its right to communicate with the co-exhibitors either directly or via authorized third party.

**2.5.5.** If certain exhibitor does not state his / her co-exhibitors or if s/he gives data which are incomplete or erroneous in the co-exhibitors' application form, then TIF HELEXPO shall use its judgment in order to compute and charge the respective participation fees, which would be deemed payable if the co-exhibitors application statement had been rightly submitted and which shall burden the main exhibitors and the co-exhibitors in whole.

**2.5.6.** As indirect exhibitors are defined Companies whose products or services are represented by an exhibitor and the names of the company and/or their product or services are presented in the stand. The statement of indirect exhibitors by means of filling in the Represented Companies Form is mandatory.

**2.5.7.** The participation of any Official State Body as well as the participation of Greek or Foreign representatives of any domestic or foreign companies should be necessarily accompanied by the statement of indirect exhibitor for each one of the represented companies.

**2.5.8.** It is possible that collective bodies, of non profitable character (unions, societies, chambers, etc) that represent enterprises, organize a group participation of their members. For their participation to be considered as group, it should cover at least 120 sq. m. of net exhibiting space, with a minimum of 10 participating companies.

**2.5.9.** Greek and foreign representatives of domestic or foreign producers can exhibit their products in the exhibition at the same time with all other authorized proxies, provided they have an authorization in writing from the producing company. In any other case only the representatives duly authorized by the producing company are accepted.

**2.5.10.** An exhibitor can appoint a third party to organize his/her participation in the exhibition. This can be done by means of written statement for the appointment of his/ her representative and by means of his/her written authorization to represent the exhibitor, and any co-exhibitors, for all matters related to the exhibition.

**2.5.11.** TIF-HELEXPO has installed a 45° closed circuit data recording system with a 90 metre range in order to prevent and deter offences and in order to protect exhibitors and visitors. The data shall be kept for a period of fifteen days. TIF-HELEXPO bears no responsibility whatsoever for any other surveillance or recording system (video recording, photography, drones, etc.) which may be used by the exhibitors or visitors

### 2.6. TERMS OF PAYMENT

Together with the Application form, either this is submitted before or after the deadline, the interested party should pay the grand total in advance, soon after the receipt of the PROFORMA INVOICE.

### 2.7. REGISTRATION FEE

The registration fee is compulsory for all exhibitors and co-exhibitors. The registration fee regards rendering of certain services to the exhibitor and the co-exhibitor (promotion, advertisement listing in the Electronic Exhibitors' Catalogue, INTERNET). Payment of registration fee is compulsory independently of whether the exhibitor's name is listed in the Official Catalogue of Exhibitors or not.

### 2.8. REFUND OF DOWN PAYMENT AND PROMOTION FEE

If the Exhibitor requests a change of their exhibition area from Type 2 (standardised structure and

floor tracing) to Type 1 (floor tracing without structure) within a time period of less than 5 days from the opening of the Fair, they pay the compensation for using the exhibition area and an additional amount quoted in the Form of Services & Equipment Provision as this is in force.

In case that TIF HELEXPO has no available space this is notified in writing to the interested party and the amounts that s/he has paid in advance (down payment and registration fee) are refunded to the beneficiaries without need for any other procedure.

**2.9 ACCEPTANCE AND REJECTION OF PARTICIPATION**

**2.9.1.** Every Application for Participation that is submitted is deemed as acceptable or it is rejected. In the case of non acceptance of a timely Statement a relevant document is sent to the interested party.

**2.9.2.** An Application for Participation that is submitted by any party owing money to TIF HELEXPO can be accepted only after payment of the prior debt.

**2.9.3.** Any Application for Participation that includes conditions, claims or limitations, is not accepted.

**2.9.4.** In case the Application for Participation is rejected, then this rejection is irreversible while TIF HELEXPO S.A. is obliged to refund the down payment and the registration fee to the interested party without any other procedure.

**2.10. RIGHTS OF TIF HELEXPO S.A.**

TIF HELEXPO reserves the right to postpone, to temporarily close down, partially or in whole, or to entirely cancel the scheduled exhibition for a justified reason, as for example working disputes or events beyond its own control, with the agreement of POVAKO.

TIF HELEXPO shall exercise its just judgment for the cancellation of an exhibition that seems to be financially inexpedient while the interests of the exhibitors are duly taken into consideration. The mutual obligations of the contracting parties shall become inactive after such cancellation. No claim for compensation or loss shall occur from such cancellation or postponement while TIF HELEXPO shall refund any payments that it has received by the exhibitors for services that have not yet been rendered.

In the case of full or partial postponement of the exhibition the contract agreement shall be considered executable for the new date and duration except if the exhibitor proceeds to written objection within two (2) weeks from notification of this change. The exhibitor shall not have the right to any decrease of the agreed lease.

**2.11. CANCELLATION OF PARTICIPATION**

**2.11.1.** TIF HELEXPO, to its judgment, can accept a written request of an exhibitor for partial or full cancellation of his/her participation in the exhibition after the submission of his/her Application for participation. However, the exhibitor shall remain liable for paying the registration fee and the current cancellation fee in force. The amount to be paid is shown in the following cancellation table. Charges are calculated on the basis of the following information:

- The time when TIF HELEXPO receives written notification by the exhibitor for cancellation of his/her participation in the exhibition.
- The foreseen participation compensation that would be payable for the respective reserved or leased exhibition area on the basis of basic lease, additional charges for sides of the stand and/or standardized structure, as appeared on the Application Form.

TIME OF EXHIBITION PARTICIPATION CANCELLATION	CHARGE
30 to 1 calendar days prior to the exhibition opening date	Withholding of registration fee and the entire participation fee
60 to 31 calendar days prior to the exhibition opening date	Withholding of registration fee and the deposit
61 or more days calendar days prior to the exhibition opening date	Withholding of registration fee

The above mentioned charges are in force no matter if the exhibitor's stand is allocated to another exhibitor while the amount to be paid according to the charges above is payable directly.

**2.11.2.** TIF HELEXPO reserves the right for any additional claims and shall have the right to terminate the leasing agreement or the multi-year leasing agreement or any other service agreement without any notification if the exhibitor cannot, even after reasonable period of time, to respond to his/her contractual obligations and the liabilities of the Terms of Participation or any Complementary Terms for Participation.

**2.11.3.** TIF HELEXPO similarly shall have the right to terminate the agreement without any notification of the exhibitor who does not any more comply with the prerequisites of the Application for Participation, particularly if the exhibitor has changed the scope of his/ her activity and the products or services to exhibit are not any more compatible with the exhibition's product or service categories. This shall apply also if any payment is pending or if the exhibitor is in process of bankruptcy or any other similar litigation in his home country or if the exhibitor's company is in a stage of liquidation.

**2.11.4.** If the leasing agreement for a stand has been terminated for one or more reasons as these are mentioned in the previous paragraph, TIF HELEXPO shall have the right to charge cancellation fee. The amount of this fee shall be defined according to the provisions in force in the case of cancellation of participation of any exhibitor and depends on the time when TIF HELEXPO receives written notification of the events that justify termination of the agreement.

**2.12. DELIVERY - MEASUREMENTS IN SITU - COMMENCEMENT**

**2.12.1.** When the stand is delivered to the exhibitor, the latter shall have the TIF HELEXPO document and the drawing by means of which s/he has been informed that s/he "is accepted as exhibitor and space has been provided to him/her". In the case that during delivery of the stand the exhibitor is not present, but some of his/her employees are present or his/her representative, then the latter shall have with him/her a written authorization by the exhibitor, which shall prove his/her competency to undertake the space. Any minor differences in dimensions in relation to the initial floor plan which was sent to the exhibitor, shall be resolved in situ upon stand delivery or during the operation of the Exhibition. In the case of any technical weakness or emergency, due to the organizer, the exhibitor shall be relatively informed. Details regarding the delivery and acceptance of the spaces (working schedule) shall be given by the competent TIF HELEXPO office and the exhibitor is obliged to comply with the written instructions by TIF HELEXPO.

**2.12.2.** Any stand that has not been occupied by the exhibitor until the opening of the Exhibition is considered to be free and TIF HELEXPO can allocate it to another exhibitor. Non acceptance of the space by the exhibitor is considered cancellation and provisions of article 4.11 of this regulation apply thereupon.

**2.12.3.** If the Exhibitor asks for a change of venue from Type 2 (standardised structure and floor trace) to a Type 1 (floor trace without structure) within a time period shorter than 5 days prior to the opening of the exhibitor event, s/he must pay the venue use compensation and shall be charged with the amount mentioned in the standing Service and Equipment Provision Document.

**2.12.4.** Final measurement of the stand area that is delivered and occupied by the exhibitor is done by TIF HELEXPO in situ and during the exhibition. The exhibitor is immediately informed in writing by means of an invoice about the result of the final measurement of the stand area and if s/he objects, then on the very next day s/he should submit his/her objection in writing to TIF HELEXPO. After this date any measurement of any space shall be considered to be final and they shall be unreservedly accepted by the exhibitor. In the case that the exhibitor submits in writing his/her objection within the set time then new measurement of the area is taking place in the presence of the exhibitor. This result is undisputed and final for the exhibitor.

**ARTICLE 3. BILLING & DATES OF PAYMENT**

- 3.1.** The billing policy of the exhibition is as mentioned on the Application Form.
- 3.2.** The minimum obligatory space of a pavilion is 9sq. m.

**ARTICLE 4. SET UP-OPERATION-DISMANTLING**

**Exhibition set-up stage:** from 18/02/2025 to 20/02/2025 during the hours 07:00 - 23:00. TIF HELEXPO does not bear any responsibility whatsoever for any delay that is not due to its capacity.

All setting up and decoration works at exhibition stands must have been completed on the day prior to the opening of the exhibition, namely on Thursday 20/02/2025, the latest until 23.00 pm.

**Exhibition operation stage:** from 21/02/2025 to 24/02/2025 as followed: Friday, Saturday, Sunday: 10:00-20:00, Monday: 10:00-19:00. On the first day of the exhibition, exhibitors are allowed to enter the exhibition areas two (2) hours before the opening. For the remaining 2 days, exhibitors will be allowed at exhibition areas only one (1) hour before the opening.

Exhibitors should leave the exhibition areas half an hour the latest after the daily closure of the exhibition. Staying beyond this hour limit is allowed only after special permit granted by TIF HELEXPO.

**Exhibition-dismantling stage:** 25/02/2025 from 07:00 to 23:00 hours.

Exhibitors should leave and exhibits should be removed from the exhibition area on the last day of the exhibition; this process shall start two (2) hours after its final closure and until 23:00. Any security services shall continue to be offered also after termination of the exhibition until Tuesday morning 25/02/2025 at 09:00 hours.

**ARTICLE 5. ENTRY CARDS**

The personnel employed in any stand of the exhibition area, should have an entry card. The number of entry cards given to the exhibitors is based on the certified size of the stand. Every exhibitor is entitled to free entry cards for him/her-self and their personnel. The number of cards provided is 1 entry card for every 3 square meters of the stand. If the exhibitor wishes to have more cards s/he shall be charged with the amount of 10,00€/ card.

The exhibitor's entry cards are sent electronically at a reasonable time before the exhibition. Entry cards are also available from the Secretariat of the Exhibition at the premises of METROPOLITAN EXPO.

Each card bears the name and commercial name of the card holder, as written by the exhibitor. Each card is strictly personal and:

- If lost, it is not replaced
- If requested, the holder should also present his/her ID card
- If found in the hands of any third party it is removed

**ARTICLE 6. PREPARATION OF EXHIBITION - CONSTRUCTION OF PAVILLIONS - DECORATIVE LABELS/ MARKINGS**

**6.1.** The construction of the exhibition stand is obligatory and the exhibitor bears exclusively the burden of the cost, whether carried out through TIF HELEXPO S.A. (floor trace with a standardized structure Type 2) or carried out by the exhibitor him/herself (floor trace Type 1). For floor trace

exhibition stands (Type 1), accepting the stand requires the submission of a formal statement on the sound and safe operation of construction works and electrical installations, accompanied by an Electrical Installation Plan and an Electrical Permit Copy from the relevant Ministry.

**6.2.** The approval of these plans is carried out by competent TIF HELEXPO S.A. Services under the condition that the plans are submitted within the deadline and well in advance of the exhibitor's installation at the stand. Non-approval of the plans by competent TIF HELEXPO S.A. services obliges the exhibitor to adapt or amend the points highlighted by said TIF HELEXPO S.A. services.

**6.3.** Maximum height of type 1 structures is set to 3,00 meters. Surrounding sides of the stands (pavilions or outdoor spaces) should be artistic from all views. This TIF HELEXPO decision is obligatory for the exhibitors, who are responsible for any wear or loss of the decorative items.

**6.4.** The perimeter facades of exhibition stands (within pavilions or outdoors) must be aesthetically pleasing on both sides. This decision of TIF HELEXPO S.A. is binding for all exhibitors. Exhibitors are responsible for wear and tear or loss of decorative items.

**6.5.** Two storey exhibition stands, as well as exhibition stands with a roof, are not allowed.

**6.6.** As far as construction on floor traces (Type 1) is concerned, the exhibitor is fully responsible throughout the construction and operation of the exhibition for the application of safety measures required. The exhibitor bears all penal and civil responsibility for any accident or malfunction, that may occur to himself, his staff or any third parties, due to actions directly or indirectly related to the construction of the exhibition stand and during the period of time from the commencement of such construction until full dismantling has been completed. Furthermore, s/he bears exclusive responsibility for any machinery operating or on display at the exhibition stand.

**6.7.** As far as the construction on floor traces with a standardized structure (Type 2) is concerned, after the delivery of the construction to the exhibitor, any structural change that may decrease applicable safety measures is forbidden. In such a case, the exhibitor undertakes exclusive penal and civil responsibility for any accident or malfunction that may occur to her/himself, her/his staff or third parties, due to actions directly or indirectly related to the reconstruction of the exhibition stand and during the period from the delivery of the construction until it has been completely dismantled.

**6.8.** When the exhibitor's decorative signs-markings are more than 2.5 meters high, it is required that a construction Plan should be submitted to the appropriate TIF HELEXPO S.A. Services for approval. If this is not the case, if the decorative sign-marking is interfering with other exhibitors sharing exhibition stand boundaries, there will be an immediate intervention by TIF HELEXPO S.A. Services, which may proceed to even remove the of ending sign-marking, if this is deemed necessary. The cost of the dismantling will be born by the exhibitor.

**6.9.** It is strictly forbidden to connect separate exhibition stands (even if they are being used by the same exhibitor) with decorative signs-markings or flooring or any other structural element, when they are separated by a public aisle unless prior written approval is given by TIF-HELEXPO SA, specifying the terms of approval.

**6.10.** Entrance to Exhibition Facilities is free of charge to Exhibitors' crews during preparation time, assembling and dismantling of exhibition stands; however, TIF-HELEXPO S.A. security personnel have the right to check the identity of individuals entering its premises. Individuals unable to provide proof of their participation in the preparation assembling or dismantling works of exhibition stands may be asked to leave the premises.

**6.11.** All stands with elevated flooring above 4 cm, must have ramps for accessibility for people with disabilities.

**6.12.** Stands over 50 square meters, having three or four sides facing aisles, must have at least two unobstructed entrances and exits for visitors, located on different sides of the stand, each with a minimum width of 2 meters.

**6.13.** Enclosed spaces (offices, storage rooms, etc.) within the exhibition stands are allowed up to a total of 30 square meters, and within these spaces, a portable fire extinguishing device (fire extinguisher) must be placed mandatory.

#### ARTICLE 7. RETURN OF THE STANDS- DEPARTURE

**7.1.** Every exhibitor is obliged, upon the termination of the Exhibition, to deliver to TIF HELEXPO, within the time foreseen by Article 2 of this Regulation, the stand in the status that s/he received it.

**7.2.** After termination of the exhibition the exhibitors have to remove outside the area of METROPOLITAN EXPO anything that they have positioned or constructed inside the spaces that they have used (general decoration)

**7.3.** After this time limit the objects inside the stand are considered to be waste and they are removed. TIF HELEXPO has the absolute irreversible authority by the exhibitor, who neglected this obligation, to proceed to the necessary actions in order to remove every object from the exhibition premises, but the cost and liability burdens the exhibitor while the objects and materials become the property of TIF HELEXPO without any compensation to the exhibitor.

**7.4.** Removal of any exhibits, furniture, equipment, decorations, etc from the area of METROPOLITAN EXPO is allowed only after termination of the exhibition and only if the exhibitor has paid off any pending balances for use or any other debt to TIF HELEXPO and then they can receive the relevant exit permission from the Accounting Department.

#### ARTICLE 8. ADMISSION OF VISITORS IN THE EXHIBITION AREA

**8.1.** Entry is allowed only for trade visitors and those carrying a trade visitor pass.

**8.2.** Admission of visitors in the exhibition area is done exclusively with a ticket of 10,00 € and on the strict condition that the incomers can prove their professional identity. In order to facilitate entrance, an electronic pre-registration system shall operate where the potential visitor can

submit the details that shall prove their professional identity.

**8.3.** Entrance is not allowed to travelling salespersons aiming at selling their products inside the exhibition areas.

#### ARTICLE 9. ENTRANCE AND MOVING OF VEHICLES

**9.1.** Entrance of vehicles of exhibitors: during the days of operation of the exhibition parking for exhibitors and visitors is free. Parking is allowed only at foreseen outdoors designation area of METROPOLITAN EXPO that is made known to the exhibitors by the competent services of TIF HELEXPO. Exhibitors and visitors are responsible for the safety of their own vehicles.

**9.2.** Rules and regulations of moving inside the exhibition's premises should be strictly abided by so as to assure normal flow of traffic. In any case inside the Exhibition Centre all provisions and regulations of the Road Traffic Code are in force while the maximum speed allowed for all vehicles is 20 km/ hour.

**9.3.** Any vehicles, trailers, containers or obstacles of any kind that illegally park inside the exhibition's areas shall be toed by TIF HELEXPO and the relevant costs shall burden the owner/ driver.

#### ARTICLE 10. PROMOTION

**10.1.** The exhibitor should exclusively promote the products that s/he has stated in the Official Exhibits' list and only within the limits of his/her stand.

**10.2.** Promotion can be done by means of printed material or samples, which can be offered to the visitors for free.

**10.3.** Promotions that are contrary to the upright customs or have a political character are not allowed. Also it is not allowed to use, in any way, the TIF HELEXPO S.A. logo, as well as the logos of the exhibition and of METROPOLITAN EXPO without the prior written consent of the aforementioned firms.

**10.4.** It is forbidden to any third party to take pictures or to videotape the stands without the consent of the exhibitor and TIF HELEXPO.

**10.5.** It is not allowed to distribute printed material or advertising material at any other point of the exhibition but at the stand of the exhibitor, except if TIF HELEXPO has provided special permission for that.

**10.6.** Banners and advertising labels are allowed only at the specially configured locations at the reception areas of METROPOLITAN EXPO.

**10.7.** Exhibitor promotion within the Exhibition Center during the exhibition can be carried out in various ways, described in detail in the marketing manual, which is posted on the website [www.helexpo.gr](http://www.helexpo.gr).

**10.8.** Photographing or video-recording of exhibition stands by third parties is not allowed, without TIF HELEXPO SA previous written consent.

**10.9.** Should any exhibitor wish to make television, video or other productions using new media or to take photographs of exhibition premises, or wish to accompany their exhibit with music or songs, or to present, reproduce, etc a third party's intellectual work, they assume unconditional sole responsibility to acquire the written permissions necessary from The Hellenic Society for the Protection of Intellectual Property (AEPI) and any other relevant Agency for the Collective Management of Intellectual Property in a timely fashion. It is the exhibitor's responsibility to pay all relevant fees to such Agencies and TIF-HELEXPO S.A. bears no responsibility for the reproduction of music or songs or the incidental violation of third parties' intellectual property. Exhibitors must inform TIF HELEXPO S.A. for the use of any audio-visual equipment, and receive written approval prior to its use.

#### ARTICLE 11. CATALOGUE OF EXHIBITORS

**11.1.** TIF HELEXPO publishes and circulates the Catalogue of Exhibitors either in printed or electronic form at its discretion.

**11.2.** Only TIF HELEXPO and persons or firms that have its order have the right to publish a Catalogue of Exhibitors or any other relative printed material and use the title of TIF HELEXPO.

#### ARTICLE 12. ADVERTISEMENT IN THE EXHIBITORS' CATALOGUE

**12.1.** Every exhibitor has the right to ask for a promotional entry in the Exhibitors' Catalogue against payment on the basis of the price list in force.

**12.2.** The entry is considered valid after the interested party submits to TIF HELEXPO the order for advertising in the exhibitors' catalogue suitably filled in and signed.

**12.3.** Also other firms of other sectors beyond the exhibitors of TIF HELEXPO have the right to promotion entry in the Catalogue. It is not allowed to companies of the particular sector to be promoted through the Catalogue if they do not participate in the Exhibition.

#### ARTICLE 13. SECURITY SERVICE

**13.1.** Security service is offered in general for the area and not the individual exhibits. The personnel of the Security Firm have the responsibility of smooth operation of the exhibition, maintenance of order and safety as well as application of the relevant operation and safety regulations.

**13.2.** For individual exhibits Special Security is provided against payment exclusively by the authorized by TIF HELEXPO Security Company. Compliance with the recommendations of the security people is an obligation of all people inside the areas of the exhibition.

**ARTICLE 14. EMERGENCY EXITS AND SECURITY INSTALLATIONS**

In order to assure that the fire brigade vehicles and the ambulances have unhindered access to the premises the following locations should always be free:

- Rescue exits
- Corridors and areas designated for security services
- Access gates for fire brigade vehicles and rescue services
- Vehicle approach accesses to the corridors
- Fire networks (hoses and pipes)
- Electrical panels

All doors to the emergency exits should be kept clean so that they can open wide from inside. Access to all exits and emergency exits should be unhindered. It is not allowed to cover the exits' signaling marks. TIF HELEXPO reserves the right to transfer any vehicle or object, on expenses of its owner, if this occupies space or obstructs access to emergency exits, to areas designated for security services or to the corridors.

**ARTICLE 15. RESPONSIBILITIES OF EXHIBITORS**

**15.1.** The exhibitor is obliged to replace any damage in case that TIF HELEXPO is deemed responsible against any third party.

**15.2.** TIF HELEXPO is not responsible for any actual defects or omissions, for properties that have been agreed for any kind of spaces, which are leased, for any purpose (including restaurants, canteens, bars, etc) thus it is not responsible for any wears, partial or total damages or alterations to exhibits, which can result from such omissions or defects.

**15.3.** TIF HELEXPO is not responsible for losses, damages or wears (partial or total) or destructions to the exhibits, materials of the decoration or any other things that the exhibitor or in general the lessor has brought in the stand or storage area if these happen either during or before or after the Exhibition.

**15.4.** Unpaid financial or other debts to TIF HELEXPO from participations (stands, promotions, telephone, utilities, etc) are surcharged with the legal interest since the termination date of the exhibition.

**15.5.** The exhibitor is the sole responsible for any accident that can take place during demonstrations of the machineries - tools while TIF HELEXPO does not bear any responsibility against the victim. In the case that TIF HELEXPO is considered accountable against any third party then the exhibitor is obliged to compensate all damage done to TIF HELEXPO.

**15.6.** It is strictly forbidden to open holes, to put nails, to hang or to glue anything on any structural element of the building (columns, floor, panels, etc).

**15.7.** The exhibitor is responsible for any wear or damage cause by him/her or their crew to any kind of premises, buildings, floors, green areas, roads and other items of METROPOLITAN EXPO. Wear of the above, results to financial compensation that is set by the Technical Service after the respective costing of damages and of violations.

**ARTICLE 16. MEDICAL SERVICES**

TIF HELEXPO offers First Aid Medical Services to the Exhibitors and the Visitors of the exhibition throughout its whole duration by means of a specially equipped doctor's office at the premises of METROPOLITAN EXPO.

**ARTICLE 17. GENERAL RESTRICTIONS**

**17.1.** It is forbidden to the exhibitors to proceed to any alteration in the use of the areas as well to arbitrarily occupy space beyond the one allocated to them.

**17.2.** It is forbidden to sublease the space (partially or wholly) or to offer the space for free to any third parties by the exhibitor.

**17.3.** It is forbidden to carry inside and to present at the METROPOLITAN EXPO premises inflammable or explosive materials or war equipment materials.

**17.4.** It is forbidden to light up any fire anywhere. The exhibitors should care to take fire safety measures at their stands. It is obligatory to use slow burning materials in all constructions.

**17.5.** It is forbidden to disturb by means of audio or visual systems or in any other way. HELEXPO has the right, if the exhibitor continues to upset audibly, to immediately proceed to cease the operation of the system independently from any penalties that it can also impose.

**17.6.** It is forbidden to smoke indoors.

**17.7.** No animals are allowed in the exhibition's premises.

**17.8.** It is not allowed to store or create waste in the corridor or premises of the exhibition.

**17.9.** It is not allowed to handle mechanic lifting devices or cranes in the exhibition's areas without prior authorization.

**17.10.** It is not allowed to operate any transmission (radio, TV, equipment for radio communications) in the exhibition's premises without the written clear consent by HELEXPO.

**17.11.** Whoever wishes to proceed to TV productions, video and new media productions or to take photographs of the stands they should first take clear permit by the exhibitor involved. The creation of any television, video or new media productions for commercial reasons requires prior approval by TIF HELEXPO.

**17.12.** It is forbidden to use plaster boards to construct pavilions.

**17.13.** It is not allowed to construct two storey pavilions.

**17.14.** It is not allowed to reject toxic, oily or other environmentally harmful waste to the sewage of METROPOLITAN EXPO.

**17.15.** It is forbidden to operate or demonstrate devices that influence the area's air environment as for example smoke devices, steam producing appliances, or scenting devices etc without the

use of the suitable exhaust system and under the coordination of the technical service.

**17.16.** It is strictly forbidden to carry out work in high temperatures by means of use of drills, welding work or dying compressor work indoors.

**17.17.** It is strictly recommended to recycle materials from plastic and paper into the special recycling bins, which are outside at the back area of the hall. It is forbidden to reject any other type of waste in such bins.

**17.18.** Throughout the duration of this fair, retail sales are prohibited.

**ARTICLE 18. IMPORTS - TRANSFER OF EXHIBITS**

**18.1.** Any exhibits coming from abroad that are duty free items should be accompanied by suitable bills of lading.

**18.2.** At the premises of METROPOLITAN EXPO imported exhibits can be introduced according to the relevant rules in force.

**ARTICLE 19. REGULAR OPERATION INSPECTION**

**19.1.** TIF HELEXPO with its Services is the only one having the right to inspect and verify normal operation of the Exhibition, maintenance of terms of this Regulation as well as maintenance of the various contracts with the exhibitors and lessors.

**19.2.** In the case that any exhibitor or lessor of TIF HELEXPO violates the provisions of this regulations then they immediately loose the right to participate in the exhibition while all his/her debts to TIF HELEXPO remain pending and are paid to it. The relevant stand is immediately sealed by TIF HELEXPO which has no liability for any of the damages of the violator. TIF HELEXPO, to its own judgment, can decide to impose financial fine (penalty clause) to any violating exhibitor or third party, which can amount to tenfold the agreed lease. Beyond this TIF HELEXPO reserves the right to exclude also in the future the participation of any relapsing violators of this article.

**19.3.** TIF HELEXPO has the right to change or complement this Regulation at the same time informing the interested parties as well as to adjust its various prices accordingly.

**19.4.** For any disputes between TIF HELEXPO and any third party the Courts of Thessaloniki are competent' to rule their resolution.

For TIF-HELEXPO  
**Dr. Kyriakos Pozrikidis**  
Managing Director

For POVACO  
**Petros Kalpakidis**  
President

**IMPORTANT INFORMATION CONCERNING YOUR PERSONAL DATA**

TIF HELEXPO receives your data which are kept in an (electronic and/or physical) archive under its responsibility, taking all the appropriate security measures. We would like to inform you that we will use the data we request solely and exclusively in order to manage and discharge our contractual and legal obligations. We are obligated to retain these data for the minimum period required by the legislation in force in order to discharge our obligations to third parties (including tax authorities) for the period laid down in the relevant provisions. Should the above limitations cease to apply, we will permanently delete your data after having previously notified you. You have the right to access, rectification and erasure of your personal data, as well as the right to their portability for transmission to a different Controller or Processor by sending a relevant request to the Technical Studies Project and Monitoring ISO & GDPR Department, or an e-mail message to the address [dpo@helexpo.gr](mailto:dpo@helexpo.gr). You also have the right to withdraw your consent for the processing of your data on our part. In this event, please bear in mind that this withdrawal may automatically entail the cessation of our cooperation, given the necessity of processing your data in order to perform our contractual obligations. In any event, we may request your identity data in order to make sure that we are not communicating your personal data to anyone else. We will take every possible measure to satisfy your requests within thirty days from receiving them, as we are obligated to do, notifying you of the completion of your request or the reasons hindering the exercise of your rights or the satisfaction of one or more of your rights, as well as the reasons any delay on our part beyond thirty days. Additionally, we will notify you of your further rights in the event of undue response on our part to your requests. If you feel that your rights with respect to your personal data are being harmed, you always have the right to lodge a complaint with the competent Supervisory Personal Data Protection Authority: <http://www.dpa.gr>, 1-3, Kifissias Street, GR-11523, Athens, Tel.: 210 6475600, e-mail: [contact@dpa.gr](mailto:contact@dpa.gr). In this event, we would particularly appreciate your prior communication with our Data Protection Officer (DPO) either by sending a physical letter to the company headquarters (ALPHA PLAN CONSULTANTS 25A, I.KOLETI str. KLEOVoulos ALEXIADIS) or by sending an e-mail message (to the e-mail address: [dpo@helexpo.gr](mailto:dpo@helexpo.gr)), always including your full particulars and the reason for communicating with the company. You can find our Personal Data Protection Policy on our website, [https://www.helexpo.gr/en/GDPR\\_Policy](https://www.helexpo.gr/en/GDPR_Policy).

(signature/seal)