



# INTERNATIONAL TRADE FAIR MOSCOW



## CeMAT RUSSIA 2010

International Trade Fair for Materials Handling and Logistics

28 September – 01 October 2010  
All-Russian Exhibition Centre, Moscow

### APPLICATION FOR STAND SPACE

This contract is hereby made between the Organizer Deutsche Messe, Germany and the exhibitor as named below for this exhibition.

#### EXHIBITOR DETAILS

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

\_\_\_\_\_

Street: \_\_\_\_\_

City: \_\_\_\_\_

Postal code: \_\_\_\_\_ Country: \_\_\_\_\_

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Contact person for exhibition matters: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_

**- 10 % Early Bird Discount on Basic rent by 26 February 2010-**

Organized by  
**Deutsche Messe AG**  
Messegelände  
30521 Hannover  
Germany  
Tel +49 511 89-0  
Fax +49 511 89-39681  
www.cemat-network.com

In co-operation with:  
**ITE LLC Moscow**  
15, Building 1, Zubarev per,  
Moscow 127164,  
Russia  
Tel: + 7 495 935 7350  
Fax: + 7 495 935 7351  
www.itfm-expo.ru

**STAND SPACE APPLICATION** (Please choose only one option) Space allocation will be assigned by the Organizer

**Option 1: Basic stand rental** Raw Space (minimum 18 sqm)

Rate: EUR 220,-/ sqm x \_\_\_\_\_ sqm Subtotal: \_\_\_\_\_

Surcharges: + \_\_\_\_\_ % on Basic stand rental (corner- /end-/ island stand - see page 6 – terms & conditions)

Registration: + EUR 250, - fixed fee (see terms & conditions)

Total area: \_\_\_\_\_ sqm Total cost: \_\_\_\_\_

Special requests: \_\_\_\_\_

**Option 2: Package price** Space incl. shell scheme (minimum 12 sqm)

Rate: EUR 285,-/ sqm x \_\_\_\_\_ sqm Subtotal: \_\_\_\_\_

Surcharges: + \_\_\_\_\_ % on Basic stand rental (corner- /end-/ island stand - see – terms & conditions)

Registration: + EUR 250, - fixed fee (see page – terms & conditions)

Total area: \_\_\_\_\_ sqm Total cost: \_\_\_\_\_

Special requests: \_\_\_\_\_

**The package price includes:** stand rental, rear and side walls 2.50 m. height, carpet, fascia panel with company name without logo, 1 table, 4 chairs, 1 lockable cupboard, 1 coat rack, general aisle cleaning and general pavilion security

**Option 3: International Pavilion** Group stand package (minimum 9 sqm)

Rate: EUR 310,-/ sqm x \_\_\_\_\_ sqm Subtotal: \_\_\_\_\_

Registration: + EUR 250, - fixed fee (see page 6 – terms & conditions)

Total area: \_\_\_\_\_ sqm Total cost: \_\_\_\_\_

Special requests: \_\_\_\_\_

**The International Pavilion includes:** Stand rental; wall panels; carpeting; 1 table; 4 chairs; 1 info counter; lockable cabinet with shelves + coat hanger, waste paper basket; 3 spotlights (100 W); 1 electric socket (230 V); company sign in English

**Service Area:** Information counter; contact person on site during the whole exhibition (English speaking); snacks & drinks; kitchen area; lounge area (tables + chairs)

**Note:** The Organizer reserves the right to alter the size of the stand slightly

**CO-EXHIBITOR**

We register the following company as a **co-exhibitor** according to the Terms & Conditions for Participation (please photocopy this form if you apply for more than one co-exhibitor).

----- **250 EUR Registration fee applies** -----

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

Street: \_\_\_\_\_

City: \_\_\_\_\_

Postal code: \_\_\_\_\_ Country: \_\_\_\_\_

Contact person: \_\_\_\_\_ Position: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

**We represent the following companies in Russia (only if applicable):**

Company name / Country: \_\_\_\_\_

**TYPE OF COMPANY** (Please ✓ tick the appropriate box)

- |  |  |
|--|--|
| <input type="checkbox"/> Manufacturer      | <input type="checkbox"/> Organizer for group participation |
| <input type="checkbox"/> Importer          | <input type="checkbox"/> Exporter                          |
| <input type="checkbox"/> Distributor/Agent | <input type="checkbox"/> Association/Institution           |
| <input type="checkbox"/> Other: _____      | (please specify)   |

**EXHIBITS**

We will be displaying the following exhibits. Please also ✓ tick the appropriate exhibit category on the attached list your product display corresponds to.

\_\_\_\_\_  
\_\_\_\_\_

**EXHIBITOR AGREEMENT**

To all the exhibits on display, we either own the intellectual property rights, or have the authorization or permission for exhibition from the owner of the intellectual property rights, which have no infringement activity involved. Otherwise, we will remove the infringed exhibits from display immediately and will not use this reason to request back any participation fee.

**DECLARATION BY THE EXHIBITOR**

We agree that this application, when approved by the Organizer, shall constitute, together with the Terms & Conditions for Participation annexed hereto, and any additions which may be made pursuant to the said Terms & Conditions, a valid and legally binding contract. We have read and hereby fully agreed to the Terms & Conditions for Participation.

\_\_\_\_\_  
Name of authorized signature

\_\_\_\_\_  
Position

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company Stamp

**Mode of payment:**

Cheques/Bank drafts are to be made payable to:

**Deutsche Messe AG, Hannover**

Telegraphic transfers are to be wired to the bank account of Deutsche Messe AG as follows:

Banker: **Bankhaus HALLBAUM AG**  
An der Börse 7  
D-30159 Hannover  
Account: **104 000**  
IBAN : **DE 88 250 601 80 0000104000**  
SWIFT: **HALL DE 2H**  
BLZ: **250 601 80**

**Form return address:**

**Deutsche Messe**  
Department 111  
Messegelände  
30521 Hannover  
Germany

Phone: +49 511 89-32113  
Fax: +49 511 89-39681  
Carsten Fricke/ Julia Bress  
e-mail: [carsten.fricke@messe.de](mailto:carsten.fricke@messe.de)  
e-mail: [julia.bress@messe.de](mailto:julia.bress@messe.de)

Organized by



**Deutsche Messe**  
Worldwide

in cooperation with



MAT RUSSIA 2010, application forms international/ terms & conditions

**PRODUCT CATEGORIES** (PLEASE ✓ TICK THE BOXES YOUR EXHIBIT PROGRAM CORRESPONDS TO)

**MECHANICAL HANDLING**

- Cranes – Accessories for cranes lifting equipment
- Series lifting equipment, lifting platforms
- Hoistable man platforms
- Continuous mechanical handling equipment, monorail conveyors
- Industrial trucks, accessories
- Fork lift trucks, accessories
- Mechanical handling
- Mounted Equipment
- Driverless transport systems, storage and retrieval equipment for shelves and racks
- Manual trolleys
- Lifts, elevators, escalators, moving pavements, cable cars
- Accessories for all mechanical handling

**WAREHOUSE TECHNOLOGY AND WORKSHOP EQUIPMENT**

- Warehouse systems, shelving systems, shelving technology
- Factory equipment, workshop equipment
- Pallets, bins and containers
- Industrial doors and gates
- Cleaning systems for warehouse and storage facilities
- Warehousing accessories, general

**PACKAGING AND ORDER PICKING EQUIPMENT**

- Packaging equipment for warehouse and shop floors
- Weighers and metering devices
- Packaging and order picking systems

**LOADING TECHNOLOGY**

- Dock levelers
- Loading ramps, platforms and bridges
- Loading equipment, bulk material, containers, mixed cargo

**ENTIRE SYSTEMS FOR MATERIAL HANDLING TECHNOLOGY, WAREHOUSING TECHNOLOGY, INTRALOGISTICS**

- Entire conveying systems
- Turnkey systems for Intralogistics
- Entire supply-chain management
- Entire robot and handling systems

**INTRALOGISTICS – SYSTEMS AND SOFTWARE**

- Computer systems and control systems for material flow and intralogistics
- Integrated IT-solutions for material flow and intralogistics
- Identification technology, AUTO ID systems, sensors for intralogistics
- Application software and solutions for intralogistics and transportation logistics
- Branch-specific solutions for intralogistics and transport

**LOGISTICS SERVICES AND OUTSOURCING**

- Logistics management
- Transport logistics
- Logistics and intralogistics services
- Joint/ system services for logistics
- eLogistics services
- Consulting, planning, financing and project management
- Maintenance services

## TERMS & CONDITIONS FOR PARTICIPATION

### Framework of contract

By registering for the event, the exhibitor acknowledges and accepts all aspects of the following Conditions for Participation in **ITFM International Trade Fair Moscow - CeMAT RUSSIA 2010**. The application forms as well as these conditions shall collectively define the legal framework for participation in the event and govern the booking of exhibition space by the exhibitor, unless otherwise agreed upon by the parties.

The prior written consent of the Organizer shall be required for the exhibitor to assign the rights and obligations arising from or in connection with this agreement to a third party.

### Terms of business

#### 1. Space booking contract

A stand space is booked by submitting a completed registration form. The contract between the exhibitor and the Organizer takes effect once the Organizer has dispatched the stand confirmation. If the contents of the stand confirmations differ from the contents of the exhibitor's registration, the contract shall be concluded on the basis of the stand confirmation, unless the exhibitor objects in writing within two weeks.

#### 2. Eligibility

The Organizer shall rule on the eligibility of exhibitors based on the compatibility of their range of exhibits with the product categories at the event. Products that do not match the product categories at the event may not be exhibited unless these are absolutely necessary for the presentation or functioning of the eligible exhibits.

#### 3. Allocation of stand space

The Organizer shall allocate stand space in accordance with the compatibility of registered exhibits to a particular trade fair and/or specific topic, and is not obligated to fulfil specific requests for allocation of a particular stand space.

The Organizer reserves the right to deviate from the stand confirmation by subsequently allocating a different location, or altering the size of the stand, or shifting and/or closing entrances and exits to the Exhibition Grounds and halls, or undertaking any such structural alterations, provided the organizer has significant interest in such actions necessitated by extraordinary circumstances.

The exhibitor may rescind the contract in writing within one week following notification of such changes, if his interests are unreasonably encroached upon by the alterations.

#### 4. Stand design, construction and use

The exhibitor shall be responsible for the construction, design, and safety of his stand, in accordance with the General Regulations and Technical Regulations of the Organizer and the exhibition grounds management. Exhibits must be displayed only within own stand space, and they must not disturb neighbouring stands/spaces acoustically or visually, and should not create any obstructions within the stands or aisles. In case of non-

compliance, the Organizer may, at its discretion, forbid displays that are a disturbance or nuisance. If the offence is repeated, the Organizer may terminate the contract without notice.

Stands must display exhibits and be occupied by staff during opening hours. Only brand-new items may be exhibited, except if the items are merely fixtures or are for illustrative purposes.

Only registered exhibits may be displayed. The Organizer is entitled to remove exhibits that are not compatible with the product categories at the event, or which violate the principles of fair competition, or infringe upon the intellectual property rights of a third party.

The exhibitor may conduct interviews or surveys only on his own stand space.

#### 5. Other participants/co-exhibitors

Several companies may share a stand area only if the main exhibitor has listed all such firms in his application for inclusion as co-exhibitors, and which have been approved by the Organizer.

Any firm, which has its own personnel and exhibits and uses the stand space of an exhibitor, must be registered as a co-exhibitor.

Co-exhibitors are also subject to the terms of these Conditions for Participation, as applicable, whereby the main exhibitor shall be responsible for informing his co-exhibitors of these and any supplementary provisions. If several companies wish to book a stand together as joint main exhibitors, they shall authorize a common representative in their application. In any event, each of the exhibitors shall be required to employ personnel to staff the stand. Joint main exhibitors shall be jointly and severally liable for the participation fees and charges for any services used.

An exhibitor may appoint a third party to set up the exhibition stand or otherwise organize his participation in the trade fair. This can be done by naming the representative and authorizing him in writing to represent the exhibitor and any co-exhibitors in any and all matters related to the fair, including the placing of legally binding orders.

#### 6. Participation charges and payment deadlines

##### I. Participation charges

##### a) Option 1:

##### Stand space without stand construction

Includes: space, general aisle cleaning and general pavilion security

##### **Basic Rent:**

Application form received by February 26, 2010  
(reduced fee): € 198 /sqm

Application form received as of February 27 2010  
(standard fee): € 220 /sqm

### Surcharges on the basic rent:

-for extra open sides:  
corner stand (open on 2 sides) + 10 % on Basic rent  
end /peninsular stand (3 open sides)+ 15 % on Basic rent  
island stand (open on 4 sides) + 20 % on Basic rent

- for double decker + € 110/sqm  
(Upon request only)  
(usable space on the upper floor of two-storey stands

- registration fee\*) € 250 fixed fee

### b) Option 2:

#### Equipped Stand Space

(stand space, stand construction and additional key services :)

Includes: space, rear and side walls 2.50 m. height, carpet, fascia panel with company name without logo, 1 table, 4 chairs, 1 lockable cupboard, 1 coat rack, general aisle cleaning and general pavilion security).

**Please be aware that Electricity is not included and to be paid separately**

#### **Basic Rent:**

Application form received by February 26, 2010  
(reduced fee): € 256,50 /sqm

Application form received as of February 27, 2010  
(standard fee): € 285 /sqm

### Surcharges on the basic rent:

for extra open sides:

- corner stand (2 open sides) + 10% on Basic rent  
- end/peninsular stand (3 open sides)+15% on Basic rent  
- island stand (open on 4 sides) +20 % on Basic rent  
- for double decker (usable space on the upper floor of two-storey stands (By request only) + €110 /sqm

- registration fee\*) € 250 fixed fee

### b) Option 3:

#### International Pavilion

#### **Basic Rent:**

Application form received by February 26, 2010  
(reduced fee): € 279 /sqm

Application form received as of February 27, 2010  
(standard fee): € 310/sqm

#### Inclusion of co-exhibitors:

- registration fee\*) per co-exhibitor € 250 fixed fee  
(invoiced to the main-exhibitor)

### \*) Services included in the registration fee:

complimentary tickets, Entries in Exhibition catalogue and Webpage, granting an exhibition catalogue, tickets for evening reception, visitor promotion (including manufacturing and distribution of complimentary tickets, information materials of the Exhibition, advertising of the Exhibition in mass-media and others), registration and the organization of work of the Exhibition for the Exhibitor, insurance of the property interests connected with obligations, arising of causing harm to life, to health, work capacity and property in connection with rendering of services on the organization of the Exhibition, and also with operation of corresponding exhibition spaces for the period of the Exhibition.

### II. Taxes

All participation charges are net amounts in EUR subject to VAT

### III. Payment deadlines, default of payment

1. The exhibitor must remit along with the application a sum amounting to 20% of the participation charges for the space applied as an advance payment. Payment of the advance amount is a precondition for further processing of the application for participation.  
2. The balance participation charges and other charges for the services shall be paid before 28th May 2010 or within 15 days of receiving the invoice from the Organizer. If a payment is not received by the stipulated due date, default of payment shall take effect automatically and without notification.  
3. For the invoices issued after 28th May 2010, the payment is due immediately.  
4. If there is a default in payment, the Organizer reserves the right to charge default interest from the due date at an interest rate of 15% per annum. Irrespective of charging default interest, the Organizer reserves the right to terminate the space booking contract.

### IV. Terms of payment

Exhibitors need to adhere to the payment deadlines listed above. Full payment of the invoice amounts is a precondition for using the allocated display space, for inclusion in the catalogue and for exhibitor passes. All payments must be in full and without deduction of any bank charges or other fees. If payment is not made within the period stipulated, the Organizer is entitled to charge default interest. In the case of default in payment by the exhibitor, the Organizer may terminate the latter's stand contract.

### 7. Premature termination of the contract

Deutsche Messe may, at its discretion, accept an exhibitor's request for partial or complete withdrawal from the event subsequent to execution of a binding registration or rental agreement. Nevertheless, the exhibitor remains liable for payment of the applicable cancellation charge. If the exhibitor is able to prove that Deutsche Messe either incurred no loss through such withdrawal or that the loss is actually less than the applicable charge, a respectively reduced charge will be accepted. The amount to be paid is listed in the following schedule of cancellation charges, governed by the following factors:

- The point in time at which Deutsche Messe receives the exhibitor's written notice of withdrawal from participation in the trade fair or cancellation of an executed rental agreement

-The participation fee that would have been due for the respective registered or rented stand space, based on the basic rent and all surcharges (Sect. 6 l)

- a) Cancellation notice is received by Deutsche Messe from March 01 to 28, 2010: 20 %
- b) Cancellation notice is received by Deutsche Messe from March 29 to May 27, 2010: 60%
- c) Cancellation notice is received by Deutsche Messe from May 28, 2010 100%

The Organizer is entitled to balance any advance payments previously made by the exhibitor against the indemnification amount due.

Irrespective of the right to bring further claims for compensation, the Organizer has the authority to withdraw from this contract or to terminate it with immediate effect, if the exhibitor does not meet its obligations - in particular payment obligations that arise out of this contract, the Conditions for Participation or the terms complementing them - after extension of the deadline.

This also applies if the exhibitor does not meet, or no longer meets, prerequisites for concluding the contract, particularly if the exhibitor has altered its product range in such a way that it can no longer be included in the trade fair for which the exhibitor had booked the stand space.

The same applies in the event that the exhibitor ceases payment, or an application is made for a judicial insolvency procedure in respect of the exhibitor's assets, or if the exhibitor's firm is in liquidation. If the Organizer becomes aware of the facts leading to its cancellation or termination of contract no later than two (2) months before the opening day of the fair, and if it succeeds in reallocating the exhibitor's space to another company, then the Organizer is entitled to claim compensation amounting to 25% of the participation charges. If the conclusive facts become known to the Organizer only after this deadline, or if the Organizer is unable to reallocate the stand space to another company, the exhibitor is obliged to pay the full participation charges. It is not considered to be a reallocation if, for aesthetic reasons, the space not used by the exhibitor is allocated to another exhibitor without the Organizer deriving further proceeds from reallocation of space previously allocated to the relocated firm. Nor is it considered to be a reallocation if in a respective exhibitor group still unoccupied areas remain available or the Organizer, as the result of a cancellation, has to re-plan the returned and the adjoining display spaces.

#### **8. Construction and dismantling periods**

Construction: 26 – 27 September 2010

Dismantling: 02 October 2010

The Organizer is entitled to remove, at the exhibitor's expense, any objects not removed within the dismantling period. The Organizer is not obliged to store these objects and may dispose of them at will.

#### **9. Reservation of rights**

The Organizer shall be entitled to cancel an event at its discretion, if it appears to be uneconomic. The reciprocal obligations of the contractual parties shall become void following such a cancellation. No claims for refunds or damages shall arise from the cancellation, whereby the Organizer will refund any payments received from exhibitors for services not yet rendered.

All services offered are based on the resources and capacities available. The Organizer shall, therefore, be entitled to postpone, curtail, temporarily close in part or in whole, or completely cancel the planned exhibition for just cause, such as a labor dispute, terror threats, govt directive, natural calamity, social unrest, strikes or events beyond its control.

In the event of complete or partial postponement or curtailment of the exhibition, the agreement shall be deemed executed for the new date and duration, unless the exhibitor objects in writing within a period of two weeks of notification of the alteration. The exhibitor shall not be entitled to any reduction of the contractual fees.

#### **10. Exclusion of liability**

The Organizer does not undertake to safeguard exhibits or stand equipment/fixtures or personnel of exhibitor. It is recommended that exhibitor insures his exhibits, property and the personnel himself.

The organizer shall be liable to the extent prescribed by law for damage claims by the exhibitor arising from malicious conduct or gross negligence on the part of the organizer or its representatives or vicarious agents.

Unless the organizer is charged with culpable breach of its contractual duties or violation of material provision in the agreement, its liability shall be limited to foreseeable damages for culpable endangerment to life or bodily injury.

Unless otherwise stated above, the organizer or its representatives or vicarious agents shall be excluded from any liability for damages, regardless of the legal nature of the claim. This applies in particular to damage claims for violations of the principles of good faith in contracting, neglect of duty, or claims of property damage or financial losses. The exhibitor shall not be entitled to any compensation from the organizer or reduction of the participation charges on these accounts unless the organizer fails to take steps to alleviate the problem, despite being granted a reasonable grace period. These liability regulations shall apply to all services performed by the Organizer or service provider in connection with the exhibitor's participation at the event.

#### **11. Supplementary**

The general regulations of the Organizer as well as the exhibition grounds management, e.g. product categories, and organizational matters, technical aspects, and miscellaneous provisions, all of which are sent to the exhibitor before the event opens, shall collectively constitute the space booking agreement. The conditions that especially apply are stated in the Services manual, which contains both specific services deemed obligatory and others subject to charge, for example a listing in the catalogue and exhibitor passes.

Only security firms approved and licensed by the Organizer are allowed to provide security services for stands at the show. Playing loud music in the stands is not permissible.

#### **12. Claims procedure, place of performance / jurisdiction**

Any claims by the exhibitor against the Organizer must be in writing, subject to a statute of limitations of 6 months from the end of the exhibition in which the claims arise. Any agreements that deviate from these or supplementary provisions must be in writing, whereby facsimile signatures shall suffice. This participation contract is subject to German law and the place of jurisdiction is Hannover, Germany. The Organizer reserves the right to file its claims in a court at the exhibitor's place of business.

#### **13. AGREEMENT:**

I. The Exhibitor is aware and acknowledges that the Organizer has taken the Exhibition Premises on a license basis All-Russian Exhibition Centre (A-REC), pavilion 75, Hall 1, GAO VVC, Stat 119, Mir Prospekt, Moscow, 129223 to organize exhibitions. Further, that A-REC has imposed certain conditions / obligations on the Organizer with regard to the usage of the Premises and for matters incidental thereto. The Exhibitor shall be liable for any actions / claims / demands / fines imposed by A-REC on the Organizer due to any act / omission of the exhibitor violating such conditions / obligations with regard to the usage of the stand space in the Premises and or matters incidental thereto.

The Stand Space in the Premises is being allotted to the exhibitor subject to exhibitor agreeing to comply with these terms and conditions in addition to the terms of the application form, Service Manual and the rules and regulations framed by the management of A-REC.

#### **II. CO-EXHIBITORS:**

The Exhibitor and the co-exhibitors shall be severally and jointly liable for any and all violations of the terms of participation stated in application form, Exhibitors Manual and the rules and regulations framed by the management of A-REC.

#### **III. APPROVALS / CONSENTS / PERMISSIONS:**

The Organizer will obtain the permissions / consents / orders from the concerned authorities necessary for the purpose of organizing Exhibitions. The Exhibitor agrees to indemnify and hold harmless the Organizer for any and all acts / omissions committed by the exhibitor which violates such permissions / consents / orders obtained by the Organizer. Further, if any law or regulation requires the Exhibitor to obtain any permissions/registrations from any authorities for participation in Exhibitions and matters incidental thereto, the Exhibitor shall be solely responsible to obtain such permissions.

#### **14. INDEMNITY:**

The Exhibitor shall indemnify, defend or settle and hold the Organizer free and harmless from and against any and all losses, liabilities, claims, actions, costs and expenses, relating to and resulting from or in any way arising out of exhibitor's breach of any of the provisions of Terms and Conditions for Participation, Service Manual and rules and regulations of A-REC.