ANNEX 1 TO THE TERMS AND CONDITIONS FOR PARTICIPATION IN EXHIBITION

REGULATIONS FOR STAND DESIGN AND INSTALLATION AT EXHIBITIONS AND FAIRS ORGANISED BY EKSPOZICIJŲ CENTRAS UAB

I. Field of Application

1. The present Regulations for Exhibition Stand Design prepared by Ekspozicijų Centras UAB (hereinafter referred to as the Regulations) are a constituent part of *Terms and Conditions of Participation in Exhibition.* It stipulates the rights and duties among the Exhibitor at an exhibition or fair arranged by Ekspozicijų Centras UAB, its Authorized Exhibition Stand Contractor and Ekspozicijų Centras UAB. The Regulations are applied only in those cases when the Exhibitor's stand (hereinafter referred to as the Stand) is designed and installed either by the exhibitor himself/herself or by a third party in accordance with the Exhibitor's order.

II. Terms and Conditions for Coordinating a Stand Installation Project with Ekspozicijų Centras UAB

1. If the Exhibitor ordered raw exhibition space and hires another company or person to install the Stand, the Authorized Stand Contractor shall provide Ekspozicijų Centras UAB with the Exhibitor's Authorization Letter written in a free form, indicating contact details of persons responsible for Stand installation.
2. The Exhibitor or the Authorized Stand Contractor shall coordinate the Stand Installation Project with Ekspozicijų Centras UAB not later than 10 days prior to the beginning of the exhibition or fair.
3. The Stand to be installed shall not exceed exhibit space boundaries ordered by the Exhibitor and this condition shall be reflected in the Stand Installation Project.
4. The maximum height of the Stand is 6 m. If the height of the Stand exceeds 2.5 m, the external walls of the Stand or advertising boards which have borders with the walls of a nearby Stand shall be in white. Advertising boards facing the nearby Stand shall be placed not less than 1 m from the border of the nearby Stand.
5. Only Ekspozicijų Centras UAB has the right to build standard shell scheme stands at the exhibition or fair. Standard shell scheme stands are built out of modular constructions and white boards which do not exceed 2.5 m.
6. All the boards of the Stand, which are installed 2.5 m above the floor level, are deemed to be an additional advertising space and an additional fee is charged for it. If the boards are used to create a nonvolumetric object, the single-sided area of the boards is calculated. If the boards are used to create a volumetric object 2.5 m above the floor level, the area of the external boards of the volume of the entire object is calculated. The following prices are charged for an additional advertising space:
6.1. There is no charge for lighting frame, stands and flags up to 6 sq m;
6.2. 75,- EUR + VAT * for an advertising space up to 10 sq m;
6.3. 100,- EUR+ VAT * for an advertising space up to 20 sq m;
6.4. 150,- EUR+ VAT* for an advertising space up to 30 sq m;
6.5. 175,- EUR+ VAT* for an advertising space over 30 sq m.
7. If the height of the Stand is over 4 m, but does not exceed 5 m, advertising space prices indicated in Item 6 shall be doubled for the entire advertising space.
8. If the height of the Stand is over 5 m, advertising space prices indicated in Item 6 shall be tripled for the entire advertising space.
9. The Exhibitor or the Authorised Stand Contractor may fasten, hang or rest against any of its own materials or constructions only on the Stand constructions owned by the Exhibitor or the Authorised Stand Contractor.
10. When the exhibition or fair finishes, the Exhibitor or the Authorized Stand Contractor shall leave his/her exhibition space in a clean and tidy state. Otherwise, Ekspozicijų Centras UAB may administer a fine of 300,- EUR+ VAT* and may prohibit the Stand Contractor from carrying out his/her activities during the events held by Ekspozicijų Centras UAB.

III. Data necessary for Coordination of the Stand Installation Project

11.. The Stand Installation Project, the preparation of which is being coordinated, shall be delivered to Ekspozicijų Centras UAB in the form of two files: one for Ekspozicijų Centras UAB and the other one for the Stand Contractor with a mark that the Stand Installation Project has been fully approved. The file shall consist of the following documents:
11.1 The title page, which shall include the following information: the title and date of the exhibition/fair; the name and legal details of the company which purchased the exhibit space, the name and legal details of the Stand Contractor, the Stand number and the date of the Stand Installation Poject submission.
11.2. The Stand Contractor's Letter of Authorization;
11.3. The exhibition floor plan indicating the place of the Stand;
11.4. A Stand layout with the view from above, the front view, the axonometric or perspective view, the basic measurements and the scheme of electrical equipment.
11.5. A description of the main materials used for the Stand installation, including certificates, if necessary.
11.6. A valid copy of the company's Civil Liability Insurance Policy issued to the Stand Contractor. The minimum insurance amount is 300.000,- EUR.
11.7. A list of workers, who will be responsible for the installation and dismantlement of the exhibition Stand.

IV. Requirements for the Installation and Dismantlement of Exhibition Stands

12. The Stand Contractor is prohibited from:
12.1. blocking passages and spaces of other exhibition stands with materials, piles of objects or display items and obstructing the work of other Exhibitors or Authorized Stand Contractors,
12.2. using the present constructions of the building for the installation of the Stand,
12.3. inflicting damage on walls, floors and constructions of other stands (i.e. hammering, drilling, painting or marking with paints, promotional films and etc.).
12.4. using material valuables owned by Ekspozicijų Centras UAB without its consent.
12.5. planing, welding, cutting metal constructions, priming, painting or grinding inside the exhibition premises. It is obligatory to take the necessary precautions to prevent the spread of dust and hazardous chemicals inside the premises. Any contaminated areas shall be cleaned by the Exhibitor or the Authorized Stand Contractor at his/her own expense. Otherwise, Ekspozicijų Centras UAB will undertake to do this and will impose a fine on the Stand Contractor amounting to the actual costs of cleaning services.
12.6. leaving trash and packing materials at the place of the Stand or around its area. Otherwise, Ekspozicijų Centras UAB will undertake to clean the area and will impose a fine on the Stand Contractor amounting to the actual costs of cleaning services.
12.7. blocking passages next to electrical boards and fire cocks.
12.8. smoking inside the exhibition premises or in non-smoking areas.

V. Requirements for Electrical Installation

13. Electric power supply is ensured in accordance with the electric power quality parameters established by ESO AB.
14. Any connection to power lines (power distribution panels) shall be performed by the workers of Ekspozicijų Centras UAB exclusively. Stand Contractors are prohibited from connecting to power lines on their own initiative.
15. Power lines installed by the Stand Contractor shall be maintained by his/her workers during the installation and throughout the exhibition. Either the Exhibitor or the Authorized Stand Contractor shall bear full responsibility for power lines and their safety.
16. Power lines and electric equipment shall be grounded in a proper manner. If necessary, Ekspozicijų Centras UAB may demand the Exhibitors or Authorized Stand Contractors to perform insulation and grounding measurements.

VI. Requirements for the Suspension of Objects

17. Suspension works shall be performed by the workers of Ekspozicijų Centras UAB in accordance with the orders placed either by Exhibitors or Authorized Stand Contractors. The orders shall include information on weights of objects to be suspended. Possible suspension options shall be coordinated with Ekspozicijų Centras UAB. It is prohibited to suspend objects on one's own initiative.
18. All the objects, which have to be suspended in the hall, shall be presented not less than 4 days prior to the beginning of the exhibition or fair. If the Exhibitor or the Authorized Stand Contractor fails to deliver them on time or it is impossible to perfom suspension works due to the obstruction of Stands, objects will not be suspended and no refund will be available.

VII. Requirements for Fire Safety

19. Installed stands shall conform to the requirements of General Fire Safety Rules.
20. The Exhibitor or the Authorized Stand Contractor is held responsible for the implementation of fire safety measures during the installation and dismantlement of the Stand.
21. It is prohibited to store containers, packing materials, goods, display items, other materials and constructions between the Stands and in other areas.

VIII. Responsibility of the Parties

22. Ekspozicijų Centras UAB prohibits installing the Stand, if the Stand Installation Project has not been approved. Ekspozicijų Centras UAB is entitled to reject coordination of the Stand Installation Project, if it is not prepared in a proper manner or is not delivered on time.
23. In case of violation of the present Regulations, the Stand Contractor bears full responsibility. The Stand Contractor is also held liable for workplace safety violations occurring during the installation of the Stand.
24. When the Stand Installation Project is approved, Ekspozicijų Centras UAB issues permit badges for the installation of the Stand in the designated area. Permit badges shall be attached to the worker's clothes during the installation and dismantlement of the Stand. If the Stand Contractor's workers do not have their permit badges, they are not allowed to enter the exhibition hall. Permit badges do not grant the right to visit the exhibition during its opening hours.
25. Ekspozicijų Centras UAB does not take the responsibility for the security of constructions and display items owned by the Stand Contractor during the installation and dismantlement. It is recommended to insure valuable display items and materials necessary for the installation of the Stand.
26. The installation of stands in the exhibition premises of Ekspozicijų Centras UAB shall be performed according to a schedule specified in exhibitor regulations. Additional time for installation works may be ordered by filing a request - letter of guarantee written in a free form on the company's letterhead, which shall include the name and number of the Stand as well as the duration of additional work and shall guarantee that the exhibition organizer will receive payment for additional time. The fee charged for additional time shall amount to 40,- EUR+ VAT*.

IX. Final Provisions

27. Ekspozicijų Centras UAB and the Exhibitor and/or the Authorized Stand Contractor shall resolve their disputes by mutual agreement. If the Parties fail to reach an agreement, disputes are settled following the procedure established by the laws of the Republic of Lithuania.

*The Value Added Tax shall be paid in accordance with the laws of the Republic of Lithuania applicable at that particular time.