

## **SUBCONTRATACIÓN 2019 SPECIFIC REGULATIONS**

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## SPECIFIC REGULATIONS

### Art. 1. ORGANIZATION

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SUBCONTRATACION 2019 is organized by Bilbao Exhibition Centre (BEC).

All communications shall be addressed to  
BILBAO EXHIBITION CENTRE, S.A. (BEC)  
SUBCONTRATACIÓN  
Ronda de Azkue, 1 / E-48902 Barakaldo (Spain)

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E-mail: [international@bec.eu](mailto:international@bec.eu)  
[www.subcontratacionbilbao.com](http://www.subcontratacionbilbao.com)

### Art. 2. VENUE, DATE AND SCHEDULE OF THE EVENT

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SUBCONTRATACIÓN 2019 will take place at the BEC exhibition complex in Barakaldo (Spain) from the 4<sup>th</sup> to the 6<sup>th</sup> June 2019, Opening hours will be from Tuesday to Thursday, from 9.30 am to 6.00 pm for visitors and from 8.30 am to 7.00 pm for exhibitors. During the visit hours stands must be fully manned and exhibits must be uncovered for display.

### Art. 3. ADMISSION

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All publicly or privately owned corporate bodies and physical persons whose activities are considered to fall within the sectors covered may apply to take part in the event. The event is open to manufacturers, agents and representatives of products admitted for display.

### Art. 4. AREA RENTAL.

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- 4.1. Area must be rented by sending a duly completed original application for admission to the Exhibition organizers, along with the deposit as per subsection 7.1 of Art. 7 below. Registration in any other form is invalid.
- 4.2. The discount deadline for applications is 15<sup>th</sup> January 2019. Applications will be dealt with according to demand and available area.
- 4.3. The minimum area to be rented is 12 m<sup>2</sup>. Fractions of a square metre will be invoiced as full square metres.
- 4.4. The Organization shall have the right, should circumstances demand it, to reallocate a stand and/or to modify the dimensions of a stand with no compensation.
- 4.5. Group participations will be admitted according to the organization rules
- 4.6. Services application: services must be applied in BEC website in the private area for exhibitors with the user name and the password that exhibitors will receive

### Art. 5. RIGHTS OF EXHIBITORS

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Floor space rental includes the following supplies and services:

- Login and password, allowing you to enter the Private Area of the exhibition web and benefit from the Directory and Services contracting utilities, among others.
- Removal of refuse, chippings, waste and drilling fluids
- Daily stand cleaning during the event. Initial pre-event cleaning is not included
- Stand erectors' passes.
- Exhibitors' passes: 8 passes will be provided for the first 20 m<sup>2</sup> of area taken up by exhibitors, and a further 4 for each additional 20 m<sup>2</sup> or fraction thereof, up to a maximum of 60. The company employees which won't be attending the stand can make their registration as visitors
- Participation in the B2B encounters with buyers
- Inscription in the exhibitors' Directory

### Art. 6. COMPULSORY INSURANCES

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In line with Clause 33 of the General Regulations for Participation, BEC will take out insurances for this event as follows

#### 6.1. Insurance for damage

- Basic cover: Fire and theft of the stands and the goods displayed on them, including loading and unloading at the exhibition complex. Packaging will also be included up to a first risk limit of €10,000 and an excess of €1,000 per loss.
- Goods insured: All trade goods in general, with IT items and electrical appliances (brown line), are covered for robbery (excluding larceny), with an excess of €300 per loss, with the following exceptions: corrosive, inflammable, explosive, poisonous, radioactive goods, live animals and plants, cash, commercial or bank bills, title deeds and coupons for transferable securities, jewellery, art objects and antiques, pre-paid cards, assembly and dismantling of machinery or other goods.
- The insured capital will be that declared by the exhibitor in his admission application. However, there is a minimum compulsory capital that is established at €12,000. If the exhibitor fails to make a declaration of capital, the Organizers will contract the minimum established, and will assume no liability for any shortfall or excess in insurance.
- Premium: 9.5 ‰ (per thousand) of the value declared by the exhibitor or on the compulsory minimum capital amount, as the case may be. Minimum premium: €114.00

## 6.2. Civil liability insurance

- Basic cover: Material damage and bodily harm caused to third parties as a result of the event, expressly excluding civil liability deriving from work-related accidents suffered by the dependent personnel of the exhibitor or by subcontractors of the exhibitor.
- Limit of compensation: €1,200,000 per claim and for the total claims arising from the event, with a sub-limit of €150,000 per victim in cases of bodily harm.
- Premium: €110.00 per exhibitor.

6.3. Coverage runs from 27<sup>th</sup> May to 10<sup>th</sup> June, 2019

6.4. Exhibitors may examine the insurance policies taken out by the Exhibition Organizers at the offices of the latter to check the details of cover, limitations and exclusions

## Art. 7. FINANCIAL TERMS AND CONDITIONS

The financial terms and conditions for participating are the following:

### 7.1. DEPOSIT

Along with the registration form, each exhibitor must hand over, through a bank transfer or cheque issued in favour of Bilbao Exhibition Centre, S.A., a deposit of:

**€ 500 up to 16m<sup>2</sup>**

**€ 600 from 17m<sup>2</sup> to 32 m<sup>2</sup>**

**€ 800 from 32m<sup>2</sup> on**

This amount shall be returned should the prospective exhibitor not be admitted. The sum handed over is a DEPOSIT and will be returned to the exhibitor 15 days after completion of dismantling work. BEC reserves the right to use the deposit to cover the cost of any damage caused to the exhibition complex and to make good any debt which the exhibitor may leave unpaid. In any event, payment of the deposit does not exonerate the exhibitor from any liability incurred as a result of such circumstances.

### 7.2. FORMULAS OF PARTICIPATION AND RATES.

<p><b>Floor only.</b> Minimum: 12 sqm.</p> <p>Up to 15.01.19 ..... 110 €/sqm. After 15.01.19 ..... 125 €/sqm</p>	<p><b>Floor only includes:</b></p> <p><b>Rental floor</b>, stand daily cleaning, inscription in the exhibitors' directory, exhibitors' and stand erectors' badges and participation in the B2B encounters</p> <p><b>Does not include:</b> insurances, Industry permit, electrical connection consumption and installation. Rate according to the exhibitors' needs</p>
<p><b>Basic turn-key stand.</b> Minimum 12 sqm.</p> <p><b>12 sqm stand</b></p> <p>Up to 15.01.19 ..... €2,250 After 15.01.19 ..... €2,600</p> <p><b>For stands over 12 sqm</b></p> <p>Up to 15.01.19 ..... €2,250 + €115 x additional sqm After 15.01.19 ..... €2,600 + €130 x additional sqm</p>	<p><b>Basic turn-key stand includes:</b></p> <p><b>Floor rental</b>, daily stand cleaning and compulsory insurances</p> <p><b>Basic modular stand type A.</b> Made of white melamine panels and aluminium profiles, jasper grey carpet, lighting and fascia board with the name of the Company.</p> <p><b>Electrical installation.</b> Industry permit connection and consumption for 5 Kw, and one socket in the electrical box.</p> <p><b>Furniture.</b> 1 table Milan 70 model and 3 chairs.</p> <p><b>Exhibitors' and stand erectors' badges</b></p> <p><b>Promotion.</b> Inscription in the exhibitors' directory. Participation in the B2B encounters with buyers.</p>
<p><b>Advanced turn-key stand.</b> Minimum: 16 sqm.</p> <p><b>16 sqm stand</b></p> <p>Up to 15.01.19 ..... €2,850€ After 15.01.19 ..... €3,200€</p> <p><b>For stands over 16 sqm.</b></p> <p>Up to 15.01.19 ..... €2,850 + €140 x. additional sqm After 15.01.19 ..... €3,200 + €155 x. additional sqm</p>	<p><b>Advanced turn-key stand includes:</b></p> <p><b>Floor rental</b>, daily stand cleaning and compulsory insurances</p> <p><b>Advanced turn-key stand type B.</b> Made of white melamine panels and aluminium profiles, jasper blue carpet, lighting, fascia board with the logo of the Company and a 3x2 foam with printed images..</p> <p><b>Electrical installation.</b> Industry permit connection and consumption for 5 Kw, and one socket in the electrical box.</p> <p><b>Furniture.</b> 1 table Milan 70 model and 3 chairs.</p> <p><b>Exhibitors' and stand erectors' badges</b></p> <p><b>Promotion.</b> Inscription in the exhibitors' directory. Participation in the B2B encounters with buyers.</p>

**This prices will suffer 10% VAT**

### 7.3. AREA RENTAL

The price payable by exhibitors for participation in the event is the sum of the following:

- The price of the pack or the price of the rental space (according to the option requested in the application form) both before taxes
- Second storey space will be charged at 50% of the basic rates
- To take part in the event, Exhibitors must also pay the premiums for insurance as per Condition 6 above.
- Decorators and/or Exhibitors must also pay stand construction fee in accordance with the prices and conditions established in the BEC Service Hire On-Line Shop prior to the commencement of stand erection.
- Exhibitors opting for free style stand decoration must submit their Projects to the Technical Services Department for its approval before the 30<sup>th</sup> April, 2019

BEC offers different types of modular stands via the on-line shop, so as the possibility of design projects

7.4. Invoices for rental and the third party liability and goods insurance premium detailed in Art. 7 will be issued from 12<sup>th</sup> March 2019 on to all exhibitors who have been allocated area at that time. Settlement of this invoice will be made through a standing order, due on 5<sup>th</sup> April 2019. Invoices for area allocated after that date will be issued immediately following notification to exhibitors. Payment must be made in the form of a standing order due at sight.

7.5. In any event the amounts for (i) the deposit, (ii) the full price of participation in the event and (iii) the premiums for insurance contracted must be paid 30 days prior to the opening of the event.  
From this moment the application for admission is irrevocable

7.6. In case of withdrawal from the Exhibition, which must be communicated in writing, the exhibitor will lose all amounts paid.

### Art. 8. STAND ERECTION, ENTRY OF PRODUCTS AND STAND REMOVAL

8.1. Stand erection will commence at 08.00 on 27<sup>th</sup> May 2019 and must be completed by 15.00 on 3<sup>rd</sup> June 2019.

8.2. **Removal of products exhibited.**

It will commence at 08.00 on 7<sup>th</sup> June 2019 and must be completed by 20.00 on 10<sup>th</sup> June 2019.

8.3. **Removal of stands.**

It will commence no earlier than 08.00 on 7<sup>th</sup> June 2019 and must be completed by 20.00 on 10<sup>th</sup> June 2019. At the end of the event the space must be left in the same conditions as before it was occupied. Any alteration in the floor and walls must be repaired within the same period.