

TERMS OF PARTICIPATION



1. APPLICATION FOR PARTICIPATION

- A. The Exhibitor, being interested in leasing the exhibition space during the Warsaw Home Fair to be held on 4-7 October 2018, hereinafter the "Fair", hereby submits to Warsaw Home Expo Sp. z o. o. (entered in the business register maintained by the District Court for Łódź - Śródmieście in Łódź, 20th Commercial Division of the National Court Register, under the number 0000709613, Taxpayer ID 728-282-50-04, REGON 368993220), hereinafter the "Organizer", the completed application form or via the Organizer's online application in accordance with the Fair Regulations. The interested party may also send the form by e-mail or submit the Application for Participation in person or log in to the Exhibitors Portal no later than by 04 September 2018. The Organizer shall immediately confirm in writing (by e-mail) the acceptance of the application. The terms of payment for the Application are set out in Clause 5. In the event where the application for participation is filed after 04 September 2018, the Exhibitor shall pay the full registration fee to the Organizer's bank account, within 7 days of receipt of the VAT invoice.
- B. The Exhibitor shall be entitled to resign from participation in the Fair provided that the Organizer is notified in writing no later than within 14 days from the date of entering into the Fair Participation Agreement. In such a case, the Organizer shall charge only the handling fee, which is equivalent to the registration fee.
- C. The Exhibitor's withdrawal of their application or resignation after the period of 14 days from the date of entering into the Agreement shall entail the Exhibitor's obligation to pay the amount equal to twice the sum of fees resulting from the Application for Participation.

2. REGISTRATION FEE

The Organizer offers the following packages in lieu of the registration fee:

STANDARD: WARSAW HOME and POLAND DESIGN FESTIVAL (PLN 500 PLN / EUR 110)

The Exhibitor shall be entitled to the following services offered by the Fair Organizer:

- Entry in the Catalogue of Exhibitors,
- 3 Exhibitor Cards for the stand service staff (authorizing to enter the Fair),
- 2 unnumbered parking spaces.

PREMIUM: WARSAW HOME and POLAND DESIGN FESTIVAL (PLN 2 000 PLN / EUR 500)

- Entry in the Catalogue of Exhibitors,
- 3 Exhibitor Cards for the stand service staff (authorizing to enter the Fair),
- 2 unnumbered parking spaces,
- logo on the banner at the entrance to the hall of the zone,
- logo on the plan of exhibitors for visitors,
- enlarged bold font of the exhibitor's name in the Fair Catalogue.

3. SPACE LEASE

The Organizer offers:

DEVELOPED SPACE	UNDEVELOPED SPACE
Exhibitors' use of the exhibition space during the Fair	
Use of common areas	
Keeping clean passages and corridors in the hall	
Securing of the hall by security services and fire protection	
Advertising and promotion of the Fair	
Carpeting at the stand (grey)	
1 power supply connection (up to 3kW)	
Walls	
1 lighting	

Warsaw Home* (The price list includes net amounts, exclusive of 23% VAT):

Type of space	By 31/12/2017	By 31/03/2018	By 07/09/2018
Undeveloped	400 PLN per sqm 25% discount	400 PLN per sqm 20% discount	400 PLN per sqm 15% discount
Undeveloped	EUR 150 per sqm 25% discount	EUR 150 per sqm 20% discount	EUR 150 per sqm 15% discount

* fees for stands with area exceeding 150 sqm are determined on a case-by-case basis

Poland Design Festival (The price list includes net amounts, exclusive of 23% VAT):

Type of space	By 31/12/2017	By 31/03/2018	By 07/09/2018
Developed	200 PLN per sqm	250 PLN per sqm	300 PLN per sqm

4. AUXILIARY SERVICES

- A. Type of auxiliary equipment and the price list according to the table attached as Annex No. 1 to the Terms of Participation.

The Organizer reserves that provision of auxiliary services is possible only as long as stocks last. In the case of exhaustion of stocks of items and services covered by the auxiliary services, the Organizer shall bear no responsibility in this respect.

The Organizer further reserves that in the event of placing an order for auxiliary services less than 14 days before the commencement of the assembly, the fees for auxiliary services, as indicated in the price list, shall increase by 50%. During the assembly and during the Fair, the fees for auxiliary services, as indicated in the price list, shall increase by 100%. For orders for auxiliary services placed less than 14 days before the commencement of the Fair, the Organizer does not guarantee the availability of the stocks or the performance of the services.

5. TERMS OF PAYMENT

- A. The Fair Participation Agreement shall be deemed to be executed upon sending / submitting the completed Application for Participation and upon the Organizer's confirmation of acceptance of the Application. After the Organizer has confirmed in writing (by e-mail) that the application has been accepted, the Organizer shall send a pro-forma invoice for the exhibition space to the Exhibitor. The applicant (Exhibitor) shall pay 50% of the advance payment (calculated based on the amount resulting from the application) to the Organizer's bank account, within 14 days of receipt of the pro-forma invoice, while the remaining amount shall be paid by 15 September 2018. A VAT invoice for the auxiliary services ordered by the Exhibitor must be paid within 7 days of receipt of the VAT invoice issued by the Organizer. In the event where the application for participation is filed after 04 September 2018, the Exhibitor shall pay the full registration fee to the Organizer's bank account, within 7 days of receipt of the invoice.
- B. In the event of the Exhibitor's delay in payment of any part of the fees due, the Organizer shall be entitled to additional interest for late payment in the amount resulting from Article 359 § 2 of the Civil Code (statutory interest).
- C. Failure to pay the entire amount due for participation in the Fair within the time limit specified in the VAT invoice shall authorize the Organizer to refuse the Exhibitor's participation in the Fair and deprives the Exhibitor of the right to any claims in this respect.
- D. In the event of the Exhibitor's delay in payment for the services related to participation in the Fair, the Organizer reserves the right to keep the Organizer's exhibits and exhibition materials at the Exhibitor's stand until full settlement of the amounts due from the Exhibitor.
- E. The Exhibitor agrees to use the forwarding companies accredited to the Organizer, while the use of other companies is possible only with the Organizer's written consent.

6. CONTACT DETAILS

Any inquiries and **Applications for Participation** should be sent to the following e-mail addresses:

e.nawrocka@warsawexpo.eu

m.peczek@warsawexpo.eu

m.frak@warsawexpo.eu

or to the address

Warsaw Home Expo Sp. z o.o.

address for correspondence:

05-830 Nadarzyn, Wolica 114 D, Hala F

Al. Katowicka 62.

Załącznik nr 1
Attachment no 1

Formularz zamówień dodatkowych
Supplementary equipment and service order form

WARSAW HOME 2018
4-7.10.2018

WARSAW HOME EXPO SP. Z O.O.
ul. Żeromskiego 6
95-030 Rzgów

DANE DO FAKTURY
INVOICE DETAILS

Pełna nazwa firmy Full company name			
Ulica i numer Adress		Miejscowość i kod pocztowy City and zip code	
Kraj Country		NIP TAX number	
Osoba kontaktowa Contact person			
Telefon Telephon number		e-mail e-mail	

USYTUOWANIE STOISKA
STAND LOCALIZATION

Hala Hall		Nr stoiska Stand number	
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ZAMÓWIENIE DODATKOWEGO WYPOSAŻENIA STOISKA
SUPPLEMENTARY EQUIPMENT AND SERVICE ORDER

WYPOSAŻENIE DODATKOWE WYKŁADZINA
SUPPLEMENTARY EQUIPMENT - CARPET

L.P. NO.	NAZWA PRODUCT	CENA ZA 1 M2 PRICE FOR 1 SQ M		ILOŚĆ QUANTITY	WARTOŚĆ TOTAL VALUE
1	WYKŁADZINA SZARA GREY CARPET	25 zł	6,00 €		
2	WYKŁADZINA CZARNA BLACK CARPET	35 zł	9,00 €		

WYPOSAŻENIE DODATKOWE STOISKA
ADDITIONAL EQUIPMENT STAND

L.P. NO.	NAZWA PRODUCT	CENA ZA SZTUKĘ PRICE PER PIECE		ILOŚĆ QUANTITY	WARTOŚĆ TOTAL VALUE
1	STOLIK KOKTAJLOWY 50x50x110h HIGH TABLE 50x50x110h	150 zł	35,00 €		
2	STOLIK KAWOWY 50x50x50h COFFEE TABLE 50x50x50h	100 zł	24,00 €		
3	KRZESŁO CHAIR	60 zł	14,00 €		
4	STOLEK BAROWY HOCKER BAR STOOL	70 zł	17,00 €		
5	STOJAK NA ULOTKI LEAFLET STAND	100 zł	24,00 €		
6	SŁUPEK ODGRADZAJĄCY BARRIER STAND WITH TELESCOPIC BELT	50 zł	12,00 €		
7	KOSZ NA ŚMIECI WASTE BIN	15 zł	4,00 €		
8	TELEWIZOR LCD 42"-43" + kabel HDMI LCD TV 42"-43" + HDMI CABLE	840 zł	196,00 €		
9	WIESZAK DO TV TV WALL HOLDER	150 zł	35,00 €		
10	LODÓWKA 100L FRIDGE 100L	300 zł	70,00 €		
11	HALOGEN LISTWA 2m - 4 PKT ŚWIETLNE CEILING LIGHT TRACK 2m LONG - 4 SPOTLIGHTS	400 zł	94,00 €		
12	LAMPY LED LED LAMP (1 LIGHT POINT)	300 zł	70,00 €		

13	KRATOWNICA QUADRO-30 [MB] ALUMINIUM TRUSS QUADRO-30 [RM]	150 zł	35,00 €		
14	CZARNY MODUŁ ŚCIENNY [MB] PARTITION WALL - BLACK [RM]	400 zł	94,00 €		
15	WIESZAK TYPU "S" HANGER "S" TYPE	20 zł	5,00 €		
ZAMÓWIENIE WYPOSAŻENIA TECHNICZNEGO STOISKA SUPPLEMENTARY SERVICE ORDER					
WODA WATER					
L.P. NO.	NAZWA PRODUCT	CENA ZA SZTUKĘ PRICE PER PIECE		ILOŚĆ QUANTITY	WARTOŚĆ TOTAL VALUE
1	WODA 50 l/min WATER 50 l/min	600 zł	140,00 €		
2	WODA 300 l/min WATER 300 l/min	1 300 zł	303,00 €		
3	PODŁĄCZENIE URZĄDZEŃ WYSTAWCY FIXING CONNECTION TO APPLIANCES	400 zł	94,00 €		
4	ZLEW+TERMA Z PODŁĄCZENIEM SINK WITH WATER HEATER WITH FIXING CONNECTION	500 zł	117,00 €		
PODWIESZENIE DO KONSTRUKCJI HALI SUSPENDING POINTS FOR THE CONSTRUCTION OF THE HALL					
L.P. NO.	NAZWA PRODUCT	CENA ZA SZTUKĘ PRICE PER PIECE		ILOŚĆ QUANTITY	WARTOŚĆ TOTAL VALUE
1	PUNKT PODWIESZENIA Z MONTAŻEM WCIĄGARKI RĘCZNEJ SUSPENSION POINT WITH MANUAL HOIST	500 zł	117,00 €		
INTERNET IPS					
L.P. NO.	NAZWA PRODUCT	CENA ZA 4 DNI TARGÓW PRICE PER 4 DAYS		ILOŚĆ QUANTITY	WARTOŚĆ TOTAL VALUE
1	STANDARD WIFI DO 5 MB (UPLOAD/DOWNLOAD) STANDARD WiFi UP TO 5 MB (UL/DL)	800 zł	187,00 €		
2	PREMIUM WIFI DO 10 MB (UPLOAD/DOWNLOAD) PREMIUM WiFi UP TO 10MB (UL/DL)	1 400 zł	326,00 €		
L.P. NO.	NAZWA PRODUCT	CENA ZA 1 GODZINĘ PRICE PER HOUR		ILOŚĆ QUANTITY	WARTOŚĆ TOTAL VALUE
1	POMOC TECHNIKA PRZY URUCHOMIENIU ŁĄCZA TECHNICAL ASSISTANCE IN FIXING CONNECTION	150 zł	35,00 €		
ZAMÓWIENIE WYPOSAŻENIA TECHNICZNEGO STOISKA - ENERGIA ELEKTRYCZNA SUPPLEMENTARY STAND TECHNICAL EQUIPMENT ORDER - POWER CONNECTION					
ENERGIA ELEKTRYCZNA W HALI POWER CONNECTION - INSIDE THE HALL					
L.P. NO.	NAZWA PRODUCT	CENA ZA SZTUKĘ PRICE PER PIECE		ILOŚĆ QUANTITY	WARTOŚĆ TOTAL VALUE
1	PRZYŁĄCZE ELEKTRYCZNE, 1-FAZOWE, DO 3 kW 230 V 1-PHASE POWER CONNECTION, UP TO 3 kW (230 V)	180 zł	42,00 €		
2	PRZYŁĄCZE ELEKTRYCZNE, 3-FAZOWE, DO 9 kW 400V 3-PHASE POWER CONNECTION UP TO 9 kw (VOLTAGE 400 V)	350 zł	82,00 €		
3	PRZYŁĄCZE ELEKTRYCZNE, 3-FAZOWE, DO 14 kW 400V 3-PHASE POWER CONNECTION UP TO 14 kw (VOLTAGE 400 V)	600 zł	140,00 €		
4	PRZYŁĄCZE ELEKTRYCZNE, 3-FAZOWE, DO 18 kW 400V 3-PHASE POWER CONNECTION UP TO 18 kw (VOLTAGE 400 V)	700 zł	163,00 €		
5	PRZYŁĄCZE ELEKTRYCZNE, 3-FAZOWE, DO 24 kW 400V 3-PHASE POWER CONNECTION UP TO 24 kw (VOLTAGE 400 V)	950 zł	221,00 €		
6	PRZYŁĄCZE ELEKTRYCZNE, 3-FAZOWE, DO 36 kW 400V 3-PHASE POWER CONNECTION UP TO 36 kw (VOLTAGE 400 V)	1 000 zł	233,00 €		
7	PRZYŁĄCZE ELEKTRYCZNE, 3-FAZOWE, POWYŻEJ 36 kW 400V 3-PHASE POWER CONNECTION MORE THAN 36 kw (VOLTAGE 400 V)	WG. INDYWIDUALNEJ WYCENY/ ACCORDING TO THE INDIVIDUAL VALUATION			

8	ROZDZIELNICA ELEKTRYCZNA, 3-FAZOWA, OD 9 kW DO 24 kW POWER SWITCHBOARD, 3 PHASE FROM 9 kW to 24 kW	300 zł	70,00 €		
ENERGIA ELEKTRYCZNA 24h W HALI POWER CONNECTION 24h - INSIDE THE HALL					
L.P. NO.	NAZWA PRODUCT	CENA ZA SZTUKĘ PRICE PER PIECE		ILOŚĆ QUANTITY	WARTOŚĆ TOTAL VALUE
1	PRZYŁĄCZE ELEKTRYCZNE, 3-FAZOWE, DO 3 kW 230 V 1-PHASE POWER CONNECTION, UP TO 3 kW (230 V)	250 zł	59,00 €		
2	PRZYŁĄCZE ELEKTRYCZNE, 3-FAZOWE, DO 9 kW 400V 3-PHASE POWER CONNECTION UP TO 9 kW (VOLTAGE 400 V)	500 zł	117,00 €		
3	ROZDZIELNICA ELEKTRYCZNA, 3-FAZOWA, OD 9 kW DO 24 kW POWER SWITCHBOARD, 3 PHASE FROM 9 kW to 24 kW	300 zł	70,00 €		
USŁUGI SPRZĄTANIA STOISKA STAND DRY-CLEANING SERVICE					
UWAGA: Sprzątanie wykonywane jest w następujących dniach: 03/04.10.2018, 04/05.10.2018, 05/06.10.2018, 06/07.10.2018 ATTENTION: Cleaning takes place in the following days: 03/04.10.2018, 04/05.10.2018, 05/06.10.2018, 06/07.10.2018					
L.P. NO.	NAZWA PRODUCT	CENA ZA 4 DNI PRICE FOR 4 DAYS		ILOŚĆ QUANTITY	WARTOŚĆ TOTAL VALUE
1	DO 18 m2 UP to 18 sqm	240 zł		56,00 €	
2	18 - 30 m2 18 - 30 sqm	300 zł		70,00 €	
3	30 - 60 m2 30 - 60 sqm	360 zł		84,00 €	
4	60 - 150 m2 60 - 150 sqm	700 zł		163,00 €	
L.P. NO.	NAZWA PRODUCT	CENA ZA SZTUKĘ ZA M2 PRICE PER SQM		ILOŚĆ QUANTITY	WARTOŚĆ TOTAL VALUE
1	POWYŻEJ 150 m2 MORE THAN 150 sqm	5 zł	2,00 €		
PERSONEL POMOCNICZY ADDITIONAL PERSONEL SERVICES					
L.P. NO.	NAZWA PRODUCT	CENA PRICE		ILOŚĆ QUANTITY	WARTOŚĆ TOTAL VALUE
Dzienna ochrona stoiska Daily stand security					
1	<input type="checkbox"/> 04.10.2018 (10.00 - 18.00)	800 zł		187,00 €	
2	<input type="checkbox"/> 05.10.2018 (10.00 - 18.00)	800 zł		187,00 €	
3	<input type="checkbox"/> 06.10.2018 (10.00 - 18.00)	800 zł		187,00 €	
4	<input type="checkbox"/> 07.10.2018 (10.00 - 18.00)	800 zł		187,00 €	
Nocna ochrona stoiska Night stand security					
5	<input type="checkbox"/> 03.10.2018 (18.00) - 04.10.2018 (10.00)	1 600 zł		373,00 €	
6	<input type="checkbox"/> 04.10.2018 (18.00) - 05.10.2018 (10.00)	1 600 zł		373,00 €	
7	<input type="checkbox"/> 05.10.2018 (18.00) - 06.10.2018 (10.00)	1 600 zł		373,00 €	
8	<input type="checkbox"/> 03.10.2018 (18.00) - 04.10.2018 (10.00)	1 600 zł		373,00 €	
9	<input type="checkbox"/> 06.10.2018 (18.00) - 07.10.2018 (10.00)	1 600 zł		373,00 €	
Dyżur ppoż. Fire safety watch					
1	<input type="checkbox"/> 04.10.2018 (10.00 - 18.00)	800 zł		187,00 €	
2	<input type="checkbox"/> 05.10.2018 (10.00 - 18.00)	800 zł		187,00 €	
3	<input type="checkbox"/> 06.10.2018 (10.00 - 18.00)	800 zł		187,00 €	
4	<input type="checkbox"/> 07.10.2018 (10.00 - 18.00)	800 zł		187,00 €	
USŁUGI TRANSPORTOWE TRANSPORT SERVICES					

Osoba kontaktowa:
Joanna Szulborska
tel. +48 502 012 832
tel. + 48 22 886 90 56
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ŁĄCZNA WARTOŚĆ ZAMÓWIENIA
TOTAL VALUE OF YOUR ORDER

Własny szkic zabudowy stoiska. Prosimy o wskazania dokładnego miejsca montażu gniazdek elektrycznych, przyłącza wody, internetu lub innego wyposażenia dodatkowego lub technicznego.
Own stand layout plan. Please indicate the exact location of electrical sockets, water connection, Internet or other additional or technical equipment.



INFORMACJE:
INFORMATION:

1. Katalog Wyposażenia Stoisk z opisem i zdjęciami dostępny jest na stronie internetowej targów. Wyposażenie dodatkowe podlega zwrotowi do Organizatora niezwłocznie po zakończeniu targów, jednakże nie później niż w terminie 2 dni od dnia zakończenia targów.
1. Supplementary equipment and service catalogue with descriptions and photos is available on the Fair's website. Additional equipment is returned to the Organizer immediately after the end of the fair, but no later than within 2 days from the end of the fair

2. Podane ceny są cenami netto, do których należy doliczyć obowiązujący podatek VAT.
2. The prices given are net prices, applicable VAT tax should be added.

OŚWIADCZENIE:
STATEMENT:

1. Zobowiązuję się do dostarczenia technicznego projektu stoiska nie później niż do 30.06.2018 dni, z zaznaczeniem wszystkich przyłączy (energia elektryczna, wod-kan, sprężone powietrze itp.).
1. I pledge to provide the technical design of the stand not later than 30.06.2018, indicating all connections (electricity, water and sewage, compressed air, etc.).

2. Zobowiązuję się do dostarczenia atestów trudnopalności dotyczących zabudowy stoiska w terminie 21 dni przed rozpoczęciem dni montażowych.
2. I undertake to provide fire protection certificates regarding stand construction within 21 days before the commencement of assembly days.

3. Oświadczam, że należność za wykonanie usługi uregulujemy w terminie 14 dni od daty wystawienia faktury, jednakże nie później niż w dniu rozpoczęcia targów.
3. I declare that payment for the service is made within 14 days from the date of invoice, but not later than on the day of the start of the fair.

4. Oświadczam, że zobowiązujemy się do przestrzegania przepisów technicznych oraz przeciwpożarowych obowiązujących na terenie Ptak Warsaw Expo.
4. I declare that we are committed to comply with the technical and fire safety regulations in force at the Ptak Warsaw Expo site.

**Brak podpisu uniemożliwia realizację zamówienia.
No signature prevents the order from being processed.**



Pieczęć firmy
Company stamp



**Data, czytelny podpis osoby upoważnionej do reprezentowania
firmy**
Date, or signature of the person authorized to represent the
company