



## 22. INTERNATIONAL SPRING

### BJELOVAR FAIR

AGRICULTURE, ECONOMY AND CRAFT  
AGRICULTURE MECHANIZATION FAIR

#### 4. WORLD OF WOOD

PRESENTATION OF TECHNOLOGIES IN FORESTRY  
AND WOOD-PROCESSING INDUSTRY

**29. - 31.3. 2019.**

### BJELOVARSKI SAJAM d.o.o.

Dr. Ante Starčevića 8, 43000 Bjelovar

FAIR PLACE GUDOVAC

VAT-ID: HR95270568579 • Reg. no.: 01190652

IBAN: HR432402006110004959 •

HR3323400091110676795

Tel: + 385 43 238-840 • Fax: +385 43 238-841

www.bj-sajam.hr • bj-sajam@bj-sajam.hr

## REGISTRATION

form A

### 1. DATA ABOUT EXHIBITOR – PLACER OF ORDER:

|                    |       |
|--------------------|-------|
| Full company name: |       |
| Full address:      |       |
| VAT-ID:            | IBAN: |
| Director/owner:    | www.: |

### CONTACT INFO FOR THE ORGANIZER:

### INFO FOR FAIR CATALOGUE (fill in if data is different):

|   |                 |
|---|-----------------|
| Contact person:                                       | Contact person: |
| Tel/Fax:  | Tel/Fax:        |
| Mobile phone:   | Mobile phone:   |
| E-mail:   | E-mail:         |
| Products/services that will promote/sell at the fair: |                 |

### 2. ORDER OF CLOSED EXHIBITION SPACE IN THE PAVILION:

|    | description  | price (Eur/m <sup>2</sup> ) | ordering       | desired dimensions |
|----|--|-----------------------------|----------------|--------------------|
| 1. | Unarranged (min. 2m <sup>2</sup> )*                    | 38,00                       | m <sup>2</sup> | m x m              |
| 2. | Basic construction (min. 4m <sup>2</sup> )             | 48,00                       | m <sup>2</sup> | m x m              |
| 3. | Arranged (min. 6m <sup>2</sup> )                       | 55,00                       | m <sup>2</sup> | m x m              |
| 4. | Arranging a special project (min. 15m <sup>2</sup> )** | price on request            | m <sup>2</sup> | m x m              |
| 5. | Halfclosed – Pavilion 6 (min. 10m <sup>2</sup> )       | 25,00                       | m <sup>2</sup> | m x m              |

\* unarranged exhibition space – layout surface, without any connections.

\*\* arranging a special project – please contact us at e-mail: [prodaja@bj-sajam.hr](mailto:prodaja@bj-sajam.hr) or [kovacic@bj-sajam.hr](mailto:kovacic@bj-sajam.hr)

Description of arranged and basic construction exhibition spaces in pavilions and order of additional equipment... see form C

### 3. ORDER OF OPEN EXHIBITION SPACE:

|    | description                           | price (Eur/m <sup>2</sup> ) | ordering       | desired dimensions |
|----|---------------------------------------|-----------------------------|----------------|--------------------|
| 1. | Open (min. 2m <sup>2</sup> )          | 17,00                       | m <sup>2</sup> | m x m              |
| 2. | Metal fair stand (2m x 1m)            | 70,00                       | pcs.           | 2m x 1m            |
| 3. | Wooden fair stand (2m x 1m)           | 85,00                       | pcs.           | 2m x 1m            |
| 4. | Small wooden house – I (3m x 2m)      | 130,00                      | pcs.           | 3m x 2m            |
| 5. | Small wooden house – II (2,3m x 1,6m) | 115,00                      | pcs.           | 2,3m x 1,6m        |

### 4. OBLIGATORY REGISTRATION FEE:

|    | description      | price (Eur) |
|----|------------------|-------------|
| 1. | Registration fee | 85,00       |

### 5. ACCREDITATIONS:

|    | description  | ordering<br>(exhibitor fills up) | granted<br>(organizer fills up) |
|----|--|----------------------------------|---------------------------------|
| 1. | Exhibitor accreditations/cards (amount in accordance with General Conditions – art. XIV) | pcs.                             | pcs.                            |

Final term to REGISTER participation is 8.3. 2019.

WITH THIS REGISTRATION WE CONFIRM OUR PARTICIPATION AT THE FAIR, ORDER OF SERVICES AND WE ACCEPT ALL PRICES AND GENERAL CONDITIONS OF EXHIBITION.

VAT not included in prices.

#### ORGANIZER FILLS UP:

|                        |  |
|------------------------|--|
| NUMBER OF REGISTRATION |  |
| DATE OF RECEIPT        |  |
| PAVILION/<br>FIELD     |  |

#### EXHIBITOR FILLS UP:

DATE: \_\_\_\_\_

SIGNATURE AND STAMP OF RESPONSIBLE PERSON

CERTIFIED FORM SUBMIT TO ORGANIZER



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## ORDER OF TECHNICAL, MARKETING AND OTHER SERVICES

form B

### 1. ORDER OF TECHNICAL SERVICES:

|    | description   | price (Eur)      | ordering |
|----|---|------------------|----------|
| 1. | <b>Electric power – flat rate</b> (connection 3-7 kW)                             | 28,00            | pcs.     |
| 2. | <b>Electric power – flat rate</b> (connection over 7 kW)                          | 70,00            | pcs.     |
| 3. | <b>Water – flat rate</b> (connection for supply pipe and drainage – without sink) | 28,00            | pcs.     |
| 4. | <b>Wireless Internet</b> (password can be obtained at the Info-desk)              | 28,00            | pcs.     |
| 5. | <b>Service by special request</b> (ask for service at Sales dept)                 | price on request | pcs.     |
| 6. | <b>Parking space</b> (exhibitors parking)   | 15,00            | pcs.     |

### 2. ORDER OF MARKETING SERVICES:

#### a) order of advertisement in Fair catalogue:

|    | description           | price (Eur) | ordering |
|----|-----------------------|-------------|----------|
| 1. | Second page           | 560,00      |          |
| 2. | Next to the last page | 560,00      |          |
| 3. | Last page             | 840,00      |          |
| 4. | 1/1 color page        | 280,00      | pcs.     |
| 5. | 1/2 color page        | 140,00      | pcs.     |
| 6. | 1/1 black&white page  | 210,00      | pcs.     |
| 7. | 1/2 black&white page  | 105,00      | pcs.     |

#### REMARK:

The referred prices of graphics services are applicable if client delivers prepared advertisement by e-mail.

The prices are increased by 20% if placer of order delivers advertisement materials that need further editing.

#### c) advertisement space inside Fair area:

|    | description                                | price (Eur) | ordering       |
|----|--|-------------|----------------|
| 1. | Billboard (4m x 3m)                        | 560,00      | pcs.           |
| 2. | Advertisement baner<br>– various positions | 55,00       | m <sup>2</sup> |

#### REMARK:

Positions of advertisement baners are specially arranged with Organizer.  
Baner placement is included in the price of renting advertising space.

#### b) other advertisement services:

|    | description  | price (Eur) | ordering |
|----|--|-------------|----------|
| 1. | Baner on web page                                      | 105,00      | pcs.     |
| 2. | Your flag on Fair's masts                              | 70,00       | pcs.     |
| 3. | Right to distribute flyers at<br>Fair – non-exhibitors | 70,00       | day(s)   |

#### REMARK:

Baner on web page covers the period 30 days prior to the Fair or from the date of receipt, and max. 10 days after the end of the Fair.

Positions of flags are specially arranged with the Organizer.

#### d) order of fair halls:

|    | description                | price (Eur) | ordering |
|----|----------------------------|-------------|----------|
| 1. | Big Fair Hall (100 seats)  | 105,00      | hour(s)  |
| 2. | Small Fair Hall (40 seats) | 55,00       | hour(s)  |

#### REMARK:

Terms of usage of Fair halls are arranged with Organizer.

The price of the Fair halls includes supporting technical equipment (video-projector, laptop, microphones and loudspeakers).

**INSTRUCTIONS FOR PREPARATION OF ADVERTISING MATERIALS** can be asked at e-mail: [prodaja@bj-sajam.hr](mailto:prodaja@bj-sajam.hr)

For further info and delivery of advertisement materials, please contact us at e-mail: [prodaja@bj-sajam.hr](mailto:prodaja@bj-sajam.hr)

**Final term for delivery of ORDER FORM and advertisement materials is 8.3. 2019.**

WE CONFIRM OUR ORDER OF SERVICES AND ACCEPT ALL PRICES AND GENERAL CONDITIONS OF EXHIBITION.

**VAT not included in prices.**

#### ORGANIZER FILLS UP:

|                 |  |
|-----------------|--|
| NUMBER OF ORDER |  |
| DATE OF RECEIPT |  |

#### EXHIBITOR FILLS UP:

DATUM: \_\_\_\_\_

SIGNATURE AND STAMP OF RESPONSIBLE PERSON

**CERTIFIED FORM SUBMIT TO ORGANIZER**

## GENERAL CONDITIONS OF EXHIBITION

### I.

General conditions of exhibition (further in the text: **General conditions**) regulate relations between corporation and physical person who filled in Registration form, as **Exhibitor** and Bjelovarski sajam d.o.o. as **Organizer**.

Under the term **Exhibitor** are also persons who work according to the order and for the exhibitor.

### II.

The Exhibitor registers his participation at **22. INTERNATIONAL SPRING BJELOVAR FAIR** and **4. WORLD OF WOOD (29. - 31.3. 2019.)** (further in the text: **Fair**), by Registration form which is a component part of these General conditions. With filled and verified Registration form Exhibitor declares that he is in accordance with General conditions and that he accepts them. The registration must be submitted on official Bjelovar Fair Registration form. **Final term for registration is 8.3. 2019.** The Organizer confirms receipt of the Registration form, invoices the obligatory Registration fee in the amount of 85,00 Eur + VAT, which is non-refundable in case of cancellation of the Exhibitor's exposure, and all other services ordered.

### III.

By signing the registration for exhibitor on Bjelovar Fair, Form A and B, the undersigned declares that has from Bjelovar Fair d.o.o. from Bjelovar, VAT-ID HR95270568579 received and read privacy policy dated May 22, 2018, and is fully acquainted with the purpose, basis and type of processing of his personal data. Exhibitor agrees that data processing manager collects and processes his / her personal data listed in the registration form for the exhibitor: name, surname, address, VAT-ID, number of giro account, telephone, cell phone, e-mail address, fax, website. The above-mentioned personal data may be used solely for the purpose of renting the exhibition space, technical, marketing and other offered services to the exhibitor and placing the invoice for the performed service. Data processing manager can not, without the consent of the exhibitor, transfer the collected personal data to third parties.

### IV.

The Organizer reserves the right to cancel Exhibitor's participation on Fair insofar he estimates that Registration form does not correspond to contents and quality of fair performance or for some other substantial reasons. Organizer reserves the right to forbid exhibition and withdraw exhibitor's products from exhibition area insofar he estimates that those products do not correspond to Exhibitor's statements, and remove them at Exhibitor's cost. If fair schedule requires or allows, Organizer can assign to Exhibitor smaller or bigger area than registered and after issuing confirmation of receipt as well as assigning another exhibition space.

### V.

Exhibitor can cancel participation to Organizer in written at least 7 days before Fair opening. In case the Exhibitor cancels already concluded Registration he is obliged to pay registration fee and other effectively charged costs. If and when the Organizer does not accept cancellation or it is delivered in less than 7 days before Fair opening, the Organizer can charge Exhibitor for ordered space and all services provided until that moment.

### VI.

The Exhibitor is not allowed to put out to sublease the exhibit space or part of exhibit space to a third person without previous written agreement with Organizer.

### VII.

The Organizer also has a right to reject the Registration in following cases:

- if and when the Exhibitor is in bankruptcy proceedings or liquidation proceedings,
- if and when the Organizer has uncollected claims toward Exhibitor,
- if and when the Exhibitor does not provide necessary documents on Organizer's request,
- if and when the requested space is already sold out.

### VIII.

The Exhibitor will perform direct sale on Fair in accordance with valid regulations provided that he is registered for the same.

### IX.

Economic and promotional activities at the Fair may be organized in accordance with the regulations of the Republic of Croatia. For any advertising action outside the exhibitor's exhibition space, the Organizer's special approval is required. The use of electronic devices or other devices that produce noise levels greater than 65 decibels is prohibited in the exhibition space. The release of music at the exhibitor's exhibition space is subject to the copyright law and the Organizer does not accept any material liability for the obligations arising on that basis.

The advertising space at the fairground means any area outside the exhibitor's exhibition space as well as the one that exceeds the permitted height of 250 cm in indoor areas, provided that the height does not affect other exhibitors and that the Organizer has granted the approval.

Advertising space is charged according to the valid Organizer prices.

### X.

During the preparatory works, during the fair and during the dismantling period of the fair, the organizer may freely photograph, record audio and video clips and use them for their own promotion without permission of the recorded persons.

Exhibitors are required to receive the consent of the Organizer for all footage on the fairground.

### XI.

The Organizer will according to filled Registration and Order form issue an offer for ordered exhibition space and other services which are presently payable at Organizer's account number HR4324020061100004959 (Erste&Steiermärkische Bank d.d.) or HR3323400091110676795 (Privredna banka Zagreb d.d.). The Exhibitor is obliged to perform the payment to Organizer's account in term ordered in offer. After payment in terms ordered in offer, Organizer will issue an invoice for the advance payment, and after the fair the final invoice of the services ordered as well as any subsequent realized expenses. For every day of postponed paying of the invoice the Organizer can charge legal default interests. The complaints about the invoice should be delivered in 10 days from issuing date. The complaints made later on will not be considered.

### XII.

The exhibitor is committed to insure at his own expense in insurance company his equipment and exhibition products from damage, devastation, fracture, breaking in, stealing, in case of natural disaster or force majeure, he is committed to respect regulations of fire prevention, to maintain showroom on his own cost, to be in his exhibit area during **working hours for exhibitors (determined in Instructions for exhibitors)**, to give over the premises and equipment to the Organizer at the end of the fair manifestation in the state he received them.

The exhibitor agrees to settle any damage he has made to the Organizer, other exhibitor, visitor or third parties at the time of the preparation or dismantling period of the fair or during the fair. The exhibitor is also liable for damages caused by his employee, sub-contractor or other person for whom he is liable.

In case of damage (theft, damage, etc.) the Exhibitor is obliged to report the damage as soon as possible to the Organizer and, if necessary, report it to the relevant police station.

### XIII.

The organizer is not responsible for the vehicles left at the fairground or parking space by exhibitors or their employees.

### XIV.

After performed payment the Exhibitor has a right to free exhibitor cards/accreditations depending on size of rented exhibition space.

For closed/halfclosed space size up to 15m<sup>2</sup> or open space size up to 40m<sup>2</sup> - 3 accreditations. For each additional 15m<sup>2</sup> closed/halfclosed or 40m<sup>2</sup> open space exhibitor has the right to one more accreditation. For rented fair stand or small wooden house - 2 accreditations. Based on the written request of the exhibitor and due to justified reasons, the Organizer can increase the number of issued accreditations to exhibitor.

Exhibitor is obliged to show the accreditation to the fair staff at any entrance to the fairground.

In case of improper use of accreditation, the Organizer can retain accreditation from the exhibitor.

### XV.

The Exhibitor is obliged to adjust and arrange his showrooms at least one day before Fair opening.

Exhibitors whose height of the exhibition space in indoor areas exceeds 250 cm in height, must obtain the consent of the Organizer for arranging the exhibition space.

### XVI.

Assembly and disassembly of exhibition space is exactly determined by **Instructions for exhibitors** or by agreement with the Organizer. If special circumstances require otherwise, specified time limits may be extended or shortened.

### XVII.

The exhibitor must allow the passage of all installations necessary for the technical or decorative arrangement of the exhibition space or exhibition space of another exhibitor.

### XVIII.

Departure of the exhibition space before the official announcement of the end of the fair without the consent of the Organizer is prohibited.

### XIX.

In case if Exhibitor violates any of above mentioned decision, the Organizer has the right to forbid him to take part at the Fair. In that case Exhibitor carries all the costs from General conditions and all possible other costs. For all uncollected claims from Exhibitor, the Organizer has a right to keep all merchandise brought at the Fair up to the value of unsettled obligations. The Organizer stores kept objects at Exhibitor's cost.

### XX.

The Organizer reserves the right not to organize the Fair and he will notice registered Exhibitor in written at least eight days before planned Fair beginning even in case of force majeure. If for some other reasons the term of Fair holding is changed or shortened, the Exhibitor has no right to resign, cancel or place some other demands, and specially has no right to claim damage compensation from the Organizer.

### XXI.

All possible objections the Exhibitor is obliged to submit to the Organizer in writing in the shortest possible period. Subsequent objections will not be accepted.

### XXII.

The court in Bjelovar is authorized in case of conflict.

### XXIII.

These registration and order forms have the same importance as leasing contract or temporary usage of fair business showroom.

All that is not specified herein, is specified by the special informative attachment of the fair: **Instructions for exhibitors, contractors and other participants**.