



**25th INTERNATIONAL
AUTUMN BJELOVAR FAIR**
AGRICULTURE, LIVESTOCK, ECONOMY AND CRAFT

2nd FIFTH ELEMENT
HEATING AND RENEWABLE ENERGY SOURCES

8. - 10.9. 2017.

BJELOVARSKI SAJAM d.o.o.
Dr. Ante Starčevića 8, 43000 Bjelovar
FAIR PLACE GUDOVAC
VAT-ID: HR95270568579 • Reg. no.: 01190652
IBAN: HR4324020061100004959 •
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:	
Technological innovations that will be presented at the fair:	

2. ORDER OF CLOSED EXHIBITION SPACE IN THE PAVILION:

	description	price (Eur/m ²)	ordering	desired dimensions
1.	Unarranged (min. 2m ²) *	35,00	_____ m ²	_____ m x _____ m
2.	Basic construction (min. 4m ²)	46,00	_____ m ²	_____ m x _____ m
3.	Arranged (min. 6m ²)	55,00	_____ m ²	_____ m x _____ m
4.	Arranging a special project (min. 15m ²) **	specifically contracted	_____ m ²	_____ m x _____ m
5.	Halfclosed – Pavilion 6 (min. 10m ²)	25,00	_____ m ²	_____ m x _____ m

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

** arranging a special project – please contact us at e-mail: prodaja@bj-sajam.hr or 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 ²)	ordering	desired dimensions
1.	Open (min. 3m ²) *	15,00	_____ m ²	_____ m x _____ m
2.	Stall place (min. 3m) *	35,00	_____ m	_____ m x _____ m
3.	Metal fair stand (2m x 1m) **	70,00	_____ pcs.	2m x 1m
4.	Wooden fair stand (2m x 1m) **	85,00	_____ pcs.	2m x 1m

* open and stall place – layout surface, without any connections or equipment.

** fair stands – predetermined positions on the fair area.

4. OBLIGATORY FLAT RATE AND REGISTRATION FEE:

	description	price (Eur)
1.	Fair's flat rate	85,00

5. ACCREDITATIONS

	description	ordering (exhibitor fills up)	granted (organizer fills up)
1.	Exhibitor accreditations/cards (amount in accordance with the General Conditions – art.11)	_____ pcs.	_____ pcs.

Final term to REGISTER participation is 18.8. 2017.

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/ FIELD	

EXHIBITOR FILLS UP:

DATE: _____

STAMP AND SIGNATURE OF RESPONSIBLE PERSON

ORIGINAL FORM SUBMIT TO ORGANIZER



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ORDER OF ADDITIONAL EQUIPMENT AND SERVICES

form B

1. ORDER OF TECHNICAL AND OTHER SERVICES:

	description	price (Eur/m ²)	ordering
1.	Electric power – flat rate (connection 3-7 kW)	28,00	_____ pcs.
2.	Electric power – flat rate (connection more than 7 kW)	70,00	_____ pcs.
3.	Water – flat rate (connection for suply pipe and drainage – without sink)	28,00	_____ pcs.
4.	Wireless Internet connection (password can be obtained at the Info-desk)	28,00	_____ pcs.
5.	Service by special request	specifically contracted	_____ pcs.
6.	Hostess	40,00	_____ person(s) _____ day(s)
7.	Parking space (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 or at CD.
The prices are increased by 20% if placer of order delivers advertisement materials that need further editing.

c) other promotional services:

	description	price (Eur)	ordering
1.	General Fair Sponsor	Specifically contracted	_____
2.	Fair Sponsor	Specifically contracted	_____
3.	Fair Partner	Specifically contracted	_____

e) order of fair hall:

	description	price (Eur)	ordering
1.	Fair hall – lecture hall (80 seats)	105,00	_____ hour(s)

b) other advertisement services:

	description	price (Eur)	ordering
1.	Baner on web page	70,00	_____ pcs.
2.	Your flag on Fair's masts	55,00	_____ pcs.
3.	Right to distribute flyers at 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. 3 days after the end of the Fair.
Positions of flags are specially arranged with the Organizer.

d) advertisement space inside Fair area:

	description	price (Eur)	ordering
1.	Billboard (4m x 3m)	280,00	_____ pcs.
2.	Advertisement baner – various positions	55,00	_____ m ²

REMARK:

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

REMARK:

Terms for usage of Fair hall are specially arranged with Organizer.
The price of the Fair hall usage includes supporting technical equipment (video-projector, laptop, microphones and loudspeakers).

INSTRUCTIONS FOR PREPARATION OF ADVERTISING MATERIALS can be found at our website www.bj-sajam.hr
For further info and delivery of advertisement materials, please contact us at e-mail: prodaja@bj-sajam.hr or ivana@bj-sajam.hr

Final term for delivery of ORDER FORM and advertisemet materials is 18.8. 2017.

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:

DATE: _____

STAMP AND SIGNATURE OF RESPONSIBLE PERSON

ORIGINAL 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**.

II.

The Exhibitor registers his participation at **25th INTERNATIONAL AUTUMN BJELOVAR FAIR** and **2nd FIFTH ELEMENT – heating and renewable energy sources (8. – 10.9. 2017.)** (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.

III.

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.

IV.

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.

V.

Exhibitor has to 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 fair's flat rate 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 obliged to adjust and arrange his showrooms at least one day before Fair opening.

VII.

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

- 1 if and when the Exhibitor is in bankruptcy proceedings or liquidation proceedings,
- 2 if and when the Organizer has uncollected claims toward Exhibitor,
- 3 if and when the Exhibitor does not provide necessary documents on Organizer's request,
- 4 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.

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, to presently pay for all caused damages, to pay for leased showroom to the Organizer and costs of ordered technical services right after issuing offer and to immediately acknowledge written complaints.

X.

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.). After performed payment the Organizer will deliver to the Exhibitor a bill with final statement of services according to Registration, as well as all subsequently realized costs. 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 guarantees agreed premise and position. For every day of postponed paying of the bill the Organizer can charge legal default interests. The complaints about the bill should be delivered in 10 days from issuing date. The complaints made later on will not be considered.

XI.

After performed payment the Exhibitor has a right to free exhibitor cards/accreditations depending on size of rented exhibition space. For closed space size up to 15m² or open space size up to 40m² – 3 accreditations, and for each additional 15m² closed or 40m² open space one more accreditation. For stall place or fair stand – 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.

XII.

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.

XIII.

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 he 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.

XIV.

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.

XV.

The court in Bjelovar is authorized in case of conflict.

XVI.

These General conditions have the same importance as leasing contract or temporary usage of fair business showroom.