

## General Regulations

KINDLY SIGN AND RETURN TO VERONAFIERE WITH THE APPLICATION FORM AS "DIRECT EXHIBITOR"

### 1) COMPANY NAME SUBJECT ORGANISER

The Event, called VERONA MINERAL SHOW, exhibition of minerals, fossils, entomology, jewelry, bijoux, precious stones, pearls, publishing, amber and coral, a specialized nature and open to the public and with the possibility of immediate sale to the public, it is organised by Veronafiere S.p.A..

#### General regulations

Exhibition of minerals, fossils, jewelry, entomology, malacology, precious stones & pearls, gemstone jewelry, equipment, books, jewelry, amber and coral.  
Viale del Lavoro, 8 - 37135 Verona - ITALIA - Tel. +39 045 8298111 - Fax +39 045 8298288  
www.veronafiere.it - info@veronafiere.it - R.E.A. 74722 - R.I. 00233750231 - Cod. Fisc. 00233750231

### 2) SITE - DATE - TIMES - ENTRANCES

The Event will take place from 20 to 22 May 2022 at the Veronafiere Exhibition Centre. The timetables for access by visitors will be from 9 a.m. to 7 p.m.  
The Exhibitor with the pass access may enter Exhibition Centre an hour before the normal access timetable; they must leave the halls within half an hour after normal closing time.  
Entrance to the Event is on payment: € 8,00, free for children up to 5 years.  
The Organiser reserves the right at its complete discretion to modify the foregoing timetables

and even the date of the Event, as well as to suspend entrance by visitors and every business activity for certain periods or in the event organisational requirements without this constituting reason for attributing liability or any request against it.

### 3) PERMITTED PRODUCTS - TRADE

In order to safeguard the specialist content of the Event, only the following products and/or services can be accept for the Event: minerals, fossils, entomology, jewelry, bijoux, precious

stones, pearls, publishing, amber and coral, fashion accessories, museums and associations.

### 4) PARTICIPANTS

#### 4.1) Participants

Allowed exposure all manufacturers, merchants, organisations, or consortia institution, hobbyists and collectors, Italian or foreign, that operate in the sectors of art. 3.

#### 4.2) Responsibility of Veronafiere

The Organiser disclaims any liability that may arise in any subject, from facts attributable to participants even as regards compliance with the provisions governing the conduct of the Event itself.

#### 4.3) Direct sales

Retail is permitted in accordance with applicable tax laws. Please note that the companies must be fitted with temporary licence (where required by law).  
Hobbyists and collectors must have the Declaration in lieu of an affidavit, or occasional sale authorization (flea markets), issued by the municipality or by the municipality where the event takes place.

### 5) TARIFFS - FEES ESSENTIAL SERVICES

#### 5.1) Enrolment

The Enrolment Application for the Event must be accompanied by payment of a "Registration Fee" of € 60.00 plus VAT; this fee includes:

- Insurance cover for civil liability risks for third-parties Article 17 of these General Regulations;
- Advertising tax for stands as the limits defined in articles 16.2 – 16.3;
- Registration and insertion in the official web www.veronamineralshow.com;
- N. 1 free exhibitor pass for entrance to the Event;
- N. 1 car parking pass, published on the exhibitor portal.

#### 5.2) Rate

Table collectors 160x0,80	€ 113,00
Table mineral & fossils 160x0,80	€ 208,00
Table creations 160x0,80	€ 240,00
Stand 2/3 side open for sqm	€ 83,00
Stand 1 side open for sqm	€ 70,00

#### Rate 2022

€ 113,00
€ 208,00
€ 240,00
€ 83,00
€ 70,00

Row space sqm	€ 48,00
Food area	€ 70,00
Connections and consumption for table	€ 22,00
Connections and consumption for stand for sq	€ 6,00
Lamp 200 watt	€ 27,00

The rates above apply to the entire area occupied with continuity of perimeter.  
The rate expressed for square meter, or body, includes the cost of leasing exhibition space, including the services expressly designated in the regulation and complementary events arranged by the organization with regard to conventions and conferences and celebratory events exhibition program included delegations of hospitality professionals and State authorities, Italian or foreign, speakers and lecturers.

Rates, as indicated above, include:

- general promotion;
- ventilation, general surveillance (stands not included) general illumination of the pavilions, sanitation services, emergency healthcare.

### 6) ENROLMENT PROCEDURE

#### 6.1) Application Form

Enrolment for the Event requires duly signed presentation of the "Enrolment Application" using the specific form.

**Only "Applications Form" compiled in full and signed as per dispositions, accompanied by receipt of the advanced payment envisaged (Art. 6.2) and requested documentation will be accepted.**

Acceptance of the "Application Form" is subordinated to Exhibitor conformity with the requirements defined at Articles 3 and 4 above. Presentation of the "Application Form" involves for Exhibitors integral acceptance of these General Regulations and Technical Regulations as well as the obligation to maintain all the standards and dispositions issued, even at subsequent dates, to ensure good organisation and function of the Event.

**The "Application Form" is a contractually binding and irrevocable request for**

#### participation.

Exhibitors owing sums to Veronafiere S.p.A. in the case of non-payment of sums concerning other previous events (organised by Veronafiere S.p.A.) will not be enrolled in the new edition of the Event until the outstanding sums in question are settled. Whenever such Exhibitors make advance payments for the new Event, such payments will be retained by Veronafiere S.p.A. as balance/advance on existing sums: participants expressly waive the faculty of different attribution of payments as per Article 1193, item 1, of the Civil Code.  
Veronafiere S.p.A. will issue the Exhibitor with a receipt for payment attributed as balance/advance for existing debts, as per and to the effect of Article 1195 of the Civil Code.

**Veronafiere S.p.A. reserves the right at its complete discretion to accept applications.**

Veronafiere S.p.A. reserves the right to request further documentation concerning the Exhibitor and products/services displayed/promoted.

In order to safeguard the image of the Event and the qualitative level of items displayed/promoted, Veronafiore S.p.A. hereby reserves the right as a precautionary measure to suspend participation at the Event by Exhibitors involved in penal or administrative proceedings concerning infringements of standards as regards production, commerce and competition of the products until the outcome of such proceedings.

Exhibitors are required to display/promote only the products/services indicated in the "Application Form" in keeping with the trade sectors of the Event, and exclusively in the stands assigned to them.

**Veronafiore S.p.A. reserves the right to suspend participation at the Event, and also to close the stand, or terminate relationships with the Exhibitor in the event of non-observance of these standards, without reimbursement of fees paid;**  
**Veronafiore S.p.A. also reserves the right to reimbursement for further damage.**

## 7) PAYMENTS

### 7.1) Payments

**Payments must be made, with clear indication of the Exhibitor making them and the Event covered by such payment (excepting the dispositions of Article 6.1) by means of:**

- Bonifico Bancario presso:
    - Unicredit Banca Spa
- IBAN: IT 32 0 02008 05364 000105006503 BIC/SWIFT UNCRITMMORR**
- Non-transferable circular or bank cheque made out to Veronafiore S.p.A..

**No payment is valid unless made directly to Veronafiore S.p.A.**

Amounts due on sending the Application Form cover the balance payable by the Exhibitor as per and to the effect of Article 1385 Civil Code, unless otherwise envisaged by previous article 6.1. (attribution for payment of prior debts), once the application has been accepted by the Authority.

### 7.2) Timing

#### 7.2.1) Balance of sums due for show areas

**Exhibitors must settle the balance of the entire amount due for exhibition areas together with presentation of the Application Form.**

**In order to take possession of the stand assigned, Exhibitors must present on arrival at the**

## 8) TRANSFER AND WAIVER

**Total or partial transfer, even free-of-charge, of stands is absolutely forbidden.**

Exhibitors who, after presenting the "Application Form" as per Article 6, are unable to attend the Event or require a reduction of the stand already assigned, must notify Veronafiore

### 6.2) Enrolment modes

Proper enrolment in the Event necessarily requires presentation to Veronafiore S.p.A. by the "Enrolment Term" date (9 May 2022) of the following documentation:

- "General Regulations"** double-signed in all parts by way of acceptance;
- "Application Form"** duly compiled in all parts with specific stamp and signature of the Exhibitor;
- "Copy of bank payment"** or a bank and/or circular cheque (see Article 7 below) for the total amount by way of advance payment;
- Catalogue Form** (with the information to be included in the Official Catalogue);
- One copy of **certificates** proving due **enrolment** in the Chamber of Commerce (Company Register/R.E.A.) only for first-time exhibiting companies.

**Exhibition Centre the receipt confirming payment of the outstanding balance.**

**N.B. Entrance to the Exhibition Centre will be denied to Companies and/or their staff who are unable to prove effective payment of outstanding balances.**

### 7.2.2) Balance for other services

Payments for other services than essential services must be settled before the start of the Event and in any case in conformity with the dispositions of the individual application forms.

### 7.2.3) Exit Permits

**Authorisation to leave the Exhibition Centre, after closing of the Event, with products/assets exhibited and set-up material will only be issued to Exhibitors who have settled payments due to Veronafiore S.p.A.**

Exhibitors, their fitters and appointed persons may only leave the Exhibition Centre with any products and materials exclusively on presentation to surveillance personnel of the "Exit Permit" that can be collected at the Offices-Cashier of Veronafiore S.p.A. once all payments due have been settled. These permits are exclusively for internal use and do not constitute receipts or the fiscal documents required by law.

## 9) STAND ASSIGNMENT

Acceptance of "Applications Form" and relative assignment of stands are the exclusive competence of Veronafiore S.p.A. that, in conformity with organisational requirements, will assign show areas with particular reference to:

- proper and complete presentation of the "Application Form" and the documentation envisaged by Article 6.2 of these General Regulations;
- date of presentation of the "Application Form" and the documentation envisaged at Article 6.2 of these General Regulations;
- available space;
- any outstanding payments of the Exhibitor due to Veronafiore S.p.A. for other and previous events;

- show lay-out of the halls and outside areas.

The requests formulated by the Exhibitor on presentation of the "Application Form" shall be considered as indicative and no case whatsoever may be considered as effective conditions concerning the "Application Form".

**As regards technical and trade sector requirements concerning show layout, the Authority reserves the right to change or reduce the features of the stand requested and/or assigned, including transfer to a different area; this shall not entitle the Exhibitor to any indemnity or compensation for any reason whatsoever.**

## 10) STAND SET-UPS

Following the COVID-19 Virus pandemic, Veronafiore has adopted new procedures and behavioral rules that private exhibitors and fitters must comply with during the set-up, development and dismantling phases. These can be consulted on the official website of Veronafiore at the following link <https://www.veronafiore.it/info-e-servizi/regolamenti-e-duvri/>

### 10.1) Set-up Stage

Below is the program:

- from 17 to 18 May from 7 a.m. to 8:30 p.m., access is allowed to private fitters appointed by the exhibitors
- on 19 May from 7 a.m. to 4 p.m. only exhibitors can access to exhibit the merchandise products

The spaces not occupied by 4 p.m. on the day before the opening of the event, they are considered abandoned and are intended to be made available to Veronafiore, which can be disposed of at will without any obligation to reimburse.

Access to the exhibition center is granted to exhibitors / fitters in possession of the "fitting pass" valid

for people and vehicles. In the event of a request, the exhibitors or their representatives must provide the surveillance staff with the documentation proving the title of possession and possession of the goods transported.

### 10.2) Dismantling stage

Below is the program:

- from 23 to 24 May from 7 a.m. to 8:30 p.m.

Failing this, Veronafiore reserves the right to dismantle the structures and store the goods, without any liability and at the expense, risk and danger of the defaulting party. After 30 days from the closing date of the event, Veronafiore transfers the unclaimed goods or those remaining in the district to the general warehouses in Verona. The goods remain available to the legitimate owners; every risk and expense, for the transfer and the deposit in the general warehouses, is regulated by the articles. 1787 and ss. of the Civil Code, and is the sole responsibility of the exhibitor. The exhibitor is obliged to return the stand in the state in which it was found at the time of occupation.

## 11) TECHNICAL AND FUNCTIONAL SERVICES

Veronafiore S.p.A., within the limits of its plant and in accordance with the dispositions of the Technical Regulations, excepting those defined at Article 5.1, can supply - on request by Exhibitors electricity, water, telephones or other specific technical services, reserving every right at its complete discretion to accept or reject such requests in relation to the plant availability.

For such supplies and services, Veronafiore S.p.A. transfers the technical risks and obligations arising from supply contracts to the Companies providing such services.

Exhibitors may request electrical mains connection at 220/380 volts.

Exhibitors must ensure cleaning of their stands; paper and other waste must be placed in the specific containers positioned in the Exhibition Centre at the end of the opening timetable for Event Operators; any and all other indications in the Technical Regulations must also be upheld.

## 12) MACHINES IN MOVEMENT - ACCIDENT PREVENTION

Only in exceptional circumstances and upon prior authorisation of Veronafiore S.p.A. may the machinery on show be operated, under the exclusive responsibility of the Exhibitor, and provided that such machines

- do not disturb neighbouring exhibitors and/or Visitors through excessive noise, heat and vibrations;
- are fitted with safety devices conforming with applicable safety and accident prevention regulations and standards;
- Exhibitors must implement all other measures necessary to safeguard Personnel and Visitors/ Operators.

In any case, Exhibitors must make sure that machinery is equipped with devices designed to prevent

accidents, fires, noise, unpleasant odours and the emission of gases or liquids.

Exhibitors are also required to adhere to the verifications and dispositions defined by current law and regulations in order to obtain necessary permits from competent Authorities.

**Overhead loads are absolutely forbidden.**

Veronafiore S.p.A. reserves the right to limit and/or prevent the operation of machines that may compromise the safety of Exhibitors and/or Visitors or cause excessive disturbance, even if prior authorisation has been granted.

## 13) SUPPLIES AND SERVICES ORGANISED BY THE EXHIBITOR

Delivery by Exhibitors (or other persons engaged by them) of goods for stand materials must be authorised by Veronafiore S.p.A. and may only be made 7.30-8.30 a.m. Supply vehicles and on-board personnel (on presentation of the "Service Pass") must enter and exit exclusively through Gate D of the Exhibition Centre.

Companies eventually engaged by exhibitors for the supply of goods/services during the Event may access the Exhibition Centre only after registration with Veronafiore S.p.A.

## 14) TRANSPORT & SHIPMENTS

### 14.1) Shipments

Exhibitors are free to use their own shipping agents to perform railway and customs procedures.

The Official Shipping Agent of Veronafi S.p.A. is also able to perform railway and customs procedures and effect loading/unloading of goods provided that Exhibitors request and book this service in advance directly through the Official Shipping Agent, using the specific form.

Kindly note that the Official Shipping Agent applies tariffs, approved in advance by Veronafi S.p.A., indicated in the specific "Goods Handling Booking" form.

It is agreed that every legal relationship shall exclusively be entered upon between the Exhibitor and the Official Shipping Agent.

These services are inasmuch subject to direct confirmation by the Official Shipping Agent.

Veronafi S.p.A. provides only those Exhibitors who have presented a Service request to the Official Shipping Agent with a specific handling area inside the Exhibition Centre, as well as a reserved entrance, for goods loading/unloading operations, that will be performed in accordance with the programming of Veronafi's Official Shipping Agent.

### 14.2) Handling in the exhibition centre

Loading/unloading operations inside the Exhibition Centre are exclusively performed by the Official Shipping Agent at the rates indicated in the "Goods Handling Booking" form.

**May we remind you that goods unloading and positioning operations must be completed by and no later than 8.00 p.m. on the day before the Event.**

For further details, kindly refer to the dispositions in the Technical Regulations.

**Delivery to the Exhibition centre of "Loads requiring the use of hoisting systems" requires specific prior communication to Veronafi S.p.A. using the specific "Goods Handling Booking" form.**

Kindly note that the Official Shipping Agent cannot accept any obligations to perform loading/unloading operations not booked through the specific "Goods Handling Booking" form within the deadline indicated. After this deadline, bookings are only accepted with reservation.

Veronafi S.p.A. reserves the right to authorise eventual use and to verify the technical suitability of hoisting systems eventually used by the Exhibitor.

### 14.3) Temporary import

Exhibitors must arrange, directly or through their appointed persons, the attainment of authorisations for temporary import from Customs, in accordance with current dispositions; Veronafi S.p.A. accepts no responsibility/liability in this regard.

**In any case, the Official Shipping Agent of Veronafi S.p.A. is able to perform these procedures and provide all useful information in this regard.**

## 15) PHOTOGRAPHY AND REPRODUCTION OF COPYRIGHT MATERIALS

Stands and products display may not be photographed/filmed or in any case reproduced without the authorisation of the Exhibitors in question and Veronafi S.p.A.

Veronafi S.p.A. reserves the right to reproduce or to authorise the reproduction of general or

detailed external and internal photographs/films. Cameras of all kinds may only be taken with written permits issued by Veronafi. into the Event Veronafi is not responsible for eventual unauthorised reproductions of stands or goods on display.

## 16) OFFICIAL ADVERTISING AND PUBLICATIONS

### 16.1) Exhibitor advertising

Exhibitors may only carry out promotional action on their own stands for their own and represented companies, provided that such action conforms with dispositions of law, public security standards, and the General Regulations and Technical Regulations of Veronafi S.p.A.

Distribution of catalogues, price lists or other material may be performed by Exhibitor exclusively on their own stands.

**It is absolutely forbidden to distribute leaflets.**

All forms of advertising that in appearance or content involve direct comparisons with other Exhibitors are forbidden (comparative advertising is not allowed). The Authority reserves the right, at its discretion, to prohibit or interrupt the display and/or distribution of promotional/advertising material and/or messages that do not conform with current legislation or which in any case are not appropriate or in keeping with the event itself.

### 16.2) Posters and signs

Advertising tax for posters and signs less than 3 metres above ground level is borne by Veronafi S.p.A., which will undertake required procedures in this regard since this service is included in the "Registration Fee".

**Poster and signs installed more than 3 metres above ground level are subject to Veronafi S.p.A. approval, payment of the advertising fee defined by Veronafi S.p.A and the relative Local Council Tax.**

### 16.3) Audio-Visual Equipment

Promotion/advertising using the viewers appliances, sound-vision, audio and the like with or without

sound (TV, PC, CD and DVD players, radios, and other large screen) is subject to approval of Organizer. Remember that the dissemination public of video-graphic and multimedia, is mandatory furthermore endorsement S.I.A.E. (S.I.A.E. mark) only to be billed and competence (L. 633 of 22/04/1941 and subsequent amendments: L. 248 of 18/08/2000 and DCPM n. 338 of 11/04/20019. The markings required under law (63/41) they may be directed to the following email: DRMcentralizzato. mfv@siae. it. The relevant forms can be downloaded from the website: www.siae.it ----- For those who use the works ----- Marks (stamps).

For information on legalization and endorsement (S.I.A.E. mark) please consult the site www.siae. it or contact the regional offices.

Live musical performances given during the course of the event will have to be regularized in advance directly at the

### 16.4) Catalogue and other publications

Veronafi S.p.A. declining any and all responsibility for eventual omissions or errors prints and distributes the Official Catalogue.

This publication will include indications concerning Exhibitors whose "Applications Form" duly compiled and accepted by Veronafi S.p.A. and "Catalogue page" forms have been received within the date envisaged for payment of the balance of amounts for exhibition areas as per previous Article 7.2.1.

On payment, Exhibitors may also include, upon prior Veronafi S.p.A. authorisation, other technical or advertising matter; for rates and methods, kindly refer to the specific forms.

Veronafi S.p.A. can also arrange - again without any responsibility for eventual omissions or errors printing and distribution of other publications of various kinds through which it reserves the right to illustrate and promote the Event at any time and in any sphere in Italy and abroad.

## 17) VIGILANZA - ASSICURAZIONE

### 17.1) General Vigilance

Custody and surveillance of stands is the responsibility of respective Exhibitors, for the entire time the halls are open, during the Event itself and during set-up and dismantling stages. Inasmuch, Companies exhibiting easily removed objects, are advised to be present on their stands at all times throughout the day. The Organizer, in its own interests and for its own requirements, organises a routine day and night vigilance service in the areas used for the Event, without accepting any responsibility for eventual thefts or damage to the goods/assets on show on the stands or in any case present in the Exhibition Centre.

With reference to Article 134 of the TULPS and to D.M. 269/10 concerning the supervisory activities and transport of cash and valuables, to prevent the occurrence of crimes against property and the person, to the detriment of exhibitors, who in the course of exhibitions displaying valuables or have need to move sums of money, in recommending the maximum attention is invited to take vision of the relevant legislation.

Those rules provide that the handling of significant sums of cash and or the custody of valuable goods are exclusively entrusted to private security firms, in accordance with local regulations, will provide their own staff and adequate means pickup and transport of cash and or supervision in the eventual of exposure value goods.

In reference to art. the 134 TULPS and D.M. 269/10 governing the supervision and transport of cash and valuables in order to prevent the occurrence of crimes against property and the person, to the detriment of exhibitors and exhibitors during trade fairs expose valuable assets or they need to move money, in recommending the maximum attention is invited to review the relevant legislation. Those standards require that significant sums of cash handling and/or custody assets are entrusted exclusively to private security firms that, in compliance with current legislation, will provide with adequate personnel and means to the specimen collection and transport of cash and/or supervision of any valuables an exposure.

### 17.2) Video-Surveillance

Video surveillance systems are installed throughout Veronafi S.p.A. They are used for the following purposes:

1. security;
2. safeguarding property;
3. control of unauthorised access.

Processing of video surveillance data will have the exclusive purposes defined at the previous paragraph. Processing will be performed in terms of total correctness for specific (security, protection of property, control of unauthorised access) and legitimate (as per article 13 of Italian Legislative Decree 196/03 and P.G.P. 8.04.2010) purposes. These concepts are explicitly notified to all interested parties by means of suitable informative posters. Article 4 of Law 300/70 (Workers Statute) is also expressly observed.

Veronafi S.p.A. undertakes to uphold the principle of necessity in such processing.

Superfluous use and excessive redundancy are therefore excluded.

The video surveillance system is required for the following reasons:

- Safety of persons during exhibition events.
- Protection of Veronafi S.p.A. property in view of the large exhibition area and halls that remain partially unsupervised overnight and in periods between one exhibition and the next.
- Protection of exhibitors' property overnight during exhibitions.
- Physical security during assembly and disassembly operations involving stands and equipment in general before and after exhibition events.
- General prevention of unauthorised access to the exhibition perimeter and exhibition areas.

Recorded images are not directly visible to third-parties.

Conservation of recordings over time is considered useful for attaining the intended result, except in cases of extension envisaged by disposition of the Privacy Ombudsman dated 8 April 2010, and will be retained after such period only if offences occur or in relation to investigations by legal authorities or the police. The system is accessible only to authorised persons and is fitted with the minimum safety measures envisaged by Italian Legislative Decree 196/03.

As envisaged at item 3.1 of the disposition of the Privacy Ombudsman dated 8 April 2010, appropriate notices have been installed in areas covered by surveillance.

These notices:

- are located in places subject to such surveillance or in the immediate vicinity of the cameras;
- have a format and a position that ensure total visibility.

Data collected will be used for purposes of security and access control. Data will not be used for any other purpose.

### 17.3) Insurance

Veronafi S.p.A., as indicated at Article 5 above, provides insurance coverage for Exhibitors duly fulfilling the "Enrolment Procedure" (Article 6) and payments due to Veronafi (Article 7), from the start of the Set-up stage to the end of the Dismantling stage, with insurance contracts for the following risks:

**- Civil liability for Third-parties - max: € 2,600,000.00**

**VALIDITY: from entrance into until exit from the halls of the exhibition**

Exhibitors requiring more precise coverage, insurance for higher capital values or different risks may stipulate agreements with their own Insurance Companies or through Veronafi S.p.A. Purchases Service Tel. 045 8298155 - lorenzini@veronafi.it, which is available for further and complete information.

**Exhibitors in any case have both civil and penal liability for all damage to people and things caused by equipment, structures or anything else present in the areas made available to them, including personal responsibility equally extended to collaborators and/or appointed persons.**

## 18) BANS AND MISCELLANEOUS

### 18.1) Bans

Over and above the bans already defined in the specific articles of these General Regulations and the Technical Regulations, it is explicitly forbidden to:

- a. make holes, insert nails and/or screws in the walls, ceilings and flooring; apply loads to the structures of the halls;
- b. exhibit products not included in the "Application Form" and in any case not conforming to the trade sectors of the Event, unless specifically authorised by Veronafi S.p.A.;
- c. circulate with or park vehicles of any kind inside the areas dedicated to the Event;
- d. park motor vehicles overnight (even in the event of breakdown) inside the Exhibition Centre;
- e. start or cause fires or introduce explosive material, detonating, hazardous or unpleasant smelling

- f. products, or any and all other items in any case likely to cause damage or disturbance;
- g. distribute advertising material (magazines, catalogues, booklets, brochures, etc.) not related to the Exhibitor who, in any case, may only distribute such material in the relative stand area;
- h. use the Veronafi S.p.A. brand/trademark without written authorisation;
- i. bring dogs into the Exhibition Centre, except for guide-dogs accompanying blind persons;
- j. cause harm or disturbance of any kind to the proper holding of the Event, on pain of immediate exclusion from the Exhibition Centre;
- k. conduct any kind of political propaganda in the Exhibition Centre;
- l. abandon in the Exhibition Centre parts of set-up, carpet tiles, adhesive/canvas tapes or residues of any nature;

- l. permanence in stands or the Event precinct by Exhibitors, their appointed persons or clients after the closing time of the Event at times other than those authorised, without special authorisation;
- m. perform any kind of catering activity on stands and in the Exhibition Centre, unless express written authorisation is issued by Veronafiere;
- n. begin dismantling operations before the closing of the Event.

Infringements of the bans in these General Regulations, the Technical Regulations or the dispositions issued by Veronafiere will entitle Veronafiere to resolve contractual agreements with the Exhibitor, as well as to exclude the Exhibitor from the Event without the latter having any right to reimbursement and/or compensation; in any case, Veronafiere reserves the right to claim compensation for any further damage sustained.

#### 18.2) Miscellaneous

1. Exhibitors have both civil and penal liability for all damage to people and things caused by equipment, structures or anything else present in the areas made available to them, including

- personal responsibility equally extended to collaborators and/or appointed persons.
2. The Technical Regulations as well as the standards for technical supplies included in the relative forms are an integral part of these General Regulations.
3. Presentation of the "Application Form" and signing of these General Regulations oblige Exhibitors to uphold in full the Technical Regulations that are at immediate disposition through Veronafiere Offices.
4. Veronafiere S.p.A. reserves the right to define, even in derogation of these General Regulations, appropriate standards and dispositions to ensure proper holding of the Event and performance of internal services. These standards and dispositions are integrally equivalent to these General Regulations and are therefore compulsory.
5. In the event of Force Majeur or in any case for causes beyond the control of Veronafiere S.p.A., the date of the Event may be modified without any liability/responsibility on the part of Veronafiere S.p.A. itself.
6. Items not detailed in these Regulations shall refer to the standards of the Civil Code.

### 19) COMPLAINTS AND FORUM

Any claims must be presented in writing to the following address: Veronafiere S.p.A. General Management - Viale del Lavoro 8 - 37135 VERONA.

Any and all controversies will be referred exclusively to the Courts of Verona.

#### Company stamp and signature of Legal Representative



As per and to the effect of Articles 1341 and 1342 of the Civil Code, the Exhibitor specifically approves the following clauses:

- 4.2) Exemption of responsibility for deeds by participants at the Event;
- 5.2) Unsupervised parking areas for Exhibitors;
- 6.1) Attribution of payments against pre-existing debts and the right to suspend and resolve the relationship in the event of non-observance of Exhibitor obligations;
- 7.1) Advance confirmation deposit;
- 7.2.2) Right to suspend access to the Exhibition Centre if proof of payments due is not presented;
- 7.3) Exit Permits;
- 8) Penalty for non-participation at the Event;

- 9) Application Form and right to change show area assigned;
- 10) Waiver of responsibility for projects and set-ups; penalty for damage to structures and waiver of responsibility for moving set-up;
- 10.1) Termination in the event of non-occupation of stands;
- 10.2) Clearance of stands, expenses and risks of transfer and storage of goods, even c/o Verona General Stores; penalty for non-clearance;
- 12) Waiver of responsibility for handling machines and accidents;
- 15) Exemption of responsibility for unlawful reproduction of images;
- 16.4) Exemption of responsibility for publications;
- 17.1) Exemption of responsibility for vigilance;
- 18.1) Right of resolution of the relationship following infringement of Exhibitor obligations;
- 18.2) Right to change the date of the Event;
- 19) Exclusive forum.

#### Company stamp and signature of Legal Representative



Data \_\_\_\_\_

### 20) INFORMATION NOTICE REGARDING THE PROCESSING OF PERSONAL DATA RELATED TO CONTRACTS WITH CLIENTS IN ACCORDANCE WITH EU REGULATION 2016/679 ("GDPR")

Pursuant to Legislative Decree no. 196/2003 of the Personal Data Protection Code, Veronafiere S.p.A., as Data Controller, provides you some information regarding the use of personal data.

#### 1. Purposes of processing

Personal data are processed within the institutional activity of the Entity, for the following purposes:

- a) purposes for which the applicant is not required to give consent:
  - purposes strictly related to the management of actual and/or potential customer relationships (e.g. acquisition of preliminary data at the conclusion of a contract; carrying out tasks and services on the basis of the obligations arising from the contract, etc.) and credit protection (assignments to debt collection companies, factoring companies and/or banks);
  - purposes connected with the obligations under laws and regulations as well as regulations issued by authorities with these competences (e.g. Fiscal regulations, statistics regulations, etc.);
- b) purposes connected to the development of the Veronafiere S.p.A., for which the data subject has the right to give or deny consent. This category includes the following activities:
  - developing customer profiles;
  - sending of communications, information, newsletters, research, and advertising materials, even customized, regarding the exhibitions organized by the Entity and performance of market surveys using automated contact means (email, fax) as well as traditional contact means (paper mail, operator-assisted phone calls);
  - sending of communications, information, newsletters, research, and advertising materials, even customized, regarding specific products and services of others using automated contact means (email, fax) as well as traditional contact means (paper mail, operator-assisted phone calls).

#### 2. Personal Data Provision

The provision of data to achieve the purposes of processing specified in paragraph 1 a) of the information is required. In the event of failure it will not be possible to conclude the contract and perform the services required by you. The provision of data to achieve the purposes of processing specified in paragraph 1 b) of the information is optional. In the event of failure there will not be consequences in relation to the conclusion of the contract or to the services required.

#### 3. Processing modalities

The processing of personal data is carried out through computer and manual tools, in a way strictly coherent with the purposes set out above.

#### 4. Categories of subjects to whom the data may be communicated

To achieve the purposes of processing specified in paragraph 1 of this information, your personal data may be processed by the employees and associates of the Veronafiere S.p.A. as persons in charge of the processing and data processors.

For carrying out the activities listed in paragraph 1 a) Veronafiere S.p.A. also addresses to:

- a) Companies/enterprises/external companies carrying out activities closely related to the management of the relationship between Veronafiere S.p.A. and the customer. These mentioned above act as data processors. The data processed by these companies have the following purposes:
  - provision of services relating to the exhibitions (organizational, technical, logistics, insurance, etc.);
  - printing of the official catalogs of exhibitions;
  - printing, mailing, posting and delivery of customer communications;
  - on behalf of the Veronafiere S.p.A., acting as agents, brokers or similar roles, promotion of the acquisition of visitors and exhibitors to shows and events;
  - on behalf of the Veronafiere S.p.A., promotion of services related to the trading activity of visitors and exhibitors.
- b) Companies/enterprises/external companies carrying out activities closely related to the management of the relationship between Veronafiere S.p.A. and the customer. These mentioned above act as data controllers:
  - subjects providing for the supervision and safety of the exhibition centre of Verona;
  - individuals and/or companies performing debt collection, factoring companies, banks.

To achieve the purposes of processing specified in paragraph 1 b) Veronafiere S.p.A. also addresses to: a) Companies/enterprises/external companies or subsidiary of Veronafiere S.p.A. performing activities functional to those Veronafiere S.p.A. that operate as data processors.

This latter is performed by these entities for the following purposes:

- send to customers communications, information and advertising material regarding the exhibitions annually organized by Veronafiere S.p.A.;
- send to customers communications, information and advertising material regarding products or

services of third parties; clients.

- on behalf Veronafiere S.p.A., carry out market surveys on representative samples of

#### 5. Scope of dissemination

In the event of a successful conclusion of the contract for the participation in exhibitions, in accordance with what is expressly provided in the General Rules, the organization will include personal data in the Official Exhibition Catalogue, which will be nationally/internationally disseminated.

The data provided by the exhibitors may be disseminated by Veronafiere S.p.A., through it media, including multimedia. These data will allow visitors and exhibitors to detect the position of the stands at each event and get to know the product and/or exhibition details related to the exhibitor.

#### 6. Rights under article 7 of Legislative Decree no. 196/2003

We inform that article 7 of the abovementioned Decree allows for specific rights. In particular, the data subject can get by the Data Controller the confirmation of the existence or not of personal data and that these data are communicated in an intelligible form. The data subject may also request to know the origin of the data as well as the logic and purposes upon which the processing is performed, to obtain the cancellation, transformation into anonymous form or blocking of data processed in violation of the law, and the updating, rectification or, if interested therein, integration of the data. The data subject may oppose, in whole or in part, on legitimate grounds, to the processing of personal data concerning him/her, even though they are relevant to the purpose of the collection, to oppose free of charge, in whole or in part, to the processing of personal data concerning him/her, where it is carried out for the purpose of sending advertising materials or direct selling or else for the performance of market surveys or commercial communication performed through automated contact means (email, fax) as well as traditional contact means (paper mail, operator-assisted phone calls). If you should prefer the processing of your personal data carried out for the aforementioned purposes to be performed through traditional contact means only, you may oppose to the processing of your personal data performed through automated contact means. To exercise these rights please contact the Data Controller by sending a notice to the address below or at [privacy@Veronafiere.it](mailto:privacy@Veronafiere.it).

#### 7. Data Controller and Data Supervisor

The Data Controller is Veronafiere S.p.A. with registered office in Viale del Lavoro n. 8 37135, Verona (VR) - Italy; Phone: 045 8298111 - Fax: 045 82 98 288.

Email: [info@Veronafiere.it](mailto:info@Veronafiere.it).

The Data Supervisor is the Manager of Human Resources Organization and Systems.

The complete list of data processors is available at the Data Controller.

Last update: January 2017.

#### CONSENT

In relation to the information given in accordance with article 13 of Legislative Decree no. 196/2003, we express our consent to (tick/flag the appropriate box):

- develop customer profiles;
- send communications, information, newsletters, research, and advertising materials, even customized, regarding the exhibitions organized by Veronafiere S.p.A. and perform market surveys using automated contact means (e-mail, fax) as well as traditional contact means (paper mail, operator-assisted phone calls);
- send communications, information, newsletters, research, and advertising materials, even customized, regarding specific products and services of others using automated contact means (e-mail, fax) as well as traditional contact means (paper mail, operator - assisted phone calls).

Any claims must be presented in writing to the following address: Veronafiere S.p.A. General Management - Viale del Lavoro 8 - 37135 Verona.

Any and all controversies will be referred exclusively to the Courts of Verona.

#### Company stamp and signature of Legal Representative





# PRIVACY NOTICE EX ART. 13 OF THE REG. (EU) 2016/679 (“GDPR”) - ANTI COVID-19 MEASURES

Veronafiere S.p.A. (hereinafter referred to as “Veronafiere” or “Controller”) provides with the information requested by GDPR concerning the processing of personal data with regards to the activities carried out, in accordance with emergency regulations in force, in order to prevent and limit the spread of Covid-19, i.e.:

1. the storage of identification and contact data (name, surname, e-mail) of the events’ participants (provided when registering for such events),
2. the detection of body temperature when entering both the offices and the exhibition centre,
3. the verification that all those entering both the offices and the exhibition centre (visitors, exhibitors, staging staff, employees, etc.) have the so-called “green certificate” or “green pass” (via the VerificaC19 app), an equivalent certificate for non-European visitors or a special certificate for exempt visitors. During this verification activities, people may be asked to show their I.D.

## 1. Identity and contact details of the data controller

Data controller is Veronafiere S.p.A., Viale del Lavoro, 8, 37135 - Verona, tel. 045 8298111, email address [info@veronafiere.it](mailto:info@veronafiere.it), PEC address [mail@pec.veronafiere.it](mailto:mail@pec.veronafiere.it)

## 2. Contact details of the data protection officer (DPO)

You can contact the DPO at the email address [dpo@veronafiere.eu](mailto:dpo@veronafiere.eu)

## 3. Data processing purposes, legal basis and data retention

WHY IS YOUR PERSONAL DATA BEING PROCESSED?	WHY IS YOUR PERSONAL DATA BEING PROCESSED?	HOW LONG DO WE KEEP YOUR PERSONAL DATA?
To <b>guarantee the health and safety</b> of those (visitors, exhibitors, staging staff, employees, etc.) who access Veronafiere premises, in order to limit the spread of Covid-19	The compliance with a <b>legal obligation</b> to which the Controller is subject. The <b>protection of the vital interests</b> of the data subject or of other persons. With regards to the special categories of personal data, the necessity to ensure the <b>protection of the population health</b> , as well as <b>safety in the workplace</b> , pursuant to Articles 9.2, letter b) and g) of the GDPR and 2-sexies, letter u) of d. lgs. 196/2003, in accordance with the emergency regulations in force.	With regard to the measure referred to in p. 1 in the introduction, for 14 days from the last day of the event. With regard to the measure referred to in p. 2, data are not stored unless it is necessary to document the reasons for preventing access. In this case, data are stored for 30 days. With regard to the measure referred to in p. 3, data are not collected (and therefore stored) unless their recording is necessary to document the reasons that prevented access to the data subjects or caused their removal. In case of violation of the obligations provided for by the green pass law and regulations, the data will be stored for as long as is necessary to apply the consequences provided for therein, including any administrative sanctions (see par. 4 below), following the verification of the violation. Once the retention periods have expired, the data will be destroyed, without prejudice to further storage for possible protection of Veronafiere rights in case of litigation or for the fulfilment of legal obligations (e.g., due to the deferral of the state of emergency).

## 4. The provision of data

Failure to provide data - for the purposes pointed out above and set out in the emergency regulations - precludes access to Veronafiere premise and entails the application of the consequences foreseen by such regulations.

In particular, Veronafiere’s personnel who fail to produce the green pass and are not among those exempt from this obligation are considered unjustified absentees until the presentation of the certification and, in any case, until the end of the state of emergency, without disciplinary consequences and with the right to retain their employment. For days of unjustified absence, no pay or other compensation or emolument, however named, is due.

## 5. Categories of recipients to whom data may be disclosed

Data may be disclosed to third parties acting as controllers, such as health authorities, Prefettura or the employer of the person concerned, in the cases provided for by emergency law and regulations. Moreover, data are processed:

- on behalf of the Controller, by third parties, appointed as Processors pursuant to Article 28 GDPR, carrying out activities that are functional to the purposes highlighted above, such as companies providing security and ticketing service, dealing in particular with access management,
- by Veronafiere employees who have been expressly authorised to process such data for the above- mentioned purposes and have received adequate operating instructions. In particular, the persons responsible for carrying out the green pass checks and ascertaining any violations have been appointed with a specific formal deed, including instructions aimed at guaranteeing protection of the privacy rights of the parties concerned..

## 6. Data subjects’ rights

Data subject shall have the following rights, as well as any right under GDPR:

- to access data concerning him/her in accordance with Article 15,
- to obtain the rectification of inaccurate data,
- to have incomplete data completed,
- to obtain the erasure of data in the cases provided for by Article 17,
- to obtain restriction of processing in the cases provided for by Article 18

In order to exercise their rights, data subjects can contact the Controller by sending a written communication to the contact details pointed out in par. 1 or an e-mail to [privacy@veronafiere.it](mailto:privacy@veronafiere.it). Data subjects shall have the right to lodge a complaint with the competent supervisory authority in the Member State of his or her habitual residence, place of work or place of the alleged infringement.