

FOR WASTE

Commercial Name of the Firm _____

2

All services which are not marked will be automatically considered as **NOT ORDERED**.

INDOOR AREA

Order for electrical power supply during the fair - mark with below:

supply 230 V - L + N + PE

to 2 kW - 1 socket	to 3 kW - 1 socket	to 5 kW - 2 sockets	to 6 kW - 2 sockets
CZK 4000	CZK 5300	CZK 6200	CZK 6900
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

supply 400 V - 3L + N + PE

to 9 kW - zás. 16 A	to 15 kW - zás. 32 A	to 21 kW - zás. 32 A	to 40 kW - zás. 63 A
CZK 8900	CZK 12 500	CZK 16 200	CZK 29 700
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Electro switch board 400 V/16A
for supply up to 9 kW
CZK 950

Electro switch board 400 V/32A
for supply to 15 - 21 kW.
CZK 1500

**Greater volumes of electrical energy supplies can be supplied after individual negotiation.
The electro revision will be guaranteed by the individual company which will organize the stand.**

Fridge circuit – CZK 1000
(The price will include electricity supply) number of circuits _____

Telephone order
(the price does not include phone charges)
number of connectors _____ à 3500 CZK

Internet connection
number of connections _____ à 3500 CZK

Order for the cleaning service of the exposition
Daily cleaning
Number of m² _____ à 20 CZK/sq.m/day

Order for water supply and outlets
(price does not include sink hire)
number of connections _____ à 5600 CZK

Pressured water supply to the exhibit
number of connections _____ à 3900 CZK

Stable water outlet to the exhibit
number of connections _____ à 3000 CZK

Compressed air supply – 5 atm
CZK 5000

We hereby declare that we have made ourselves familiar and agree without reservations with the ABF Technical Preconditions of the Participation in the FOR WASTE 2008, which form an integral part of the Binding Application. We undertake to pay all of the advance invoices and the final invoice in due terms.

place, date _____

_____ stamp, signature

**PNote: The application is only valid when the place, date, stamp and signature are given.
All the prices are without VAT.**

Article 1. - Time data

The Trade Fair will start on April 15, 2008 and end on April 17, 2008

Assembly of exhibitions:	12. - 13. 4. 2008	from 08:00 to 20:00 hrs
	14. 4. 2008	from 08:00 to 22:00 hrs
Dismantling of expositions:	17. 4. 2008	from 17:00 to 24:00 hrs
	18. 4. 2008	from 08:00 to 16:00 hrs

For the public the Trade Fair will be open as follows:

15. 4. - 17. 4. 2008	from 09:00 to 17:00 hrs
----------------------	-------------------------

Preparation of exhibitions with heavy, bulky and demanding exhibits will be individually discussed.

Article 2 - Exhibition area

ABF leases:

indoor exhibition area without equipment with the options of the inlet of power supply, water and sewerage lines, telephone, connection to the Internet and cleaning services on the basis of orders. The minimum depth of the expositions is 3 m.

Height of halls, load of floors

It makes it possible for a limited number of expositions to erect double-floor stands as well as dominant heights. The effective height varies from 3.0 to 8.0 m. Maximum height of an exhibit for transportation to the halls is 3 m.

Article 3. - Technical services

On the Exhibitors order it is possible to provide the inlet of power supply, water and sewerage, telephone and cleaning services (once a day vacuum-cleaning and emptying of the waste basket) to all expositions in both indoor and outdoor areas. **The advance invoice for the ordered services will be sent before the beginning of the Fair and its settlement will be a necessary condition for the beginning of the assembly of the exposition. The final invoice, together with VAT and invoice deduction will only be sent after the finishing of the Fair.**

Order of power supply

For the stands which are not ordered with ABF your own switchboard is presupposed - it should be adapted to the 5-wire distribution system, or the voltage system TNS 3L + N + PE, 50 Hz, respectively. Single-phase connection of the exposition is carried out through a usual plug of 230V/16A - L + N + PE, three-phase consumers must be fitted with a recommended ball plug of 400V/32 A - 3L + N + PE. The connection of larger power inputs will be carried out upon an agreement with ABF. Electrical equipment of Exhibitors which is not fitted with separate operation N and protecting PE (zero) wires, or which is not fitted with a protecting wire, without its featuring double insulation, or the wires of which do not have appropriate section, will not be allowed for the reason of the protection of visitors from electric accidents and for fire reasons. In the case of necessity it is possible to use the work of an electrician at a price of CZK 360.- per hour (each hour started is taken into account), which is to be paid immediately at the cash desk of the Trade Fair Administration.

The price for the inlet of power supply includes an inlet to the stand (230 Vpor 400 V) with a possibility of its use for the time of assembly and dismantling (the maximum consumption being 2kW/230V for electrical tools). It furthermore includes a lease of the corresponding part of the hall switchboard, power consumption and electric inspection for the time of the Fair. The actual inlet to the stand represents the installation of 1 or 2 sockets - 230 V (without distribution lines in the stands) or 1 socket for 400 V, possibly a combination of 230 and 400 V.

The power input to the stand required by Exhibitors must include a total of all power inputs of electrical appliances in the exposition, i.e. illumination, cooker, coffee machine, tea kettle heating unit, through-flow water heater, computer, television set, video recorder, exhibits, etc. For the purpose of a more exact order we provide the following examples: the illumination of a 9 sq.m stand about 0.5 kW, kitchen complete set about 3.5 kW, coffee machine about 0.8 - 1.2 kW, tea kettle heating unit about 2 kW, two hot-plate cooker about 2 kW. These power inputs are only for your orientation - it always depends on the particular electrical appliance which is connected.

The inspection of electrical installations is carried out by ABF and is OBLIGATORY. Its price is included in the price of electrical inlet. If the electrical installation does not comply with the requirements, it will not be connected, to the prejudice of the Exhibitor.

CAUTION! In the case you intend to use a refrigerator in your stand, we recommend to order the refrigerator circuit separately, as it will not be turned off overnight. The price does not include the power input of electrical energy. This power input must be included in the electrical power input order.

Order of water and sewerage

The connection of the sink, i.e. of an ordinary battery to the closing valve and of an ordinary siphon outlet with a 5/46 hose is included in the price of the water inlet and sewerage. The lease of the sink is not included in the price of water inlet and sewerage. If you want to make a wider use of the plumber's service exceeding the connection of the sink, you will be charged CZK 260 per hour (each hour started is taken into consideration) and you will pay this service at the cash desk of the Trade Fair Administration.

Daily cleaning includes vacuum cleaning of the Exhibitor's stand carpet once a day and evacuation of the waste basket after the end of the exhibition day, i.e. in the evening hours, or on the basis of a special instruction issued by the Exhibitor also in morning hours before the opening of the exhibition. Any additional requirements going beyond the above outlined framework will be charged on a separate basis to the Exhibitors.

Other services

ABF will ensure, free of charge, working illumination, fire and health services, the Trade Fair Protocol, for consideration it will provide for ordinary cleaning of expositions, flower services, dispatching and customs services, health service, insurance service, postal service, telephone and fax centre for the Exhibitors, press centre service, business centre, hostesses and interpreters, advertising and photograph services, production of graphic materials, arrangement services, accommodation and catering facilities.

Article 4. - Erection of stand

ABF will ensure the erection of stand in both indoor and outdoor areas on the basis of a separate order distributed by ABF together with the raster of the exhibition areas.

a) There will be type stands in the OCTANORM system available for the indoor area, their dimensions are: 3x3, 3x4, 3x5, 3x6, 4x4, 4x5, 4x6, and 5x5 metres. The stands contain:

- external walls of white panels and partition walls of small storage rooms
- ceiling raster
- carpet - grey
- collar for the exposition identification - height 30 cm (according to the length of the front side)
- For a 9 sq.m stand, small storage room 1 x 1 m with shelf and door
- from 12 sq.m small storage room 1 x 2 m with shelf and door
- from 18 sq.m small storage room 2 x 2 m with shelf and door
- 1 ceiling lighting fitting in the storage room (without power supply inlet)
- 2 to 6 point lighting fittings according to the size of stand (without power supply inlet)
- 2 electrical sockets 230 V (without power supply inlet)

- IMPORTANT! Consumption of power supply for the type stands must be ordered separately

It will be possible to order the additional furnishing with movable items of the type stands.
b) Furthermore ABF offers the erection of individually designed stands for the indoor area according to special requirements of the Exhibitor including their furnishing with movable items.

Article 5. - Technical and operating preconditions

- The architectural realisation and the operation of the exposition must not disturb or limit other expositions.

- The outline of the exhibition stands must not exceed the outline of the exhibition area leased by the Exhibitor, which applies also to the space above the ceiling structure of the stand as well.

- Possible overhang of the collar or eye-catcher of the stand to the path is allowed on the basis of a preliminary approval given by ABF, if the minimum height of the bottom edge is 3 m, and it will be subject to the payment of CZK 500 for each sq.m of its projection into the ground plan (including a fractional part of sq.m).

- Except for handling trucks entry into the exhibition areas is prohibited for any means of transport and cars of the Exhibitors. If the floor of the hall is damaged, the Exhibitor is obliged to reimburse the damages to the full amount.

- **Smoking and naked flame handling is strictly prohibited in all of the indoor exhibition areas, any breach of this ban will result in a fine paid on site.**

- No electrical appliances may be left in operation without any control. When leaving the place, the appliances must be disconnected from the mains.

- **It is not allowed to hang any eye-catchers and flags of the Exhibitors, on the structure of the halls with the exception of the cases pre-discussed with ABF and subject to a firm payment of CZK 5000.**

- **During the assembly it is forbidden to cut and grind any building elements, which causes excessive pollution and dust (plasterboard, tile materials, fibreboard and other similar materials).**

- The stand must not touch the structure, walls and roof of the exhibition halls with any of its parts. The distance between the highest point of the stand and the hall roof must be at least 70 cm.

- Technologies of carpet adhesives in halls no. 1 and 7:

For the laying of carpets into expositions in halls no. 1 and 7 it is necessary to adhere to the following procedure:

First glue a masking paper tape onto the concrete floor, and then an arbitrary two-side carpet tape. It is possible to buy the masking tape directly in the Exhibition Centre. The Exhibitor is obliged to hand over the exhibition area by the closing deadline of the dismantling work as absolutely empty and clean in the condition in which it has been taken over. In the case of damage and contamination of the exhibition area, the Exhibitor is obliged to settle the damage incurred in full amount.

- It is forbidden to discharge the remains of paints and other toxic substances which could pollute or otherwise endanger the environment into the sewerage, sinks and basins. The Exhibitors or the firms authorised by the Exhibitors are obliged to take these substances away and ensure their disposal on their own expenses.

- Storage of any materials in technical corridors (in particular behind the rear wall of the stand) is unacceptable for fire, safety and operational reasons. The storage of the packages, including their removal and return delivery to the stand can be ordered from the contractual forwarding service of ABF.

- **During the Fair it is permitted to perform audio-visual, acoustic, musical, dancing and other productions for the time not exceeding 8 minutes once an hour, and only provided that the other Exhibitors will not be disturbed by the operation of these facilities. If this condition is breached, the Exhibitor will have to pay a fine amounting to CZK 5,000.- and in the case of repeated breach it will be forbidden for the breaching Exhibitor to operate all such productions.**

- The exhibits which will be presented in the operation can only be serviced by the persons authorised thereto. The exhibits to be presented must be secured by the Exhibitor in such a way that no third party could handle them wilfully.

Except for the prescribed working business hours of the Fair and permitted time interval for the supplying of the stands it is forbidden to stay in the exhibition areas. Please, respect for this reason the instructions of the Security Service and of the ABF staff.

- Those Exhibitors who ensure the erection of the stand with their own means, or through the mediation of an advertising or realisation agency are obliged to hand, by the deadline of disassembly works, over the leased exhibition area fully empty and in the conditions in which it was taken over, i.e. also the floor covering (carpets, PVC) must be removed as well as the sticking carpet tapes, such a removal being carried out at the expenses of the Exhibitors. Should the exhibition area be damaged (by boring, cutting, breaking, excessive polluting, etc.), the Exhibitor will be obliged to reimburse the damages in full.

Exhibitor (or accredited company) can not disassemble the exhibition before the ending of event.

- If the deadline for the clearing of the exhibition area fails to be observed, a penalty amounting to CZK 5000 per sq.m of the non-cleared area will be charged. In the necessary case the exposition will be cleared by ABF at the expense of the Exhibitor. The risks associated with the clearing shall be borne by the Exhibitor.

- The placement of billboards, eye-catchers, banners as well as the distribution of printed and other materials out of the Exhibitors exposition is permitted only for consideration after prior negotiations with the ABF Trade Fair Administration and subject to the latter's approval.

- Any changes relating to the Order of Technical Services, construction and equipment of stands required by the Exhibitor additionally after the term of commencement of the assembly will only be managed after the fulfilment of the properly ordered work and services towards the other Exhibitors. These additional orders of work and services can be charged by ABF with a surcharge amounting to as much as 100% of the price calculated. The payment shall be made by the Exhibitor in cash on site.

Article 6. - Handing over of the backgrounds for the realisation of technical connections and stands

The Exhibitors who order the erection of the stand with ABF will send their orders within the term provided for in the Order Catalogue of Services which they receive together with the raster of the exhibition area.

The Exhibitors who ensure the erection of the stand on their own or through an advertising or realisation agency will send to ABF by **March 20, 2008 the binding design of the stand for approval** (in the front view and ground plan) where all possible dominant heights and eye-catchers, including the stand orientation within the framework of the ordered area will be drawn by means of the location dimensioning of the inlets of power supply, water and