



MY AGENDA BY IEG **Terms and Conditions of participation**

In the present document, I commit myself:

- to arrange **10 business meetings** with SIGEP/ABTECH EXPO 2023 exhibitors through *My Agenda by IEG web platform* **from 5th December 2022 to 17th January 2023**;
- to send at least **7 meeting requests** to SIGEP/ABTECH EXPO 2023 exhibitors **within 14th December 2022**;
- to **respect the business meetings' schedule** agreed with the exhibiting companies during show days (if I fail to arrange 10 meetings through *My Agenda by IEG web platform*, I undertake to visit other exhibiting companies in order to achieve the number of 10 meetings);
- to ask the scan of the QR code (that is on the badge) at the end of each business meeting. If the scan is not successful, to ask for the signature on the paper agenda and a business card.
- to deliver the copy of my business meetings' schedule to my SIGEP/ABTECH EXPO 2023 contact person **completed with all the signatures or scans** of the meetings held (I will ask for the exhibitors' signature at the end of each meeting);
- to come back to SIGEP/ABTECH EXPO 2023 the day after the Business Meetings to meet other exhibiting companies.
- to complete the online survey after completing all business meetings

Italian Exhibition Group will offer the following services **only if I participate in the pre-scheduled B2B meetings at the agreed times and I actively arrange these meetings through *My Agenda by IEG web platform***:

- 3 nights' accommodation – breakfast included
- Interpreting service for the Business Meeting day only if I do not speak English or Italian fluently;
- Transfers (shuttle Bus) from the airport (Bologna Airport) to the Hotel/Expo Centre and back;
- Light lunch buffet at the fair;
- Daily transfers (shuttle Bus) from the Hotel to the Expo Centre and back;
- Free entrance ticket
- Access to the International Buyer Lounge: cloakroom, PCs, Wi-Fi connections and free refreshments (coffee, tea and no-alcoholic beverages)

Accompanying persons: If you travel with another person, for whom Italian Exhibition Group Spa will take on no charge and grant no benefits, you will have to submit the personal details of the second person at the same time as when you forward your own travel details. A maximum of 1 accompanying person will be granted access to the buyers' lounge. Accompanying persons under 18 years of age are not allowed to enter the buyers' lounge.

After signing up, IEG – Italian Exhibition Group S.p.A. and ITA – Italian Trade Agency will use my personal data contained in this form, for publication on *My Agenda by IEG web platform* so that they can be consulted by exhibitors. In addition, the data contained in this form will be consulted by IEG and ITA also for the purpose of providing and reporting some services. For organizational purposes (e.g. hotel bookings, transfers, interpreting services), once I have signed up for the event, IEG will disclose said data to third party persons/entities/ providers.



I confirm that should the event be cancelled or postponed due to force majeure, IEG will promptly notify me by email, or I may receive notice by email from the reference person of my country's delegation. Under such circumstances IEG will not be required to cover any costs I may have incurred (for example, for the visa, journey to airport, etc.) IEG will not be required to provide me with any of the aforementioned services.

GENERAL VISITOR REGULATIONS – ON-SITE EVENTS

ITALIAN EXHIBITION GROUP SPA (IEG) has adopted the following General Regulations in order to regulate the rules of conduct of Visitors, Journalists and other users (hereinafter, the Interested Party) who access the Company's Exhibition Center Facilities or premises or offices of IEG or to other places in any case related to the latter, following the registration / purchase procedures prepared through the official channels of the individual Shows and / or Events.

1) ANTI-COVID 19 MEASURES

1.1 The interested parties must scrupulously comply with the anti Covid 19 Measures and Protocols provided for by current legislation at the time of access to the Company's facilities or to the premises or offices of IEG or to other places in any case referable to the latter.

1.2 The user undertakes to ascertain, upon accessing the exhibition / event of interest at the IEG facilities:

- not to be positive for the Covid 19 virus and to have observed all the anti Covid 19 Measures and Protocols required by current legislation at the time of access to the facilities, premises or offices of the Company or to other places in any case referable to the latter. The interested party is aware of the criminal penalties provided for in the case of false or misleading statements or conduct.

1.3 Participants coming from or who have passed through foreign countries undertake to comply with all the Protocols and Security Measures as required by current legislation, depending on the country of origin, as well as to consult the website of the Ministry of Foreign Affairs in advance, declaring to have fulfilled all the required mandatory health checks and protocols and to have complied with all the procedures provided, without prejudice to the criminal sanctions referred to in the previous point, in the event of false or misleading statements or conduct.

2) ACCESS TO THE EXHIBITION CENTER

1. FORBIDDEN CONDUCT

Sale of products within the Exhibition Center.

The marketing of products within the Exhibition Center is strictly prohibited. In the event of violations of this requirement, ITALIAN EXHIBITION GROUP SPA will have the right to request the intervention of the Public Safety Authority, which will take all appropriate measures against the person responsible for the aforementioned violation. ITALIAN EXHIBITION GROUP SPA will have the right to request the return of the admission ticket issued to the Visitor for free circulation within the Exhibition Center.

2. NO SMOKING

Smoking is strictly prohibited within the entire Exhibition Center. Violation of this requirement will be punished, pursuant to Art. 51 of Law 3/2003, published in G.U. on January 10, 2005, with an administrative sanction of a minimum of € 27.50 and a maximum of € 275.00. It should be noted that, in compliance with the aforementioned legislation, the aforementioned penalty is doubled if the violation is committed in the presence of a pregnant woman, infants or children up to 12 years of age. Please note that special smoking areas have been set up inside the Exhibition Center.

3. VISITOR QUALIFICATION AND ENTRY TITLE

- All Visitors, upon registration, must provide truthful information on their identity and activity. In case of false declarations, the interested party will be prosecuted as required by law.



- The admission ticket is valid for one day only, with the exception of particular subscription formulas which could be marketed through the official channels of the individual shows / events.
- Temporary exit from the Exhibition Center and return on the same day is not permitted, except for the purchase of an additional entrance ticket, unless otherwise established by ITALIAN EXHIBITION GROUP SPA.
- The entrance ticket endorsed at the turnstiles cannot be refunded for any reason (art. 74 DPR n. 633/1972). The ticket must be kept and shown in the event of a fiscal control whenever requested and until the final exit.
- To benefit from reduced rates, the categories of Visitors concerned must show an identification document or a document proving the activity carried out, issued by the competent authorities and valid.

4. RESPONSIBILITY

ITALIAN EXHIBITION GROUP SPA declines all responsibility for:

- Damage to property and / or people within the Exhibition Center, unless the harmful facts are attributable to the exclusive responsibility of ITALIAN EXHIBITION GROUP SPA itself;
- Misleading and / or misleading information conveyed through promotional-advertising material distributed by third parties not authorized by ITALIAN EXHIBITION GROUP SPA

5. CANCELLATION - REPROGRAMMING OF SHOWS / EVENTS

ITALIAN EXHIBITION GROUP SPA reserves the right to cancel and / or reschedule the Shows and / or Events scheduled in its calendar.

In this case, the reimbursement of the admission ticket will take place exclusively in the event of cancellation and / or rescheduling by ITALIAN EXHIBITION GROUP SPA in one of the following forms, appropriately communicated by ITALIAN EXHIBITION GROUP SPA to the interested party:

- by reconfirming the validity of the ticket for the rescheduled show / event, or by issuing an equivalent entry ticket, subject to regulatory provisions, or by returning the amount paid in the event of definitive cancellation.

In the aforementioned cases, ITALIAN EXHIBITION GROUP SPA will not be liable in any way for any additional costs, charges, expenses, damages incurred by the interested party.

The interested party also acknowledges that certain facts such as adverse climatic conditions, reasons of security and public order, causes of force majeure or other factors not attributable to ITALIAN EXHIBITION GROUP SPA could result in the cancellation or rescheduling of dates and times of the manifestation / event. Any liability of ITALIAN EXHIBITION GROUP SPA in the presence of such situations is excluded.

In such cases, the reimbursement of the admission ticket will take place, upon communication by ITALIAN EXHIBITION GROUP SPA to the interested party, by reconfirming the validity of the ticket for the rescheduled exhibition / event, or by issuing an equivalent admission ticket, subject to the provisions regulations, or by refunding the amount paid in the event of definitive cancellation.

ITALIAN EXHIBITION GROUP SPA will in no way be responsible for any additional costs, charges, expenses, damages incurred by the interested party.

ITALIAN EXHIBITION GROUP SPA cannot in any way be held responsible in the event that the interested party, for reasons independent of causes attributable to ITALIAN EXHIBITION GROUP SPA, does not participate in the exhibition / event. In this case, no reimbursement or compensation will be due to the interested party.

6. PHOTO / VIDEO

It is expressly forbidden for Visitors to take photographs and films inside the Exhibition Center, except with the express authorization issued by ITALIAN EXHIBITION GROUP SPA. The prohibition includes: photographs and videos made with any type of equipment (smartphones, tablets, digital cameras, cameras, etc.), as well as drawings or audio recordings. In the event of such violation, ITALIAN EXHIBITION GROUP SPA reserves the right to protect, in any competent office, the copyrights and other related rights.



Upon entering the Exhibition Center, the interested party accesses a "place of a public nature".

In this regard ITALIAN EXHIBITION GROUP SPA informs that, through its own staff and / or specifically appointed professionals, it will proceed to acquire photographic images and / or generic video recordings, to document and promote the exhibition / event on its website, on the products, editorials connected to it and on any other paper and digital information support. If the interested party does not wish to be photographed and / or filmed in a recognizable manner and / or that the minor accompanying and for which he is responsible is not, please notify the operator recognizable thanks to the appropriate pass.

The interested party will not be entitled to any compensation or compensation whatsoever for the use of the aforementioned materials.

ITALIAN EXHIBITION GROUP SPA does not guarantee the blackout on online channels of any third party independent data controllers.

The interested party also acknowledges that all the external and internal areas of the Exhibition Center, for safety reasons, are subjected to video surveillance and that the recorded images are treated, as required by the Privacy Guarantor, in accordance with the general regulations on the subject of personal data protection. These images, upon the occurrence of criminal events or of particular importance in terms of order and public safety, will be made available to the judicial authority or judicial police, if requested.

7. DISTRIBUTION AND / OR DISCLOSURE OF PROMO-ADVERTISING MATERIALS WITHIN THE EXHIBITION CENTER

The distribution and / or dissemination of promotional and advertising materials within the Exhibition Center is prohibited. The Visitor who is caught in the performance of this activity will be immediately deprived of the entrance ticket issued for free circulation within the Exhibition Center.

8. ANIMALS

For each show / event, depending on the product categories, a specific provision is made regarding the access or prohibition of entry for dogs as well as animals of any kind, with the exception of dogs serving blind people.

9. MISCELLANEOUS

ITALIAN EXHIBITION GROUP SPA reserves the right to prohibit access or to accompany anyone who does not comply with this regulation to the exit.

10. GENERAL PROVISIONS

These General Visitor Regulations, drawn up in Italian as the official language, have been structured in accordance with national legislation, to which reference must be made for the interpretation of the rules contained within these Regulations.

ITALIAN EXHIBITION GROUP SPA reserves the right to modify the Visitor's General Regulations at any time. An updated copy of the same Regulation will be published on all ITALIAN EXHIBITION GROUP SPA websites and will take effect immediately upon disclosure.

The terms and conditions of these General Visitor Regulations, brought to the attention of the interested party through the publication on the ITALIAN EXHIBITION GROUP SPA websites and the posting at the entrance to the Exhibition Center, represent the only existing contract between the Parties.