

MY AGENDA BY IEG

Terms and Conditions of participation

I commit myself to:

- arrange **13 business meetings** with TECNA exhibitors through *My Agenda by IEG* web platform from 26th August to 17th September 2026
- send at least **8 meeting requests** to the TECNA exhibitors through *My Agenda by IEG* web platform, not later than September 2nd
- **respect the business meetings' schedule** agreed with exhibiting companies during show days: **8 meetings on the first day and 5 meetings on the second day** – morning session and then visit TECNA in the afternoon. If I fail to arrange 13 meetings through *My Agenda by IEG* web platform, I undertake to visit other exhibiting companies to achieve the number of 13 meetings
- deliver my business meetings' schedule to the Italian Trade Agency (ITA) staff or to Italian Exhibition Group (IEG) Staff in the International Buyers Lounge **filled-in with all the signatures of the meetings held and/or business cards of the exhibitors met** (after each meeting I will ask for the exhibitors' signature and/or their business cards)
- fill in the on-line customer satisfaction survey after the completion of the business meetings
- fill in the paper survey after the completion of the business meetings and deliver it to ITA staff

Only if I participate in the pre-scheduled B2B meetings to the time agreed and I actively arrange these meetings through *My Agenda by IEG* web platform, I will get the following benefits:

- flight ticket (round-trip) to Bologna airport (economy class)
- 3 nights' accommodation in an IEG/ITA partnered hotel in Rimini for one person – breakfast included
- Transfers (shuttle bus) from Bologna airport to the Hotel/Expo Centre and back
- Transfers (shuttle bus) from the Hotel to the Expo Centre and back
- Access to the International Buyers Lounge: cloakroom, PCs, Wi-Fi connection and free refreshments (coffee, tea and non-alcoholic beverages)
- Buffet lunch at the Expo Centre
- Interpreting service for the business meetings, only if I do not speak English or Italian fluently
- Free entrance ticket

After signing up, IEG – Italian Exhibition Group S.p.A., ACIMAC – Association of Italian Manufacturers of Machinery and Equipment for Ceramics and ITA – Italian Trade Agency will use my personal data contained in this form, for publication on *My Agenda by IEG* online platform and so that they can be consulted by exhibitors. For organizational purposes (e.g. hotel bookings, issue of air ticket, transfers, interpreting services and hotel welcome services), once I have signed up for the event, IEG, ACIMAC and ITA 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, ACIMAC and/or ITA will promptly notify me by email, or I may receive notice by email from the reference person of my country's delegation