

May 15-17, 2019
**VENUE: EXPO XXI, Warsaw, Poland
Prądzyńskiego str. 12/14**

PARTICIPATION NOTICE

1 EXHIBITOR'S INFORMATION

The Exhibitor/Company name

Street Post code City

KRS/CEIDG TAX ID NO – VAT NO

Phone No E-mail Website

Authorised person
(according to register of companies /KRS/CEIDG)

Contact person Phone No E-mail

2 AN ORDER FOR STANDARD PACKAGE (THE REGISTRATION FEE + EXHIBITION AREAS)

We notify about our participation in the fairs and we order the following open space:

Area	Commercial Area (m ²)	Price 1 m ² in PLN	Value in PLN
Open space inside the hall		510/410*	
Open space outside the hall		350/290*	
The obligatory registration fee containing the Basic Entry in the Fairs Catalogue		490	

***Valid until 10 January 2019 inclusive.** The promotion applies to those who reserve a stand, send a complete set of registration documents and pay the pre-payment. The stand reservation does not mean the fairs participation notice. After 10 January 2019 the price for one meter of open space in the hall is 510 PLN/m², on the open space outside the hall – 350 PLN/m².

Additional fees (mark):

- 10% a corner stand (open from 2 sides)
 15% a peninsula stand (open from 3 sides)
 20% an island stand (open 4 sides)

If the Exhibitor makes the stand fitting using other company than the PETROL STATION 2019 Fairs Organiser, the service fee must be paid by the Exhibitor in an amount of 69 PLN/m² net – this applies to stands located inside the hall.

3 SUB-EXHIBITORS

CONTACT DETAILS, CONTACT PERSONS Additional fee for a sub-exhibitor

Company name / Contact person's details	2500 PLN / Insert the company name / 1 Sub-exhibitor
<input type="text"/>	<input type="text"/>

1. I agree to the processing of my personal data by the PIPP for marketing and statistical purposes in the scope indicated in the above form. I realize that giving my data is voluntary, and the basis for this processing is my consent. I realize that I have the right to withdraw my consent at any time. Personal data will be processed until the provision of services related to the above-mentioned marketing or statistical goal – at the latest until the withdrawal of consent. The withdrawal can take place by sending an e-mail to the following address: targi@paliva.pl. I have the right to request the administrator to access my personal data, rectify them, delete or limit processing (about the right to transfer data if they are entitled), and also the right to lodge a complaint with the supervisory authority.

2. In consideration of my declaration of participation in the event organised by Polska Izba Paliw Płynnych I hereby give consent for the personal data provided in this application form to be stored and processed by PIPP in accordance with the Act of 10.05.2018 on Personal Data Protection. for the purpose of information about exhibitions, conferences, congresses and other events organised by PIPP and for the purpose of the event organisation and management. I have been instructed that I have the right to review, edit and file the claim for the data to be deleted.

These amounts do not include VAT. By signing this registration form we declare that we read and accepted the content of the Regulations for Fairs FUEL STATION 2019. At the same time, we hereby authorise the Organiser to issue VAT invoices without our signature.

- We agree to receive an e-invoice in line with point 6 of the Regulations for the Fairs FUEL STATION 2019.
 EXHIBITOR'S PARTICIPATION NOTICE constitutes the integral part of the Registration Form for Fairs FUEL STATION 2019.

Date / Company stamp / Legible signature of the EXHIBITOR – an authorised person according to KRS/CEID

May 15-17, 2019

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AN ENTRY IN THE CATALOGUE

Please send an entry for the CATALOGUE until **5 March 2019**.

1 THE BASIC ENTRY IN THE FAIRS CATALOGUE – WITHIN THE PRICE OF THE STANDARD PACKAGE

In the catalogue entry within the Standard Package price we will publish information about the company:
 ▶ in the fairs catalogue, in Alphabetical List of Exhibitors containing a full name of the company, contact details, stand number
 ▶ on the fairs website, in the on-line catalogue (www.targi.paliwa.pl)

Please insert the company
under letter:

Company name	<input style="width: 100%;" type="text"/>		
Street	<input style="width: 30%;" type="text"/>	Post code	<input style="width: 15%;" type="text"/>
		City	<input style="width: 30%;" type="text"/>
Phone	<input style="width: 100%;" type="text"/>		
		Fax	<input style="width: 30%;" type="text"/>
E-mail	<input style="width: 100%;" type="text"/>		
		Website	<input style="width: 30%;" type="text"/>
Contact person regarding the catalogue	<input style="width: 30%;" type="text"/>	Phone No	<input style="width: 15%;" type="text"/>
		E-mail	<input style="width: 30%;" type="text"/>

ENTRY IN THE SECTOR INDEX

Please enter the category number from this list:

Petrol Station

1. designing, modernising, construction
2. equipment servicing
3. station infrastructure
4. tanks, pipe systems, fuel dispenser, valving.
5. fuel station network

Fuels – wholesale, production, import

6. liquid fuels
7. gas fuels (LPG, LNG, CNG)
8. biofuels
9. LOO / heating fuels

LPG, CNG and LNG

10. LPG, CNG, LNG station equipment
11. gas systems for cars

Car washes

12. car wash producer/distributor
13. self-service car washes

14. automatic car wash stations
15. washing equipment, compressor, vacuum cleaner
16. car wash servicing

Autoservice

17. car accessories
18. car cosmetics
19. consumables (oils, fuel ingredients)
20. spare parts
21. car showrooms
22. equipment for car mechanics car

Logistics and transport

23. tankers, vehicles for transporting hazardous substances
24. transport/ passenger transport companies forwarding
25. Tractor units

Retail store and bar at the station

26. products FMCG
27. toilets equipment
28. interior design
29. equipment
30. maintaining order on a station
31. retail stores and bars suppliers
32. vending

Services for the stations

33. CCTV, systems, station monitoring
34. fuel station visualisation elements
35. merchandise
36. station management systems
37. payment terminals, customer service systems, cash machines
38. business services

Ecology and environment protection

39. environment protection systems
40. water recovery

41. waste utilisation
42. equipment for used oil
43. anti-corrosion systems
44. sorbents
45. separators

Energy

46. renewable energy
47. heating and electric power
48. materials, equipment, valving
49. heating equipment

If not listed above, please mark a category:

50. others

Please send a completed form until 5 March 2019.
If the obligatory entry content is not submitted in the given time, the Organiser will include information based on the PARTICIPATION NOTICE on form A.

2 ADDITIONAL EXTENDED ENTRY WITH A LOGO – ADDITIONAL FEE

An extended entry:

290 PLN/netto

Within the extended entry in the catalogue we offer including:

- ▶ description of company's business in Polish and English (**max 350 characters with spaces**) in the alphabetical list of exhibitors; each **additional character is paid 1 PLN net**,
- ▶ a description of the company activities, on the fairs website and in the on-line catalogue.

The Organiser is not liable for the correctness of information and of the announcement content provided by the Ordering Part.

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2. In consideration to my declaration of participation in the event organised by Polska Izba Paliw Płynnych I hereby give consent for the personal data provided in this application form to be stored and processed by PIPP in accordance with the Act of 10.05.2018 on Personal Data Protection. for the purpose of information about exhibitions, conferences, congresses and other events organised by PIPP and for the purpose of the event organisation and management. I have been instructed that I have the right to review, edit and file the claim for the data to be deleted.

These amounts do not include VAT By signing this registration form we declare that we read and accepted the content of the Regulations for Fairs FUEL STATION 2019.

At the same time, we hereby authorise the Organiser to issue VAT invoices without our signature.

We agree to receive an e-invoice in line with point 6 of the Regulations for the Fairs FUEL STATION 2019.

THE CATALOGUE ENTRY constitutes the integral part of the Registration Form for Fairs FUEL STATION 2019.

Date / Company stamp / Legible signature of the EXHIBITOR – an authorised person according to KRS/CEID

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PURCHASE ORDER STANDARD PLUS Package

The Exhibitor/ Company name

Tax ID No (NIP)

1 ORDER FOR STANDARD STAND FITTING IN THE HALL

I order the stand fitting (regarding the hall)

Area	Commercial Area (m ²)	Price 1 m ² in PLN	Value in PLN
Standard stand fitting		189	

The stand fitting comprises*:

- design of a stand
- a stand connection to 230V,
- white painted walls and white frame,
- cleaning the stand.

In addition, the stand fitting includes (please mark):

- back-office divided with folding door,
 3 spotlights for each 9 m² or multiplication,
 1 a double socket for each 9 m² or multiplication,
 3 book shelves for each 9 m²,

- uniform carpet in the stand, choose colour red, grey, navy blue, green (enter the colour):

- a showroom pedestal or a desk,
 an office bookcase or 3 shelves bookcase for the stand,
 a table and 4 chairs for each 9 m² or multiplication,
 a hanger,
 waste bin,
 the frieze with the stand number and the name of the exhibitor in uniform font and in a colour of the organiser's choice,
 text to be placed on the frieze (enter below):

*Resigning from any part of the stand fitting does not affect the price.

** If the colour is not selected, the Organiser reserves the right to select it.

2 ADDITIONAL ELEMENTS ORDER

I order additional elements (regarding companies with the organiser's stand fitting)

Additional elements	A unit price in PLN	Value in PLN
Folding doors	90	
Bookcase (3 shelves) 100 x 50 x 250 cm	110	
A desk with a shelf (100 x 50 cm, height: 100 cm)	106	
Showcase shelf (28 cm wide)	33	
Platform 100 x 100 cm (various heights)	106	
Platform 100 x 50 cm (various heights)	106	
Glass showcase (height 100 cm) 100 x 100 cm	230	
Glass showcase (height 100 cm) 100 x 50 cm	230	
Glass showcase (3 shelves) 100 x 100 x 250 cm	460	
Glass showcase (3 shelves) 100 x 50 x 250 cm	360	
A table with wooden top – square, rectangular, round	60	
Chair	50	
Hoker	55	
A kitchen cupboard (100 x 50 cm with a shelf at 50 cm)	85	
Fridge 135 l	290	
Extension over 250 cm/m	45	
Placing a logo on the frieze	145	
Change of walls colours, colour film for 1m ²	50	
Bar table	135	
Floor lining for 1m ²	50	
Leaflets stand	45	
A glass shelf	50	
Socket 230V do 2kW (in the hall, without power connection)	110	
Lighting point (a spot light)	35	

3 A HOUSE ORDER (regarding the outdoor open space)

Area (m ²)	Price 1 m ² in PLN	Value in PLN
	600	

4 UTILITIES ORDER

Utilities	Price in PLN	I order	Quantity
Water connection and sewage without sinks etc. (the hall)	790		
Water connection and sewage without sinks etc. (outdoor open space)	1290		
Water set (a heater + a sink) without connecting costs	400		

5 POWER CONNECTION ORDER

kW	Price PLN* refers to the hall	I order	Price in PLN* regarding the outdoor open space	I order
Up to 2 kW (1 phase 230 V)	460		610	
Up to 9 kW (3 phase 400 V)	1060		1250	
25 kW (3 phases 400 V)	1720		2112	
36 kW (3 phases 400 V)	2340		2785	
All day socket without power connection costs which is to be ordered	350		350	

6

STANDARD package may be extended with additional services upon prior agreement between the Organiser and the Exhibitor.

These amounts do not include VAT. By signing this registration form we declare that we read and accepted the content of the Regulations for Fairs FUEL STATION 2019. At the same time, we hereby authorise the Organiser to issue VAT invoices without our signature.

Note: Placing an order for additional equipment and services 7 days before opening the Fairs increases the price by 50%. It is possible to order other elements of stand fitting and services listed in the price list. Please submit your requests to the Organiser.

We agree to receive an e-invoice in line with point 6 of the Regulations for the Fairs FUEL STATION 2019.

THE STANSARD PLUS PACKAGE PURCHASE ORDER constitutes the integral part of the Registration Form for Fairs FUEL STATION 2019.

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2. In consideration to my declaration of participation in the event organised by Polska Izba Paliw Płynnych I hereby give consent for the personal data provided in this application form to be stored and processed by PIPP in accordance with the Act of 10.05.2018 on Personal Data Protection, for the purpose of information about exhibitions, conferences, congresses and other events organised by PIPP and for the purpose of the event organisation and management. I have been instructed that I have the right to review, edit and file the claim for the data to be deleted.

Date / Company stamp / Legible signature of the EXHIBITOR – an authorised person according to KRS/CEID

PETROL STATION FAIRS REGULATIONS

1. General Provisions

- a. The 26th International Fairs PETROL STATION 2019, hereinafter: the "Fairs" are a platform comparing the offers of leading suppliers of the infrastructure related to the fuels market, as well as related sectors, significant for the functioning of the fuels market.
- b. The Fairs will be held from 15 to 17 May 2019 in Warsaw, Poland. The exact address of the Fairs venue will be indicated to the Exhibitor as part of confirmation of its participation notice.
- c. The Fairs are organised by the Polish Chamber of Liquid Fuels, with its registered office at Słomińskiego 19, suite 521, 00-195 Warszawa, <http://www.paliwa.pl>; e-mail: targi@paliwa.pl, hereinafter: the "Organiser".
- d. The Exhibitor is an entity who notifies about its participation in the Fairs, on terms and conditions provided for in the Fairs Regulations.
- e. The Fairs Regulations (hereinafter: the Regulations), together with the Registration Forms completed by the Exhibitor constitute an integral part of an agreement between the Organiser and the Exhibitor (parties of the agreement).
- f. The Organiser offers to Exhibitors a complex Fairs organisation service. The scope of service may correspond to the following scopes:
The Standard Package comprising:
 - the Exhibitor's promotion at the Fairs by way of making the Basic Entry in the Fairs Catalogue,
 - the participation in the Fairs as an Exhibitor and self advertising of the Exhibitor during the Fairs, in line with terms and conditions indicated in the Fairs Regulations,
 - providing access to the exhibition hall, fitted out or not fitted out in line with the Exhibitor's order,
 - an invitation to the Exhibitor's Gala in proportion to the leased exhibition area
 - Badges for Exhibitors authorising them to enter the Fairs;The Standard Plus Package, that will include the Standard Package extended by additional services performed by the Organiser, related to the Fairs organisation.

2. Participation Notice

- a. Notification about participating in the Fairs is possible only on the Registration Form, by choosing the Standard Package or by extending this Package (including the Standard Plus Package), in line with the Fairs Regulations, adopted and accepted by the Exhibitor and constituting an integral part of the agreement made between the Organiser and the Exhibitor. The Fairs Regulations are available on the Fairs Organiser's website targi.paliwa.pl and in its registered office. Upon completing and signing the Registration Form by persons authorised to represent the Exhibitor, it should be submitted to the Organiser within three days from making the reservation of the area. Signing the Registration Form is understood as the acceptance of the Fairs Regulations. If the Registration Form is signed by persons other than indicated in the Central Register of Sole Traders (CEiDG) or in the National Court Register, a power of attorney for these individuals or persons authorised to represent the Exhibitor. Terms and reservations added in the Registration Form will not be taken into account. The completed Registration Form can be also sent in writing, by registered letter, by fax or an e-mail in the form of scan of signed documents that are legally binding documents for the Organiser and the Exhibitor.
- b. A participation notice also means the acceptance of Regulations applicable in the real property, where Fairs will be held, at www.targi.paliwa.pl
- c. The Standard Package and Standard Plus Package can be extended with additional services upon prior arrangements between the Organiser and the Exhibitor. Ordering additional service elements should take place in writing, by registered letter, by fax or an e-mail in the form of scan of documents signed by a person authorised to represent the Exhibitor, that are legally binding documents for the Organiser and the Exhibitor.

3. Participation Confirmation

- a. Participation notice means that the Exhibitor accepts the offer presented by the Organiser, becoming familiar with the content and acceptance of the Fair Regulations, and it is binding for both parties.
- b. The Organiser decides about the acceptance of the Exhibitor and exhibits. Within 14 days from the date of receipt of the Registration Form, the Organiser may withdraw from the agreement for the acceptance of a company to the Fairs (giving a reasons is not required). The Exhibitor who is subject to the Organiser's withdrawal from the agreement cannot pursue any claims and file suits.
- c. The Exhibitor cannot transfer the rights resulting from the agreement to third parties.

4. Allocation of stands

- a. The Organiser is authorised to allocate to the Exhibitor a stand while the shape and size is adjusted to the existing circumstances. The stand allocation is binding for the Exhibitor. If required in certain circumstances, the Organiser may also change the allocated place after signing the agreement, as well as change slightly the area of the allocated stand (indicating the location). The Exhibitor may present its opinion regarding the location within 3 days. No reaction within this time limit means that the Exhibitor accepts the change made by the Organiser.
- b. If the Exhibitor fails to present its opinion a day before opening the Fairs, the stand may be allocated at the Organiser's discretion, and the Exhibitor is not entitled to pursue any claims related to this. The Organiser is entitled to all rights and claims, as if the stand is occupied according to the agreement.
- c. With regard to stands in the open space, due to the organisational and logistic reasons, and due to the specifics of this exhibition area, large stands are allocated first.
- d. A reservation of a certain stand may be kept by the Organiser for the maximum period of three days from the date of making the reservation by the Exhibitor. The reservation confirmation should be made in writing, by fax or by e-mail. The stand reservation does not mean the Participation Notice (see point 2 of this Fair Regulations).

5. Withdrawal from the Agreement

- a. The Organiser is authorised to withdraw from the Agreement if the Registration Form was signed by persons unauthorised to represent the Exhibitor, contains false information or data, also if the terms regarding the acceptance are no longer valid later, or if the payments were not made in line with the Fairs Regulations.
- b. The Exhibitor is entitled to withdraw from the Participation Notice (the Registration Form). The withdrawal of Participation Notice causes the obligation to pay the whole amount resulting from ordering the area and the stand fitting.
- c. The withdrawal from the Participation Notice must be made in writing (by e-mail or fax), signed by two persons authorised to represent the Exhibitor, in order to be valid.

6. Payments/fees

- a. The Standard Package – the payments/fees within the Standard Package comprise:
 - the registration fee at PLN 490 PLN net for each Exhibitor, and for each Sub-exhibitor; the fee covers the operating costs related to the participation in the Fairs and the obligatory entry in the fairs catalogue. The registration fee in this amount is added to the pre-payment for participating in the Fairs (point 8 b) and it is not returnable. The fee for leased area, amounting to:
 - A promotion net price of PLN 410 per m² for undeveloped area in the hall and PLN 290 per m² net in the open space (outdoors) applies until 10 January 2019.In order to take advantage of the promotion, the stand must be reserved, a Participation Form must be signed with all attachments and a pre-payment must be made with the registration fee (according to the presented calculation and pro forma invoice). The stand reservation does not mean the Participation Notice (see point 2 of this Fair Regulations).
 - After 10 January 2019 the price of undeveloped area in the hall is 510 PLN/m² net, and 350 PLN/m² net for the open space outdoors.
- b. The Standard Plus Package – the payments/fees within the Standard Package comprise:

the price of the Standard Package plus prices of additional services, including the ones listed above, if ordered by the Exhibitor:

- The performance of standard stand fitting by the Organiser amounts to 189 PLN/m² net. The price of 1 m² of standard structure comprises all elements included in a Registration Form C. All additional services related to arranging the stand or additional elements of equipment (e.g. water connection, security services, making a logo, additional equipment etc.) should be ordered with the Organiser in writing and they are subject to extra charges, according to the Organiser's offer.
- c. VAT should be added to the net prices at the currently applicable rates.
- d. The Exhibitor has the possibility of expressing the consent (by marking the relevant field on pages A, B, C of the Registration Form) for issuing and sending VAT invoices, their corrections and duplicates, for services performed by the Polish Chamber of Liquid Fuels, by e-mail in the PDF format in line with the Act on the Tax on Goods and Services (Journal of Laws 2011, No 177, item 1054 as amended).
- e. If the Exhibitor makes the stand fitting using other company than the Fairs Organiser, the service fee of 69 PLN/m² net must be paid by the Exhibitor – this applies to stands located in the hall.
- f. Depending on the type of stand, additional charges should be added to the lease price of one square meter in the hall: for a corner stand (open on two sides) -10%, for peninsula stand (open on three sides) – 15%, for an island stand (open on four sides) – 20%.
- g. Assembly works on stands must be completed by 14:00 on the last day of assembly, i.e. 14 May 2019 (Tuesday). The fit-out works on stands must be completed by 22:00 on the last day of assembly, i.e. 14 May 2019 (Tuesday). In justified cases, the working hours may be extended at the Organiser's consent, upon prior written notice from the Exhibitor that it is necessary. The notice must contain a formal declaration that the Exhibitor will pay all due amounts. No later than within 3 days from the first day of Fairs, an invoice will be issued for the additional assembly hours. The cost of giving one extra working hour in the exhibition hall and in the open space is PLN 850 PLN net for each started hour up to two hours and PLN 3000 for each started hour after these two hours.

7. En entry in the Catalogue and badges – additional services for Exhibitors

- a. Each Exhibitor is obliged to make the basic entry in the fairs catalogue. The entry comprises the company name, address and phone No, e-mail addresses and website address. If the Exhibitor fails to send to the Organiser data regarding the obligatory entry by 5 March 2019, the Organiser is authorised to use the information included in the Registration Form.
- b. The Exhibitor is also entitled to make an extended entry, containing also the description of business operations, not exceeding 350 characters with spaces, in two languages (in Polish and in English). All information for the catalogue should be submitted by the Exhibitor no later than on 5 March 2019. The cost of adding an extended description is PLN 290 net. Each additional character costs PLN 1 net.
- c. The Organiser is not liable for correctness and true content of the announcements and entries in the fairs catalogue, submitted by the Exhibitor.
- d. Badges for Exhibitors authorising them to enter the fairs areas during the Fairs will be issued within the venue where the Fairs will be held starting on 13 May 2019. Badges contain no names, they contain the sign "Exhibitor" and the company name plus the Organiser's logotype. The number of badges is given by the Exhibitor to the Organiser no later than by the end of March 2019. If no number is given, the Organiser allocates 5 badges for one Exhibitor.
- e. The Organiser enables the Exhibitor to promote its exhibition stand by inviting guests. For this purpose, the Organiser ensures to Exhibitors also 50 fairs invitations, that may be distributed by the Exhibitor at its own discretion. More invitations may be sent at the individual request of the Exhibitor.

8. Payment Conditions

- a. Upon receiving the Registration Form from the Exhibitor, the Organiser sends a confirmation of participation together with the pre-payment calculation and issues a charging document (a pro-forma invoice) for the pre-payment, based on prices given in point 6. The prepayment is 50% of the gross price of the Standard Package (namely the whole registration fee and 50% for the ordered available area – gross price). Also the fee for stands open for the hall stands. The Exhibitor is obliged to pay the pre-payment amount to the Organiser's bank account within 7 days from the receipt of the pro-forma invoice. Upon the crediting the pre-payment in the Organiser's account, the Organiser will issue VAT invoice in line with applicable regulations.
- b. No later than by 8 March 2019 the Organiser will issue the pro-forma settlement invoice for the remaining price of the Standard Package (i.e. 50% for the ordered access to the leased area).
- c. No later than on 13 April 2019 the Organiser will issue a VAT invoice in PLN for the difference in the price of the Standard Package and the price of the Standard Plus Package, i.e. for instance the stand fitting ordered with the Organiser, utilities and the service charge. Paying for this invoice is a condition for performing additional services by the Organiser.
- d. The payment date for all invoices issued till 13 April 2019 is 7 days from issuing an invoice, afterwards the date is 1 day.
- e. For ordering additional services notified by the Exhibitor during the stand fitting or during the Fairs, the Organiser will issue a VAT invoice in PLN within 7 from the end of the Fairs.
- f. The Exhibitor is obliged to document all payments, by sending to the Organiser copies of bank transfers confirmed by the payer's bank at each demand of the Organiser.
- g. Any complaints do not release the Exhibitor from the timely payment.
- h. Contractual interest will be calculated in the event of a delay in payments resulting from this agreement.
- i. The Organiser reserves the right to refuse the Exhibitor the participation in the Fairs or the performance of certain elements of services related with the Fairs in the event of missing payment for VAT invoices issued by the Organiser, both for participating in the Fairs and elements of services related to them (i.e. the Standard Package price and the Standard Plus Package price, together with other elements of services), and for other services performed in favour of the Exhibitor by the Organiser. The condition for being granted access to the Fairs is that all due amounts for the Organiser are paid.

9. Sub-exhibitors

Without a written consent of the Organiser, the Exhibitor is not entitled to give access to the stand or any part of it to any third parties, free of charge or for remuneration. The Exhibitor is obliged to notify the Organiser about Sub-exhibitor(s) in writing on the Registration Form. The Organiser will each time evaluate and accept the Sub-exhibitors before allowing their participation in the Fairs. The Sub-exhibitor registration, namely ordering the possibility to use the Organiser's services for another entity is connected with the obligation to pay the amount of PLN 2,500 net. The acceptance of a Sub-exhibitor without the required consent, entitles the Organiser to remove the stand at the Exhibitor's expense and to charge the Exhibitor with financial penalty of PLN 10,000 net. A written acceptance of the regulations by a Sub-exhibitor is required, as well as the acceptance of all other procedures related to the Fairs organising.

10. Technical conditions and forwarding

- a. The Exhibitor is obliged to deliver exhibits and auxiliary devices to the Fairs no later than on 17 May 2019, at 14:00 hours, and to collect them after the Fairs end from 17 May 2019 between 15 and 22 hours. Commencing the removal of the exhibition before the official closing of Fairs is prohibited. For organisational reasons the Exhibitor is obliged to notify earlier and agree with the Organiser and the Fairs forwarder the date and technical conditions for the earlier delivery of extra-large exhibit to the hall.
- b. Forwarding services (namely, all activities related to transport, loading, unloading, packaging, assembly and disassembly of exhibits) are performed at the Exhibitor's expense in line with individually agreed terms and conditions, with the intermediation of the Fairs forwarder and in line with its price list.

PETROL STATION FAIRS REGULATIONS

- c. Fixing exhibits to walls and ceilings of a stand constructed by the Organiser should take place with the use of methods approved by the stand constructors (in the manner not causing any damage) and notified to the Organiser earlier. Demonstrating exhibits in motion must be performed in line with security regulations. The Exhibitor is obliged for the whole duration of the Fairs to take care of visitor's safety. At the moment of registering in the Fairs, the Exhibitor is obliged to notify the Organiser in writing about the intention to display heavy and extra-large exhibits.
- d. The maximum load in a vehicle used by the Exhibitor in order to assemble the stand and the Exhibitor's facility constructed in the real property, where the Fairs will be held cannot exceed the expected service load on the ground, which is 800 kg/m² inside the exhibition hall and 6000 kg/m² in the open space outside.
- e. The Organiser is not liable for the breaks in delivery of any utilities, services or equipment, if they are not caused by reasons beyond the Organiser's control. Any breaks in services caused by these reasons will not be considered by the Organiser as disturbing the Exhibitor's rights.
- f. The vehicle entrance order in order to assemble stand in the open space is agreed by the Organiser. The Organiser informs about the hourly schedule 5 days before commencing the assembly.

11. Assembly of stands

- a. The Exhibitor constructing the stand by its own means is obliged to submit to the Organiser a design of the stand fitting on the leased exhibition area in the exhibition hall or on open space, before commencing its construction, no later than on 11 March 2019, together with electricity system design. The construction of stand fitting in the exhibition stands must comply with the design approved by the Organiser and construction and fire protection requirements. The stand design should present the stand fitting (plan and facade) specifying the maximum height, contain necessary description regarding the type of materials used during the stand construction, electric design and water and sewerage design for the stand. The presented design should include the assigned area, comply with the construction law and with other regulations and norms applicable in Poland, as well as with technical rules, safety and fire protection regulations applicable within the real property where the Fairs are held (available at the Organiser's Office and on the Fairs Organiser's website). Each contractor is obliged to hold documents confirming the fire resistance of materials used for the stand fitting: – if the fire protection is performed by the Exhibitor, a report on the performance of fire protection, signed by the contractor of these works with information about the company who employed the person performing the fire protection. The report must contain the information on the assigned fire resistance class, confirmed with a test performed on a secured sample, in the case of purchased material with fire resistance feature: a technical acceptance, fire classification, compliance certificate, hygienic assessment, report from laboratory tests specifying the resistance class issued by the producer.
- b. All these documents must be signed by the contractor with a clause that the delivered documents regard the stand fitting for a certain event in the venue where the Fairs are held.
- c. The Exhibitor using the stand fitting outside is obliged to deliver to the Organiser information regarding the contractor of the stand: the company name, address, Tax ID No (NIP) and phone number, e-mail address to the person in charge of contacts with the Organiser.
- d. The Exhibitor is obliged to leave free access to equipment located in the Fairs venue (e.g. electricity switchboards, water valves, phone heads)
- e. The assembly of stands constructed individually by Exhibitors takes place between 16 and 22 on 12 May 2019 (Sunday), 8-22 on 13 May 2019 (Monday) and 8-14 on 14 May 2019 (Tuesday). The assembly hours may be extended only upon submitting a written statement containing the consent for being charged with additional fees (a VAT invoice) in connection with extending the assembly duration.
- f. The Exhibitor is obliged to notify the Organiser earlier about the necessity to suspend any elements on the permanent structure of the hall's floor slab. The elements of services related to suspending elements to the floor slab are approved and performed exclusively by the real property managers, in the venue of the Fairs and they are subject to additional charges. In order to suspend elements the type of the suspended structure, size and total weight must be presented for the acceptance, along with the method of suspension (number of lines), location of the element against the stand.
- g. It is prohibited to make any connections to the systems already existing in the utilities channels, and to make any joinery and painting works causing major dust emission (cutting, polishing, spray painting) and any welding works. This applies to stands constructed of wood chipboards, medium density fibreboards, gypsum boards.
- h. Walls and other structural elements on the stand boundary, higher than 2.5 m, directed at neighbouring stands, must be finished with neutral look (no company advertisements and uncovered structural and installation elements can be placed there).
- i. The standard height of a stand fitting is 2.5 m. Designing a structure higher than 2.5 m (stand fitting, detached elements, advertisements) must be approved by the Organiser.
- j. The height of the stand in the open space should not exceed 4m. All exhibits and elements of the stand fitting exceeding 4 m must be approved in writing by the Organiser. Circulation paths in the open space are established by the Organiser.
- k. Putting an exhibition outside the stand's envelope (in the circulation paths and passages) is prohibited. This applies both to elements standing on the floor and to the top elements of the structure (canopies, roofing, suspension from the hall's upper floor slab). The exhibition in the external territory is subject to the same rules as the exhibition in the hall.
- l. The Exhibitor constructing the stand at its own discretion is obliged to deliver cleaned exhibition area no later than on the dismantling deadline (the stand fitting must be removed in total, as well as carpet, remains of adhesive tape, paints etc.). The Exhibitor using the stand provided by the Organiser is obliged to deliver cleaned exhibition area no later than on the dismantling deadline (all elements owned by the Exhibitor must be removed in total). The area that remains unclean will be cleaned at the Exhibitor's expense.
- m. The Organiser is entitled to stop the construction of a stand and to remove elements of stand fitting at the expense of the Exhibitor if: these stand fitting elements do not comply with the approved design, construction and fire requirements, the contractor of the stand fitting failed to receive an agreement from the Organiser for the performance of Exhibitors' stands, the stand fittings are constructed without granted location, flammable elements of the stand fitting have no fire resistance attestations issued by the authorised Polish institution, there is a risk of exceeding the usable load, static or endurance limits.
- n. Putting an exhibition outside the indicated stand's envelope (in the circulation paths and passages) is prohibited. This applies both to elements standing on the floor and to the top elements of the structure (canopies, roofing, suspension from the hall's upper floor slab). The exhibition in the external territory is subject to the same rules as the exhibition in the hall.
- o. An Exhibitor from the open space holding an operating car wash as an exhibit is obliged to construct the stand in the manner that disables water penetration and polluted water penetration outside the stand. In particular, it is obliged to secure circulation paths and/or neighbouring stands against flooding. The Exhibitor is obliged to undertake all possible actions for this purpose. In the event of failing to meet this obligation, the Organiser may prohibit the use of the car wash. Costs incurred by the Exhibitor are not returnable.
- p. The Exhibitor is obliged to hold a spill containment basin and to install a gutter with drainage to the place agreed by the Organiser.

12. Dismantling the stands

- a. It is prohibited to dismantle stands in total or in part, before the Fairs closing. The Exhibitors who will not observe this prohibition will have to pay a contractual penalty of PLN 10,000 net.
- b. The disassembly of stands with the Organiser's stand fitting – the Exhibitor is obliged to remove its exhibits, posters and items owned by the Exhibitor no later than within 7 hours after the end of the exhibition, i.e. between 15 and 22 hours on 17 May 2019.

- c. Dismantling construction stands at own discretion takes place on the date of closing the exhibition, namely on 17 May 2019, between 15-22 and on 18 May 2019 between 8-12.
- d. Any elements of the stand, not removed by the Exhibitor during the dismantling, left without notifying the Organiser, are considered abandoned property. The Organiser is not liable for the abandoned property which is removed at the Exhibitor's expense.

13. Electrical Installations

- a. The Organiser ensures general working lighting in the exhibition premises.
- b. Power connection to the fairs power grid can be made only by persons appointed by the Organiser. The Exhibitor is liable for internal electric installation in a stand constructed individually, while the Organiser is liable for electric installation only to the stand boundary.
- c. Installations inside the stands may be made also by other companies holding applicable licence. The Exhibitor is responsible for all damage caused by improperly operating installations, performed by a company selected by it.

14. Security and Cleaning

- a. During the stand fitting and dismantling, and during the Fairs, the service and supervision of the stand are the Exhibitor's duty. The Organiser is liable for general security in fairs premises and it is authorised to undertake all control measures in order to ensure their safety. The general protection by the Organiser does not mean its liability for material losses and personal injuries occurring during the Fairs. A special protection in the stand at the Exhibitor's order can be performed only by a licence company. For this purpose, the Exhibitor should submit a written request for the individual security service in the stand. The service is paid extra.
- b. The Organiser ensures cleaning fair areas, premises and passages. Maintaining order and cleaning stands are the obligations of the Exhibitor and it must be completed each time before opening the exhibition for visitors.

15. Self-promotion of Exhibitors during the Fairs

- a. Prints, advertisements, optical, acoustic and mobile, are allowed exclusively upon prior written consent of the Organiser. The Organiser is entitled to prohibit the exhibition and display of advertisements that can cause complaints of other Exhibitors and to remove them from the exhibition during the Fairs.
- b. It is prohibited to distribute advertising leaflets of the Exhibitor outside the stand. Also, there is a total prohibition for distributing and displaying advertising leaflets by companies other than Exhibitors in the Fairs, under the financial penalty of PLN 10 000 net.
- c. Recording audio and video materials is admissible exclusively upon prior written consent of the Organiser.
- d. The Exhibitor agrees for free of charge publishing of photos from fairs, that may contain logos, persons and products of the company (the event documentation).

16. The Fairs Insurance and Liability Disclaimers

The Organiser is not obliged to take care of the exhibits and equipment in a stand. Also, all liability of the Organiser for the loss, damage or destruction, including caused by visitors and fairs staff is excluded in total. The Organiser recommends the Exhibitor be insured with third party liability insurance resulting from participating in the Fairs, as well as they insure their exhibits. The Organiser is not liable for loss resulting from: force majeure, fire, burglary, theft, flood, transport occurrences to/from the Fairs and other random occurrences during the Fairs. The exhibitor should insure itself against the risk of such events at its own expense. The Exhibitor is liable for losses caused to the Organiser and third parties (arising during the performance of works), as well as any possible damage in the exhibition facility, furniture, installations, and exhibition equipment, caused by the Exhibitor, his agents, Sub-Exhibitors and each person directly or indirectly employed by the Exhibitor.

17. The invitation to the Exhibitor's Gala

For a stand in the hall up to 20 m² the Exhibitor receives one invitation, for stands up to 50 m² – two invitations, for stands over 50 m² – 3 invitations. The Exhibitors in the open space up to 40 m² – 1 invitation, up to 80 m² – 2 invitations, over 80 m² – 3 invitations. Invitations are for one person each. Additional invitations are paid as an extra price over the selected Package price. The invitations are issued to the Exhibitor. During the Exhibitors Gala, a ceremony will be held of presenting the awards to the winners of the "Product of the Year" competition, according to the separate competition regulations.

18. Disclaimers

- a. The Organiser uses the rights of the host on the whole area of the fairs during the construction and dismantling the stands and during the Fairs. Therefore, the Organiser is authorised to issue orders that apply to all Exhibitors and the support staff.
- b. The Organiser is authorised to postpone, shorten, extend or temporarily or totally close or cancel the Fairs in the event of any circumstance that are beyond its control, and require making this decision. In these cases the Exhibitor is not entitled to claims for the settlement of incurred losses, and due amounts may be limited by the Organiser to 25% of the agreed amount, if the changes or cancelling the Fairs were caused by force majeure or circumstances for which the Organiser is not liable.
- c. All information except for the information considered necessary by the Parties for the purpose of performing the agreement, obtained by the Parties due to entering into the agreement are confidential and may be disclosed by one Party only upon a written consent of the other Party. The confidentiality obligation referred to herein applies after the performance of this agreement.

19. Pledge

- a. The organiser, as the hosting party on the exhibition area, is entitled to a pledge on the stand fitting items brought in by the Exhibitor, the stand equipment and exhibition, and this right can be exercised by the Organiser with regard to claims from the Exhibitor.
- b. In the event of failing to pay within the statutory time, the Organiser may sell the retained items upon notifying the Exhibitor in writing. The Organiser is not liable for unintentional damage and/or loss of the pledged assets.

20. Disputes

- a. The Polish law including the Civil Code applies with regard to the agreement between the parties and all issues not regulated therein. Disputes that may arise in connection with the agreement are resolved by the court with its jurisdiction over the Organiser's registered office.
- b. The Exhibitor's claim toward the Organiser that are submitted later than 7 days after the Fairs closing or are not in writing, expire.

21. Logotype

- a. While using the FUEL STATION Fairs logo and marketing materials made available, the Exhibitor is obliged to observe the terms and conditions set out by the Organiser. The Organiser's logo should be used in relevant proportions, and on correct background (white background is recommended). Marketing materials are made available at www.targi.paliva.pl and cannot be used in the manner that would be considered producing a negative opinion about the 26th International Fairs FUEL STATION 2019, and about the Polish Chamber of Liquid Fuels.