

TERMS OF PARTICIPATION OF ESTBUILD 2021

1. ORGANISER

Eesti Näituste AS/ Estonian Fairs .

Pirita tee 28, 12011 Tallinn, Estonia

Phone: + 372 613 7335; e-mail: estbuild@fair.ee

Project Manager: Mrs. Epp Sultsmann

2. TIME AND VENUE

May 12 – 15, 2021

The Estonian Fairs Centre, 28 Pirita road, Tallinn EE-12011, Estonia

Opening Hours: May 10, 2021 11 a.m. – 6 p.m.

May 11, 2021 10 a.m. – 6 p.m.

May 12, 2021 10 a.m. – 6 p.m.

May 13, 2021 10 a.m. – 5 p.m.

3. THE MAIN TOPICS

Products and services related to the following product groups will be exhibited at the fair:

- architecture and engineering design;
- general and special construction works;
- construction site materials and products;
- building materials;
- complementary components;
- surfacing materials;
- electrical installation systems;
- heating, ventilation and water supply equipment;
- waste handling equipment;
- construction machinery, equipment, devices and tools;
- prefabricated and module constructions;
- work safety, working clothes and means of defence;
- building R&D, training, consultation and publishing;
- financial services.

4. RENTAL OF EXHIBITION SPACE

The application for participation must be submitted on the official application form. The form should be filled in and returned to the Organiser by **March 1, 2021**, at the latest. Orders submitted after this deadline will be fulfilled, according to the availability of exhibition space.

5. PARTICIPATION FEE

The non-refundable participation fee is **EUR 375** per Exhibitor. It covers the cost of identity cards for participants, invitation cards, parking card valid at the Exhibitors parking ground, publication of the fair catalogue, general advertising and administrative expenses.

The participation fee for co-exhibitor is **EUR 375**.

6. RENTAL OF EXHIBITION SPACE AND STANDARSTANDS

See prices on the application form/participation contract.

7. CHANGE OF THE FAIR FORMAT

If due to the COVID-19 pandemic, the Government of the Republic of Estonia imposes restrictions that make it impossible to organize the fair in the usual format and / or significantly restrict people's participation in the fair, the organizer has the right to change the fair to virtual platform. If the fair takes place in a virtual environment, each exhibitor will pay a participation fee of 375 euros and virtual event fee of 200 euros.

8. FAIR SERVICES

In order to apply for fair services the Exhibitor must complete the relevant forms for the fair services, which must be submitted to the Organiser by **March 25, 2021**, at the latest. From period 26.03.-5.05.2021 extra 25 % surcharge will be applied to the prices of construction and fair services. Orders submitted after this deadline will be satisfied according to the possibilities.

In case the stand is designed or constructed by third parties, the Exhibitor is committed to inform the Organiser about the contact data of the named party.

The need of water and drainage connections should be submitted to the Organiser by **March 25, 2021**. According to the General Terms of Fair centre the special requirements have been enforced for the water and drainage connections and for the use of water in hall D.

In case the Exhibitor chooses to construct the stand through individual means and materials the intended layout of the stand with the need for extra services must be submitted to the Organiser by **March 25, 2021**. The construction work may be started at **May 6, 2021** according to the following schedule:

Assembly:	May 6 – 9, 2021	9 a.m. - 10 p.m.
Exposition layout:	May 10 – 11, 2021	9 a.m. - 8 p.m.
Removal of exhibits:	May 15, 2021	5 p.m. - 8 p.m.
	May 16, 2021	9 a.m. - 6 p.m.

Dismantling:	May 17 – 18, 2021	9 a.m. - 6 p.m.
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Working in the pavilions outside the exhibition timetable extra 75 EUR per hour will be charged.

Standard stands constructed by the Estonian Fairs will be conveyed to the Exhibitor on **May 10, 2021, at 9 a.m.**

8. IDENTITY CARDS AND INVITATION CARDS

According to the size of the fair space rented by the Exhibitors they will be entitled to the identity cards as follows:

less than 20 m² – 5 cards; 21 – 45 m² – 10 cards; over 45 m² – 15 cards

For additionally ordered identity cards 2,5 EUR per each will be charged extra. The Exhibitor will be entitled to get invitation cards free of charge according to the rented area as follows:

less than 30 m² – 75 invitation cards

31 – 80 m² – 130 invitation cards

over 80 m² – 200 invitation cards

Invitations are available in paper or electronic form. For additionally ordered invitation cards 2,5 EUR per each will be charged extra.

9. PARKING CARDS

The Exhibitor will receive one parking card, valid during the fair period, giving the right to park at the Exhibitor's parking lot, free of charge. The additional period parking cards can be subscribed for.

10. FAIR CATALOGUE

Data of the companies and organisations participating at the Fair, which have submitted an accurately filled ordering forms EXHIBITOR'S DATA IN THE FAIR CATALOGUE (will be sent after registration) to the Organiser by **March 25, 2021**, at the latest, will be published in the fair catalogue. The Organiser does not guarantee publication of information submitted after the deadlines. The Organizer will also supply the price list for additional advertising.

11. USE OF THE TRADEMARK

The Exhibitor is allowed to use the fair trademark in its own advertising and commercial activities only after written reconciliation with the Organisers.

12. TERMS OF PAYMENT

The invoice for participation fee and rental of exhibition space will be sent to the Exhibitor after registration. All payments for additional fair services should be remitted immediately after the fair.

During the exposition layout days and the operating period of the fair an extra 50 % surcharge will be applied to the prices of construction and fair services.

If the Exhibitor has not settled the payments for participation and stand rental by the time indicated on the invoice, the Organiser reserves the right to offer the stand to another participant. If the Exhibitor has not settled the payments by the time indicated on the invoice, the Organiser has right to use a sanctions written in terms of participation point 13.

*** VAT Liability of EU member businesses according to the laws of the Republic of Estonia.**

13. TERMINATING THE CONTRACT

The participation fee is non-refundable. The exhibitor is entitled to cancel all reservations prior to **March 5, 2021** bearing no sanctions. If the cancellation is made between **March 5, 2021** and **April 5, 2021**, the Exhibitor is responsible for the settlement of the non-refundable participation fee and 50% of standard stand and space rental fees. Reservations cancelled after **April 5, 2021**, are subject to any charges which have already fallen due, including all participation, standard stand or exhibition space rental fees in full.

14. FIRE SAFETY AND SECURITY

Organiser is responsible for fire safety and general order in the fair centre. The Exhibitor is obliged to follow the fire and work safety regulations enforced in the fair centre by the Organiser. The exhibitor organizes insurance of his property himself. The organizer does not take responsibility for damage or loss of the Exhibitors exhibits or construction.

15. ENVIRONMENT

The Exhibitor is obliged to apply preventive measure to block up noise, radiance and vibration that is caused by devices of his/her company. The Exhibitor is forced to ensure that his/her exhibit's and stand's physical, chemical and biological parameters are no higher than it's enabled in Republic of Estonia and also assure the safety of his/her visitors and personnel during the time being on the stand.