

Directorate of Congresses,
Events and Space
Concession



INTERNATIONAL EXHIBITION
& CONGRESS CENTRE OF TIF HELEXPO
IN THESSALONIKI

RULES OF OPERATION

during the concession of its use
to Exhibition, Congress and Event Organisers

PREFACE

TIF-HELEXPO S.A. is the state organisation for international exhibitions, congresses and events.

These Rules of Operation for Congress Centres has been approved by the Board of Directors of TIF-HELEXPO S.A.

ARTICLE 1

FACILITIES OF THE INTERNATIONAL EXHIBITION AND CONGRESS CENTRE IN THESSALONIKI (IECCT) CEDED FOR USE

These Rules regulate the terms and conditions for the concession of the premises of the International Exhibition and Congress Centre of TIF-HELEXPO S.A. in Thessaloniki (hereinafter referred to as IECCT), situated at 154, Egnatias Street, to third parties for the organisation of exhibitions, congresses or other events.

The indoor spaces of the IECCT as well as its open-air – outdoor and ancillary spaces, as depicted in the relevant charts of HELEXPO, with the corresponding limitations concerning height, maximum load permitted, etc., are ceded for use.

ARTICLE 2.

CONCESSION BENEFICIARIES – OPERATING PERMIT

The premises of the IECCT are ceded for use to Natural Persons or Legal Entities (such as Professional Exhibition – Congress Organisers, Enterprises, Legal Entities under Public Law and Legal Entities under Private Law, Foundations, Cultural Groups, Scientific Agencies, Organisations, Chambers, Unions, Associations, Political Parties, etc.), hereinafter referred to as “ORGANISERS”.

‘ORGANISERS’ must fulfil the terms and conditions set out in the provisions in force concerning the organisation and operation of their events. When organising an exhibition or concert, the ‘ORGANISER’ must have obtained all the permits required by the legislation in force and submit them to TIF-HELEXPO S.A.

ARTICLE 3

CONCESSION PROCEDURE

3.1. Application submission

The premises of the IECCT are ceded following the submission of a written application for the use of the premises and separately for each exhibition, congress or other event.

The application must list, in detail:

- the profile of the ‘ORGANISER’
- a summary description of the exhibition, congress or event
- the desired date, plus an alternative proposal
- preparation and dismantling dates
- estimated gross area (in m²)
- estimated number of participants in the case of a congress

3.2. Approval or rejection of the application

An application submitted by a debtor shall be assessed only after the

repayment of the debt.

An application that contains terms or restrictions shall not be accepted. The application is approved or rejected by TIF-HELEXPO, having considered and taken into account – without assessment grading – the following criteria, listed by way of indication and not restriction: scale and degree of utilisation of the IECCT, earnings from the concession of use, organiser profile, competition to exhibitions organised by TIF-HELEXPO S.A., age / repeatability of the exhibition, promotion of a specific sector / production class, consistency with past transactions with TIF-HELEXPO. Rejection of the application for any reason shall give rise to no claim whatsoever against TIF-HELEXPO.

3.3. Alternative dates for realisation

TIF-HELEXPO retains the right to counter-propose an alternative date to the ‘ORGANISER’ for the realisation of the event, within the framework of facilitating its exhibition or congress schedule.

3.4. Concurrent operation of events

More than one exhibition, congress or event can be held concurrently at the IECCT, even with the same or similar object. Should numerous events be held concurrently at other IECCT premises, the ‘ORGANISER’ is obligated to follow all the instructions issued by TIF-HELEXPO for the smooth and uninterrupted operation of these events.

ARTICLE 4. CONCESSION HINDRANCES

TIF-HELEXPO S.A. shall not cede the IECCT for use by third parties when the object of the event, at its absolute discretion, is contrary to public feeling, undermines its reputation, could cause commotion or when the applicant has infringed the terms of this document or of any contract with TIF-HELEXPO in the past; the Organiser is obligated to notify TIF-HELEXPO of any event that is related to the result of the aforementioned discretion of TIF-HELEXPO.

Should it be found that the aforementioned reasons apply following the approval of concession or the signing of the Private Agreement, TIF-HELEXPO S.A. shall have the right to permanently cancel the concession or even to terminate the event, at no cost for TIF-HELEXPO S.A.

ARTICLE 5. APPROVAL OF CONCESSION – SIGNING OF PRIVATE AGREEMENT

Following the approval of the application and its written notification

by TIF-HELEXPO S.A., the interested party must sign the related Private Agreement (PA) within a deadline of twenty (20) calendar days, while also paying the amounts set out in Article 6. Should this deadline expire without action, TIF-HELEXPO S.A. shall retain the right to revoke the approval for the realisation of the exhibition, congress or other event applied for, at no cost for TIF-HELEXPO S.A. The related concession PA constitutes a single item with these Rules of Operation of the IECCT and its supplementary documents (appendixes, plans, any new instructions, etc.).

Specific agreements formulated in writing in the Private Agreement shall prevail over the provisions of the Rules of Operation.

Non-observance or infringement of any term of the PA or of these Rules shall result in the forfeiture of the guarantee or advance payment set out in Article 6. At the same time, TIF-HELEXPO has the right to permanently cancel the concession at no cost to TIF-HELEXPO, without being liable for any losses suffered by the 'ORGANISER', to withhold and cash the cheques (Article 9) and to claim compensation for any losses resulting from this cancellation.

ARTICLE 6. REMUNERATION FOR CONCESSION OF PREMISES – METHOD OF PAYMENT – LETTER OF GUARANTEE

6.1. Indoor exhibition areas

The remuneration for the concession of premises for use is calculated in € / m² / day of the space ceded for use (gross exhibition area) for each day of preparation, operation and dismantling, according to the pricelist of TIF-HELEXPO in force. The remuneration to be paid by the 'ORGANISER' shall in no case be considered rent, but a consideration for the concession of the right to temporary and temporally limited use of the premises and services.

The abovementioned remuneration for the concession of use of premises, according to the corresponding appendix and the terms of the PA in force, shall solely and exclusively include the use of the premises and WC sanitation. General lighting (electricity consumption of ceiling lighting fixtures and external spotlights), general sanitation, air-conditioning (heating-cooling-ventilation), electricity consumption of event exhibitors and all the provisions requested by the organising (guarding etc.) shall be costed following measurements made after the completion of the event or congress, as noted below.

A. The amount of remuneration for the use of the premises is paid to TIF-HELEXPO S.A. as follows:

Upon the signing of the Private Agreement:

1. 10% of the total amount of remuneration for the concession of use of premises shall be deposited as an advance payment, in cash or by cheque issued by the 'ORGANISER', with a date of issuance of 15 days from the date of signing at the latest.
2. For the remaining 90% of the total remuneration amount, five (5) days before the commencement of the event, cheques issued by the 'ORGANISER' will be delivered with the following dates of issuance:

- 15% with a cheque issuance date of one (1) month before the date of delivery of the premises (commencement of concession - 1st day of preparation).
- 20% with a cheque issuance date of two (2) months after the date of expiry of the concession (final day of dismantling)
- 20% with a cheque issuance date of three (3) months after the date of expiry of the concession.
- 20% with a cheque issuance date of four (4) months after the date of expiry of the concession.
- 15% with a cheque issuance date of five (5) months after the date of expiry of the concession.

B. The remuneration for exhibition provisions and services shall be paid to TIF-HELEXPO S.A. as follows:

The exhibition provisions and services amounts are paid by the 'ORGANISER' to TIF-HELEXPO S.A. within the week subsequent to the issuance of the 'exhibition provision clearance note' by TIF-HELEXPO S.A., by cheque issued by the Organiser and expiring two (2) months after the expiry of the concession (final day of dismantling), and concern:

- electricity consumption of exhibitors and general lighting;
- compensation for wear or damage to IECCT premises;
- provision and use of communication lines and devices (telephones, fax, modems, routers, data, voice, TV, photocopy machine);
- guarding for the event;
- sanitation;
- night-time preparation and dismantling;
- additional days for preparation or dismantling;
- additional exhibition area;
- use of clinic equipment and employment of a physician;
- specific use of congress centre halls;
- any other amount concerning the provision of services and/or provisions not included in the remuneration for use, as well as any amount attributed to the 'ORGANISER'.

C. The letter of guarantee shall be deposited to TIF-HELEXPO as follows:

Three (3) months before the event at the latest, the 'ORGANISER' is obligated to provide TIF-HELEXPO with an irrevocable Letter of Guarantee, payable on first demand (issued by a recognised domestic Bank) for the performance of the terms of this document and of the PA, for an amount equal to 10% of the total amount of the remuneration of use of premises, either indefinite or of specific term, but expiring at least six (6) months after the expiry of the concession. This letter of guarantee shall be forfeited in favour of TIF-HELEXPO S.A. in the case of infringement of any term of this document or of the related Private Agreement, which constitutes a single item with the Rules. The letter of guarantee shall be returned to the 'ORGANISER' only upon the clearance of all its debts (remuneration for use, exhibition provisions, etc.) to TIF-HELEXPO S.A., otherwise the letter

of guarantee shall be forfeited, up to the corresponding amount, in favour of TIF-HELEXPO S.A.

Should the 'ORGANISER' not produce the letter of guarantee in a timely manner and in accordance with the above, TIF-HELEXPO S.A. retains the right to revoke the approval of concession and is entitled to freely provide the ceded premises to other interested third parties, without giving any rise to a claim by the Organiser against TIF-HELEXPO.

D. The 'ORGANISER' is exclusively responsible for covering all taxes, duties, rights or amounts withheld in favour of the Greek State or any third party (VAT etc.).

6.2. Outdoor exhibition premises

The outdoor premises of the IECCT can be used by the organisers of exhibitions and other events as exhibition premises, following the aforementioned procedure concerning indoor premises.

6.3. Loading-unloading areas

The outdoor areas of the IECCT can be used by the 'ORGANISERS' of exhibitions and other events on the days of preparation and dismantling only for the parking of cars, trucks, cranes, forklifts, etc. to facilitate the loading and unloading of exhibition structures and exhibits, at the care of the 'ORGANISER'.

The 'ORGANISER' is fully responsible for the management, guarding, safety, security and the organisation and operation of the loading-unloading areas, in general, as well as for the observance of related legislation (necessary supporting documents, insurance coverage, etc.) by the vehicles entering / moving within the premises and by their drivers. Therefore, TIF-HELEXPO shall bear no responsibility for the non-observance of the legislation in force and for any losses, wear or damages caused to persons and objects

6.4. Parking areas

During the event and if possible without causing operational problems for the IECCT, parking spots shall be ceded to the 'ORGANISER', following the submission of a written request, via sealed TIF-HELEXPO parking cards, the number of which will be set by TIF-HELEXPO.

The Organiser is responsible for the management, guarding, safety, security and the organisation and operation of the parking areas, in general.

6.5. Congress Centres

The concession of the congress halls and Foyers of the 'Ioannis Vellidis' and 'Nikolaos Germanos' Congress Centres and the 'EMILIOS RIADIS' multi-use hall is governed by the Articles of these rules and the remuneration for use is set out in the attached annex.

ARTICLE 7. OBLIGATIONS OF THE CONTRACTING PARTIES

The concession is governed by the following terms and specific conditions:

7.1. Event

The organisation and preparation-dismantling of the exhibition shall take place at the exclusive expense, responsibility and care of the 'ORGANISER', with TIF-HELEXPO bearing no responsibility or obligation regarding the success of the event, the attraction of exhibitors, participants or visitors, etc., unless otherwise agreed.

The obligation of TIF-HELEXPO is discharged upon the concession of the premises agreed upon for use. The 'ORGANISER' then provides these premises, the suitability and technical characteristics-particularities of which it has ascertained and accepted, to its clients. The 'ORGANISER' is not entitled to alter the logo, theme, object and exhibits of the event, as set out in the approval for the concession of the IECCT for use and in the PA or to hold another exhibition at the IECCT – at the same time as the first event – without having submitted a related application and without the written approval of TIF-HELEXPO, granted at the absolute and sole discretion of TIF-HELEXPO S.A.

7.2. Exhibits

TIF-HELEXPO S.A. has the right to refuse the participation of exhibitors of the 'ORGANISER' whose exhibits and activities are not related to the purpose and character of the event. The placement of exhibits and advertising material is permitted only within the vicinity of the exhibition stand. The placement or posting of exhibits and advertising materials on the walls, glazing, doors, etc. of the facility is not permitted.

7.3. Event signs and promotion

The specific event may only be promoted and advertised within IECCT premises.

The posting of banners and signs, as well as the placement of audiovisual materials promoting the event at areas specifically designated for this purpose within and beyond the IECCT is permitted with the approval of TIF-HELEXPO at the specific areas and in specific dimensions set by TIF-HELEXPO depending on the placement area. Models and the construction and posting/placement of the above take place at the responsibility and expense of the 'ORGANISER', taking all necessary measures for public safety and the integrity of IECCT premises. The above are dismantled by the 'ORGANISER' on the day following the end of the event, otherwise they are dismantled by TIF-HELEXPO S.A. at the Organiser's expense.

When reference is made in the advertising programme of the exhibition to its venue, the Organiser must solely and exclusively use the mark designation TIF-HELEXPO S.A. – accompanied, if desired, by the explanatory title 'International Exhibition & Congress Centre of Thessaloniki' – with the corresponding logo to be set and made available by TIF-HELEXPO. In any case, the use of the mark designation TIF-HELEXPO S.A. to identify the venue of an event must take place in such a way so that there is no public perception that the event is being organised by TIF-HELEXPO S.A.

The use of photographs of the IECCT other than those provided by TIF-HELEXPO is only permitted after the latter's approval.

The Organiser is obligated to accept all types of advertising that is promoted or presented in any manner on account of TIF-HELEXPO in

the specially modified areas within or outside the IECCT.

7.4. Sanitation

Sanitation shall take place at the responsibility and expense of the organiser and involves sanitation of common-use areas (reception, bars, restaurants, WC, corridors, escalator, elevators, outdoor premises, etc.) throughout the duration of the concession, as well as sanitation of exhibition stands (sweeping of floors and removal of waste from waste baskets). The Organiser is responsible for removing waste and any constructions outside IECCT premises.

7.5. Catering

The 'ORGANISER' does not have the right to create other canteens, bars or restaurants within the premises ceded for use other than those operated by TIF-HELEXPO S.A. contractors.

7.6. Telecommunications

The 'ORGANISER' must submit an application with the number of lines and devices and the telecommunication means required, as well as the stands where they be placed, in a timely manner (10 days before the concession at the latest).

7.7. Notification of printed material

The 'ORGANISER' must provide TIF-HELEXPO with all participation documents, the rules of operation of the exhibition, circulars and other documents for the service of exhibitors, as well as the expected number of visitors 2 months before the commencement of the event.

7.8. Guarding-supervision-surveillance

The 'ORGANISER' is responsible for the supervision-surveillance, guarding and security of the ceded indoor or outdoor premises, loading-unloading area and the parking area (during the concession). The Organiser is also exclusively responsible for the guarding and safety of exhibits, equipment and objects located within the ceded premises and is liable for the compensation of any damage or compensation to TIF-HELEXPO S.A. should an exhibitor or any third party claim compensation directly from TIF-HELEXPO S.A. for damage, destruction or loss of exhibits, equipment or objects.

TIF-HELEXPO bears no liability for wear, theft, loss, malfunctions or damage that may be suffered by the exhibits and objects, in general (merchandise, vehicles, machinery, equipment, etc.) of any Third Party (exhibitors, clients, visitors, etc.) during the concession of use of the IECCT due to any cause or reason.

For these reasons, the 'ORGANISER' must inform its clients and third party owners of the above exhibits, merchandise, etc. so that they take measures to insure the above mobile objects against damage, loss, theft, etc. or to take measures for additional special guarding of their exhibition stands, even on a 24-hour basis.

The 'ORGANISER' must cooperate in a timely manner (at least 10 days before the concession of the premises) with the Technical Service Directorate of the IECCT in order to schedule the locations to be guarded and the number and working hours of the guards that will cover the event in question. With the aforementioned event guarding and security services, the 'ORGANISER' must contribute

to the evacuation of the building, if required, extinguish fires - use fire safety equipment, manage the stopping and parking of vehicles, supervise indoor and outdoor premises, emergency exits, etc. In any case, the above guarding services cannot be considered as a guarantee against wear, theft, loss, malfunction or damage, etc. Furthermore, in order to minimise the risk of theft etc., the 'ORGANISER' must inform exhibitors that each day they should be at their exhibition stands at least fifteen (15) minutes before the exhibition begins and leave them at least fifteen (15) minutes after the exhibition ends and to be at their exhibition stands no later than the time set for dismantling to begin.

ARTICLE 8

CANCELLATION OF EVENT-CONCESSION

8.1. Should the event be cancelled before the related PA is signed, the Organiser shall bear no financial burden.

8.2. Should the event be cancelled after the PA has been signed, the following shall apply:

- If the event is cancelled up to four (4) months before the agreed-upon date of delivery of use of the premises (1st day of preparation), then TIF-HELEXPO shall withhold the advance payment of 10% of the remuneration for the use of the premises.
- If the event is cancelled between four (4) and two (2) months before the agreed-upon date of delivery of use of the premises, then TIF-HELEXPO shall withhold and collect the advance payment of 10% and the first two cheques that correspond to 35% of the remuneration for the use of the premises.
- If the event is cancelled within two (2) months before the agreed-upon date of delivery of use of the premises, then TIF-HELEXPO shall withhold and collect all the cheques that concern the entire amount of remuneration, the Letter of Guarantee shall become forfeit and TIF-HELEXPO shall have the right to request compensation for any incidental or consequential losses resulting from this cancellation.

Should an event be cancelled either on the part of the 'ORGANISER' or by a decision made by TIF-HELEXPO, the latter is entitled to cede the use of the specific premises on the specific date to other interested third parties without notifying the 'ORGANISER' and without affecting its rights under the previous paragraph.

The 'ORGANISER' can only cancel an Event by submitting a written statement to TIF-HELEXPO. In any other case, the event is considered to have been held and the Organiser is responsible for fulfilling all its obligations deriving from this document and from the PA.

ARTICLE 9.

DELIVERY AND COLLECTION OF PREMISES AND EQUIPMENT

9.1. Delivery of premises

The delivery of the ceded premises shall take place with the signing

of a protocol, by virtue of which the interested party undertakes full responsibility for safeguarding the assets of TIF-HELEXPO S.A. that it receives and is fully liable for any loss thereof or damage thereto. The concession of part of a pavilion is possible. The 'ORGANISER' shall be charged for the square meters covered, following measurement. In this case, the 'ORGANISER' is obligated to cover the operating expenses of the entire pavilion, if it cannot be isolated. (heating or cooling, lighting)

'IOANNIS VELLIDIS' CONGRESS CENTRE AS AN EXHIBITION AREA

HELEXPO cedes I. VELLIDIS Congress Centre to the 'ORGANISER' as an exhibition space, charging preparation (up to 2 days) and departure (1 day). IVCC is ceded per hall, regardless of the coverage of the 'ORGANISER'.

TIF-HELEXPO S.A. cedes the halls of 'N. Germanos' and 'I. Vellidis' Congress Centres to the 'ORGANISER' for inauguration ceremonies and press conferences, when these halls are available, at a 25% discount.

The concession of the open air-outdoor premises of the IECCT on the basis of the pricelist in force is also possible.

9.2. Working hours

The working hours of the exhibition are set by the 'ORGANISER'.

During the preparation and dismantling of the exhibition, the working hours of the IECCT are from 08.00 to 23.00, during which the 'ORGANISER' must set the working hours of crews and notify the Technical Support Directorate of TIF-HELEXPO S.A. During these working hours, TIF-HELEXPO S.A. shall retain the staff necessary, at its discretion (supervisor, electrician, air conditioning technician, etc.), to serve exhibitors and their crews, at no charge during the working hours of services. Should staff be required beyond the working hours of services (08.00-16.00), a separate charge will be incurred (appendix).

After 23.00, only security lighting functions at the IECCT and all work within its premises is prohibited. Night-time work (23.00-08.00) during preparation or dismantling requires the timely submission of a request by the 'ORGANISER' and its acceptance by TIF-HELEXPO S.A., charged according to the pricelist in force.

The Organiser is obligated to provide TIF-HELEXPO S.A., within 10 days before the concession at the latest, with a detailed schedule listing the working hours during the preparation and dismantling days, as well as the working hours of the exhibition.

9.3. Collection of premises (event dismantling)

Immediately after the expiry of the concession, the premises, facilities and equipment shall be returned to TIF-HELEXPO S.A. in the condition in which they were received, with a new Delivery Protocol listing any losses, wear or damage so that they may be assessed and collected by TIF-HELEXPO, immediately following clearance and within the week subsequent to the expiry of the concession. Articles and all types of materials introduced within TIF-HELEXPO S.A. premises by the organiser of the congress or event can be withheld by TIF-HELEXPO S.A. if the organiser's obligations to TIF-HELEXPO

S.A. have not been settled.

The ascertainment of damage, losses or wear and the calculation of the expenditure necessary for their restoration shall be undertaken by competent TIF-HELEXPO S.A. employees, with the participation of a representative of the 'ORGANISER'. The resulting expenditure will be covered by the 'ORGANISER' of the event.

Moreover, should the 'ORGANISER' not return the ceded area free of burden on the agreed-upon dates and in order to ensure the smooth realisation of subsequent events, upon signing the Private Agreement, the 'ORGANISER' authorises TIF-HELEXPO S.A. to act on its account and return any and all articles of the 'ORGANISER' and the exhibitors that participated in the event using its own means, without bearing any liability whatsoever for damage thereto or losses thereof and with the 'ORGANISER' being charged accordingly.

9.4. Additional space and duration of concession

In an application submitted to TIF-HELEXPO S.A., the 'ORGANISER' can request the concession of additional spaces for use after the signing of the PA, as well as the extension of the duration of the event, at a charge proportional to the one agreed upon. TIF-HELEXPO S.A. shall approve or reject the applications described in the preceding paragraph at its absolute discretion, taking into consideration and account its exhibition schedule, the availability of the IECCT, as well as any impact on the preparation and operation of other events.

Should the Organiser take up more area than that ceded without the approval of TIF-HELEXPO, then the Organiser is obligated to pay TIF-HELEXPO compensation for arbitrary use amounting to double the amount of remuneration for use that corresponds to the area taken up arbitrarily, on the condition that it does not hinder another scheduled event to which the area was ceded; otherwise, TIF-HELEXPO shall be entitled to forcibly remove and store the articles in question, with the Organiser being charged accordingly.

ARTICLE 10

CIRCULATION OF PERSONS-TRANSPORTATION OF OBJECTS

The circulation of persons and the transportation of articles that concern the Event for which the premises were ceded shall take place under the absolute responsibility of the 'ORGANISER', with TIF-HELEXPO bearing no responsibility whatsoever.

ARTICLE 11

PAID ADMITTANCE OF THE PUBLIC

In order to issue tickets, the Organiser must apply the taxation and other provisions in force (certification by the competent Public Financial Office etc.).

ARTICLE 12

HEALTH & SAFETY RULES - RESTRICTIONS - PROHIBITIONS - RESPONSIBILITIES - WEAR - DAMAGE

12.1. Health and safety / prevention of occupational accidents

At the care and under the responsibility of the 'ORGANISER', all exhibitors and associated constructors of exhibition stands, sub-contractors, technicians of all specialisations, etc. must observe the health and safety rules (as set out in the Legislation in force) and the provisions of the labour and insurance legislation in force, and must take all necessary measures to prevent occupational accidents during the preparation, operation and dismantling of the event.

The 'ORGANISER' must request that exhibitors provide plans for specially constructed exhibition stands, along with a certification issued by a certified engineer regarding the statics and safety of the construction in general. The 'ORGANISER' must also ensure that exhibitors take all necessary safety measures for persons, exhibits-machinery in operation.

Generally speaking, exhibition stands, their equipment and exhibits must be constructed and installed in such a way that does not engender risk for public health and safety for the entire duration of the concession.

12.2. Technical constructions / instructions & prohibitions

No amendment, alternation, restructuring and, generally speaking, intervention on the ceded areas is permitted. Furthermore, it is prohibited to carry out work and use any means that destroy, wear or alter the building floors, walls, façade, etc., its form, strength and aesthetics or its surrounding area, such as, by way of indication, paint spray guns, the cutting of wood or plasterboards or other structural materials. It is prohibited to carry out any intervention (nailing, painting, building, posting, placing stickers, etc.) on any element of the building. Paintbrushes may only be washed in the specially designated areas of the facility and not in the public restrooms. Any paint, varnish or chemical residue must be removed, along with its packaging, by the crews that used such materials, which must not be disposed of using the building's sewerage system.

The maximum height of exhibition stands is determined by the height of each building. The minimum distance of their tallest point from the false ceilings of the IECCCT cannot be smaller than thirty (30) centimetres in any case.

The exhibitors and their crews must comply with the signs posted throughout the facility concerning safety and traffic.

The operation of devices that affect the atmosphere of the premises (steam, smoke, scents, dust) is not permitted.

It is prohibited to cover electrical control panels of exhibition levels, electricity supply panels of exhibition stands, water supply and sewerage provisions, telecommunications patch panels, air duct grates, fire hose cabinets, fire extinguishers, smoke detectors, safety signs, etc. and, generally speaking, locations with available provisions.

Furthermore, access to stairwells, elevators, restrooms, the clinic, restaurants-snack bars, engine rooms, offices and service operation areas, in general, must remain unobstructed for the entire duration of the concession.

All the above must be notified, in a timely manner and at the care of the 'ORGANISER', to its associated constructor of structures, its associated electrician, the exhibitors, the exhibition stand construction crews, the associated sub-contractors, technicians etc.

of all specialisations.

12.3. Electrical connections / instructions & prohibitions

The 'ORGANISER' must work with an electrical engineer or installer-electrician who holds the necessary licence for the total installed capacity and who is listed as the authorised Electrician of the 'ORGANISER'.

The electrician of the 'ORGANISER' must submit the following documents to TIF-HELEXPO: a) a certified copy of his licence and b) a solemn declaration stating that the connections of all exhibition stands (with or without structure), reception areas, offices, etc. were carried out in accordance with the safety and security provisions required and that the class of his or her electrician's degree covers the total installed capacity required for the event (exhibition stands, reception areas, offices, etc.) Power will be exclusively supplied to exhibition stands with standardised structure from the electrical panels installed in the building for this purpose and subsequently via switchboard (with circuit-breakers and the necessary switch fuses) that will be installed by the Electrician of the 'ORGANISER' separately for each exhibition stand.

The internal electrical installations of exhibition stands with standardised structure will be carried out by the electrician of the 'ORGANISER'. Power will be exclusively supplied to exhibition stands without standardised structure (special constructions) from the electrical panels installed in the building for this purpose and subsequently via switchboard (with circuit-breakers and the necessary switch fuses) that will be installed by the electrician of the exhibitor or by the electrician of the 'ORGANISER' (if requested by the exhibitor) separately for each exhibition stand. The internal electrical installations of exhibition stands without standardised structure (special constructions) must only be carried out by professional electricians (and not by technicians of other specialisations) at the care of the 'ORGANISER' and its Electrician.

The plans of the internal electrical installations and their correct application-implementation must be approved by the 'ORGANISER' and its Electrician.

In any case, power will be solely and exclusively supplied from the building panel to the switchboard of each type of exhibition stand by the electrician of the 'ORGANISER'.

It is strictly prohibited to supply power to exhibition stands from other points of the building e.g. control panels, ceiling lighting fixtures, etc. for safety purposes.

It is prohibited to carry out any electrical intervention or conversion on the electrical network of the building, such as alterations to the lighting fixtures of the building, installation of cabling through the false ceiling, suspension of cabling from the false ceiling, suspension of the lighting fixtures of exhibition stands from the false ceiling, etc. The following are also prohibited: covering the lighting fixtures (spots) of exhibition stands with flammable materials, placing the switchboards of exhibition stands on the floor, the existence of naked cables without clamps, etc.

The use of the Electric Control Panels of Levels and of Telephone Patch Panels by persons other than employees of the Technical Service of TIF-HELEXPO S.A. is strictly prohibited. The entry of the

Technicians of the 'ORGANISER' or the exhibitors in the operating areas of the IECCT facilities (such as boiler rooms, engine rooms, control room, switchboard, transformers, Low Voltage Panels, sub-station, pump rooms, etc.) is strictly prohibited.

Violation of the above terms engenders a serious risk of electrocution, short-circuiting, etc. and is criminally prosecuted.

Should TIF-HELEXPO S.A. find an electrical connection that places the public or the premises at risk, it shall request its immediate restoration. Any applicable fines and penal clauses are imposed and the capacity of participation of the exhibitor and the installer electrician at a subsequent IECCT Event will be subject to control. It is noted that TIF-HELEXPO S.A. has every legal right to request the criminal prosecution of the aforementioned individuals for damage to foreign property, extraction of provisions without payment and exposure of persons and facilities to risk. TIF-HELEXPO can also order the immediate removal of the exhibitor's Electrician who facilitated the act.

Generally speaking, the 'ORGANISER' and its electrician are responsible for the safe functioning of all the electrical connections of the exhibition and must control the loads, the configuration, the panels, etc. of all exhibition facilities during both the preparation and the operation of the exhibition.

Should electrical connections that place employees, the public or the facilities at risk be found (e.g. lack of switch fuses, circuit breakers, configurations, etc.), then the 'ORGANISER' and its electrician must not supply the pavilions with power or must immediately stop their power supply until the deficiencies and/or defects found have been restored.

All the above must be notified, in a timely manner and at the care of the 'ORGANISER', to its associated constructor of structures, its associated electrician, the exhibitors, the exhibition stand construction crews, the associated sub-contractors, technicians etc. of all specialisations.

12.4. Insurance coverage / insurance responsibility

TIF-HELEXPO bears no responsibility for bodily harm or material damages that may be caused to individuals or articles or for occupational or other accidents that may occur during the concession of use of the premises during and due to the Event (preparation – operation – dismantling). TIF-HELEXPO bears no liability for wear, theft, loss, malfunctions or damage that may be suffered by the exhibits and objects, in general (merchandise, vehicles, machinery, equipment, etc.) of any Third Party (exhibitors, clients, visitors, etc.) during the concession of use of the IECCT due to any cause or reason.

In all the above cases, the obligation of compensation is exclusively borne by the 'ORGANISER', which must compensate TIF-HELEXPO S.A. for all losses due to claims or any payment of damages to third parties.

For this reason, one (1) month before the event, the 'ORGANISER' must provide TIF-HELEXPO S.A. with a copy of a Third Party Public Liability and Employer Liability Insurance Policy.

The Insurance Policy will cover the public liability of the 'ORGANISER' against third parties, including visitors, exhibitors and their employees, constructors and their crews, as well as the liability of TIF-HELEXPO S.A. during the preparation, operation and dismantling of the event at IECCT premises.

Moreover, damages to the external facilities of the IECCT and to parking areas will be covered.

Coverage will also include third party public liability due to fire, explosion or short circuit, as well as damage resulting from the use of a forklift and/or other machinery, vehicles and damage during the loading-unloading of cargo.

Additionally, coverage will also include Employer Public Liability against the staff of the 'ORGANISER'.

Correspondingly, it is recommended that the 'ORGANISER' request exhibitors to take out property insurance policies that will cover their exhibits, exhibition stands and equipment, in general, as well as a public liability (general and employer) insurance policy.

12.5. Fire safety – fire protection

The 'ORGANISER' must be informed about and observe all the available fire safety and fire protection measures of the building (see plans: emergency exits, indicator lights, fire hose cabinets, fire extinguishers, etc.), as well as everything stipulated in the related provisions of the Competent Fire Service for the realisation of the event.

Throughout the duration of the concession, emergency and escape doors, cargo doors (sliding doors, shutter doors), the entrances-exits of the Exhibition, etc. shall remain free for use and the space in front of them cannot be occupied or used as exhibition space, for safety purposes. Furthermore, all smoke detection and fire safety means, such as fire hose cabinets, emergency exit indicator lights and fire extinguishers, shall remain accessible and placed in obvious locations.

Throughout the operation of the event, visitor aisled must remain unobstructed and contain no exhibits, decorative objects or obstacles of any kind.

The 'ORGANISER' must not allow the entry of flammable or other materials that can cause explosion or fire and must take care so that the exhibition stand construction materials are non-flammable, incombustible or fire-resistant to the extent set out in international safety specifications.

12.6. Representation

The 'ORGANISER' must appoint a Representative by authorisation, who will remain at the disposal of TIF-HELEXPO S.A. for the entire duration of the concession in order to resolve any issues arising with its Services, as well as a technical director competent for the observance of legislation and Health and Safety Rules. Moreover, the 'ORGANISER' must ensure that its representatives are present at the IECCT during all working hours and for the entire duration of the concession (preparation, operation, dismantling).

12.7. Force majeure

TIF-HELEXPO S.A. bears no responsibility if it is unable to cede the

agreed-upon areas to the 'ORGANISER' for the organisation of the Event for reasons of force majeure (as indicated in Law), such as, by way of indication: earthquake, flood or destruction due to natural phenomena-weather conditions, terrorism actions, etc.

12.8. Smoking

Smoking is prohibited in all indoor areas of the IECCT. The 'ORGANISER' must ensure compliance with the relevant legislation.

12.9. Intellectual Property Rights

Should the Organiser or any third party, such as any exhibitor, wish to accompany the Event with music or songs or present, reproduce, etc. any work under the copyright of a third party, then the Organiser or the third party unreservedly assumes the exclusive responsibility for procuring the necessary written permission in a timely manner from the 'Hellenic Society for the Protection of Intellectual Property S.A.' (AEPI) and/or any other Organisation for the Collective Management of Copyright and beneficiary of the intellectual rights in question; any fee required by the aforementioned Organisations and/or person shall be exclusively covered by the Organiser and TIF-HELEXPO shall in no case bear any responsibility for the infringement of the copyright held by third parties in any manner.

Additionally, the Organiser shall be exclusively responsible for the use, projection and/or any other presentation of any trademarks, corporate names, mark designations, plans, distinctive markings and other intellectual property rights held by a third party within IECCT premises during the concession; consequently, TIF-HELEXPO bears no responsibility whatsoever for the infringement of these rights in any manner.

ARTICLE 13

FINAL PROVISIONS – SCOPE OF APPLICATION

TIF-HELEXPO has the right to amend or supplement these Rules and their Appendixes in writing, while informing the interested 'ORGANISER' via its official website. Changes are binding, provided they have been notified to the interested parties three (3) months before the event.

The signing of the relevant PA shall be construed as unreserved acceptance of all its terms (all of which are deemed substantial) and of these Rules by the interested 'ORGANISER', which must observe them faithfully.

In order to address emergencies or contingencies and to safeguard the smooth, regular and safe operation of the event, the 'ORGANISER' must accept the decisions and instructions of TIF-HELEXPO services. TIF-HELEXPO reserves the right to refuse entry or request the removal of individuals (natural persons or legal entities: exhibitors, constructors, sub-contractors, vendors, etc.) who refuse to comply with the instructions of TIF-HELEXPO and these Rules for any reason or whose activities are considered to pose-engender a risk for the safety of third parties or facilities.

It is agreed that the Courts of Thessaloniki shall be exclusively competent for any dispute arising from these Rules or the related PA

and the application thereof, should it not be resolved by amicable settlement and out-of-court negotiations.

These Rules constitute a single item with its Appendixes:

Appendix A: Services – Provisions / Pricelist

Appendix B: Plans

and the related Private Agreement



**NATIONAL INSTITUTION FOR THE ORGANISATION
OF EXHIBITIONS, CONFERENCES AND CULTURAL
EVENTS AND THE MANAGEMENT OF EXHIBITION
AND CONGRESS CENTERS**

Head office:

Thessaloniki International Exhibition
and Congress Center
154, Egnatia str.
546 36 Thessaloniki-Greece
T. +30 2310 291111
F. +30 2310 256827

Athens office

HELEXPO MAROUSSI
39, Kifissias Avenue
151 23 Maroussi-Greece
T. +30 210 6168888
F. +30 210 6168800



www.helexpo.gr
congresses@helexpo.gr