



SPECIFIC PROVISIONS

1. Application deadline

30.11.2010

After the date mentioned applications shall be considered provided exhibition space is still available.

2. Fair opening dates and hours

- 2.1. Fair dates: 22 - 24.03.2011
2.2. Fair opening hours:
- for exhibitors: 8.00 a.m. - 7.00 p.m.
- for visitors 9.00 a.m. - 5.00 p.m.

3. Stand construction and dismantling periods

- Construction: 19 - 21.03.2011
 - Dismantling: 25 - 26.03.2011
- Pavilions and fairgrounds opening hours: 6.30 a.m. - 9.30 p.m.
21.03.2011 pavilions will be open day and night.

4. Entry cards

4.1. An **exhibitor card** will be required from exhibitors to enter PIF grounds during stand construction, fair duration and dismantling periods.

4.2. Exhibitor cards are provided depending on the size of exhibition space ordered, as per the following rules:

- For a stand of up to 10 m², 2 cards
- For a stand of up to 20 m², 4 cards
- For a stand of up to 50 m², 6 cards
- For a stand of up to 75 m², 8 cards
- For a stand of up to 100 m², 10 cards
- For a stand of up to 200 m², 12 cards
- For each 50 m² over 200 m², 1 card.

4.3. Any additional exhibitor cards over the numbers stated above will be sold based on a written order (WA form). Additional cards will be collected at the Exhibitors' Reception Desk on payment of amount due, either by cash or credit card.

4.4. **Entry cards for stand constructing teams** for stand construction and dismantling time will be provided by MTP based on a written order from an exhibitor or constructor. The cards will be collected at the Exhibitors' Reception Desk.

5. Car entry and parking cards

5.1. Through 19 - 21.03.2011 (stand construction period) car entry to the fairgrounds is possible provided that an exhibitor card, permanent car entry card or delivery order is presented.

5.2. Through 22 - 24.03.2011 (fair duration) only **car entry cards for whole event** allow cars to drive into the fairgrounds and park in designated places.

Car entry cards for whole event are sold upon a written order (WA form). The ordered cards are to be collected at the Exhibitors' Reception Desk on payment of amount due, either by cash or credit card. **One-day car entry cards** can be purchased at the entrance gate in Śniadeckich Street. The cards will be sold to the Exhibitors only.

The number of cards to be sold can be limited depending on the exhibition size.

5.3. On the last day of the fair, i.e. on 24.03.2011, for stands dismantling purposes, cars shall be allowed to drive into the fairgrounds after 5.00. p.m.

5.4. Through 22 - 24.03.2011 (fair duration) MTP's parking site nearby the fairgrounds (in Matejki Str.) is accessible upon **permanent and single-use parking cards**.

Permanent parking cards are sold upon a written order (WA form). The ordered cards are to be collected at the parking site in Matejki Str. on payment of amount due, either by cash or credit card. **Single-use parking cards** are available by drive-in to the parking site in Matejki Str.

5.5. It is not allowed to leave vehicles on the fairgrounds:

- after 7.00 p.m. through the fair duration,
- after 10.00 p.m. through stand construction and dismantling periods.

Vehicles which are left at the fairgrounds after the time specified herein without PIF's permission or at a place other than the designated one will be wheel clamped and a fine of PLN 200 will be imposed. The fine will not be invoiced.

6. PIF GOLD MEDAL and ACANTHUS AUREUS competitions

6.1. **PIF Gold Medal** – competition for the best product. Competition entries should be submitted to the BIT – Business - Innovation - Technologies Ltd., 2 weeks before the fair begins at the latest. Detailed information: Jolanta Kanikowska phone: +48 61 869 22 06, fax: +48 61 866 66 50, e-mail: j.kanikowska@binte.pl

6.2. **Acanthus Aureus** – competition aiming to award the trade fair exposition, which architectural and graphical solutions mostly reflect company's marketing strategy. Competition entries should be submitted to PIF Corporate Communication Team no later than 1 week before the fair begins. Detailed information: Anna Smolińska, phone:+48 61 869 21 09, e-mail: anna.smolinska@mtp.pl

7. VAT for foreign contractors after 1.01.2011

7.1. Invoice with VAT included

- for service of entry and car entry (tickets, invitations, entry cards, car entry cards, parking fees etc.),
- for fair services **paid for exhibitor/co-exhibitor with the company headquarters in Poland**.

7.2. Invoice with VAT excluded for fair services for purchasers:

- EU VAT ID holders with company headquarters in EU,
- whose business activity address is located outside EU.

In condition that the **service is not provided** for exhibitor/co-exhibitor that has company headquarters **in Poland**.

7.3. The condition to issue the invoice with VAT excluded for the foreign contractors is to hold **EU VAT ID** and write it down on forms applied to PIF.