

EXHIBITION GENERAL REGULATIONS

100th – 101st editions
Expo Riva Schuh & Gardabags

February 2024

SECTION I: NAME OF THE EVENT, GENERAL DEFINITIONS AND DURATION

Art. 1 – NAME OF THE EVENT

Art. 2 – EVENT VENUE AND DATES

Art. 3 – EVENT ORGANISER DETAILS

Art. 4 – DEFINITIONS

Art. 5 – INDUSTRY SECTOR

Art. 6 – DURATION AND OPENING TIMES OF THE EVENT, JANUARY 2024

Art. 7 – DURATION AND OPENING TIMES OF THE EVENT, JUNE 2024

SECTION II: TERMS AND CONDITIONS OF PARTICIPATION

Art. 8 – FORMALISATION OF THE APPLICATION, ADMISSION AND DEADLINE FOR CONFIRMING PARTICIPATION

Art. 9 – ALLOCATION OF EXHIBITION SPACES

Art. 10 – ONLINE PARTICIPATION AND ACCESS TO THE DIGITAL CONNECTION PLATFORM

Art. 11 – PARTICIPATION FEES FOR EACH EDITION (JANUARY AND JUNE 2024), - EXCEPT FOR SPECIAL AREAS, AGREEMENTS, OR SIMILAR AND INCLUDED SERVICES

Art. 12 – REBOOKING OPTION

Art. 13 – CO-EXHIBITORS, BRANDS AND REPRESENTED COMPANIES

Art. 14 – PAYMENT

Art. 15 – PROHIBITION OF TRANSFER AND/OR SUBLETTING

SECTION III: CANCELLATION AND WITHDRAWAL TERMS

Art. 16 – CANCELLATION TERMS - INABILITY FOR THE EXHIBITOR TO PARTICIPATE - REDUCTION IN THE EXHIBITION SPACE

Art. 17 – CANCELLATION OR SUSPENSION OF THE EVENT

SECTION IV: PUBLICATION SERVICES, PHOTOS AND VIDEO RECORDINGS, INTELLECTUAL PROPERTY PROTECTION

Art. 18 – CATALOGUE, OFFICIAL MAGAZINE, VARIOUS PUBLICATIONS

Art. 19 – ADVERTISING WITHIN THE FAIRGROUNDS

Art. 20 – EXHIBITOR’S LIABILITY AND PROTECTION OF INTELLECTUAL AND INDUSTRIAL PROPERTY

Art. 21 – REGULATIONS REGARDING PHOTOGRAPHS AND VIDEO RECORDINGS, AND RELATED LIABILITIES AND INDEMNITIES

Art. 22 – REGULATIONS REGARDING PHOTOGRAPHS AND VIDEO RECORDINGS MADE BY THE ORGANISER AND RELATED LIABILITY, INDEMNITIES AND RELEASES

SECTION V: STAND SETUP AND OTHER SERVICES

Art. 23 – RULES REGARDING STAND SETUP AND OTHER SERVICES FOR THE JANUARY AND JUNE 2024 EDITIONS

Art. 24 – Art. 24 TECHNICAL SERVICES, INSTALLATIONS AND SAFETY AT WORK

Art. 25 – SURVEILLANCE SERVICE

Art. 26 – VEHICLE PARKING

Art. 27 – ENTRY PASSES FOR EXHIBITORS AND CO-EXHIBITORS

Art. 28 – SETUP TIMES, JANUARY 2024

Art. 29 – DISMANTLING TIMES, JANUARY 2024

Art. 30 – SETUP TIMES, JUNE 2024

Art. 31 – DISMANTLING TIMES, JUNE 2024

Art. 32 – OFFICIAL FREIGHT FORWARDER

SECTION VI: MISCELLANEOUS

Art. 33 – OBLIGATION OF CUSTODY, LIABILITY AND INSURANCE

Art. 34 – DAMAGES

Art. 35 – DISPUTES

Art. 36 – OFFICIAL LANGUAGE AND APPLICABLE LAW

Art. 37 – CHANGES AND ADDITIONS TO THE REGULATIONS

SECTION I: NAME OF THE EVENT, GENERAL DEFINITIONS AND DURATION

Art. 1 – NAME OF THE EVENT

Riva del Garda Fierecongressi SpA (hereinafter referred to as the Organiser) organises the event called 'Expo Riva Schuh & Gardabags' (hereinafter referred to as the Event). This denomination is a registered trademark of Riva del Garda Fierecongressi SpA and is exclusively owned by Riva del Garda Fierecongressi SpA.

Art. 2 – EVENT VENUE AND DATES

The Event is a multi-venue exhibition taking place in Riva del Garda at the following venues: the Exhibition Centre, the Palavela, the Congress Center, and selected hotels chosen by the Organiser.

The January 2024 edition will be held from January 13 to January 16, 2024.

The June 2024 edition will be held from June 15 to June 18, 2024.

Art. 3 – EVENT ORGANISER DETAILS

Riva del Garda FiereCongressi SpA – Parco Lido, 38066 RIVA DEL GARDA, Italy

VAT No.: IT01235070222 – SDI Code: SN4CSRI

Art. 4 – DEFINITIONS

Organising Office: The Event's operational and commercial office under the management of Riva del Garda Fierecongressi SpA.

General Regulations: These general terms and conditions, applicable to Exhibitors, Co-Exhibitors, Brands and Represented Companies, as well as their suppliers.

Event edition: Each of the editions covered by these Regulations.

Exhibitor: A company directly participating in the event as Direct Exhibitor, with exhibition space, products and personnel physically present within the exhibition area. An agency or a trade association, public entity, consortium, or any entity acting as the 'Lead Exhibitor' for a collective participation of companies is also considered a Direct Exhibitor.

The Direct Exhibitor signs the participation contract or the 'Stand Allocation Proposal' and is obliged to pay the fees and participation costs.

The companies whose participation is mediated by agencies, trade associations, consortia, public entities, or other organisations that institutionally carry out promotion, dissemination, and related activities for the relevant sector (referred to as 'Lead Exhibitors'), shall be considered, for the purpose of purchasing exhibition space and/or

related additional services, as Direct Exhibitors and are subject to these Regulations, which they must accept and sign.

Furthermore, companies that participate in the Event exclusively through remote, online mode are also considered Direct Exhibitors.

Co-exhibitor: A company participating in the Event upon the request of a Direct Exhibitor, within the area assigned to the Direct Exhibitor. The Co-Exhibitor must be physically present with its products and personnel throughout the duration of the Event. According to articles 1292 et seq. of the Italian Civil Code, the Co-Exhibitor is jointly and severally liable with the Direct Exhibitor regarding all the obligations assumed by the latter towards the Organiser and is subject to these Regulations, which must be accepted and signed by the Co-Exhibitor. The Co-Exhibitor has a different VAT number from that of the Direct Exhibitor.

Represented Company: A company present in the exhibition space of a Direct Exhibitor solely with its own brand/product, and for which the Direct Exhibitor can show, by providing the relevant documentation, a mandate of representation.

Represented Companies have a different VAT number from that of the Exhibitor.

Brand: Trademarks owned by the Direct Exhibitor, Co-Exhibitor, or any Represented Company. These trademarks distinguish the goods/products being marketed and exhibited within the exhibition space.

Visitor: A professional operator who attends the Event, i.e. individual or entity engaged in their professional activities in the sectors covered by the Event.

Rebooking Option: The Rebooking Option allows the Direct Exhibitor to reserve exhibition space for the June 2024 edition simultaneously with the offer for the January 2024 edition. By doing so, the Direct Exhibitor confirms their participation in both editions, following the procedures and conditions as outlined in the following Article 12.

Art. 5 – INDUSTRY SECTOR

Expo Riva Schuh & Gardabags is a business-to-business trade fair in the footwear and related industries, including bags, accessories, small leather goods, travel items, and related products and services.

Art. 6 – DURATION AND OPENING TIMES OF THE EVENT, JANUARY 2024

Day	Date	Opening Times
Saturday	January 13, 2024	9am – 6pm
Sunday	January 14, 2024	9am – 6pm

Monday	January 15, 2024	9am – 6pm
Tuesday	January 16, 2024	9am – 4pm

The Exhibition Halls, where access to minors under the age of 14 is allowed only when accompanied by adults, will be open to Exhibitors on Saturday, January 13, 2024, from 7.00 am to 6.30 pm and on the following days of the Event from 8.00 am until 6.30 pm. On January 16, 2024, the Halls will remain open until 7.00 pm.

The Organiser reserves the absolute right to modify Event's schedule and dates, as well as to suspend entry to operators due to unforeseen organisational and security needs, without any liability or claims for compensation or indemnity against the Organiser.

PENALTIES

During the Event, Exhibitors and Co-Exhibitors must be present with their product samples at their stands.

Early departure before the scheduled closing time on the last day of the event, Tuesday 16th January 2024 4pm, will result in an automatic penalty of €500.00 plus VAT.

Art. 7 – DURATION AND OPENING TIMES OF THE EVENT, JUNE 2024

Day	Date	Opening Times
Saturday	June 15, 2024	9am – 6pm
Sunday	June 16, 2024	9am – 6pm
Monday	June 17, 2024	9am – 6pm
Tuesday	June 18, 2024	9am – 4pm

The Exhibition Halls, where access to minors under the age of 14 is allowed only when accompanied by adults, will be open to Exhibitors on Saturday, June 15, 2024, from 7.00 am to 6.30 pm and on the following days of the Event from 8.00 am until 6.30 pm. On June 18, 2024, the Halls will remain open until 6.00 pm.

The Organiser reserves the absolute right to modify Event's schedule and dates, as well as to suspend entry to operators due to unforeseen organisational and security needs, without any liability or claims for compensation or indemnity against the Organiser.

PENALTIES

During the Event, Exhibitors and Co-Exhibitors must be present with their product samples at their stands.

Early departure before the scheduled closing time on the last day of the event, Tuesday 18th June 2024 4pm, will result in an automatic penalty of €1,000.00 plus VAT.

SECTION II: TERMS AND CONDITIONS OF PARTICIPATION

Art. 8 – FORMALISATION OF THE APPLICATION, ADMISSION AND DEADLINE FOR CONFIRMING PARTICIPATION

Companies interested in participating in the Event must complete the pre-registration form available on the fair's website under the 'Become an Exhibitor' section and provide all the documentation required by the Organiser.

For first-time participants, the company must demonstrate its eligibility by submitting a copy of its registration with the Chamber of Commerce. In the case of Exhibitors based outside Italy, a valid equivalent document is required. Additionally, the applicant must provide any other documentation requested by the Organiser to evaluate the application for participation.

The pre-registration must be completed at least 120 days before the start of the Event. After this deadline, any incoming requests will be placed on a waiting list.

The applications will be approved at the sole discretion of the Organiser, considering the following criteria:

- availability of exhibition spaces as well as technical and distribution requirements
- Order of receipt of requests
- qualification level of Exhibitors
- geographical area of origin
- place of production
- merchandise categories (e.g., product type, price range, degree of product innovation, presence of sustainability-related elements)

The evaluation aims to ensure the Organiser's strategic directions, the internationalisation of the trade fair, the consolidation and overall development of the Event, as well as the promotion and development of collaborations or agreements with entities, associations,

agencies, or groups that represent a balanced mix of product offerings and the highest number of Exhibitors from different areas/countries.

The Organiser will also consider the Exhibitor's willingness to avail themselves of all other offered services (e.g., setup services, technical services, promotional/advertising services, etc.) concurrently with the exhibition space.

Participation in previous editions of the Event does not grant the Exhibitor any rights to be automatically confirmed or preferred over others in the evaluation process. The Organiser reserves the right to evaluate each participation request for each edition at its sole discretion, including considering the location of the exhibition space.

Non-compliance by the Exhibitor with these Regulations, the Technical Regulations, and the Additional and Technical Provisions established by the Organising Office of the Event, as well as failure to fulfil all financial and tax obligations towards the Organiser, including those related to previous editions, will be specific reasons for non-admission or exclusion from the Event.

Upon a positive evaluation of the participation request, the Organiser will send the company a contractual proposal for the allocation of physical and/or online space, along with the relevant financial conditions and payment terms. Additionally, the proposal will include any requested additional services.

The company will be considered to have accepted the proposal only when it is duly signed and sent to the Organising Office within the specified timeframe, along with a signed copy of the General Regulations, the Technical Regulations, and DUVRI (Document of Interference Risks Evaluation), and a proof of payment of the required deposit. If the specified deadline expires without the required actions being taken, the proposal will be automatically void, and the applicant will have no rights or claims over the proposed space.

Once the participation is confirmed within the indicated terms, the Organising Committee will provide the Exhibitor with access credentials to the Reserved Area, where the Exhibitor can manage their participation if they are a new exhibitor. Returning Exhibitors will be able to access the Reserved Area with the previously assigned login credentials.

In any case, the participation of Exhibitors in the Event is subject to the following conditions:

- a) The completion of all required data fields in the participation request form, particularly regarding the company's identification data, including fiscal data and the details of the legal representative.
- b) The online completion, by the participant, of the fields related to the representative for participation and the representatives present at the assigned stand during the event.
- c) Diligent completion of the catalogue data (company, products, staff present at the fair, any Represented Companies, and any brands) to enhance the visibility of this information to the fair's visitors and ultimately benefit the Exhibitor.
- d) Payment of all fees due for participation and any selected additional services within the terms specified in Article 14.

Art. 9 – ALLOCATION OF EXHIBITION SPACES

The Organiser, subject to all the conditions stated in the preceding Article 8, reserves the right to allocate exhibition spaces at its sole discretion, considering the total space requested by the Exhibitor, the company's country of origin, place of production, product type, price range of the exhibited products, technical and distribution requirements of the Event, and the order of receipt of requests.

Each stand will be equipped with a sign displaying the Exhibitor's coordinates (stand number).

The Organiser may, at its sole discretion, vary the location and size of the allocated exhibition space, even if the Exhibitor has exercised the Rebooking Option, if deemed necessary or appropriate for the successful execution of the Event. Such changes may occur for technical and/or organisational needs up to the day before the start of the setup, without the Exhibitor having any rights to claim price reductions, compensation, or indemnity for any reason or under any circumstances.

Art. 10 – ONLINE PARTICIPATION AND ACCESS TO THE DIGITAL CONNECTION PLATFORM

Participation in the event through the Digital Connection platform is allowed, which includes the presence of the company on the online platform for a period of 4 months for each edition of the Event, without the obligation to purchase physical exhibition space.

The Web Platform provided by Riva del Garda Fierecongressi SpA, called DIGITAL CONNECTION, serves as the online catalogue of the Event and facilitates contacts between Exhibitors and interested Visitors. However, it is important to note that Riva del

Garda Fierecongressi SpA a party to the relationship that will be established between the aforementioned users and assumes no responsibility for any issues arising from the relationships established between them.

SECURITY RULES

All documents, files, videos, images, etc. uploaded by the Exhibitor/Co-Exhibitor on the Web Platform must be free from *computer viruses*. By accepting this Regulation, the Exhibitor takes responsibility for ensuring that the multimedia material uploaded to the Platform is free from *computer viruses*. Consequently, the Exhibitor assumes all potential compensation costs that may arise in case of damages resulting from non-compliance with this condition.

Failure to adhere to the above security measures may result in the exclusion of the user from participating in the event.

GUARANTEES, LIABILITY, FORCE MAJEURE

Riva del Garda Fierecongressi SpA will make efforts to ensure that the Digital Connection Platform and the display of content during the online event continuously available, 24 hours a day. However, it cannot be held responsible if, for any reason, the Web Platform is not accessible and/or operational at any time or for any period.

Access to the Digital Connection Platform may be temporarily suspended without notice in case of system failure, maintenance, repairs, or reasons entirely beyond the control of Riva del Garda Fierecongressi SpA or due to force majeure events.

Riva del Garda Fierecongressi SpA assumes no responsibility for any fraudulent or illegal use that may be carried out by third parties regarding the contents inserted, even by the Participant, within the Platform. Riva del Garda Fierecongressi SpA shall not be liable for any loss of business opportunities or any other losses, including indirect ones, suffered by the user that are not a direct consequence of a breach of contract by Riva del Garda Fierecongressi SpA.

LINK TO THIRD-PARTY SITES

The Digital Connection Platform may contain links to third-party websites/applications over which Riva del Garda FiereCongressi SpA has no control. Therefore, Riva del Garda FiereCongressi SpA is not responsible in any way for the content of these websites/applications.

Art. 11 – PARTICIPATION FEES FOR EACH EDITION (JANUARY AND JUNE 2024), - EXCEPT FOR SPECIAL AREAS, AGREEMENTS, OR SIMILAR AND INCLUDED SERVICES

EXHIBITOR/CO-EXHIBITOR REGISTRATION FEE (RECURRING)	€500.00 + VAT*
NEW EXHIBITOR REGISTRATION FEE	€850.00 + VAT*
NEW CO-EXHIBITOR REGISTRATION FEE €850.00 + VAT*	€850.00 + VAT*
BARE EXHIBITION AREA ALLOCATION AT EXHIBITION CENTRE, HALL A1/A3/B4 – PALAVELA – CONGRESS CENTER	€149.00/m ² + VAT*
BARE EXHIBITION AREA ALLOCATION AT EXHIBITION CENTRE, HALL A2/B1/B3/C1/C3/D	€156.00/m ² + VAT*
BARE AREA CONCESSION, EXHIBITION CENTRE HALL B2/C2	€165.00/m ² + VAT*
BARE EXHIBITION AREA ALLOCATION AT HOTELS	€96.00/m ² + VAT*
ONLY DIGITAL CONNECTION PARTICIPATION, FOR EACH EDITION	€1,250.00 + VAT*
ONLY DIGITAL CONNECTION PARTICIPATION NEW EXHIBITOR, FOR EACH EDITION	€1,750.00 + VAT*
ISSUANCE OF AN INVITATION LETTER (valid for one person for one edition)	€30.00/m ² + VAT*
PACKAGE 1. BARE EXHIBITION AREA ALLOCATION AT EXHIBITION CENTRE + ISSUANCE OF 3 INVITATION LETTERS	€175,00 + IVA*
PACKAGE 2. BARE EXHIBITION AREA ALLOCATION AT EXHIBITION CENTRE + PROMOTIONAL SERVICES	Bare exhibition are fee/mq + €180,00/mq + VAT*

* If applicable and as required by law

In-Person Participation

In-person participation requires the payment of a registration fee, in addition to the fee for using the exhibition area, which consists of a bare exhibition space without dividing walls and flooring.

Therefore, In-person Exhibitors must request, through a specific service request to the Organiser, the construction of dividing walls and flooring for the exhibition area. Alternatively, In-person Exhibitors may independently arrange for these setups or engage third-party suppliers. If the perimeter walls extend above the walls of the adjacent stand, the Exhibitor must ensure, either personally or through third-party contractors, a seamless white paint finish.

The registration and allocation fee for the bare exhibition area includes:

- use of the exhibition area;
- support from the Organising Office and access to the Exhibitor's Reserved Area to manage participation;
- an Exhibitor Pass which allows three daily entries for each day of the event and access to the Digital Connection platform;
- access to the Wi-Fi network;
- sign indicating the stand number;
- customised sign displaying the type of production, to be provided by the Exhibitor within the specified timeframe, otherwise, the sign will not be displayed;
- inclusion of the Exhibitor in the EXPO RIVA SCHUH & GARDABAGS 'Visitor's Guide' distributed at entrances and common areas;
- 1 account to access the Digital Connection platform, with a reserved and access to the following features:
 - inclusion of the Exhibitor/Co-exhibitor in the online catalogue, with a company profile and a product catalogue, including *up to 48* images;
 - inclusion of the represented brands (*if applicable*) in the online catalogue;
 - inclusion of the represented companies (*if applicable*) in the online catalogue;
 - overview of community participants;
 - access to online events;
 - access to agenda and meeting functions;
 - access to Visitor QR code scanning and data download functions;
 - virtual map of the exhibition centre;
 - access to the platform for company staff after registration in the reserved area;
 - analytics of profile and product pages.
- electricity consumption for lighting and up to 3 kW of installed power;
- heating-ventilation, general surveillance (excluding stands);

- general lighting of the halls, sanitary services, medical first aid, Fire Brigade presence;
- placement of fire extinguishers in the halls in compliance with legal requirements;
- cleaning service for common areas;
- insurance coverage for third-party liability and insurance for other risks of the Exhibitor according to the limits and conditions specified in Article 33 of these Regulations.

In-person participation also includes free access and use of the Digital Connection platform.

Only Digital Connection Participation

The Digital Connection participation includes:

1 account to access the Digital Connection platform with a reserved area as well as access to the following features:

- inclusion of the Exhibitor/Co-exhibitor in the online catalogue, with a company profile and a product catalogue, including *up to 48* images;
- inclusion of the represented brands (*if applicable*) in the online catalogue;
- inclusion of the represented companies (*if applicable*) in the online catalogue;
- overview of community participants;
- access to online events;
- access to agenda and meeting functions;
- access to Visitor QR code scanning and data download functions;
- virtual map of the exhibition centre;
- access to the platform for company staff after registration in the reserved area;
- analytics of profile and product pages.
-

The Digital Connection participation fee is €1,250.00 for recurrent Exhibitors or €1,750.00 for new Exhibitors, plus applicable VAT, according to the provided price list.

Art. 12 – REBOOKING OPTION

Each individual Direct Exhibitor has the option to request participation in both the January and June 2024 editions of the Event simultaneously. In such cases, the Exhibitor will receive an allocation proposal for the same exhibition space for both the January 2024 edition (January 13–16) and the June 2024 edition (June 15–18).

By opting for Rebooking, the Exhibitor is entitled to:

- confirm the same exhibition space for both the January and June 2024 editions;

- avail a 3% discount on the bare area exhibition fee (excluding the Registration Fee) for the June 2024 edition.

To exercise the Rebooking Option, the Exhibitor must do so on or before December 31, 2023, by booking the bare area for the June 2024 edition concurrently with the offer for January 2024, making the required Registration Fee payment, and paying 50% of the total amount due for the bare exhibition area.

The Organising Office will consider the Rebooking Option confirmed and accepted by the Exhibitor once both signed allocation proposals are received, along with the respective payments and acceptance of these General Regulations.

The Lead Exhibitors of a collective participation of companies, agencies, trade associations, consortia, public entities, or any other aggregating/mediating entity must specifically agree with the Organizational Secretariat on the rebooking conditions.

Art. 13 – CO-EXHIBITORS, BRANDS AND REPRESENTED COMPANIES

The Main Exhibitor who intends to host Co-exhibiting Companies or Represented Companies within the assigned exhibition spaces must make a request to the Organiser, providing the names of the companies and their relevant details, including fiscal information, along with any documentation required by the Organiser. In the case of Represented Companies, the related mandates must also be attached. The request must be submitted to the Organising Office strictly within 60 days before the start of the Event, to allow for evaluations and verifications by the Organiser.

Failure to comply with the above requirement will result in neither the Direct Exhibitor nor the Lead Exhibitor of a collective of companies, nor the individual companies participating in the collective, being allowed to host different companies and/or brands not affiliated with the Direct Exhibitor's company within the assigned exhibition space. Non-compliance with this obligation may lead to the exclusion of the Exhibitor from the ongoing and/or subsequent editions of the Event.

After the approval of the co-exhibitor company's participation request, the Organisers' Office will communicate the corresponding economic terms.

The participation of the Co-Exhibitor is in any case subject to:

- confirmation of participation by the Organiser;
- payment of the corresponding participation fees in accordance with the economic and payment terms indicated by the Organisers Office;
- signing of the General Regulations, Technical Regulations, and DUVRI (Document of Interference Risks Evaluation).

CO-EXHIBITORS

The participation fee for each Co-Exhibitor includes:

- support from the Organising Office and access to the Exhibitor's Reserved Area to manage participation;
- an Exhibitor Pass which, subject to registration in the Exhibitor's Reserved Area, allows three daily entries for each day of the event and access to the Digital Connection platform;
- access to the Wi-Fi network;
- sign indicating the stand number;
- customised sign displaying the type of production, to be provided by the Co-Exhibitor within the specified timeframe, otherwise, the sign will not be displayed;
- inclusion of the Co-Exhibitor in the EXPO RIVA SCHUH & GARDABAGS 'Vistor's Guide' distributed at entrances and common areas;
- 1 account to access the Digital Connection platform, with a reserved and access to the following features:
 - inclusion of the Exhibitor/Co-exhibitor in the online catalogue, with a company profile and a product catalogue, including *up to 48* images;

- inclusion of the represented brands (*if applicable*) in the online catalogue;
- inclusion of the represented companies (*if applicable*) in the online catalogue;
- overview of community participants;
- access to online events;
- access to agenda and meeting functions;
- access to Visitor QR code scanning and data download functions;
- virtual map of the exhibition centre;
- access to the platform for company staff after registration in the reserved area;
- analytics of profile and product pages.

In-person participation also includes free access and use of the Digital Connection platform. The Digital Connection platform will be accessible for a period of 4 months for each edition of the event.

For Exhibitors and Co-exhibitors attending the January 2024 and June 2024 editions in person, this cost is already included in the Registration Fee.

REPRESENTED COMPANIES AND BRANDS

Each Exhibitor must communicate in advance, at the time of the participation request, the Brands that will be exhibited during the Event, of which they are the owner, or the Brands of any represented companies, for which they must provide the relevant representation mandates as specified in the first paragraph of this article.

The Organiser may conduct inspections at the stands to verify compliance with the declarations made. It is at the sole discretion of the Organiser to exclude products or samples that are not marked previously declared brands from being displayed.

Each Direct Exhibitor (Exhibitor or Co-Exhibitor) may add its own Brands and Represented Companies free of charge in the Reserved Area.

The Brands and Represented Companies will appear exclusively in the online catalogue with the fields that the Exhibitor has duly filled in in their Reserved Area.

Art. 14 – PAYMENT

PARTICIPATION IN A SINGLE EDITION, JANUARY OR JUNE 2024

The Organizer will send a single invoice (through the electronic invoicing system for Italian companies) detailing the payment terms for the down payment and balance as follows:

EDITION	DESCRIPTION	PAYMENT DEADLINE
JANUARY 13–16, 2024	50% DEPOSIT OF REGISTRATION FEE + BARE EXHIBITION SPACE	BY 11/09/2023
	PAYMENT OF REMAINING 50% BALANCE	BY 03/11/2023
JUNE 15–18, 2024	50% DEPOSIT OF REGISTRATION FEE + BARE EXHIBITION SPACE	BY 22/02/2024
	PAYMENT OF REMAINING 50% BALANCE	BY 30/04/2024

PARTICIPATION WITH REBOOKING OPTION, JANUARY+JUNE 2024

EDITION	DESCRIPTION	PAYMENT DEADLINE
JANUARY 13–16, 2024	50% DEPOSIT OF REGISTRATION FEE + BARE EXHIBITION SPACE	BY 11/09/2023
	PAYMENT OF REMAINING 50% BALANCE	BY 03/11/2023
JUNE 15–18, 2024	50% DEPOSIT OF REGISTRATION FEE + BARE EXHIBITION SPACE	BY 31/12/2023
	PAYMENT OF REMAINING 50% BALANCE	BY 30/04/2024

The Exhibitor must pay the participation fees as determined in the contractual proposal sent by the Organiser, including the related financial conditions, by the deadlines indicated above. Any additional services requested by the Exhibitor, if applicable, must be paid upon confirmation of those services.

Failure to make payments by the specified deadlines will result in the Exhibitor not being allowed to participate in the Event.

The fees for services and performances requested during the Event must be paid before the end of the Event.

In the case of Co-Exhibitors and companies participating through the so-called 'Lead Exhibitor' (as defined in article 4), the payment of participation fees and/or additional services may, if requested in advance, be made directly by the Co-Exhibitor or the company whose participation is mediated by the 'Lead Exhibitor'; in this case, the corresponding invoice will be issued to the 'Lead Exhibitor'. In all other cases, the participation costs and any related services will be solely charged to the Direct Exhibitor and invoiced accordingly.

If there are outstanding administrative costs from previous relationships with Riva del Garda Fierecongressi SpA or if there is evidence of the participating company's obvious insolvency, the Organiser reserves the right not to accept the countersigned participation request and not to allow the setup of the stand, both for the participating company and any appointed contractors.

Art. 15 – PROHIBITION OF TRANSFER AND/OR SUBLETTING

The Organiser has the exclusive right to allocate all exhibition spaces where the Event takes place and to enter into the corresponding contracts.

It is strictly forbidden, outside of what is established and provided in Article 13, to host third parties in the space assigned to an Exhibitor, even on a complimentary basis, or to allow such space to be used by third parties through loans, sub-licensing, subleasing, or any other means.

Any violation of this prohibition will result in the immediate exclusion of the Exhibitor from the Event, the simultaneous closure of the assigned stand, and the removal of any unauthorised individuals occupying it, in addition to the application of a penalty amounting to twice the agreed price for the concession of exhibition spaces to the contracting party.

SECTION III: CANCELLATION AND WITHDRAWAL TERMS

Art. 16 – Art. 16 – CANCELLATION TERMS - INABILITY FOR THE EXHIBITOR TO PARTICIPATE - REDUCTION IN THE EXHIBITION SPACE

After the confirmation of participation according to Article 14, the Exhibitor shall not withdraw from the contract or request a reduction of the assigned exhibition space.

In the event that the Exhibitor, after the confirmation of participation, is unable to participate in the Event due to extraordinary and unforeseeable events beyond their control, and/or due to actions they could not reasonably foresee, prevent, or avoid by acting with due diligence, such as the inability to enter Italian territory due to national or international government restrictions related to epidemic or pandemic events or other health events, war events, or other impeding events that prevent the issuance of an entry visa to Italy by competent authorities, the following cancellation terms and conditions shall apply for the January and June 2024 editions.

The Exhibitor wishing to revoke their participation must provide timely communication to the Organiser in writing, either via certified email to rivaafc@pec.it or by registered letter with acknowledgment of receipt, to be sent to RIVA DEL GARDA FIERECONGRESSI SpA, PARCO LIDO, 38066 RIVA DEL GARDA (TRENTO).

EDITION	CANCELLATION DEADLINE	AMOUNT DUE BY THE EXHIBITOR AS A PENALTY
JANUARY 13–16, 2024	by 03/11/2023	Registration Fee + 50% deposit for exhibition area
	from 04/11/2023	Registration Fee + 100% exhibition area
JUNE 15–18, 2024 (for those who have opted for Rebooking)	by 31/12/2023	Registration Fee
	from 01/01/2024 to 30/04/2024	Registration Fee + 30% deposit for exhibition area
	from 01/05/2024	Registration Fee + 100% exhibition area
JUNE 15–18, 2024	by 30/04/2024	Registration Fee + 50% deposit for exhibition area
	from 01/05/2024	Registration Fee + 100% exhibition area

REDUCTION OF EXHIBITION SPACE

The Exhibitor who, after confirming participation, intends to request a reduction of the allocated space, must promptly notify the Organiser in writing, specifying the reasons for the request. In such cases, the Organiser reserves the right not to accept the request. If the request to reduce the exhibition area is approved, the Exhibitor may either retain the previously assigned position, considering the excess portion as freely marketable, or be allocated a new space compatible with the exhibition layout, considering the previously contracted space as freely marketable. In these cases, the amount to be paid will be recalculated based on the new area or the new assigned position.

In any case, the costs incurred by the Organizer for installations, setups, special and non-special installations made on the Organizer's order must be fully reimbursed by the Exhibitor.

Art. 17 – CANCELLATION OR SUSPENSION OF THE EVENT

The Organiser, without incurring any liability, has the right to postpone, reduce, extend, temporarily suspend, partially or completely close, or cancel the Event, or modify its dates, if necessary due to any force majeure events, without limitation, fortuitous events, or events beyond its control. Such events may include, but are not limited to, adverse weather conditions, floods, landslides, earthquakes, strikes, epidemics, pandemics, wars, as well as measures prohibiting events imposed by the Italian Government or Judicial Authorities. In such cases, the Organiser is not obliged to provide any compensation or indemnity to the Exhibitor, under any circumstances.

SECTION IV: PUBLICATION SERVICES, PHOTOS AND VIDEO RECORDINGS, INTELLECTUAL PROPERTY PROTECTION

Art. 18 – CATALOGUE, OFFICIAL MAGAZINE, VARIOUS PUBLICATIONS

ONLINE CATALOGUE

The Organiser will create an online catalogue through the Digital Connection platform. Only Exhibitors and Co-exhibitors will be able to complete their company profile and add their products to the Digital Connection platform. By accessing their Reserved Area, Exhibitors and Co-exhibitors can input company profile data, product catalogues, and images (up to 48 images), as well as information about Represented Companies and Brands.

The section will be accessible to Exhibitors and Co-exhibitors after signing the allocation proposal and its related attachments, and it will remain editable until the beginning of the Event. Changes made will be published in the Exhibition Guide if submitted up to 40 days before the start of the event; otherwise, they will only appear on the Digital Connection platform.

The Digital Connection platform will be open for a period of 4 months for each edition of the Event.

The data provided by the Exhibitor will also be used to place companies on the Exhibition Guide.

The Exhibitor and Co-exhibitor take full responsibility for the data entered in the Exhibitor's Reserved Area, and they release the Organiser from any liability regarding incomplete, false, or defamatory statements, as well as any infringement of third-party image, reputation, or personal, proprietary, or confidential rights.

EXHIBITION GUIDE

In addition to the online catalogue, without any obligation to do so, the Organiser reserves the right to include Exhibitors and Co-Exhibitors in the Exhibition Guide, which is distributed in printed format to Visitors of each edition of the event.

The Organiser disclaims any responsibility for any omissions, incorrect information, descriptions, and printing/layout errors related to the Exhibitor in the Exhibition Guide, the online catalogue, or any other promotional, informational, or service-related publications.

OFFICIAL MAGAZINE

The official magazine of the Exhibition is **Foto Shoe 30**.

After each edition of the Exhibition, Foto Shoe 30 will publish an editorial supplement called **Speciale Expo Riva Schuh & Gardabags** (Expo Riva Schuh & Gardabags Special) in both print and digital formats, with the aim of promoting the products and participating exhibitors even after the conclusion of the in-person event.

For this purpose, authorised personnel from Foto Shoe 30 with special identification badges will collect up to 4 samples from all exhibitors during the event days, so they can be photographed. The magazine will then exercise discretion in selecting the sample to be featured in the special supplement.

This service is included in the participation fee for the exhibition.

MULTIMEDIA MATERIALS, VARIOUS PUBLICATIONS

By adhering to these Regulations, the Exhibitor and Co-exhibitor expressly authorise the Organiser to use the data related to the company profile, images/videos depicting themselves, the company profile page, and the products exhibited by the Exhibitor and Co-exhibitor. The Organiser reserves the right to use the aforementioned images/videos for journalistic, informative, and/or communication purposes, as well as for promotional and commercial purposes. No use will be made in contexts prohibited by law or that would compromise decorum and dignity. The processing of multimedia materials will be carried out by the Organiser in full compliance with current regulations. There will be no compensation provided to the Exhibitor for such use.

Art. 19 – ADVERTISING WITHIN THE FAIRGROUNDS

Products, printed materials, and advertising materials can only be displayed within the assigned space or in designated advertising areas managed by the Organiser. Exhibitors are strictly prohibited from conducting display and distribution activities outside the assigned areas, in the aisles of exhibition halls, common or service areas, as well as in the Organiser's facilities and relevant areas of the exhibition halls.

The Exhibitor assumes all responsibility for the legitimacy, accuracy, and completeness of every promotional and advertising insertion made through communication channels managed by the Organiser, such as signage, digital banners, advertisements in Foto Shoe 30, and advertisements in the Exhibition Map. The Exhibitor also bears all civil, administrative, and criminal liability resulting from the content of the advertising messages and the advertising activities conducted. This includes any liability towards other exhibitors and/or third parties arising from the content of the advertising messages or violations of regulations, including competition laws.

Flyering, in any form, is expressly prohibited. This prohibition applies both within the fairgrounds, in the spaces of hotels designated for exhibitions, and in the relevant areas of the exhibition halls. It also applies to all visitors and operators present for any reason, who are not allowed to promote or advertise events or trade fairs that may compete with or otherwise harm the Organiser due to product affinity and/or similarity.

Visual or sound advertising media are permitted, provided they do not disturb neighbouring stands and do not overpower the announcements transmitted in the halls by the Organiser's loudspeakers. Any form of sound and audio-visual promotion/advertising

conducted within one's own stand and broadcasted in public is subject to royalties to be paid to the SIAE (L. 633 of 22/04/41 and subsequent amendments). In the event of a breach of the aforementioned provisions, the Organiser reserves the right to intervene to immediately cease the abusive behaviour, including the removal or expulsion of the offending party/parties from the exhibition halls, while reserving the right to claim compensation for all damages.

With the exception of what is indicated in the previous paragraphs, any form of promotion and advertising outside the assigned stand will be allowed only if previously authorised by the Organiser and will be subject to payment of the fees indicated in the published price lists.

Failure to comply with the aforementioned prohibitions will result in the Exhibitor being liable to pay, as a penalty, a sum of €1,000 (one thousand euros) for each violation of the above-mentioned provisions ascertained by the Organiser. The Organiser also reserves the right to claim any additional compensatory requests for further damages suffered.

Art. 20 – EXHIBITOR'S LIABILITY AND PROTECTION OF INTELLECTUAL AND INDUSTRIAL PROPERTY

The Exhibitor assumes all responsibility for both the actual ownership and legitimate use of trademarks and other distinctive signs, patents, industrial inventions, and industrial designs, as well as rights related to photos and videos included in the Organiser's online space or relating to physically exhibited products within the assigned stand. The Exhibitor expressly indemnifies Riva del Garda Fierecongressi SpA from any and all obligations and liabilities arising from any violations of intellectual and industrial property regulations and, in any case, violations of competition laws, copyright, and personality rights, both towards other Exhibitors and third parties in general. Any disputes between Exhibitors or between Exhibitors and third parties must be resolved directly between the parties involved, relieving Riva del Garda Fierecongressi SpA and its representatives from any obligations and/or liabilities.

By adhering to these Regulations, the Exhibitor commits to complying with the applicable laws in the Italian legal system concerning the protection of intellectual and industrial property, being aware of the civil and criminal penalties that result from their violation. In the event of complaints, disputes, and/or written notifications from Exhibitors and/or third parties regarding the infringement of intellectual and industrial property rights during the fair, Riva del Garda Fierecongressi SpA reserves the right to take autonomous and precautionary measures by blocking and/or directly removing the images or products present in the virtual showcases subject to complaint and/or claim. Additionally, Riva del Garda Fierecongressi SpA may request the Exhibitor's immediate removal of the corresponding products possibly present in the physical stand. Failure to comply with this request may result in the closure of the same stand.

However, what is established in Article 8 remains valid concerning the exclusion or non-admission of the Exhibitor to the fair in the event of a violation of these Regulations.

Art. 21 – REGULATIONS REGARDING PHOTOGRAPHS AND VIDEO RECORDINGS, AND RELATED LIABILITIES AND INDEMNITIES

Private individuals, visitors, and Exhibitors are not allowed to take photographs, video recordings, or audio recordings inside the halls unless they have a specific authorisation issued by the Organiser and/or consent from the relevant parties.

The Organiser will make every effort to ensure that this prohibition is respected, including by placing signage and conducting checks at stands. However, any violation of this prohibition by private individuals, visitors, and/or Exhibitors cannot be attributed to the Organiser. Therefore, the Organiser cannot be held liable for any damages, claims, and/or consequences related to or arising from such violations.

The Exhibitor acknowledges and agrees to the following:

- a) The reproduction of overall or detailed external and internal views and the introduction of photographic or video equipment into the Event are subject to written authorisation by the Organizer.
- b) The stalls and products displayed by other Exhibitors cannot be photographed/filmed or otherwise reproduced without the authorisation of the respective Exhibitors and the Organiser.

Furthermore, the Exhibitor acknowledges and agrees that they are still responsible for any reproductions made, and the authorisation issued by the Organiser does not constitute an

assumption of responsibility by the Organiser regarding the compliance of such reproductions with the law.

Art. 22 – REGULATIONS REGARDING PHOTOGRAPHS AND VIDEO RECORDINGS MADE BY THE ORGANISER AND RELATED LIABILITY, INDEMNITIES AND RELEASES

The Organiser may photograph any stand and use the corresponding reproductions to include them in publications, on the website, or on social networks managed by the Organiser and related to the Event, without any possibility of claim by the Exhibitor.

Within the fairgrounds, as indicated by specific signs, the Organiser (and/or third parties appointed by the Organiser) reserves the right to take photographs and videos of overall or detailed external and internal views, including exhibition areas and products on display.

The Exhibitor acknowledges that such photographs and video recordings might incidentally include identifiable individuals present at the Event (e.g., their own employees/collaborators, hostesses, guests, etc.), and that photographs or video recordings featuring them may be broadcasted, published, distributed online, and made available to the public for commercial purposes.

In such cases, the Exhibitor is required to:

- a) inform such individuals, explaining to them that those who do not wish to be photographed/filmed must immediately notify the photographer or the designated personnel, and that they can access the relevant privacy information;
- b) indemnify the Organiser from any disputes, claims, actions, or demands made by said individuals regarding the aforementioned photographs and/or video recordings.

By adhering to these Regulations, the Exhibitor grants the Organiser, for a period of 2 years from the conclusion of the Event, all necessary commercial utilisation rights, free of charge, to use the Exhibitor's name, trademark, logo, and/or its products, as well as the content and materials uploaded by the Exhibitor on the Event's online platforms, for the purpose of promoting or providing information about the Event. In accordance with this release, the Organiser may publish and disseminate the aforementioned content through photographic/video reproductions, online platforms, or other means (e.g., catalogues, billboards, etc.), ensuring that they are used in a manner that does not damage the image, reputation, or dignity of the Exhibitor and not for initiatives/services unrelated to the Event.

Furthermore, by adhering to these Regulations, the Exhibitor declares that they have legitimate and full availability, as well as ownership – in accordance with all applicable laws, including, but not limited to, the provisions of Law No. 633/1941 and subsequent amendments – of all related rights of use. The Exhibitor also confirms being authorised to transfer these rights to the Organiser and that the names, trademarks, logos, contents, and materials mentioned in the previous paragraph do not violate or will not violate any intellectual, industrial, or other rights of third parties, nor any existing laws and regulations. Moreover, the signs and/or information contained therein are lawful and accurate, do not offend individuals or entities, and comply with the principles of public order and decency. Therefore, the Exhibitor expressly releases the Organiser from any responsibility in this regard, holding the latter indemnified from any disputes, claims, actions, or demands made by said individuals regarding the names, trademarks, logos, contents, and materials covered by this release.

It is understood that, if it is necessary to obtain consent for specific situations, the Organiser reserves the right to do so during the Event, following appropriate information.

SECTION V: STAND SETUP AND OTHER SERVICES

Art. 23 – RULES REGARDING STAND SETUP AND OTHER SERVICES FOR THE JANUARY AND JUNE 2024 EDITIONS

Exhibition areas are granted exclusively based on the confirmed layout indicated in the stand allocation letter. For all matters not specified in these General Regulations, please refer to the provisions of the Technical Regulations, which form an integral part of these General Regulations.

The Exhibitor must set up their stand in a way that does not compromise the aesthetics and visibility of neighbouring stands and does not cause damage to other participants. The setup must be contained within the assigned area, identifiable through floor markings.

As the areas do not come with dividing walls, it is the responsibility of the Exhibitor to independently provide, or by specific request to the Organiser, arrange for the construction of walls and flooring for the assigned exhibition area. In case of perimeter walls that exceed the height of the neighbouring stand walls, a seamless white finish must be provided.

STAND HEIGHT AND CONTINUOUS PERIMETER WALLS

Stands cannot exceed a height of 2.5 metres. Therefore, designs for stand setup that exceed this height must be submitted to the Organiser for approval.

For island stands (4 sides open) and peninsula stands (3 sides open), setups should limit the use of continuous perimeter walls. Fully closed walls facing the aisles are not allowed. Walls with glass panels that allow visibility inside the stand are not considered fully closed. The maximum allowed closure percentage for each individual wall should not exceed 50% of the surface.

STAND SETUP, STAND DESIGN, APPOINTMENT OF A STAND CONTRACTOR

The Organiser provides the Exhibitor with a stand setup service and related services which can be purchased through the Reserved Area or requested directly to the Organiser within the specified dates.

Exhibitors who do not require this service must carry out the setup and preparation of the stand on their own or through a trusted stand contractor. In this case, the Exhibitor is obligated to:

- appoint the stand contractor through a dedicated section in the Reserved Area;
- upload the stand design to the Reserved Area of their stand contractor within 40 days from the start of the event. The design must include the maximum height of the stand, the dimensions of the exhibition area, and the necessary certifications (e.g., Static Calculations for Complex Structures) for approval by the date indicated by the Organiser;
- for the purpose of electrical connection of the stand, according to the Technical Regulations, the Exhibitor is required to provide a copy of the Declaration of Conformity of the electrical system issued exclusively by companies authorised to carry out electrical installations, equipped with the requirements specified in Ministerial Decree no. 37 of 22/01/2008, together with a copy of registration with the Chamber of Commerce or the Provincial Register of Italian artisan companies (*Albo provinciale delle imprese artigiane*). Additionally, the Exhibitor must submit a self-certification confirming the presence of the mandatory attachments to the Declaration of Conformity delivered to the Exhibitor and signed in original.

Requests for services made last minute (*for example, during the setup phase*) and in any case beyond the dates indicated in the Reserved Area and/or communicated by the Organiser (*and/or its stand contractor and service company*) will incur a 30% surcharge.

ELECTRICAL POWER SUPPLY

Within the stand or in its immediate vicinity, one or more connections are available to allow the use of electricity, which is included in the participation fee:

- 3 kW single-phase at 220 Volts per stand – CEE 16A socket

For higher usage, the applied rates will be:

- €160.00 + VAT if applicable and as required by law, for ceiling electrical connection with single-phase CEE 220V 2P+T 16A socket (including 3 kW);
- €250.00 + VAT if applicable and as required by law, for ceiling electrical connection with three-phase CEE 380V 3P+N+T 32A socket (including 5 kW);
- €50.00 + VAT if applicable and as required by law, for each additional kW in three-phase (beyond 5 kW).

NOTE:

Notwithstanding the above, please be aware that in the case of stand construction with its own stand contractor, the Exhibitor is responsible for connecting their installation to the electrical panel at their own expense.

CLEANING

For stands set up independently or with customised setups, the daily cleaning service can be requested online at a cost of € 5.00 per square meter + VAT if applicable and as required by law, for the entire duration of the Event.

Other services requested before and during the Event will be charged at an hourly rate of € 26.50 + VAT if applicable and as required by law.

NOTE:

At the end of the Event, a free service for disposing of samples will be provided. Exhibitors must place their samples to be disposed of in the designated yellow bags distributed by the Organiser.

The exhibition area must be returned in a clean state. Therefore, Exhibitors are encouraged to use the aforementioned cleaning service and to instruct their stand contractors to remove any waste materials (as per Articles 6 and 7 of the Technical Regulations).

FIRE EXTINGUISHERS

Each stand must be equipped with fire extinguishers at a ratio of 1 extinguisher per stand up to 40 square meters and additional units for larger stands. Exhibitors who do not have fire extinguishers can request them for rental online and collect them personally at the reception at a unit cost of € 16.50 + VAT if applicable and as required by law.

FORKLIFT TRUCK SERVICE

The forklift service for loading and unloading, operated by a certified driver, can be requested by the Exhibitor using the dedicated form available in the exhibitor area. The service is charged at an hourly rate of € 70.00 + VAT if applicable and as required by law, with a minimum billing cost equivalent to 30 minutes of service.

NOTE:

The forklift has a capacity of 2,800 kg and CANNOT access the interior of the exhibition halls.

The rental of pallet jacks and hand trucks can be requested directly from the Organiser's personnel at the reception, upon providing identification documents as a deposit.

Art. 24 – TECHNICAL SERVICES, INSTALLATIONS AND SAFETY AT WORK

The Organiser provides heating, air conditioning and general lighting for the exhibition halls.

Separate charges for electricity, telecommunications connections, or other services and utilities specific to individual stands, which are not included in the Registration Fee, will be invoiced to the Exhibitor. All these connections can only be arranged and provided by the Organiser.

The installations of the stands may be carried out by specialised companies chosen by the Exhibitor, while the Organiser reserves the right to exercise control over the execution of the installations made.

The Exhibitor agrees to comply with all the requirements and formalities specified in the Technical Regulations of the Event, which forms an integral part of this General Regulations, as well as the applicable laws, particularly those regarding workplace safety, the use of fire prevention measures, and electrical installations. Failure to submit the stand design and the declarations and documentation required by the Technical Regulations for the responsibility of setups and installations to the Organiser will grant the Organiser the right to close the stand and take appropriate measures to ensure safety, without prejudice to the Exhibitor's civil and criminal liability. The Exhibitor is solely responsible for the stability of the setups, the execution of installations, and any damages that may be suffered by people or property belonging to the Organiser or third parties.

Every Exhibitor is obliged to meticulously comply with the entire current regulatory system, especially with regard to the protection of the health and physical integrity of

workers, as well as labor, social security, and welfare regulations throughout the duration of the Event, including the setup and dismantling periods of the stands and any other related activities. Furthermore, the Exhibitor undertakes to observe and ensure that all the executing companies working on its behalf during the setup and dismantling of the stand, or any other relevant activities, comply with the Technical Regulations, which they expressly declare to be familiar with in each of its integral sections, and the prevailing workplace safety laws. The Exhibitor is responsible for the compliance with the current regulations of everything that is set up and organised by them in relation to setups, structures, installations, exhibited products, and any associated activities.

Art. 25 – SURVEILLANCE SERVICE

The Organiser provides, for its own interests and needs, a regular daytime and night-time surveillance service for the areas designated for the Event, without assuming any responsibility for any theft or damage to the exhibited goods present in the stands or within the Exhibition Centre.

The custody and surveillance of the exhibition areas are the responsibility of the respective Exhibitors for the entire opening hours of the exhibition halls, both during the Event and during the setup and dismantling phases. Therefore, companies exhibiting easily removable objects are advised to be present at their stands throughout the daily opening hours.

The surveillance carried out by the Organiser does not absolve the Exhibitor of their responsibility for damages to persons or property.

Art. 26 – VEHICLE PARKING

Night-time parking of any kind of vehicle is STRICTLY prohibited within the outdoor areas and parking lots, even in the case of breakdown. During the Event, the entry and parking of trucks and vans are also prohibited. The eventual Night-time parking of any type of vehicle, carried out in violation of the preceding provision, will result in the automatic application of a penalty of €500.00, plus VAT.

The Organiser assumes no responsibility for any damages and/or thefts caused to or suffered by the vehicles and belongings of the Exhibitors and/or third parties located in these areas, even if access is regulated by the Organiser's personnel, tickets, or electromechanical control systems.

Instructions regarding parking procedures during the Event days will be communicated to the Exhibitors in the period preceding the start of the Event.

Art. 27 – ENTRY PASSES FOR EXHIBITORS AND CO-EXHIBITORS

Stand setup/dismantling: For the entry of personnel and vehicles during the setup and dismantling operations, it is necessary to pre-register online in the reserved area at <https://sofair.riva.fc.it/XAREA/>. The service allows the advance printing of exhibitor passes, vehicle passes, and mandatory documents required to access the exhibition halls. Access will not be granted to vehicles and personnel without specific and named passes.

Event: Exhibitors/Co-exhibitors must register their personnel who will be present at the stand and download the Exhibitor passes from their Reserved Area at <https://sofair.riva.fc.it/XAREA/>, in the number specified/communicated by the Organising Office. The Exhibitor is responsible for all the received materials; therefore, in case of loss or forgetting of the passes, the Organiser is not obliged to replace them. In case of abuse, the passes will be confiscated and not replaced.

Art. 28 – SETUP TIMES, JANUARY 2024

Day	Date	Opening Times
Wednesday ⁽⁴⁾⁽⁵⁾	December 27, 2023	8.00am – 6.00pm
Thursday ⁽⁴⁾⁽⁵⁾	December 28, 2023	8.00am – 6.00pm
Friday ⁽⁴⁾⁽⁵⁾	December 29, 2023	8.00am – 6.00pm
Saturday ⁽⁴⁾⁽⁵⁾	December 30, 2023	8.00am – 6.00pm
Tuesday ⁽⁴⁾⁽⁵⁾	January 2, 2024	8.00am – 6.00pm

Wednesday ⁽⁴⁾⁽⁵⁾	January 3, 2024	8.00am – 6.00pm
Thursday ⁽⁴⁾⁽⁵⁾	January 4, 2024	8.00am – 6.00pm
Friday ⁽¹⁾⁽⁴⁾⁽⁵⁾	January 5, 2024	8.00am – 6.00pm
Saturday ⁽⁵⁾	January 6, 2024	8.00am – 6.00pm
Sunday ⁽⁵⁾	January 7, 2024	8.00am – 6.00pm
Monday ⁽³⁾	January 8, 2024	8.00am – 6.00pm
Tuesday ⁽³⁾	January 9, 2024	8.00am – 6.00pm
Wednesday ⁽³⁾	January 10, 2024	8.00am – 6.00pm
Thursday	January 11, 2024	8.00am – 6.00pm
Friday ⁽²⁾	January 12, 2024	8.00am – 9.00pm

⁽¹⁾*Paid unloading only (see instructions in the stand-fitters reserved area).*

⁽²⁾*Strictly limited to the delivery of samples. Any other works are prohibited (only small modification operations are allowed). Any violations will result in a charge of €200.00, plus VAT, per stand. On the day before the opening of the Event, access to the exhibition centre for vehicles with setup passes will be strictly prohibited, as only unloading of goods is allowed.*

⁽³⁾*Extensions of setup time may be granted for individual stands, subject to request (see instructions in the stand-fitters reserved area) and availability as determined by the Organiser.*

⁽⁴⁾*Paid setup only (see instructions in the stand-fitters reserved area).*

⁽⁵⁾*Exclusively at the Exhibition Centre.*

Art. 29 – DISMANTLING TIMES, JANUARY 2024

Day	Date	Opening Times
Tuesday ⁽¹⁾	January 16, 2024	4.00pm – 7.00pm
Wednesday	January 17, 2024	8.00am – 6.00pm
Thursday	January 18, 2024	8.00am – 6.00pm
Friday	January 19, 2024	8.00am – 6.00pm

⁽¹⁾*Only for the removal of samples*

Art. 30 – SETUP TIMES, JUNE 2024

Day	Date	Opening times
Monday ⁽⁴⁾⁽⁵⁾	June 3, 2024	8.00am – 6.00pm
Tuesday ⁽⁴⁾⁽⁵⁾	June 4, 2024	8.00am – 6.00pm
Wednesday ⁽⁴⁾⁽⁵⁾	June 5, 2024	8.00am – 6.00pm
Thursday ⁽⁴⁾⁽⁵⁾	June 6, 2024	8.00am – 6.00pm
Friday ⁽¹⁾⁽⁴⁾⁽⁵⁾	June 7, 2024	8.00am – 6.00pm
Saturday ⁽⁵⁾	June 8, 2024	8.00am – 6.00pm
Sunday ⁽⁵⁾	June 9, 2024	8.00am – 6.00pm
Monday ⁽³⁾	June 10, 2024	8.00am – 6.00pm
Tuesday ⁽³⁾	June 11, 2024	8.00am – 6.00pm
Wednesday ⁽³⁾	June 12, 2024	8.00am – 6.00pm
Thursday	June 13, 2024	8.00am – 6.00pm
Friday ⁽²⁾	June 14, 2024	8.00am – 9.00pm

⁽¹⁾Paid unloading only (see instructions in the stand-fitters reserved area).

⁽²⁾Strictly limited to the delivery of samples. Any other works are prohibited (only small modification operations are allowed). Any violations will result in a charge of €200.00, plus VAT, per stand. On the day before the opening of the Event, access to the exhibition centre for vehicles with setup passes will be strictly prohibited, as only unloading of goods is allowed.

⁽³⁾Extensions of setup time may be granted for individual stands, subject to request (see instructions in the stand-fitters reserved area) and availability as determined by the Organiser.

⁽⁴⁾Paid setup only (see instructions in the stand-fitters reserved area).

⁽⁵⁾Exclusively at the Exhibition Centre.

Art. 31 – DISMANTLING TIMES, JUNE 2024

Day	Date	Opening times
Tuesday ⁽¹⁾	June 18, 2024	4.00pm – 6.00pm
Wednesday	June 19, 2024	8.00am – 6.00pm

Thursday	June 20, 2024	8.00am – 6.00pm
Friday	June 21, 2024	8.00am – 6.00pm

⁽¹⁾Only for the removal of samples

Art. 32 – OFFICIAL FREIGHT FORWARDER

The official freight forwarder for the Event is **Schenker Italiana SpA**. Therefore, access to the exhibition halls by other couriers and/or freight forwarders is not allowed. In this regard, Exhibitors are requested to inform their trusted couriers/freight forwarders to contact Schenker Italiana SpA., Via F.lli Bandiera 29 – 20068 Peschiera Borromeo (MI) – tel. 02-51666.1, email: fairs.italy@dbschenker.com (contact person: Claudio Zani).

SECTION VI: MISCELLANEOUS

Art. 33 – OBLIGATION OF CUSTODY, LIABILITY AND INSURANCE

The Exhibitor/Co-exhibitor remains solely responsible as a custodian for any harmful events involving third parties that occur within the parking lot and/or the exhibition area exclusively assigned by the Organiser.

The Exhibitor is also solely responsible for any losses thefts, or damages to the exhibited products, as well as other goods, equipment, and personal effects that may occur within their assigned stand. It is the Exhibitor's responsibility to ensure, during the opening hours of the Event and through their own staff, the surveillance and custody of these belongings inside the stand.

Notwithstanding the foregoing, the Organiser shall provide insurance coverage to the Exhibitor from the beginning of the setup phase to the end of the dismantling phase, with insurance contracts covering the following risks:

- third-party liability with a single limit of €10,000,000.00;
- "All Risks" coverage for goods, equipment, and materials brought into the stand up to a value of €25,000.00, within the limits explicitly stated in the relevant policy.

Please note:

- The summary of the policy conditions, which includes the limits and deductibles, is available at the offices of Riva del Garda Fierecongressi SpA.

- Sample footwear and accessories held within the stand are considered valueless samples, and no reimbursement is provided in case of theft, damage, or any other harm.
- Business risk is not covered; therefore, if the exhibited samples are stolen due to theft or damaged by fire, water leaks, etc., resulting in the inability to exhibit them in whole or in part during the Event or any subsequent events, no claim for compensation can be made.

The Exhibitor assumes full responsibility and expressly releases the Organiser from any liability regarding covered and/or uncovered goods and/or values exceeding the insurance coverage mentioned in this paragraph, waiving any direct action and/or claim against the Organiser.

If the Exhibitor deems it appropriate to insure for higher sums or different risks than those included in the summary available for inspection at the offices of Riva del Garda Fierecongressi SpA, they have the option to directly arrange for an insurance policy with a company of their choice. The policy must be valid for Fairs and Exhibitions and provide comprehensive coverage for the risks indicated here, including a waiver and recourse clause against the Operator, Organisers, or any other parties involved in the Event. The Exhibitor must provide a complete copy of the policy or a formal explicit declaration from the Insurance Company, confirming its validity starting at least 20 days before the start of the Event. The policy must be valid from the entry to the exit of materials and goods from the exhibition halls.

Art. 34 – DAMAGES

The assigned areas and any pre-fitted stands must be left in the same condition as they were received.

Upon delivery of the exhibition area, Exhibitors are required to report in writing to the Organizer's representatives any pre-existing damages and/or discrepancies/deficiencies in the setups, compared to what was agreed upon in the contract.

It is understood that any damages to the stand or setup that are discovered by the Organizer after the Event will be charged to the Exhibitor.

Art. 35 – DISPUTES

During the event, the Exhibitor elects its domicile, for all legal purposes, at the Organiser's headquarters. Any dispute concerning the interpretation, application, effectiveness or execution of these Regulations, including the Technical Regulations that form an integral and substantial part of them, and/or relating to the existing relationship between the

Exhibitor and the Organiser, as well as any dispute relating to the obligations arising from it, shall be under the exclusive jurisdiction of the Court of Rovereto (Trento, Italy), to the exclusion of any other court. Any such disputes shall be decided in accordance with Italian law.

These General Regulations can be filed as a computer copy, as they have been prepared and signed in this way.

Art. 36 – OFFICIAL LANGUAGE AND APPLICABLE LAW

The official language of both these General Regulations and the Technical Regulations, which form an integral and substantial part of them, is Italian. The provisions contained in these Regulations are governed by Italian law. The Parties agree that the English translation of these Regulations, provided for the benefit of foreign exhibitors, shall not be subject to interpretation in case of dispute. The competent court shall interpret only the version in the Italian language.

Art. 37 – CHANGES AND ADDITIONS TO THE REGULATIONS

The Organiser reserves the right to modify and/or integrate both these General Regulations and the Technical Regulations, which form an integral and substantial part of them, by giving timely notice to the parties concerned. These modifications and/or integrations may be made to comply with any further regulations that may be issued at any subsequent time, including during the ongoing Event, and will thus form an integral part of these Regulations.