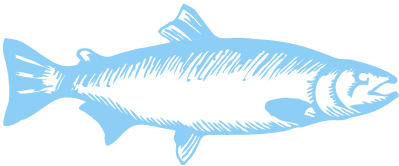




*Russian
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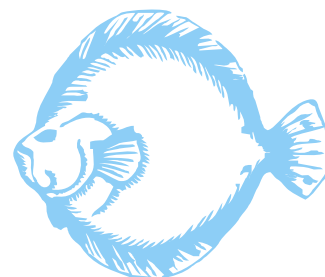
Global Fishery Forum & SeaFood Expo

September 14, 2017 – September 16, 2017

LENEXPO EC

St. Petersburg

Regulations & Guidelines



www.rusfishexpo.ru

Contact information

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General information

	Exhibition period Exhibition schedule		Pavilion 7
Monday	September 11	9 a.m. - 8 p.m.	Installation of exhibits
Tuesday	September 12	9 a.m. - 8 p.m.	Installation of exhibits
Wednesday	September 13	9 a.m. - 10 p.m.	Installation of exhibits Arrival of exhibitors
Thursday	September 14	9 a.m. - 7 p.m. 10 a.m. - 6 p.m.	Exhibition operation for participants Exhibition is open for visitors
Friday	September 15	9 a.m. - 7 p.m. 10 a.m. - 6 p.m.	Exhibition operation for participants Exhibition is open for visitors
Saturday	September 16	9 a.m. - 6 p.m. 10 a.m. - 5 p.m.	Exhibition operation for participants Exhibition is open for visitors
Saturday	September 16	5 p.m. - 10 p.m.	Packing and move-out of exhibits, exposition dismantling
Sunday	September 17	9 a.m. - 8 p.m.	Exposition dismantling
Monday	September 18	9 a.m. - 3 p.m.	Exposition dismantling

During the exhibition period, admission to the pavilion is performed only by participant badges, installation/dismantling of stands is not permitted. Installation passes are not valid.

Leaving the pavilion and move-out of exhibits is permitted only after the end of exhibition operation.

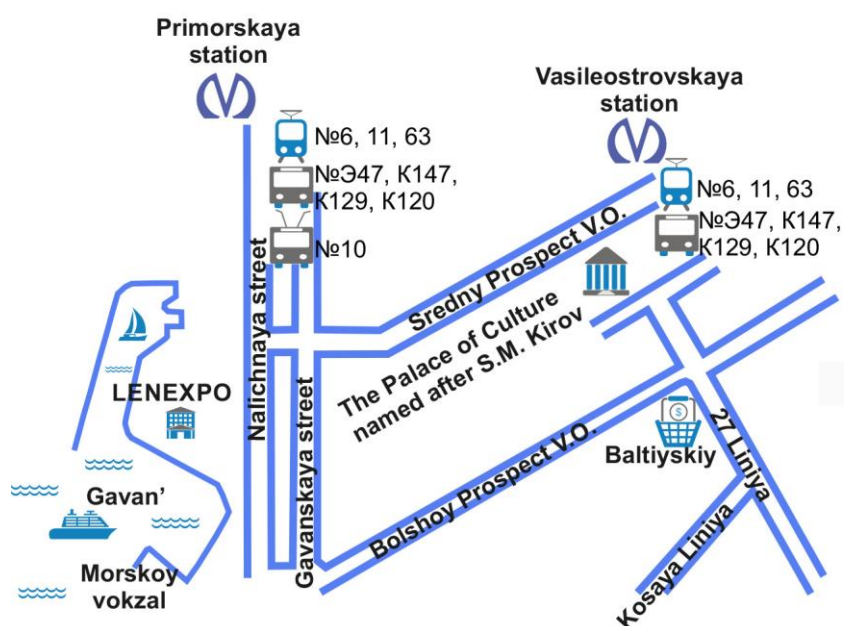
VENUE

Exhibition venue: LENEXPO EC

Address: St. Petersburg, Vasilevsky Island, 103 Bolshoy Pr.

Itinerary:

- **How to get to the metro station Primorskaya:** then trolleybus No. 10, buses No. K129, K120, K128, route taxi No. 183, 690, 128, 129
- **How to get to the metro station Vasileostrovskaya:** route taxi No. 183, 690, 349, 44, 309



BASIC EXHIBITION RULES AND INSTRUCTIONS

The concepts used in this Handbook are:

Exhibition Participants – exhibitors and other participants of the events, as well as construction companies engaged by them;

Exhibitor – a legal entity or an individual who has concluded an agreement to take part in the event to ensure its own personnel's work at the exhibition and demonstration of its exhibits (products and services);

Promoter – a company within Expo Solutions Group which owns all rights to the developed concept, topics and name of the Event; forms the make-up of the Participants attending the Event and provides them with a set of services required to take part in the Event.

Exhibition Directorate – persons authorized by Expo Solutions Group to arrange and hold the exhibition.

Exhibition Complex (EC) – LENEXPO International Exhibition Complex located at the address: St. Petersburg, Vasilievsky Island, 103 Bolshoy Pr.

Service Bureau – LENEXPO division located in the lobby of the Exhibition Complex. Its main task is to promptly respond to requests and claims of the Exhibition Participants.

Exhibition Stand, Stand – a structure erected within certain boundaries in the territory of the exhibition complex that serves to accommodate exhibits and ensure other work of the exhibitor at the exhibition;

Equipped Exhibition Stand – exhibition space defined by the contract concluded between the Promoter and the Exhibitor, constructed and fitted with furniture in accordance with the construction category specification.

Area for individual construction – a part of the exhibition complex area defined by the contract concluded between the Promoter and the Exhibitor, without constructed elements, furniture, electrical connection and any other stuff that is designed for individual construction of the exhibition stand using the resources of the accredited construction company.

CONDITIONS OF PARTICIPATION

A company that would like to participate in the exhibition should send a completed application for participation to its manager or to e-mail info@rusfishexpo.com, thereafter it is to be registered as an Exhibitor. Based on the application, the Promoter should send a draft contract and an invoice for payment to the Exhibitor.

The participation fee includes the registration fee, rent of exhibition area, stand construction, furniture, additional equipment, and services.

REGISTRATION FEE

The registration fee is 23,000 rubles and mandatory for all participants of the exhibition. It includes organizational costs, expenses for holding SeaFood Expo information and advertising campaign, the cost of ensuring general security of the territory and the outer perimeter of the exhibition pavilion, access control arrangements within the exhibition complex territory, public and fire safety, cleaning of the common area within the exhibition hall, publishing information about the Participant on the website of the exhibition.

PERSONNEL ACCREDITATION

The personnel working at the stand should be accredited and wear a badge (pass) that gives the right to enter the exhibition complex territory and work within the scope of the stand. Badges are given on the following basis: 1 badge for every 6 sq.m of the paid exhibition area (rounded up to the nearest whole number). Additional accreditation can be ordered from the Promoter.

To get badges for the personnel, the Exhibitor should send the completed list of the participant's personnel to the Promoter by August 15, 2017. Timely manufacture and issue of badges for the Exhibitor's personnel whose data were submitted after the specified period are not guaranteed.

EXHIBITS

It is permitted to take part in the Exhibition of Fish Industry, Seafood and Technologies / SEAFOOD EXPO with exhibits that fit for the exposition topics only. It is not permitted to demonstrate exhibits that do not fit for SeaFood Expo topics or bear the risk to life and health of participants and visitors.

It is strictly forbidden to demonstrate exhibits that contain radioactive, explosive, highly flammable, poisonous substances, and other hazardous materials. The Participant should decorate the stand and arrange the exhibits using its own resources. Large-sized and heavy-weight exhibits should be set into their places on the first day of the exposition installation and moved out on the last day of dismantling

ARRANGEMENT OF STANDS

Upon registration, the Exhibitor may choose any stand that is not reserved at the moment. As soon as the Promoter allocates the stand, the Exhibitor is given the signed contract that confirms renting the stand and indicates the stand number.

The Promoter provides exhibition stands to the Exhibitor based on the capacities of free spaces and the common concept of the exhibition. In case the Exhibition layout is modified, the Promoter reserves the right to change the location of the Exhibition Stand without the Exhibitor's consent, while preserving its total area and geometry, during the period from signing this Contract to opening the Exhibition.

Layout of the exhibition as a whole, changing its concept or individual details are within the Promoter's competence and cannot be disputed by the Exhibitor.

The exhibition space rented by the Exhibitor should be subleased subject to the Promoter's written consent only.

COST OF PARTICIPATION AND EXHIBITION STAND CONSTRUCTION

The cost of renting 1 sq.m of exhibition space is 16,000 rubles.

Rent of exhibition space is rent of (non-equipped) exhibition space that is free of any structures, furniture, electrical connection and other stuff and used for individual construction of the exhibition stand via an accredited construction company.

Orders for construction of exhibition stands and rent of additional equipment are taken by the Promoter. The Exhibitor, at its own discretion, can order the exhibition stand construction of two types: Category A and Category C.

Category A construction

The cost of construction is 20,000 rubles per square meter.

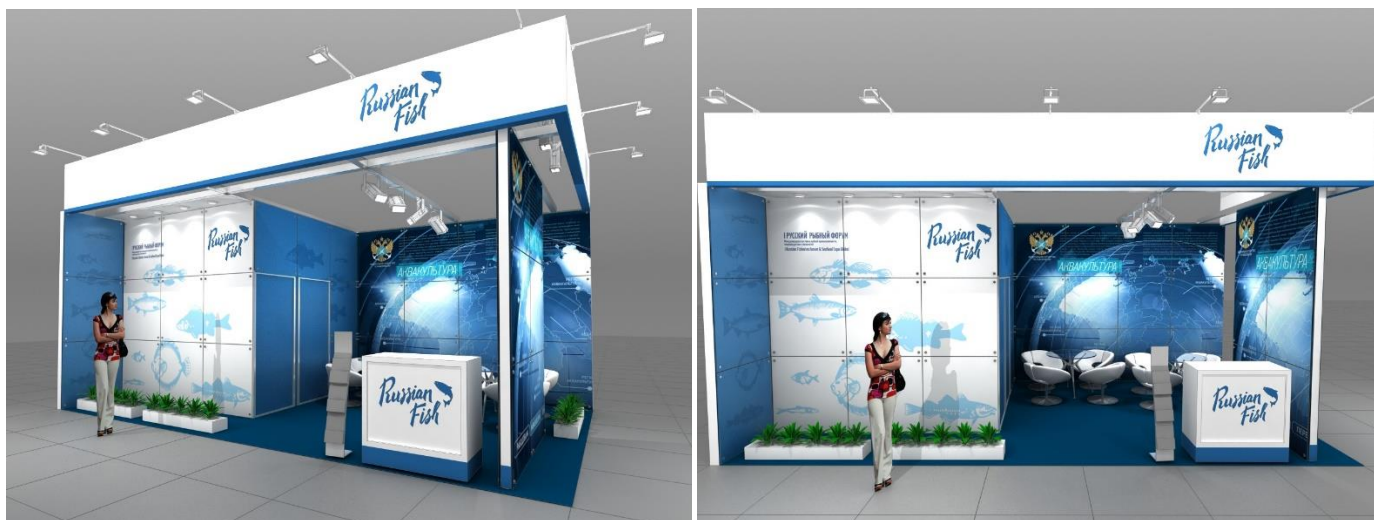


Category A stand configuration

Designation of equipment	unit	Stand area sq.m				
		Before 14 sq.m	15-24 sq.m	24-35 sq.m	35-40 sq.m	After 40 sq.m
Carpeting	sq.m	Over the entire area of the stand				
Lightbox	pcs.	1	1	1	1	2
3D logo	pcs.	According to the design				
Banner	pcs.	According to the design				
Information reception desk	pcs.	1	1	1	1	2
Bar stool	pcs.	1	1	1	1	2
Round table	pcs.	1	1	1	2	2
Arm chairs	pcs.	4	4	4	8	8
Sofa	pcs.	*	2	2	2	2
Rectangular coffee table	pcs.	*	1	1	1	1
Shelving in the utility room	pcs.	1	1	1	1	1
File cabinet in the utility room	pcs.	1	1	1	1	1
Booklet holder	pcs.	1	1	1	2	2
Socket 220V / socket 24 hours	pcs.	2/1	2/1	3/1	3/1	3/1
Hanger	pcs.	1	1	1	1	2
Wastepaper basket	pcs.	1	1	1	1	2
Flower arranging	pcs.	According to the design				
LED light	pcs.	3	4	6	7-8	8-10
Light on the bar	pcs.	4	6	8	10	10-12
Daylight lamp	pcs.	1	1	1	2	2

Category C construction

The cost of construction is 15,500 rubles per square meter.



Category C stand configuration

Designation of equipment	unit	Stand area sq.m				
		Before 14 sq.m	15-24 sq.m	24-35 sq.m	35-40 sq.m	After 40 sq.m
Carpeting	sq.m	Over the entire area of the stand				
Full-color printing	pcs.	According to the design				
Information reception desk	pcs.	1	1	1	1	2
Bar stool	pcs.	1	1	1	1	2
Round table	pcs.	1	2	3	4	4-6
Arm chairs	pcs.	4	8	12	16	16-24
Shelving in the utility room	pcs.	1	1	1	1	1
File cabinet in the utility room	pcs.	1	1	1	1	1
Booklet holder	pcs.	1	1	1	2	2
Socket 220V / socket 24 hours	pcs.	2/1	2/1	3/1	3/1	3/1
Hanger	pcs.	1	1	1	1	2
Wastepaper basket	pcs.	1	1	1	1	2
Flower arranging	pcs.	According to the design				
LED light	pcs.	3	4	6	7-8	8-10
Light on the bar	pcs.	4	6	8	10	10-12
Daylight lamp	pcs.	1	1	1	2	2

ADDITIONAL EQUIPMENT

Multimedia, refrigeration and other equipment, as well as furniture in large quantities, are not included in the stand basic configuration and should be provided subject to extra payment!

The list of additional equipment and its costs are specified in this Handbook in the appropriate section.

GENERAL PROVISIONS FOR CONSTRUCTION OF EXHIBITION STANDS

In order to make the stand structure stable, it may be fitted with additional fastening elements, the image thereof is not included in the scheme of your stand. If you want to temporarily remove them, for example, to install large exhibits, you should obtain permission from the technical manager and make sure that all necessary precautions are taken.

Please note! Additional equipment and furniture in accordance with your order (as indicated in the application for participation in the exhibition and extra order under this Handbook) is available for rent only for the stands which construction and lease are ordered from the Promoter.

All stand construction elements and additional equipment should be returned after the exhibition and free of residues of adhesive tape and intact.

The exhibitor is liable for any damage caused to stand structures and additional equipment.

It is not allowed to mount equipment to stand structures, drill holes, mount advertising material with pins, buttons, use application film, etc. The cost of stand structure elements or additional equipment ordered by the exhibitor, but not used for whatever reason, is non-refundable.

The keys to the doors of cabinets and showcases, as well as locks, can be obtained at the information desk at the time of moving-in and registration advance on pawn.

You can order extra equipment or services. The stand layout with additional equipment and stand structures ordered and placed on it should be agreed upon with the Technical Manager of the exhibition.

Installation of exhibition equipment and other structures within the standard stand is deemed to be individual construction and is subject to paid Technical Expertise.

Final planning and arrangement of participants at the exposition should be carried out not earlier than 2 weeks before the start of installation. Planning of participants' spaces in the pavilion, performed prior to this date, is preliminary. The Promoter reserves the right to change the location of the participants in the pavilion depending on the technical need at its own discretion. Exhibition spaces paid and not occupied by the participant 24 hours before the opening of the Exhibition should be considered as free. The Promoter has the right to dispose of them at its own discretion. In this case, the cost paid by the participant is non-refundable.

Arrangement of exhibits on the stand and its decoration should be carried out by the participants.

All stands should be ready for inspection by 5 p.m. on the last day of the Exhibition installation. Therefore you have to be present at your stand on the last day of the Exhibition installation in the morning to make sure that your stand has been built correctly and completely because you have to equip and decorate it in time.

All boxes and crates with the exhibits should be unpacked and removed from the stand by 5 p.m. on the last day of the Exhibition installation because aisles between the stands should be carpeted. If all the containers are not removed from the stand by 5 p.m. on the last day of installation, the Promoter reserves the right to remove them from the stand at the exhibitor's expense. Containers may be returned to the stand only after official closing of the Exhibition.

On the last day, the Exhibition will be closed at 5 p.m., thereafter the exhibits may be packed at the participants' stands. Dismantling of stands, packaging and shipping of exhibits prior to closing the Exhibition are not allowed.

Orders for equipment and services submitted in the course of installation will be taken only if the equipment is available on site and only after pre-paid applications have been completed. Orders for installation are taken only subject to 100% payment of invoices for technical service and/or services issued prior to the Exhibition installation. Any on-site orders should be paid in cash. All orders made in the course of installation are subject to 100% surcharge.

CLEANING

Cleaning of common exhibition territory and aisles in the pavilions should be carried out by the Promoter. At that, the stands should be kept clean and tidied up by the Exhibitors. The Exhibitor can order cleaning of its stand.

In the course of installation and dismantling, cleaning of exhibition spaces (removal of construction waste, packaging, small rubbish etc. from the area of works) should be carried out by the companies engaged in the installation of stands.

To remove bulky waste (waste that does not fit into trash bags), the contractor (Construction Company) and the Exhibitor should order special containers from the Promoter beforehand.

Final cleaning of common exhibition spaces and aisles between the stands on the first day of the event (exhibition) operation should be carried out upon completion of construction and installation of exhibits, usually from 8 a.m. to 10 a.m. After the final cleaning, it is prohibited to perform works associated with dust generation and put waste into the aisles. If construction and installation of exhibits, as well as temporary construction facilities, have not been completed by the time specified in the contract for participation in the exhibition, the Exhibitor should remove waste from the stand and adjacent territory of the aisles between the stands using its own resources. If necessary, such cleaning can be ordered from the Promoter prior to installation works, in the course of installation works or during the exhibition (event) at the Service bureau of OOO EF-International. Cost of work is calculated as per Service List tariff with 100% surcharge.

During the exhibition, waste from stands should be put into aisles in baskets available at the stands at the end of each working day.

Construction waste should be removed for disposal from the territory of LENEXPO EC by the Promoter at the Exhibitor's expense at the rates specified in the List of Services.

ENTRY TO THE EXHIBITION

Access to the pavilion territory for participants and personnel working at the stand is provided upon showing their passes (badges).

Installation passes for the personnel involved in works on installation/dismantling of your stand are valid only during the period of the exhibition installation/dismantling and should be obtained under the list. The list should be prepared in 3 copies on the form of your company with obligatory indication of the workers' passport details.

Cargo handling and installation and dismantling operations associated with the use of hoisting mechanisms should be carried out only by specialists and by means of OOO PAN-BALTSservice (hereinafter – "PAN-BALTSservice").

It is prohibited to use mechanized means (including motor vehicles equipped with lifting manipulators) and personnel from other organizations.

Entry of motor vehicles to exhibition halls in order to carry out handling operations by efforts of contractors and Exhibitors (Promoters) is not allowed.

It is permitted to store construction materials and building structures in the course of installation (dismantling) only within the area allocated for construction of temporary construction facilities while aisles between them should be always kept clear.

In the course of installation (dismantling), the Exhibitor (Promoter) and the installation organization are allowed to park their motor vehicles in the territory of LENEXPO EC under the following conditions:

- cars – for not more than one hour;
- freight vehicles – for not more than two hours.

Equipment and exhibits move-in to the territory of LENEXPO EC, as well as their move-out, should be carried out only in the presence of move-in/move-out passes. The pass should be obtained in the Service Bureau or at the reception desk in Pavilion No. 7 of LENEXPO.

Procedure for materials move-in/move-out to/from the territory of LENEXPO

Vehicles should enter to LENEXPO territory through Checkpoint No. 3 (CP3) from the Nalichnaya Str. (main service entrance to LENEXPO, Cottages in LENEXPO). It is also possible to enter the complex through CP4 at Morskoy Slavy Sq. (behind Metrica store). Heavy vehicles should enter the territory through CP4 only.

When entering the territory of LENEXPO, a driver should produce a pass of a standard form with entry permit note indicating the name of the participating company, stand number, and registration number of the vehicle. This pass can be obtained after registration in Pavilion 7.

Materials and equipment should be unloaded and brought to the territory of the exhibition through the assembly gate of Pavilion No. 7.

Upon the completion of unloading, the vehicle should leave through CP2 near Pavilion 7. Heavy vehicles should leave the territory through CP4.

Keep the pass until the end of the event.

SECURITY SERVICE

The Exhibition Promoter should ensure round-the-clock protection of public order at the exhibition but should not safeguard the exhibits. During the exhibition period, night security should be provided from 7 p.m. to 9 a.m. Meanwhile, the exhibition pavilions are to be closed, sealed and handed over for safeguarding. The presence of people in sealed halls is prohibited. It is strictly prohibited to arrange night security by efforts of the Exhibitor. The Exhibition Participants should ensure safety of their belongings on their own while the pavilion is open to participants and visitors. PLEASE, NOTE that official opening hours of the exhibition represent time when the hall is open to visitors. The Exhibitor's representatives should stay at their stands from the hall opening for the Participants in the morning and until the hall closing for the night.

FIRE AND TECHNICAL SAFETY RULES

General fire safety at the exhibition is provided by the Promoter. Exhibitors and construction companies which carry out the construction of stands at the exhibition should strictly observe the rules established by the administration of the exhibition complex and bear responsibility for their violation.

In order to ensure visitors and personnel safety, operating exhibits and moving mechanisms should be enclosed. Electrical connections to the stand are performed only by the representatives of the Promoter.

The Promoter is entitled to remove from the stand products that do not meet safety requirements, including by noise level, or those constituting a danger to the public.

Smoking at pavilion exhibition stands is prohibited. Smoking is permitted only in specially designated smoking areas.

It is prohibited to use open fire, to clutter up aisles with equipment, empty containers in the exhibition territory. It is also prohibited to place flammable or combustible exhibits on the stands. The Exhibitor is obliged to carry out

fireproofing of all flammable objects and materials, to provide the Promoter with appropriate fire safety certificates, and to provide all necessary special fire-extinguishing means at its expense.

CARGO HANDLING OPERATIONS/DELIVERY OF CARGO

To carry out handling operations involving the use of hoisting mechanisms, it is necessary to fill in a form and send it by e-mail. For more information contact the exhibition manager that is responsible for carrying out handling operations.

Please note! When carrying out operations with the use of cranes, exhibitors should be provided with cargo slinging diagram and process flow charts for equipment installation and dismantling.

In order to prevent possible damage to the flooring in the pavilion, participants should provide protective pads (wooden or rubber) for metal elements of the exhibits, as well as those contacting with floor and weighing more than 250 kg.

This requirement is obligatory when carrying out handling operations (hereinafter – “HO”), otherwise, the Promoter is entitled to deny your company to carry out HO.

Any handling operations involving the use of own mobile cranes or manipulators inside the exhibition hall are prohibited. In case of damage to the floor or other structures of the pavilion during the arrangement of exhibits on the stand, the party which caused the damage is obliged to compensate for it.

Storage of containers at the stand is not allowed according to fire safety rules.

SOUND LEVEL AT YOUR STAND

During the exhibition, the sound level at your stand should not interfere with normal work of other participants. The sound-pressure level at the stand border should not exceed 70 dB. If other exhibitors complain about the high level of sound at your stand, the Promoter is entitled to ask you to reduce the sound level to an acceptable value. In case the Exhibitor ignores the above requirements, the Promoter reserves the right to power off the sound source and impose a penalty on the Exhibitor.

SUSPENSIONS TO PAVILION CEILING

Placement of advertising and technical suspensions on the ceiling requires obligatory approval by the service department. For more information contact the technical manager of the exhibition.

STAND DIMENSIONS

Dimensions of your stand considering all the protruding elements should not exceed the size of the exhibition stand ordered in length and width. In case of violation of this condition, the Promoter reserves the right to suspend the stand construction. Installation of solid walls of the stand in the aisle is prohibited. It is necessary to arrange the surface with a banner (graphics) or move it 0.5 m depthward the stand. It is not allowed to place inscriptions, logos, graphics on the back side of constructions located at/near the stand border and directed towards the neighboring stands.

RULES FOR ADMISSION AND INSTALLATION WORKS

The Exhibitors who ordered non-equipped space should be guided by the following rules when designing, arranging construction and decorating their stands:

1. Timely agree upon the construction company with the Promoter indicating its name, address, phone number and full name of its contact person.

Please note! The Promoter reserves the right to deny access to carrying out installation works for the construction company systematically violating standards and rules in force within the territory of the Exhibition.

2. When designing your stand construction, the following requirements should be met:

- Floor covering, as well as back and side walls, should be provided throughout the stand area. The height of stand construction should comply with the standard height of exposition, namely 2.5 m. Any deviation from this value requires written consent of the Promoter;
- Placement of labels, logos, graphics on the back side of constructions located on/at the stand border and directed towards the neighboring stands is not allowed;
- Outer surfaces of stand structure visible from the aisles between the stands and from the neighboring stands should be properly decorated (it is allowed to use white color, without applying logos);
- None of your stand structures should extend beyond the exhibition space paid by you. In case of violation of this condition, the Promoter reserves the right to suspend the construction of the stand;
- It is not allowed to install stands and hang banners at a height overlapping the coverage area of linear detectors of the automatic fire alarm (AFA) installed in the pavilion.

3. Immediately before the start of installation work, check the exact location of your stand with the Promoter. Otherwise, any works related to the dismantling and re-installation of your stand structures within the entire exposition are performed at your expense.

4. Upon removal of carpeting, all residues of adhesive tape should be removed from the pavilion flooring.

5. All losses caused by the damage of any structures and parts of the pavilion occurred due to the fault of the exhibitor or its construction company should be reimbursed by the exhibitor.

6. Two-level stand should be equipped with a fire extinguisher or fire extinguishing system, as well as fire alarm sensors. The second level should not overlap the coverage area of linear AFA detectors.

In order to get approval for the design it is necessary to provide the following documents at least 15 working days prior to the installation:

- Engineering drawing of the stand which includes company name, stand number and size, indication of availability of the 2nd level and its area, plan of the 1st and 2nd levels;
- Detailed power design with an indication of maximum load capacity for each piece of equipment, electrical connection points, scheme of sanitary ware connections, compressed air, etc.;

In the case of providing the abovementioned documents after the deadline, the Promoter reserves the right not to allow the construction company to carry out installation. In order to pass and pay for technical expertise of the exhibition stand, it is necessary to provide the Authorized Construction Company with the following documents:

- Certificate of Conformity to GOST R ISO 9001-2011 (ISO 9001:2011);
- Exhibition/stand plan (for standard construction) or stand design (for non-standard construction) with interpretation of conventional signs; - A letter with a list of equipment needed for the construction of exhibition/stand with indication of company name, for which construction is carried out in 4 copies. The letter should be certified by the Head of the Construction company. The letter should contain fire service mark.
- Certificate of load-bearing structure for 2-level stand;
- A copy of the order on appointing person responsible for carrying out installation and dismantling operations and maintenance of the exhibition/stand during operation, and responsible for safety during installation and dismantling operations at the exhibition/stand;

- Wiring diagram of the exhibition/stand (in 2 copies) with interpretation of reference designations indicating power voltage, maximum load capacities per each unit of equipment, points of electrical equipment connection certified by the Head of the Construction Company;- A copy of the order appointing the person responsible for installation/dismantling of electrical equipment of at least Electrical Safety Group 4;
- A copy of the log of construction electrician knowledge assessment with a seal of Goselektronadzor;
- A list of construction electricians at least of Electrical Safety Group 3 involved in electrical works at the Exhibition signed by the person responsible for electrical work indicating the person responsible for works on exhibition site;
- Copies of certificates specified in the list of electricians;
- A list of installers involved in installation and dismantling works at the exhibition/stand certified by the Head of the Construction company in 3 copies.

You have to conclude the Agreement for the inspection of technical documentation and for taking electrotechnical measurements.

After inspection of the technical documentation, a mark on the company's admission to installation works is put on the letter containing the list of moved-in equipment and installation passes are issued.

Please note! If you assign the execution of construction, electrical and decoration works to third-party company, be sure to bring the above information to its attention.

- Certificates of conformity for the materials, construction, electrical equipment used;

ADDITIONAL SERVICES AND EQUIPMENT

FURNITURE AND EXHIBITION EQUIPMENT

No.	Service name	Units	Price (rub.)
	Design		
1	Carpeting	sq.m	1,015
2	Exhibition ramp ramp h=70 (without floor covering)	sq.m	2,728
3	Exhibition ramp ramp h=110 (without floor covering)	sq.m	3,210
4	Swing door with lock 100*200 h	pcs.	7,221
	Furniture		
5	Table square 80*80*75 h	pcs.	2,800
6	Table round d 60, 75 h	pcs.	2,800
7	Table round d 80, 75 h glass	pcs.	11,000
8	Table rectangular 80*120, 75 h	pcs.	3,290
9	Table rectangular 80*180, 75 h	pcs.	3,852
10	Bar table round d 80*120 h	pcs.	2,808
11	Bar table round d 60*120 h	pcs.	2,808
12	Coffee table glass 75*75*50 h	pcs.	4,000
13	Coffee table glass 55*55*45 h white	pcs.	2,500
14	Chair 53 w*53 l upholstered (ISO, fabric/chrome legs)	pcs.	1,123
15	Bar stool 45*45*80h	pcs.	4,700
16	Chair 45*46*100 h white faux leather/chrome	pcs.	4,100
17	Exhibition ramp 50*50*40h	pcs.	2,250
18	Exhibition ramp 50*100*40h	pcs.	2,890
19	Exhibition ramp 100*100*40h	pcs.	3,370
20	Exhibition ramp ¼ R 50*40h	pcs.	3,050
21	Exhibition ramp ¼ R 100*40h	pcs.	3,850
22	Exhibition ramp ¼ D 100*40h	pcs.	4,814
23	Rest (exhibition ramp) 50*50*70h (closed on 3 sides)	pcs.	2,250
24	Rest (exhibition ramp) 50*100*70h (closed on 3 sides)	pcs.	2,890
25	Rest (exhibition ramp) 100*100*70h (closed on 3 sides)	pcs.	3,370
26	Rest (exhibition ramp) ¼ R 50*70h (closed on 3 sides)	pcs.	3,050
27	Rest (exhibition ramp) ¼ R 100*70h (closed on 3 sides)	pcs.	3,850
28	Rest (exhibition ramp) 50*50*110h (closed on 3 sides)	pcs.	2,730
29	Rest (exhibition ramp) 50*100*110h (closed on 3 sides)	pcs.	3,530
30	Rest (exhibition ramp) 100*100*110h (closed on 3 sides)	pcs.	4,092
31	Rest (exhibition ramp) ¼ R 50*110h (closed on 3 sides)	pcs.	3,690
32	Rest (exhibition ramp) ¼ R 100*110h (closed on 3 sides)	pcs.	4,654
33	File cabinet 50*100*70 h	pcs.	3,610
34	File cabinet 50*100*110 h	pcs.	5,456
35	Shelving built-in 50*100*250 h (4 shelves)	pcs.	6,420
36	Shelving 40 w * 78 l * 200 h (5 shelves)	pcs.	3,209
37	Shelving 35 w * 78 l * 174 h (4 shelves) wood	pcs.	3,209
38	Wall shelf 30 w * 100 l	pcs.	800
39	Information desk/Bar counter 50*50*110 h	pcs.	3,610
40	Information desk/Bar counter 50*100*110 h	pcs.	4,800
41	Information desk/Bar counter ¼ R ext. = 50*110 h	pcs.	4,400
42	Information desk/Bar counter ¼ R ext. = 100; ¼ r int. 50	pcs.	6,820
43	Showcase 50*50*110 h	pcs.	4,400
44	Showcase 50*100*110 h	pcs.	5,620
45	Showcase 100*100*110 h	pcs.	7,220
46	Showcase ¼ R 50*110 h	pcs.	5,620
47	Showcase ¼ R 100*110 h	pcs.	7,220
48	Showcase (¼ R ext. 100 diagonal 50); 110 h	pcs.	6,820
49	Showcase 50*100*180 h (3 shelves) stand-alone	pcs.	6,420

51	Showcase 50*50*250 h (3 shelves) with lighting	pcs.	6,420
52	Showcase 50*100*250 h (3 shelves) with lighting	pcs.	8,000
53	Showcase 100*100*250 h (3 shelves) with lighting	pcs.	10,430
54	Showcase ¼ R 50*250 h (3 shelves) with lighting	pcs.	14,440
55	Showcase ¼ R 100*250 h (3 shelves) with lighting	pcs.	21,660
56	Showcase (¼ R 100* diagonal 50) * 250 h (3 shelves) with lighting	pcs.	21,660

ELECTRICAL EQUIPMENT OF THE STAND

No.	Service name	Units	Price (rub.)
	• Pos. 401-405 in non-equipped space		
1	Socket 220V; up to 1.5 kW SCHUKO Eurostandard, single	pcs.	963
2	Socket 220V; up to 1.5 kW SCHUKO Eurostandard, triple	pcs.	1,200
3	Socket 220V; up to 3 kW SCHUKO Eurostandard, single	pcs.	1,600
4	Socket 220V; up to 3 kW SCHUKO Eurostandard, triple	pcs.	2,400
5	Socket 220V; up to 1.5 kW 24 hours SCHUKO Eurostandard	pcs.	1,765
6	Socket 380V /16A/3 phase+N+PE/CEE; Eurostandard	pcs.	3,600
7	Socket 380V /16A/3 phase+N+PE/CEE; Eurostandard	pcs.	5,200
8	• Pos. 401-405 in non-equipped space	Coef.	2
9	Socket board 380V/16A/3 phase+N+PE/CEE, Eurostandard	pcs.	4,800
10	Socket board 380V/32A/3 phase+N+PE/CEE, Eurostandard	pcs.	7,220
11	Socket board 380V/63A/3 phase+N+PE/CEE, Eurostandard	pcs.	12,020
12	Mounted electric board 220/380V 32A	pcs.	12,020
13	• Pos. 421-456 installation above 250h to 500 h		1.5
14	*** Lights from E27 and E14		
15	Spotlights (E27, 100 W) on console 60 (white casing)	pcs.	2,000
16	• Halogen lamps		
17	Halogen lamp 150 W on console 50 (white)	pcs.	3,610
18	Halogen spotlight (150 W) black	pcs.	1,600
19	Halogen spotlight (500 W)	pcs.	3,100
20	Metal-halogen spotlight (150 W) on bus	pcs.	4,600
21	Fluorescent lamp double (2*30 W)	pcs.	1,600

ACCESSORIES

No.	Service name	Units	Price (rub.)
1	Wall hanger	pcs.	560
2	Hall tree	pcs.	1,280
3	Wastepaper basket	pcs.	320
4	Dustbin	pcs.	963
5	Artificial tree (floor-standing) h=100-120	pcs.	2,750
6	Leaflet stand floor-standing 8 (a4)	pcs.	2,000
7	Advertising cube rotating	pcs.	20,060
8	Water dispenser+ 2 bott. of water 19 l	pcs.	9,000
9	Bottle of water (19 l)	pcs.	1,500
10	Coffee machine + coffee	pcs.	15,000
11	Fridge 150 l	pcs.	5,000
12	Fridge 220 l	pcs.	8,000

ARTWORK

No.	Service name	Units	Price (rub.)
1	Manufacture and installation of full-color printing on self-adhesive film 720 dpi (provided that layouts are to be received 10 working days prior to the start of installation, they should be prepared and meet the printing requirement).	sq.m	4,550
2	Printing logos on fascia (standard 28*28)	sq.m	3,600
3	Manufacture of letters (standard h 10)	pcs.	180
4	Printing a banner (provided that layouts are to be received 10 working days prior to the start of installation, they should be prepared and meet the printing requirement)	sq.m	3,009
5	Banner installation on the structure	rm	770

PRESENTATION EQUIPMENT AND OTHER APPLIANCES

	Service name	Units	Price (rub.)
	Multimedia		
1	Plasma display (diagonal 42')	pcs.	14,000
2	Plasma display (diagonal 50')	pcs.	18,000
3	Plasma display (diagonal 60')	pcs.	26,000
4	Plasma display (diagonal 70')	pcs.	43,000
5	Touchscreen kiosk diagonal 42	pcs.	37,000
6	Touchscreen kiosk diagonal 27	pcs.	26,000
7	Touchscreen kiosk diagonal 55	pcs.	55,000

ELECTRICAL CONNECTION

No.	Name	Units	Price (rub.)
1	Alternating current up to 5 kW	pcs.	2,800
2	Alternating current from 5 to 10 kW	pcs.	5,400
3	Alternating current from 10 to 20 kW (380V)	pcs.	10,500
4	Alternating current from 20 to 30 kW (380V)	pcs.	18,200
5	Alternating current from 50 to 75 kW (380V)	pcs.	33,000
6	Alternating current from 75 to 100 kW (380V)	pcs.	54,280

WATER SUPPLY

The rate includes the cost of using sewerage and water consumption.

1. Water inlet/withdrawal (cold, 15 mm/50mm)

No.	Name	Units	Price (rub.)
1	Water inlet/withdrawal (12-40 mm) for connection of kitchen appliances and process equipment owned by the exhibitor to sanitary ware: 1 inlet/withdrawal outside the pavilion within "the guaranteed connection area" as agreed*	pcs.	24,000
2	Filling the customer's container with water	m ³	900
3	Provision of a source of water supply, sewerage (1 connection point)	pcs.	9,490

WORKS ON SUSPENSIONS

	Service name	Units	Price (rub.)
1	Rent of framework connecting angle (G, T, X, 3D, 4D)	pcs.	1,900
2	Circle diameter 15 m (ATC 380 * 380)	pcs.	63,000
3	Circle diameter 4 m	pcs.	18,500
4	Circle diameter 6 m	pcs.	25,000
5	Circle diameter 8 m	pcs.	31,000
6	Chain winch 1T (hoisting capacity – 1 t, chain length – 18 m), rent*	days	2,100
7	Control panel for electric winches, 8 channels	pcs.	4,700
8	Framework connecting angle (multicube,120,45,60,135)	pcs.	2,000
9	Connecting element for framework for 1 day	pcs.	400
10	Suspension point for the exhibition period, including works on installation/dismantling of Pav. 7 – not more than 75 kg per suspension point	pcs.	16,000
11	Shaped metal pipe (1 rm) for the entire exhibition period*	rm	40
12	Angle Milos M390	pcs.	2,000
13	Angle ATC SB39	pcs.	4,600
14	Angle ATC SB62	pcs.	6,250
15	Framework (1 running m) during the exhibition period* for 1 day	rm	400
16	Framework ATC SB39	rm	2,400
17	Framework ATC SB62	rm	2,900
18	Framework Milos M390	rm	1,050
19	Chain Master electric winch working load 160 kg for suspension of structures	pcs.	3,600

Please note! When arranging the suspension, the Promoter's equipment is used only.

Terms of execution of works on suspension:

1. The Exhibitor (or the Customer) provides the designs of stand and construction to be suspended for approval, as well as information letter with brief description of the construction.
2. When reviewing the documentation submitted, the Promoter has the right to require to amend the suspended construction and to design suspension points.
3. The suspended construction should not go beyond the exhibition space provided.
4. Works on suspension and removal of constructions are carried out only during the official installation (dismantling) of the Exhibition. On the day of official opening of the exhibition, as well as during its operation, works on suspension and removal of constructions are not carried out.
5. The Customer bears responsibility for the assembly and strength of the construction being suspended.
6. Prior to the suspension, the construction to be suspended undergoes inspection. If there are discrepancies in the stated technical parameters revealed during the inspection of the mounted construction, as well as if the durability and assembly quality of this construction is questionable, in this case the Promoter is entitled to refuse the Customer to perform work on construction suspension.
7. Suspension of additional equipment (lighting equipment, advertising media, etc.) to the construction being suspended is prohibited.
8. If a banner or a suspension structure contains information on the company (logo, company name, slogan, etc.), the services on the placement of advertisement on the ceiling constructions of the pavilion should be paid.
9. Suspensions on the basis of Tritex designer are prohibited.

CLEANING SERVICES

No.	Name	Units	Rate (rub.)
1	One-time stand cleaning * for 1 day	m ³	11.80
2	Stand cleaning maintained during the day * for 1 day	m ³	23.60

* Personnel to perform the work that does not require professional skills.

ISSUE OF PASSES

No.	Name	Units	Rate (rub.)
1	Motor vehicle pass to the territory of the exhibition complex for 1 month <i>Passes are sold at the cash desk of Service Bureau (ground floor of Pavilion 4). During the exhibition, failure to meet the time limits set for parking is paid at the hourly rate. In case the entry coupon-pass is unavailable (lost), the payment is calculated from 9 a.m. at the hourly rate.</i>	pcs.	1,300.00
2	Entry to and parking within the area of Pavilions 1,2,3,4,7,9 during the daytime (from 9 a.m. to 8 p.m.) for 1 hour	pcs.	200.00
3	Entry to the territory during the entire exhibition period for trucks: 24 hours a day	pcs.	2,600.00
4	Entry to the territory during the entire exhibition period for trucks: daytime (from 9 a.m. to 9 p.m.)	pcs.	2,000.00
5	Entry to the territory during the entire exhibition period for trucks: night time (from 9 p.m. to 9 a.m.)	pcs.	2,200.00
6	Entry to the territory during the entire exhibition period for cars: daytime (from 9 a.m. to 9 p.m.)	pcs.	1,300.00
7	Entry to the territory during the entire exhibition period for cars: 24 hours a day	pcs.	2,000.00
8	Entry to the territory during the entire exhibition period for cars: night time (from 9 p.m. to 9 a.m.)	pcs.	1,600.00
9	Entry to the territory of the exhibition complex for trucks in the daytime (from 9 a.m. to 9 p.m.) with the right of repeated entry for 1 day	pcs.	500.00
10	Entry to the territory of the exhibition complex for trucks: round-the-clock for 1 day	pcs.	1,200.00
11	Entry to the territory of the exhibition complex for trucks: night time (from 9 p.m. to 9 a.m.) for 1 day	pcs.	800.00
12	Entry to the territory of the exhibition complex for cars in the daytime (from 9 a.m. to 9 p.m.) without the right to re-enter for 1 day	pcs.	200.00
13	Entry to the territory of the exhibition complex for cars in the daytime (from 9 a.m. to 9 p.m.) with the right of repeated entry for 1 day	pcs.	350.00
14	Entry to the territory of the exhibition complex for cars: round-the-clock for 1 day	pcs.	600.00
15	Entry to the territory of the exhibition complex for cars: night time (from 9 p.m. to 9 a.m.) for 1 day	pcs.	400.00
16	Penalty for late departure from the territory of the exhibition complex for each subsequent hour after 8 p.m.	pcs.	300.00

Notes: in case of late departure from the territory of the exhibition complex, a penalty is paid for each subsequent hour after 8 p.m.

Technical requirements to layouts

Acceptable file formats

Adobe Photoshop (*.psd),
Adobe Illustrator (*.ai),
Adobe Acrobat (*.pdf PDF 1.3),
Corel Draw (*.cdr versions not older than X5)
Bitmap formats tif, jpg.

General requirements to layouts

The layout should be prepared at scale 1:1. Uniform downward scaling is permitted when the actual image size exceeds page size constraints of the graphic editor.

The layout should not have bleeds and crop marks. 5-10 mm bleed is required only if the ready imprint is rolled onto the previously finished hard medium provided by the customer or in case of 2-sided rolling-up.

Each layout should be prepared in a separate file or in a separate page of the file. The image in the file should be located in the middle of the page which size should strictly correspond to the imprint bleed. When printing products that require cutting into strips, it is required to provide the whole image. Cutting, placing of marks and overlaps will be done by us.

Requirements to layouts of advertising stands

When preparing layouts for modular systems, it is necessary to calculate the places of joints between panels and avoid placing small elements, letters and fine lines on them.

Technical requirements to files

Bitmap formats (*.tif, *.psd).

Resolution of bitmap files should range from 100 to 150 ppi (not more than 175 ppi for bitmapped vector graphics with fine details) while the image scale is 1:1.

Files should have one layer (Background) and should not contain alpha channels, paths and other similar elements.

When recording files with a view to saving disk space and file processing time, it is desirable to apply LZW compression.

The transfer of *.jpg files, as well as the use of Jpeg compression, are undesirable because of deterioration of the image quality and occurrence of unwanted artifacts (double outlines, cloudy spots and stains).

Vector formats.

All text elements of the layout should be converted into curves. Transparency and shadow effects should be transformed into bitmap elements (especially in CorelDraw). .pdf files should not contain any data of type Actions, Annotation and other not directly related to printed elements of the information.

It is desirable to create large-sized gradient fills in Adobe Photoshop with Dither option enabled or to bitmap and add some noise. Otherwise, the fill discontinuity may be exposed (stripes across the gradient direction).

Color settings

Default color spaces are: for CMYK - U.S. Web Coated SWOP, for RGB - sRGB.

The preferred color model to be used in layouts is CMYK. RGB, Lab are acceptable.

The layout should be prepared in a uniform color space. Using colors from libraries Pantone, HKS, etc., as well as Grayscale elements, is not allowed (such objects should be converted to the layout color space).

In PS and PDF files, it is permitted to use DeviceCmyk and DeviceRGB color spaces only; the use of ICCBased, DeviceGray, Separation and DeviceN is not allowed.

In order to use a color space that is different from our standard color space for bitmapped formats, it is enough to insert the desired icc-profile into the file. As for vector files, it is necessary to provide an individual file with icc-profile of the color space and besides inform us about it.

One should understand that each layout is subjected to additional color separation before printing depending on the specific printer and printed material. Therefore, questions about the maximum fill, coordinates of the black point, etc. are not quite correct. You should use appropriate values for the color space of your layout.

Acceptable data storage media

- CD-R/RW, DVD-R/RW
- USB Flash drive