



**MECC MAASTRICHT EXHIBITION CENTRE
THE NETHERLANDS**

RULES & REGULATIONS

Organiser:

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Definitions:

In these R & R, except where otherwise stated or context requires:

The Exhibition means APEX, The International Access Platform Exhibition.

The Exhibitor means any company, firm or person who has made an application for and who has been allocated space in the Exhibition or any agent, representative or employee of the Exhibitor.

The Organiser(s) means B.V. Industrial Promotions International (I.P.I.).

MECC means 'Maastricht Exhibition & Congress Centre', The Netherlands. The complex, situated at Forum 100 in Maastricht, consists of the Convention Centre, the Euro Centre, and the exhibition and event halls, as well as the relevant central entrances, corridors, staircases, cafés and restaurants, and other areas, including the underground car parks and parking spaces as well as the outdoor sites.

EXHIBITION SPACE

a) Space allocation:

All applications for stands will be handled according to their priority number. The Organisers reserve the right to determine in every respect the allocation of the stands. The Organisers shall also be entitled for any reason which in their opinion is in the general interest of the Exhibition, to vary the general layout of the situation and area of any particular space even if already allocated.

b) Stand space:

It is your responsibility to examine, or cause to be examined, the site allotted to you in order to avoid costly adjustments to stand structures. Minor obstructions, for which we can accept no responsibility, cannot always be indicated on the plans of the Exhibition.

c) Occupancy:

A stand may only be occupied by the Exhibitor to whom it has been allocated and by his accredited agents as approved by the Organisers. No Exhibitor may sub-let his space or any part thereof. Nor may he permit any non-exhibiting firm or its agents or representatives to use for any purpose whatsoever any space allocated to the Exhibitor.

An allocated space must be adequately occupied by the Exhibitor to whom it is allotted. The Organisers reserve the right to take over and clear at the Exhibitor's expense the stand fittings and exhibits from the whole or any part of a space which they regard as being unsuitable or inadequately occupied.

Any payment made or due in respect of such space will be forfeited and the expense of filling the space will be payable by the Exhibitor. Rulings of the Organisers shall in all instances be final with regard to the use of any exhibit space.

d) Co-exhibitor

Main exhibitors who contract for exhibit space may elect to allow co-exhibitors into their booth. There is a € 150 fee per listed co-exhibiting company.

A co-exhibitor is one who presents his own goods or services, using his own staff, at the stand of another exhibitor (the main exhibitor). The exhibitor is responsible for ensuring that his co-exhibitors comply with the Rules & Regulations, the Technical Guidelines as well as the general instructions of the Organisers. The main exhibitor is liable for the debts and negligence of his co-exhibitors. If co-exhibitors make direct use of services granted by the Organisers, the Organiser is entitled to invoice the main exhibitor for these services. He is jointly and severally liable.

e) Terms of payment:

The terms as stated on the space contract must be complied with in every respect. All amounts mentioned on the invoice(s) have to be paid net. Interest at a rate of 8% per annum is due on any amount not paid within the given days.

f) Cancellations:

In the event that an Exhibitor either wishes to cancel his space booking or fails to meet any of the payment obligations (whether as to the amounts or dates of payment) detailed on the Stand Space Booking Contract then the organisers reserve the right (but without being obliged to do so and without prejudice to any other right or remedy available to the organisers) to apply the following cancellation charges and to reallocate such space:

- Cancellation occurring: More than 6 months prior to Exhibition
- Cancellation charge 25% of total contract price
- Cancellation occurring: More than 3 months and less than 6 months prior to Exhibition
- Cancellation charge 50% of total contract price
- Cancellation occurring: Less than 3 months prior to Exhibition
- Cancellation charge 100% of total contract price

If the Exhibitor wishes to cancel then written notice of such wish must be forwarded to the organisers. Notwithstanding that the organisers may resell or reallocate the cancelled stand space (or the space by which it is reduced pursuant to paragraph g) after payment of the cancellation charges the organisers shall be under no obligation to reimburse all or any part of such cancellation charges.

g) Reduction of space:

Where after the contract for space has been made an Exhibitor wishes to reduce the size of his space booking then written notice of such wish must be forwarded to and received by the organisers. The organisers reserve the right to apply the scale of cancellation charges set out in paragraph (f) above to the total contract price according to the amount by which the original stand area is reduced. The organisers may resell or reallocate the space in question. There shall be no obligation on the organisers to accept notification of reduction.

h) Default by the Exhibitor:

If an Exhibitor fails to pay any sum due to the Organisers or contravenes or fails to comply with these Rules and Regulations, the Organisers reserve the right to revoke his allotment of space and prohibit his participation at the Exhibition. Such action by the Organisers shall not prejudice any other remedy which they shall have against the Exhibitor nor reduce the amount paid or owing by him. The Organisers reserve the right for themselves to assign or transfer to any third-party the benefit or burden of any space contract made between the Organiser and the Exhibitor.

EXHIBITION STANDS

a) Labour:

The Organisers cannot maintain a pool of labour on site for the handling of goods and properties. Exhibitors should therefore make prior arrangements for this service with the official lifting contractor or your forwarding agent or stand fitting contractor. On no account should Exhibitors employ any casual labour offered in the exhibition halls, neither should any payment be made to labour or staff to secure preferential treatment. Any instance of an employee soliciting money for services rendered should be reported immediately to the Organisers. In the interest of the Exhibition as a whole, which must be the primary concern at all times, the decision of the Organisers on any dispute concerning labour being employed, must be taken as final.

b) Buildup and dismantling:

A complete schedule for the delivery, erection, installation and dismantling of stands and exhibits can be found in the Exhibitors' Manual. The first ninety (90) minutes after closure of APEX are generally needed for the clearance of the gangways and other activities to aid speedy removal of goods. Participants in the vicinity of goods entrances may be requested to vacate their stands earlier and will then receive notification from the Organiser. For safety reasons the supply of power to the stands will be shut off on the last day of the Event immediately after it ends; please therefore arrange for equipment to be turned off in good time. Or order power for an additional hour after closing time.

c) Design and construction of stands:

SHELL STANDS

These stands which will be supplied by the Organisers, will be in accordance with the specifications given in the Exhibitors' Manual. The conditions governing all additional construction work are similar to 'space only' sites. Additional stand fittings or exhibits may not exceed the height of the standard shell stand structure of 2.50 m unless prior written approval is obtained from the Organisers.

SPACE ONLY SITES

Exhibitors must make their own arrangements for stand design and construction for which they have freedom of design and choice of stand fitting contractor. All stands on space only sites (inside as well as outside) will be subject to the written approval of the Organisers. Detailed plans, including a specification of all materials to be used, should therefore be submitted to the Organisers not later than 6 weeks prior to the Exhibition.

The overall height of exhibits and stand fittings including cladding of columns must not exceed 2.50 m from the floor level, unless prior written approval has been obtained from the Organisers. Deviation from this rule is possible if the adjacent exhibitors have no objection, and permission has been obtained from the MECC Duty Management. The parties involved are strongly advised to record any such agreement in writing.

On stands provided with ceilings, the building's cooling system - where the cooled air is blown high into the halls and subsequently 'drifts' downwards - cannot function optimally.

Where Exhibitors are sharing island sites and have common walls with other Exhibitors, these walls should be 2.50 m high to avoid discrepancies. Exhibitors are encouraged to get in touch with their neighbours in any case where problems may arise. If it is necessary for stands to differ from 2.50 m in height with common walls then the Exhibitors using the non-standard height will be responsible for cladding and decoration and ensuring that the wall is finished to the satisfaction of the neighbouring Exhibitor and the Organisers.

Exhibitors building special background or side dividers must make certain that the surface of such dividers are finished in such a manner as not to be unsightly to Exhibitors in adjoining booths. The Organiser shall authorise the official decorator to effect the necessary finishing (if not completed by the Exhibitor) and the Exhibitor must pay all charges involved thereby.

To each open side of the stand a standnumber panel must be displayed.

TWO-STOREY STANDS

Permission for the construction of two-storey stands must be obtained from the Organisers and can only be considered if the application is made at least 3 months before the start of the exhibition. Any request must be submitted to the relevant authorities (Municipality of Maastricht) for final approval. The Organisers accept no responsibility in the event of the authority's failure to approve exhibitors' plans. The fee payable for handling a request for a two-storey stand is € 760. The MECC Exhibitor Services department will handle all requests.

The number of exits and staircases depends on the floor area of the first floor:

- if the area is less than 50 m², one exit and one straight staircase (each with a minimum width of 0.80 m) are sufficient;
- if the area is 50 m² or more, the approval of the local fire brigade is needed for the layout of the entire stand.

Stairs must be fitted on both sides with sound and firmly attached handrails and must be closed off at the side up to the height of the railing. If the width of the staircase is more than 2.20 m, the staircase must be divided by one or more sound and firmly attached handrails.

The total height of the structure must not exceed 7 metres. The second floor area is restricted to 50% of the contracted ground floor space. The actual area constructed on the second floor will be charged at 25% of the space only rate.

The second (upper) level cannot have a ceiling and is for meeting space only. Any equipment on the second level is NOT allowed.

Everyone who works at a height above two and a half metres (2.5 m) is obliged to use fall protection equipment. Fall protection equipment must include a body harness, safety hook, railing, a brace and/or lifeline with fall protection mechanism.

ALL STANDS

No part of any stand, including exhibits, name boards, signs, corner posts or billings shall overhang any gangway. Long runs of walling should be avoided along open perimeters of stands. Stands must not exceed the overall structure height limit of 7 metres (including base height).

All stand floors must be adequately covered, for instance with carpeting or carpet tiles (included in the cost of shell scheme stands). Should any adhesive tape from carpet tiles and the like remain on the hall floor after the exhibition, the exhibitor will receive a bill to cover the cost of its removal. For special floor coverings (concrete slabs, sand, gravel, etc.) the organisers' written permission must be applied for when the stand design is submitted. Before such materials may be brought into the building, the floor must be covered with plastic. Exhibitors are not permitted to paint stand floors. The approval of the Organisers must be obtained for large enclosed areas within a stand.

The use of raised floors is recommended in the case of stands that have water and compressed air connections and/or many electrical and ICT cables. The standbuilder can advise on this.

Where raised floors are used for a stand, account should be taken of the following points:

- maximum height of 10 cm, measured from the floor of the building up to and including the top of the raised floor; if the floor is higher than 10 cm, the entire floor should have ramped edging;
- the sides should be closed off and neatly finished;
- the floors should be within the stand building line;
- participants who fit their stand with a raised floor are requested to ensure that the stand is accessible to the disabled, for example by applying ramped edging or making special ramps (which should be sufficiently wide and not have any sharp edges and should preferably be recognisable for these visitors).

Only after approval of the Organisers, signs can be hung from the roof right above your own stand.

Individual stand lighting for the purpose of unit exhibits can be arranged by the Exhibitor but only in such a way that it will not cause discomfort to visitors and adjacent Exhibitors and should be approved by the Organisers.

Exhibitors must make their stand fitting contractors responsible for confirming the accuracy of the marking out of their boundaries.

The Organisers reserve the right to affix direction signs on any stand in any position.

PAVILIONS / TENTS OUTDOORS

If a covered extension is necessary on the site around the Centre, pavilions or tents may be erected. This may be done only after application has been made by the Exhibitor to the Organiser and a 'permit for the placement of an object' has been given by MECC in writing.

d) Penalty for Early Dismantle:

Exhibits may not be dismantled nor equipment removed from the booth before the official closing time. Exhibitors who dismantle their booth prior to the official closing time will lose priority points and / or may be refused the opportunity to exhibit the following year. Only during the official move-out period exhibitors are allowed to remove exhibits from the exhibition hall. Goods release forms can be obtained from the Organiser, if necessary.

e) Stand cleaning:

It is your responsibility to maintain your stand in a clean condition at all times. Basic stand cleaning (vacuuming carpets, emptying waste paper baskets) is included in the cost of the stand space. Exhibitors requiring cleaning of locked interior areas should lodge the relevant keys with the Organisers each night.

The cleaning of exhibits and furniture will remain your responsibility, as will any special services that may be required such as the removal of bulk rubbish and the collection of machine waste material. For the build up and breakdown, skips or refuse bags can be hired from MECC for the disposal of bulk rubbish and stand material. Enquiries for additional work or container hire must be made to MECC as well. Neither the containers nor the bags may be used to dispose of chemical waste.

The Organisers reserve the right to charge Exhibitors for the disposal of excess waste.

f) Hazardous waste:

It is strictly prohibited to throw away dangerous (chemical) waste in the normal ICOVA containers or refuse bags. After the Duty Management Department of MECC has been notified of its existence, this waste should be deposited in containers specially provided for this purpose, preferably in the original packaging and at the very least with a product label attached.

Empty paint tins, brushes, glue guns, etc., should also be deposited in these special containers.

g) Fire Precautions:

All materials used for building, decorating or covering of stands must be of non-inflammable material. Exhibitors must comply with any instructions given by the relevant authorities in order to avoid any risk of fire.

The following are not permitted in the building: - easily flammable or explosive substances, gases and dangerous goods, including radioactive and chemical substances; - goods or appliances which cause a nuisance by virtue of smell, sound, light or any other means; - balloons.

Where cooking equipment involves the use of vegetable or animal oils and fats, it is required that at least one fire extinguisher with current inspection date tag is available.

Before exhibits such as fuel-powered vehicles, vessels, machinery etc. may be brought into the building, their fuel tanks and pipelines must be emptied and tanks securely sealed. This does not apply to vehicles etc. using diesel oil or other fuel with a combustion point above 55 °C.

Battery clamps must be loosened. If vehicles are exhibited in which 220 V interior lighting has been fitted, a plug connection must be used so that in the event of an emergency, the current can be quickly disconnected. Each Exhibitor will be responsible to ensure that his staff is conversant with the use of fire-extinguishers and is aware of the positions of the fire-alarms, exits and fire-extinguishers within MECC.

h) General Services:

Service points for all technical connections are situated under the floor of the building. The supply of light, power, compressed air (maximum operating pressure 6 Bars, air consumption approx. 700 litres/min.), water, waste and stand cleaning facilities as well as lifting and on-site handling services can only be obtained through the appointed contractors.

Order forms for these services are included in the online Exhibitors' Manual. All electric installations on stands must comply with the regulations and requirements currently in force of the relevant authorities and the additional regulations issued by MECC.

The Organisers reserve the right to disconnect the electrical supply to any installation which in their opinion or the opinion of the Electrical Contractor,

is dangerous or likely to cause annoyance to visitors or other Exhibitors. Stands can be connected to the building's electricity mains (voltage 230/400V, 50 cycles) by the electricians officially appointed by the organisers. The use of other energy sources, e.g. generators, is not permitted.

i) Legionnaires' Disease/Legionella bacteria

Without previous written consent form or on behalf of the Organisers, the participant will not be permitted to use flowing, sprayed and/or atomised liquids at or in the vicinity of the stands during the exhibition; such liquids may occur, for example, in stand-alone air-conditioning systems, fountains, high-pressure cleaning systems, humidifiers, shower equipment, saunas and/or whirlpools.

j) Empty packing and crates:

No empty crates, cartons or boxes, shavings or other packing materials shall be stored on or under, or behind any stand or other structures, but must be removed when the unpacking has been completed. It is the responsibility of the Exhibitors and their contractors to see that this is done.

k) Soot filter

Diesel-engine emissions from trucks and other vehicles such as forklift trucks contain carcinogenic substances (including soot). MECC is required to strictly control exposure to such substances. Under the current Working Conditions Act, the Working Conditions Decree and the policy rules and internal instructions of the Health and Safety Inspectorate, diesel-powered trucks (and other vehicles) must be excluded from the halls of the Convention Centre from 2007 onwards unless they are fitted with a proper, approved diesel particulate filter (the standard is EURO IV and higher). Only diesel-powered vehicles that meet Euro Class IV (Euro 4) standards or higher are permitted.

Once again, diesel-powered aerial lifts and diesel-powered forklift trucks are not permitted at MECC Maastricht.

EXHIBITS

a) Exhibits permitted:

Exhibitors may only display exhibits manufactured by themselves or by an associated or subsidiary company for which they are the accredited agents or distributors. Exhibitors may not display any exhibits in addition to or in place of those listed on the application form, except with the express permission of the Organisers.

The Organisers reserve the right to refuse and if necessary remove at the Exhibitor's expense any exhibit which they may regard as unsuitable, or for which there is insufficient accommodation, or which is in the opinion of the Organisers or MECC likely to be dangerous or detrimental to the fabric of the premises.

b) Weight of exhibits:

Any exhibit weighing more than 3,000 kgs per square metre must be notified separately to the Organisers 21 days before the commencement of the Exhibition. Such exhibits shall not be admitted within the premises unless the Exhibitor shall have provided satisfactory evidence in writing that insurance against any resulting damage to the Exhibition Hall has been arranged at the Exhibitor's expense in the name of MECC.

The maximum permissible load on the floor of the outside area: the asphalt construction on P4 is dimensioned at traffic class 45, that is to say for a vehicle with a maximum weight of 45 tons and with a maximum axle load of 150kN (15 tons). The traffic class of the pavement is based on both the paving structure, the foundation, the subsurface and the asphalt thickness. At all times there must be a spread of the forces. Stamping must be done using hard, non-compressible, material under the stamp.

c) Display of exhibits:

All exhibits must be on view at all times that the Exhibition is open to visitors. The Organisers reserve the right to remove the cover of any exhibit not uncovered during this period and shall not be responsible for any loss or damage caused in doing so. There must be a competent representative of the Exhibitor in charge of exhibits at all times that the Exhibition is open to visitors.

d) Display and advertising features:

Exhibitors may display advertising material, distribute circulars or other material only on their own stands, except by arrangement with the Organisers. Audio is permitted if tuned to conversational level (75dB max) and if not objectionable to neighbouring exhibitors. Sound will be checked with a decibel meter. In principle the use of devices for mechanical, reproduction of sound is prohibited during exhibition hours. Music, whether mechanical, vocal or instrumental, is prohibited except in connection with motion picture projection. Or in case the exhibitor requested special permission from the Organisers.

The organisers' written consent is required for the use of audio, video and lighting equipment (including video bulletins), live music and performances. 'Special effects' lighting (disruptive for neighbouring stands), smoke machines and laser projection may not be used on stands. No permission will be given for projection in the aisles or on the walls and ceilings of the halls.

The Organiser reserves the right to determine the acceptable sound level for working exhibits, audio visual displays in the event of complaints from other Exhibitors. The Organiser reserves the right to restrict or prohibit the use of glaring lights, objectionable lighting effects, excessive or bothersome noise, or other effects which are offensive or otherwise distract from the Exhibition as a whole.

The Organiser reserves the right to prohibit as unsuitable or as annoying to visitors or other Exhibitors, any display feature or advertising material or any sales method or demonstration.

e) Exhibits in motion:

Exhibitors may not operate or put in motion any exhibits without prior written permission from the Organisers. Machinery in motion must be guarded to the satisfaction of the Organisers, the authorities and MECC.

The Organisers reserve the right to prohibit the operation of machinery and of demonstrations which, in their opinion are causing or may cause annoyance or danger to other Exhibitors or to visitors. Written permission from the Organisers is required for exhibits or demonstrations which are likely to emit dust, fumes or strong odours and a method of extraction may be required to be installed at the Exhibitor's expense.

Guidance and approval should be obtained from the Organisers when exhibits contain motor spirit, oils, calcium, acetylene gas apparatus or other combustible or inflammable material; when they are portable lamps; or have compressed air, gases, liquids or other substances under compression.

f) Dangerous materials:

Explosives or highly inflammable and all other dangerous or harmful substances are prohibited from the Exhibition. These goods can only be exhibited in the form of imitations and on condition that they contain no inflammable matter.

g) Animals on stands:

Participants who wish to have an animal on their stand, for display or other purposes, should seek the consent of the Ministry of Economic Affairs in The Hague. A copy of the permit should be sent to the Organizer Services Department.

Ministry of Economic
+31 (0)70 379 8911
Bezuidenhoutseweg 73, 2594 AC Den Haag
PO Box 20401 2500 EC Den Haag
www.government.nl/ministries/ezh

h) Lotteries or Contests:

The operation of games of chance or lotteries from within the Exhibitors exhibit space, or the actual or simulated pursuit of any recreational pastime is permitted only on written approval from the Organisers.

i) Aisles:

No display material or equipment of any nature may be placed in the aisles. Any demonstration or activity that results in obstruction of aisles or prevents ready access to nearby Exhibitors' booth shall be suspended for any periods specified by the Organisers.

EXHIBITOR'S INSURANCE

a) Third party claims:

The Exhibitor is responsible for all personal injury or damage to property arising in connection with the erection and dismantling of the Exhibitor's stand and anything permitted, omitted or done thereon or therefrom during the period of the Exhibition or the construction and dismantling periods caused directly or indirectly by the Exhibitor or any contractor, subcontractor, servant, agent, licensee or invitee of his or the act, omission or neglect of any such person or by any such person or by any exhibit, machinery or other article or thing of the Exhibitor or in the possession of or use of the Exhibitor or any servant or agent of his.

The Exhibitor will indemnify the Organisers in respect of each and every such claim and all actions, proceedings, costs, claims and demands in respect thereof.

The Exhibitor must take out adequate insurances in respect of all such claims.

b) Exhibitor's Staff and Exhibits at the Exhibition:

The Organisers shall not be responsible in any way for the personal injury to the Exhibitor or his servants, invitees or licensees howsoever caused nor for the loss of or damage to exhibits or to other property of the Exhibitor, his servants, agents, invitees or licensees howsoever caused.

The Exhibitor must take out adequate insurances in respect of all such claims.

c) General:

Each Exhibitor exhibits entirely at his own risk and must insure himself to cover the aforementioned conditions. Such cover may be effected through the Organisers' insurance brokers and the Organisers reserve the right to request a copy of any such policy of insurance.

POSTPONEMENT AND ABANDONMENT

If the Exhibition is abandoned in whole or part by reason of war, fire, national emergency, labour dispute, strike, lockout, civil disturbances, inevitable accident, the non-availability of the Exhibition premises, or any other cause not within the control of the Organisers, the Organisers may at their entire discretion repay the rental paid by the Exhibitor or part thereof, but shall be under no obligation to repay the whole or part of such rental, and shall be under no liability to the Exhibitor in respect of any actions, claims, losses (including consequential losses), costs or expenses whatsoever which may be brought against or suffered or incurred by the Exhibitor, as the result of the happening of any such events.

If the organisation of the Exhibition were to be hampered or restricted because of a pandemic, to the extent that the Exhibition cannot take place at the planned Venue or on the planned dates, 15% of the total contract price will be charged to the exhibitor.

Should the exhibition be cancelled by any other reason, all paid deposits will be returned to the Exhibitors.

In such event the Organisers shall not be liable to compensate any further claims howsoever arising. Exhibitors are advised to insure against costs and losses which they may incur in the event of the Exhibition being abandoned, cancelled or suspended in whole or part for causes not within the Organisers' control, since the Organisers accept no liability in such an eventuality.

DILAPIDATIONS

No Exhibitor may alter or interfere with the structure of the Exhibition premises without the written consent of the Organisers and MECC. Any damage which may have been done or caused by the Exhibitor or his agents or contractors to the Exhibition premises or to any fixtures or property belonging to the Organisers or MECC or their agents, shall immediately be made good at the Exhibitor's expense to the entire satisfaction of the Organisers and MECC.

This includes the removal of carpet tape or nails etc. from the floor, if left by the Exhibitor, his staff or contractors.

GENERAL

a) Admission to the Exhibition:

Exhibitors must obtain from the Organisers the necessary passes to admit their executives, representatives, workmen and contractors during the installation, Exhibition and dismantling periods. Any person bringing goods into or removing goods from the Exhibition premises shall be in possession of evidence of his authority for doing so.

The Organisers reserve the right to refuse to admit or to expel any person at any time notwithstanding that person's possession of an official pass or ticket.

b) Booth Representatives:

Exhibitors' booth representatives shall be restricted to employees of exhibiting companies who are actually working in the Exhibitors' booth. Booth representatives shall wear EXHIBITOR badge identification furnished by the Organiser, at all times.

All Exhibitor's company personnel, other than those working in the booth, are to register as attendees at the Exhibition. Booth representatives will be permitted to enter the Exhibition one (1) hour before the scheduled opening time each day of showing, and are permitted to remain in the exhibition one (1) hour after the official closing hour each night, with the exception of the final night.

c) Contractors:

While it is not the intention of the Organisers to restrict unnecessarily the Exhibitor's choice of contractors, it will be appreciated that, in the interests of both efficiency and security, some limitations are desirable.

For certain tasks (e.g. lifting and handling of exhibits as well as cleaning, water, waste and electrical services) specific contractors have been nominated by the Organisers and no other may be used, but where no such sole appointment has been made it is recommended that as far as possible, Exhibitors should make use of the contractors named in the manual.

Should it be wished, for special reasons, to use a contractor not recommended in the Exhibitors' Manual, it is the responsibility of the Exhibitor to ensure the bona fide nature of that contractor and his suitability for work in exhibitions, particularly with regard to the use of the appropriate labour. The Organisers reserve the right to refuse admission to the Exhibition premises to any contractor or subcontractor not previously approved by them.

Any contract entered into between Exhibitor and contractor does not in any way form part of the contract between the Exhibitor and the Organisers and responsibility will not be accepted by the Organisers for any dispute or difference between Exhibitor and contractor in any way whatsoever, and Exhibitors shall be responsible for all payments due to the contractor.

d) Catering:

You are not allowed to take food and drink into the MECC or keep them on the premises, unless they have been obtained from the MECCs selected preferred catering partner. Nor are you allowed to sell food and drink for consumption on the premises.

Bringing food and/or drinks into the MECC and/or stocking or selling them and/or distributing them free of charge in the Centre is prohibited unless a written permit has been expressly granted by or on behalf of MECC.

The Hazard Analysis and Critical Control Points (HACCP) regulations in force in the Netherlands must be strictly observed if MECC Maastricht has given consent, when the occasion arises, for certain catering to be provided other than by the selected preferred catering partner.

Without an express written permit it is not permitted to engage in or arrange for catering.

e) Security:

Any person who is on the property of the MECC Complex must be able to prove his identity or identify himself at the request of MECC Maastricht's security officers and is also obliged at all times to comply with and obey the directions given by Security.

Although security will be provided for the overall protection of the Exhibition, Exhibitors are entirely responsible for the security of any goods or personal belongings brought to the Exhibition.

f) Right of access:

An Exhibitor's occupancy of a site does not preclude the right of access on the site by representatives of the Organisers, MECC or any other competent authority to execute works, repairs, alterations and for other purposes. No compensation will be payable to an Exhibitor for damage, loss or inconvenience so caused.

g) Copyrights and Patents:

The Organisers will not be liable for any loss or damage the Exhibitor may sustain in respect of the infringement of any of his copyrights or patents arising out of his participation in the Exhibition.

h) Conduct:

Each Exhibitor shall assume responsibility for the good behaviour during the entire Exhibition period, including the installation and dismantling periods, of his own and his agents', or contractors' employees or workmen, and of visitors while on the Exhibitor's allotted stand space.

i) Smoking:

The MECC complex is a public building in which smoking is completely prohibited under the Tobacco Act (Tabakswet). This smoking ban applies to the entire MECC complex, including the covered car parks.

Any fines imposed on MECC Maastricht by the Food and Consumer Product Safety Authority (Voedsel en Warenautoriteit) for infringement of the smoking prohibition within the MECC complex will be passed on, wherever possible, to the individual who has committed the breach. Every MECC Maastricht employee and security officer has a duty to ensure that these rules on smoking are enforced and complied with.

j) Footwear:

During the build-up and breakdown periods people working in the exhibition halls and/or congress centre are obliged to wear safety shoes. During these periods staff and other passers-by are strongly advised to enter the exhibition halls and/or congress centre only when wearing safety shoes.

k) Safety helmet:

An approved safety helmet must be worn in case of risk of falling objects and/or in case of an increased head injury hazard or when working at height (including rigging).

l) Attendance:

The Organiser shall have sole control over admission policies at all times.

m) Age Restrictions:

In no event shall persons under the age of 16 be admitted to the Exhibition during show hours, installation and dismantling.

■ **APPLICATION OF RULES AND REGULATIONS** ■

Each Exhibitor is bound in all respects by these Rules and Regulations.

The Organisers reserve the right to waive, add to or alter any of these Rules and Regulations in the interest of the Exhibition either generally or in any particular case.

Should any question arise whether provided for in these Rules and Regulations or not, the Exhibitor agrees to accept the decision of the Organisers as final.

