

SUBCONTRATACIÓN 2023 SPECIFIC REGULATIONS

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SPECIFIC REGULATIONS

Art. 1. ORGANIZATION

SUBCONTRATACION 2023 is organized by Bilbao Exhibition Centre (BEC).

All communications shall be addressed to
BILBAO EXHIBITION CENTRE, S.A. (BEC)
SUBCONTRATACIÓN
Ronda de Azkue, 1 / E-48902 Barakaldo (Spain)

P.O. Box 468 / E-48080 Bilbao (Spain)
Tel.: +34 94 404 00 93 / 31 - Fax +34 94 404 00 01
E-mail: international@bec.eu
www.subcontratacionbilbao.com

Art. 2. VENUE, DATE AND SCHEDULE OF THE EVENT

SUBCONTRATACIÓN 2023 will take place at the BEC exhibition complex in Barakaldo (Spain) from **06 to 08 June, 2023**. Opening hours from Tuesday to Thursday will be from 9.30 to 18.00 for visitors and 08.30 to 19.00 for exhibitors. During the visit hours, stands must be fully manned and exhibits must be uncovered for display

Art. 3. ADMISSION

All publicly or privately owned corporate bodies and physical persons whose activities are considered to fall within the sectors covered may apply to take part in the event. The event is open to manufacturers, agents and representatives of products admitted for display.

Art. 4. AREA RENTAL.

- 4.1. Area must be rented by sending a duly completed original application for admission to the Exhibition organizers, along with the deposit as per subsection 7.1 of Art. 7 below. Registration in any other form is invalid.
- 4.2. The discount deadline for applications end on **January 20, 2023**. Applications will be dealt with according to demand and available area.
- 4.3. The minimum area to be rented is 12 m². Fractions of a square metre will be invoiced as full square metres.
- 4.4. The Organization shall have the right, should circumstances demand it, to reallocate a stand and/or to modify the dimensions of a stand with no compensation.
- 4.5. Group participations will be admitted according to the organization rules
- 4.6. Services application: services must be applied in BEC website in the private area for exhibitors with the user name and the password that exhibitors will receive

Art. 5. RIGHTS OF EXHIBITORS

Floor space rental includes the following supplies and services:

- Login and password, allowing you to enter the Private Area of the exhibition web and benefit from the Directory and Services contracting utilities, among others.
- Removal of refuse, chippings, waste and drilling fluids
- Daily stand cleaning during the event. Initial pre-event cleaning is not included
- Stand erectors' passes.
- Exhibitors' passes: 8 passes will be provided for the first 20 m² of area taken up by exhibitors, and a further 4 for each additional 20 m² or fraction thereof, up to a maximum of 60. The company employees which won't be attending the stand can make their registration as visitors
- Participation in the B2B encounters with buyers
- Inscription in the exhibitors' Directory

Art. 6. COMPULSORY INSURANCES

In line with Clause 33 of the General Regulations for Participation, BEC will take out insurances for this event as follows

6.1. Insurance for damage

- Basic cover: Fire and theft of the stands and the goods displayed on them, including loading and unloading at the exhibition complex. Packaging will also be included up to a first risk limit of €10,000 and an excess of €1,000 per loss.
- Goods insured: All trade goods in general, with IT items and electrical appliances (brown line), are covered for robbery (excluding larceny), with an excess of €300 per loss, with the following exceptions: corrosive, inflammable, explosive, poisonous, radioactive goods, live animals and plants, cash, commercial or bank bills, title deeds and coupons for transferable securities, jewellery, art objects and antiques, pre-paid cards, assembly and dismantling of machinery or other goods.
- The insured capital will be that declared by the exhibitor in his admission application. However, there is a minimum compulsory capital that is established at €12,000. If the exhibitor fails to make a declaration of capital, the Organizers will contract the minimum established, and will assume no liability for any shortfall or excess in insurance.
- Premium: 9.5 ‰ (per thousand) of the value declared by the exhibitor or on the compulsory minimum capital amount, as the case may be.
Minimum premium: €114.00

6.2. Civil liability insurance

- Basic cover: Material damage and bodily harm caused to third parties as a result of the event, expressly excluding civil liability deriving from work-related accidents suffered by the dependent personnel of the exhibitor or by subcontractors of the exhibitor.
- Limit of compensation: €1,200,000 per claim and for the total claims arising from the event, with a sub-limit of €150,000 per victim in cases of bodily harm.
- Premium: €110.00 per exhibitor.**

6.3. Coverage runs from 01 to 11 June 2023.

6.4. Exhibitors may examine the insurance policies taken out by the Exhibition Organizers at the offices of the latter to check the details of cover, limitations and exclusions

Art. 7. FINANCIAL TERMS AND CONDITIONS

The financial terms and conditions for participating are the following:

7.1. Advanced participation fee: each exhibitor must hand over, through a bank transfer or cheque issued in favour of Bilbao Exhibition Centre, S.A., an advanced participation fee of **€30.00/sqm** up to **€3.000 max.** This amount is an invoice prepayment of your participation final invoice and it should be returned if your company is not allowed to participate.

7.2. FORMULAS OF PARTICIPATION AND RATES.

<p>Floor only. Minimum: 12 sqm.</p> <p>Up to 20.01.23.....125€/sqm. After 20.01.23.....145 €/sqm</p>	<p>Floor only includes:</p> <p>Rental floor, stand daily cleaning, inscription in the exhibitors' directory, exhibitors' and stand erectors' badges and participation in the B2B encounters</p> <p>Does not include: insurances, Industry permit, electrical connection consumption and installation. Rate according to the exhibitors' needs</p>
<p>Basic turn-key stand. Minimum 12 sqm.</p> <p>12 sqm stand</p> <p>Up to 20.01.23..... €2,500 After 20.01.23.....€2,750</p> <p>For stands over 12 sqm</p> <p>Up to 20.01.23..... €2,500 + €165 x additional sqm After 20.01.23..... €2,750 + €170 x additional sqm</p>	<p>Basic turn-key stand includes:</p> <p>Floor rental, daily stand cleaning and compulsory insurances</p> <p>Basic modular stand type A. Made of white melamine panels and aluminium profiles, jasper grey carpet, lighting and fascia board with the name of the Company.</p> <p>Electrical installation. Industry permit connection and consumption for 5 Kw, and one socket in the electrical box.</p> <p>Furniture. 1 table Milan 70 model and 3 chairs.</p> <p>Exhibitors' and stand erectors' badges</p> <p>Promotion. Inscription in the exhibitors' directory. Participation in the B2B encounters with buyers.</p>
<p>Advanced turn-key stand. Minimum: 16 sqm.</p> <p>16 sqm stand</p> <p>Up to 20.01.23..... €3,500€ After 20.01.23.....€3,900€</p> <p>For stands over 16 sqm.</p> <p>Up to 20.01.23..... €3,500 + €205 x. additional sqm After 20.01.23.....€3,900 + €215 x. additional sqm</p>	<p>Advanced turn-key stand includes:</p> <p>Floor rental, daily stand cleaning and compulsory insurances</p> <p>Advanced turn-key stand type B. Made of white melamine panels and aluminium profiles, jasper blue carpet, lighting, fascia board with the logo of the Company and a 3x2 foam with printed images..</p> <p>Electrical installation. Industry permit connection and consumption for 5 Kw, and one socket in the electrical box.</p> <p>Furniture. 1 table Milan 70 model and 3 chairs.</p> <p>Exhibitors' and stand erectors' badges</p> <p>Promotion. Inscription in the exhibitors' directory. Participation in the B2B encounters with buyers.</p>

This prices will suffer 10% VAT

7.3. AREA RENTAL

The price payable by exhibitors for participation in the event is the sum of the following:

The price of the pack or the price of the rental space (according to the option requested in the application form) both before taxes

- Second storey space will be charged at 50% of the basic rates
- To take part in the event, Exhibitors must also pay the premiums for insurance as per Condition 6 above.
- The deadline for requesting **compulsory services is 05.02.2023** and the deadline for **optional services is 05.17.2023**.
- Decorators and/or Exhibitors must also pay stand construction fee in accordance with the prices and conditions established in the BEC Service Hire On-Line Shop prior to the commencement of stand erection.
 - Exhibitors opting for free style stand decoration must submit their Projects to the Technical Services Department for its approval before the **05.02 2023**.
 - Remind you that BEC offers different types of modular stands accessing through the online store (private exhibitors area) using your ID + password, as well as the possibility of carrying out design stand projects.

BEC offers different types of modular stands via the on-line shop, so as the possibility of design projects

- 7.4. The expiration of the invoice of the surface contracted by the exhibitor in the event, that of the premiums of the civil liability and merchandise insurance (Art. 6), including the Special Pack "Highlight your participation" (if your contract has been requested), as well as the turnkey stand will be on **03.15.2023**. This amount will be paid by direct debit, upon indication of the customer. Subsequent space assignments will be invoiced and paid immediately after communication to the exhibitor and the invoice will expire immediately.
- 7.5. Exhibitors submitting the application after 03.15.2023 are to attach a receipt and/or payment of the following amounts: deposit (art. 7.1), area rental (art. 7.2) and premium of the compulsory insurances (art. 6.1 and 6.2) or, if applicable, the amount of the turnkey stand. From this moment, the application for admission is irrevocable.
- 7.6. In case of withdrawal from the Exhibition, which must be communicated in writing to this email: Subcontratacion@bec.eu, the exhibitor will lose all amounts paid.

Art. 8. STAND ERECTION, ENTRY OF PRODUCTS AND STAND REMOVAL

- 8.1. Stand erection will commence at 08.00 on **6 January 2023** and must be completed by 15.00 on **6 May 2023**.
- 8.2. **Removal of products exhibited.**
It will commence at 08.00 on 6 September 2023 and must be completed by 20.00 on **6 November 2023**.
- 8.3. **Removal of stands.**
It will commence no earlier than 08.00 am on **06.09.2023** and must be completed by 20.00 pm on **06.11.2023**. At the end of the event the space must be left in the same conditions as before it was occupied. Any alteration in the floor and walls must be repaired within the same period.