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MARZO/MARCH  
2021

WWW.WOOD-EXPERIENCE.COM  
**WOOD EXPERIENCE**  
IL LEGNO E LE SUE TECNOLOGIE



**INFO: PIEMMETI**  
Promozione Manifestazioni Tecniche S.p.A.  
I 35129 Padova - Via San Marco, 11/C  
Tel. +39 049.8753730 - Fax +39 049.8756113  
www.piemmetispa.com - info@piemmetispa.com



**WOOD EXPERIENCE – GENERAL REGULATIONS**  
VERONA 03/06 MARCH 2021

**Art. 1) ORGANIZATION**

Piemmeti - promozione manifestazioni tecniche - s.p.a. with operative offices in Via San Marco 11/c - I 35129 Padua – registered offices in Viale del Lavoro 8 - I 37135 Verona – Verona Business Register – Tax Code and VAT no.: 03609910231 – company subject to coordination and control by VeronaFiere Spa - organizes “WOOD EXPERIENCE International exhibition of wood and its technologies”, which is held and whose brand is owned by VeronaFiere Spa. This specialist event will be held in the grounds of Verona Trade Fair from 3<sup>rd</sup> to 6<sup>th</sup> March 2021.

**Art. 2) ADMISSION - EXHIBITED PRODUCTS**

All Italian and foreign producers, together with all exclusive agents working in Italy are welcome to take part in “WOOD EXPERIENCE” if they have applied to do so. All the products of the wood industry, building and furniture (see trade sectors on the “Catalogue Sheet”) can be exposed.

**Art. 3) APPLICATION**

To take part in “WOOD EXPERIENCE” please send in an application using the relative form.

The form, together with the security deposit must be received within 20<sup>th</sup> November 2020. Later applications will be considered only in accordance with the available Space. Only those applications carefully completed, signed and accompanied by payment of the deposit will be taken into consideration. Verbal requests or requests without advance payment will not be considered as valid.

Exhibitors that are found to be already in debt with Piemmeti Spa for payments relative to the previous editions can not register for a new edition without paying all back fees first. In case the Exhibitor presents a down payment for the Event, the same will be held as balance/down payment for the previous debt.

Upon signing the Application Form, the applicant undertakes to participate in “WOOD EXPERIENCE” in the stand assigned to, even if its size is different from that requested. Furthermore the applicant undertakes to accept this General Regulations, the Technical Regulations and all other integrative instruction, which may be issued by the Organization at any time in the interests of the Event itself. Application forms can not contain provisions or conditions of any type. The Exhibitor must only promote/exhibit the products/services identified in the Application Form, in accordance with the Exhibition product sectors.

**Art. 4) ADMISSION CONFIRMATION**

Upon acceptance of the Application Form, the Organization will send to the applicant a written acceptance of the application, within and no later than the thirtieth day prior to the inauguration of “WOOD EXPERIENCE”. This confirmation is valid only for the company in question. Sub-rentals, total or partial transfer of stand areas, even free of charge, are strictly forbidden. The Organization shall have time up to two days before the beginning of the Exhibition to confirm all applications received less than 30 (thirty) days prior to the date of inauguration of the Exhibition.

**Art. 5) PARTICIPATION COSTS - ENTRY FEE - FLAT RATE FEE FOR TECHNICAL SERVICES - SECURITY DEPOSIT**

**Participation costs of Euro 95,00 per m2** with 1 open side (area without any type of installation nor dividing walls) for occupied surface area.

A 10% increase is applicable for stands with 2 open sides, a 15% increase for stands with 3 open sides and a 20% increase for stands with 4 open sides.

**The Entry fee of Euro 470,00 includes:**

- ALL RISK insurance (see art. 11 of the General Regulations);
- CIVIL LIABILITY insurance (see art. 11 of the General Regulations);
- link to the exhibitor’s website;
- adv/materials (invites, adhesives, etc.) to promote the presence in the Exhibition;
- inclusion in the Official Catalogue of the Exhibition;
- inclusion on the Exhibitor’s page of the Official Website of the Exhibition, in alphabetical order;
- Exhibitor’s passes (according to the area occupied);
- parking passes for the covered “unattended” parking area reserved to Exhibitors (according to the area occupied);
- Wi-Fi internet connection during the exhibition;
- a copy of the Official Catalogue.

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## Flat rate fee for technical services of Euro 6,00 per m2.

In order to facilitate participation at the Event, the following services are provided for a fixed-price:

- electrical connection;
- electricity consumption of up to 5 kw;
- general daily cleaning services for the exhibition area throughout the duration of the Event (it does not include cleaning for goods nor machinery)
- waste removal and residual material disposal during the course of the Event;
- municipal advertising tax;

### Additional invitations will be assigned upon payment

Together with the Application Form, applicants must pay a security deposit of Euro 47,50 per m2 (50% of the Space cost). The sum received shall be invoiced and it constitutes confirmation of participation. If the Application Form is not accepted, the amount will be returned in full of the applicant in accordance with this article. In case of acceptance, the applicant hereby consents and authorizes it to credit the security deposit to its account.

## Art. 6) TERMS AND CONDITION OF PAYMENT

Applicants that have received written confirmation from the Organization of the acceptance of their application as well as the invoice must pay all sums due by 23<sup>th</sup> February 2021. All invoices delivered to the applicant after such date must be paid upon receipt. To take possession of the exhibition space assigned, the exhibitor must present proof of payment to the Secretary's Office at Verona Exhibition Center (in addition to the technical formalities, see Technical Regulations). No other forms of payment are valid. Access to the exhibition will be denied to all companies and/or their employees unable to provide proof of payment.

## Art. 7) WITHDRAWAL - TERMINATION - NON-FULFILMENT

All applicants who, due to a proven impossibility, can not take part in "WOOD EXPERIENCE" can withdraw their Application Form and/or terminate the contract, providing written communication of the same by registered post with return receipt by 11<sup>th</sup> December 2020. In this case the security deposit will not be refunded, without prejudice to other greater rights. If the communication of withdrawal or renunciation is received after the date above mentioned, or if the stand are not occupied by 12 a.m. on the day before the beginning of the Exhibition, Participants must pay the difference between what they have already paid in accordance with Art. 5 and the entire participation fee, which, given their non-fulfillment, will not be refunded in accordance with the Law. Provided above, in case of termination, withdrawal or non-fulfillment, the Organizer may dispose of the relative stand and assign it to other participants if necessary.

## Art. 8) SPACES ASSIGNMENT AND INSTALLATION

The Organizer shall have sole say over the assignment of Spaces, and shall carry out this task in accordance with its organizational needs while taking the following specifically into account:

- a) the compliance and completeness of the Application Form and documentation provided;
- b) the date of presentation of the Application Form and documentation provided;
- c) the availability of Spaces;
- d) the presence of the Exhibitor in previous editions of the Event;
- e) the administrative situation of the Exhibitor with the Organization during previous editions;
- f) the layout of the Halls and exhibition areas;

Any specific request made by the Exhibitor, after the signing of the Application Form, is indented to be purely indicative and is in no way binding for the Organization, nor can it influence its Application in any way. The stands are available to participants at the exhibition from 25<sup>th</sup> February 2021, and should be ready by 4 p.m. of the day previous to the beginning of the exhibition. Due to specific technical and organizational needs, the Organization has the right to move or reduce, when necessary, stand areas which have already been assigned, even transferring it to other areas without endowing the participant with a right to claim compensation or reimbursement for any reason. The Organization shall provide written communication with registered letter with return receipt for any reduction or transfer of the stand at least 8 days prior to the start of the Event.

## Art. 9) RETURNING STAND AREAS

At the end of the event, the participant must clear the area assigned, returning it within the terms and times provided in the "Technical Regulations", free from products and any set-up installed, no later than 8:30 p.m. of 9<sup>th</sup> March 2021. After this deadline, the Organization can clear the area forcedly, charging the participant all direct and indirect costs. The Organization shall in no way be liable for products or installations left unattended inside the stand and exhibition centre.

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## Art. 10) ENTRANCE – EXHIBITOR PASSES

The Exhibition will be open from 9 a.m. to 6 p.m.. Participants and service staff can access and leave the Exhibition Center half an hour before and after the established visiting time. The Organization reserves the incontestable right to change these times as well as suspend all commercial activities for certain periods or when faced with specific needs.

The Organization will issue Exhibitor and park passes free of charge as follows:

- n. 4 Exhibitor passes for stands up to 32 m2 + 2 reserved park passes
- n. 6 Exhibitor passes for stands between 32 m2 and 96 m2 + 3 reserved park passes
- n. 8 Exhibitor passes for stands over 96 m2 + 4 reserved park passes

The parking area is not guarded. Piemmeti Spa and VeronaFiere Spa decline any responsibility for any theft or damage to vehicles in the exhibition areas.

## Art. 11) INSURANCE - SECURITY

The Exhibitor who complies with the Application Form and with payments due to the Organization, will be included in the insurance agreement, from the start of the setting-up to the end of the dismantling, with insurance contracts covering the following risks:

- Civil Liability Insurance towards Third Parties, for a liability limit of Euro 2.500.000,00;
- All Risk Insurance:
  - furnishing and fitting of the halls, machinery, equipments and goods Euro 25.825,00
  - electronic equipments in general, audio-visual, photographic and office equipments Euro 775,00
  - theft and robbery Euro 5.165,00
  - 10% uncovered with a minimum of Euro 25,00
  - breaking fragile objects Euro 1.550,00
  - absolute excess clause Euro 258,00.

If the Exhibitor wants to supplement his coverage by taking out insurance for larger amounts or different risks, he can either do so by directly contacting a company of his choice or by going through VeronaFiere Spa: Purchasing Service Tel. +39 045 8298105.

The participant is responsible towards the Organization for all the damages caused directly or indirectly for any reason.

**The Exhibitor is nevertheless civilly and criminally liable for injuries to people or damages to property caused by equipments, structures or anything else present within the area assigned, as well as due to his own or his Employees and/or contractors behavior.**

Reporting damage or theft: the Insured Party must immediately inform the Exhibition Centre Operation Service. In the event of theft, it is also necessary to report the matter to the local police or legal authorities immediately.

For claims, please contact the VeronaFiere Spa Purchasing Service (Tel. +39 045 8298105; Fax +39 045 8298197) and provide a detailed account of what has occurred.

Failure to comply with one of these requirements may lead to the total or partial loss of the right to damages, in accordance with art. 1915 of the Italian Civil Code.

The custody and surveillance of stand areas are the responsibility of the respective participants, for the entire opening hour of the exhibition halls, both during the Exhibition "WOOD EXPERIENCE", both during set-up and dismantling periods. It is therefore recommended to participants who have easily removable objects on display to be present in their stands during exhibition time.

The Organization provides, in its own interest and for its own needs, a normal day and night surveillance service, without undertaking any responsibility for any theft or damage to displayed goods in the stands or in the halls.

➤ Video-surveillance: video-surveillance systems are installed throughout the exhibition center territory.

They are used for the following purposes:

1. security
2. property safeguarding
3. control of unauthorized access.

Processing of video-surveillance data will have the exclusive purpose described in the previous paragraph. Processing will be performed in terms of total correctness for specific (security, property safeguarding, control of unauthorized access) and legitimate (as per art. 13 of Italian Legislative Decree 196/03 and P.G.P. 8.04.2010) purposes. These concepts are explicitly notified to all interested parties by posting appropriate information. Art. 4 of Law 300/70 (Workers Statute) is also observed.

VeronaFiere Spa upholds the principle of necessity in such processing. Superfluous use and excessive redundancy are therefore excluded.

The video-surveillance system is required for the following reasons:

- Safety reasons during exhibition events
- Protection of VeronaFiere Spa's properties in view of the large exhibition area and halls that remain partially unsupervised overnight in periods between one exhibition and the next.

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- Protection of Exhibitors' property overnight during exhibitions.
- Physical security during set-up and dismantling operations involving stands and equipments in general before and after exhibitions.
- General prevention of unauthorized access to the exhibition center and exhibition areas.

Recorded images are not directly visible to third parts.

Conservation of recordings over time is considered useful for attaining the intended result, except in cases of extension provided by disposition of the Privacy Ombudsman dated 8<sup>th</sup> April 2010, and will be retained after such period only if offences occur or in relation to investigations by legal authorities or the police. The system is accessible only to authorized persons and is equipped with the safety measures envisaged by Italian Legislative Decree 196/03.

As envisaged at article 3.1 of the disposition of the Privacy Ombudsman dated 8<sup>th</sup> April 2010, warning signs have been installed in areas covered by surveillance.

These warning signs:

- are located in places subjects to such surveillance or in the immediate proximity of the cameras;
- have a format and a position that ensure total visibility.

Data collected will be used for purpose of security and access control. Data will not be used for any other purpose.

## Art. 12) INDUSTRIAL PROPERTY

The products and goods exhibited, in addition to the stand areas that host them, can not be photographed, filmed or reproduced without written authorization from the exhibitor. The Organization reserves the right to reproduce or authorize the reproduction of overviews or internal and external details.

## Art. 13) OFFICIAL PUBLICATIONS AND INFORMATION DOCUMENTS

The Organization is responsible for printing the Official Catalogue as well as for all other informative documents (pre-catalogue, provisional lists, layouts), which it believes, at its own unchallengeable discretion, to be useful for advertizing of the event, without any liability for omissions or errors.

The Official Catalogue will be delivered to Exhibitors directly at their stands during the Exhibition.

## Art. 14) ADVERTISING

Each participant may carry out their own advertising activities solely inside the stand assigned to them and limited to their own products, provided this takes place within the scope of the Law and without disturbing other participants or guests. Any form of advertising which may appear to or effectively provide for a comparison with other Exhibitors, is strictly prohibited. The Organization reserves the right to authorize forms of paid advertising outside assigned stand areas. Handing out leaflets inside the exhibition center or near its entrance is strictly prohibited.

## Art. 15) PROHIBITIONS - SANCTIONS

Participants are explicitly forbidden to:

- exhibit products not included in the product list or not indicated in the Application Form;
- exhibit prices;
- remain inside the exhibition center when the Event is closed;
- circulate or park vehicles of any kind inside the exhibition area;
- remove products and materials from the exhibiting area during the course of the Event, without authorization from the Organization;
- distribute advertising materials (magazines, catalogues, leaflets, brochures) not belonging to the participant, who must furthermore only distribute this kind of material inside his own stand;
- use the Organization's brand without specific authorization;
- carry out political advertising of any kind inside the exhibition center;
- introduce domestic animals into the exhibition centers;
- provide any kind of catering service inside the exhibition area and the exhibition center, unless specifically authorized by the Organization;
- use kitchens/stoves or other gas appliances inside the exhibition center without authorization from the Organization (see art. 11 of the Technical Regulations);
- start dismantling the stand before the end of the exhibition.

Any failure to comply with the commitments undertaken with the Application Form and, in particular with respect to the prohibitions listed in this article, give the Organization the right to exclude the Exhibitor from the Exhibition.

## Art. 16) PRIVACY STATEMENTS

Pursuant to Italian Legislative Decree 196/2003 (the "Personal Data Protection Act") and art. 13 of EU Regulations 2016/679 (hereinafter "GDPR"), Piemmeti Spa and VeronaFiere Spa, as the "data handlers", must provide certain information about the use of personal data.

- Purposes of the processing: the personal data are processed during the corporate and exhibition-related activities of Piemmeti Spa and VeronaFiere Spa for purposes related to the security and surveillance of the Verona Exhibition Centre.

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- Processing methods: the personal data are processed using manual, computer-based and ICT tools, in procedures that are based solely on the abovementioned purposes and carried out in such a way as to guarantee the security of the data, thanks to the use of appropriate preventive security measures in accordance with art. 31, with the following articles of Italian Legislative Decree 196/2003 and art. 13 of EU Regulations 2016/679.

**Art. 17) TECHNICAL REGULATIONS / ORGANIZATIONAL INSTRUCTIONS**

The participant hereby acknowledges that all the provisions as well as general information, Technical Regulations and all organizational instructions published are an integral part and constitute a single and inseparable context of the General Regulations.

**Art. 18) POSTPONEMENT - REDUCTION OR CANCELLATION OF THE EVENT “WOOD EXPERIENCE”**

At its sole discretion, the Organization may change the dates of the Event without endowing participant with the right to withdraw from the contract or from any of the commitments undertaken.

Up to 30 days before the start date of the Exhibition, the Organization may reduce or cancel the Event “WOOD EXPERIENCE” in whole or in part, providing written communication of the same to participants, without being held responsible for paying any penalties or damages of any kind.

**Art. 19) GENERAL MEASURES**

The Exhibitor is accountable for compliance with the provisions that the Authorities responsible for overseeing areas open to the public have issued for the safety of guests and participants. All complaints relative to the Organization of the Event must be presented in writing and in a timely manner. The Regulations of the Italian Civil Code shall be applicable for all that which has not been expressly provided for in these Regulations.

**Art. 20) JURISDICTION**

The Court of Verona shall have exclusive jurisdiction over any controversies relative to the interpretation, execution or termination of this contract.