

Appendix N 4  
To the order of the OAO  
GAO VVC  
*From 20 th June 2013*  
N 73

**GENERAL CONDITIONS OF PARTICIPATION IN  
THEIR OWN EXHIBITIONS OF GAO VVC**

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## **1. Effect of general conditions of participation in the own exhibitions of OAO GAO VVC**

1.1. The present general conditions of participation in their own exhibitions of OAO GAO VVC (hereinafter referred to as General conditions) set the order of organization and conducting of all exhibitions/fairs (hereinafter referred to as Exhibition carried out by OAO GAO VVC on the territory of the Russian Federation and abroad.

1.2. The present general conditions shall be an integral part to the Agreements signed with the participants of the Exhibition.

1.3. The present general conditions come into force since the date of the order on approval of the General conditions of participation in the own exhibitions of OAO GAO VVC and remain in force till introducing new General conditions or introducing amendments into the present version. Amendments into the present General conditions or their new version are subject to be approved by the authorized body in OAO GAO VVC according to the fixed order.

## **2. Main definitions**

For the aims of the present General conditions the following terms and definitions are used:

**2.1. Exhibition/Fair** – an event where goods, services and information are demonstrated and distributed and which is held within fixed dates and in certain periods.

**2.2. Congress event** - meeting, assembly of heads or representatives of state bodies, territories, organizations, scientists to discuss certain issues conducted or arranged within the frames of the Exhibition.

**2.3. Organizer of the Exhibition/Fair** – legal entity or individual entrepreneur who arranges or conducts leadership of the Exhibition/Fair event.

**2.4. Exhibition operator** - legal entity or individual entrepreneur acting by order of the Organizer of the Exhibition/Fair and rendering exhibitors all range or some kinds of services as to their participation in the Exhibition.

**2.5. Applicant** - legal entity or individual entrepreneur who plans to participate in the Exhibition/Fair.

**2.6. Exhibitor** - legal entity or individual entrepreneur demonstrating goods or services related to the Exhibition/Fair attracting his own or hired staff.

2.6.1. Main exhibitor - exhibitor who concluded an agreement with the organizers of the Exhibition directly.

2.6.2. Co-exhibitor – exhibitor who got a permission of the organizer of the Exhibition to demonstrate the goods or services at the stand of Main Exhibitor attracting his own or hired staff, legal entity or individual entrepreneur who demonstrates goods or services as well as has his own representative at the stand of Main Exhibitor. Co-Exhibitor has a status of Exhibitor at the Exhibition with all ensuing rights and obligations according to the General conditions.

2.7. Distance participation - participation of Exhibitor in the Exhibition by allocating information about his activity in the official catalogue of the Exhibition.

**2.8. Collective exposition (stand)** - exposition (stand) where 5 or more organizations (firms) are exhibited simultaneously and which total exhibiting area amounts to not less than 50 sq. m. Applicant of the Collective exposition (stand) shall sign an agreement on participation in the Exhibition/Fair with the Organizer/ Exhibition operator in the fixed order and has a status of Exhibitor<sup>1</sup>.

2.9. Agreement on participation in the Exhibition - agreement between the Organizer/ Exhibition operator and Exhibitor aimed at setting rights and responsibilities in the relationship of the Parties related to the participation of Exhibitor in the Exhibition/Fair.

2.10. Reference book of Exhibitor – an official document of the Organizer/ Exhibition operator approved before the Exhibition starts according to the fixed order and contains background information about the Exhibition, order and time of the Exhibition as well as forms for ordering additional services by the Exhibitor rendering by the Organizer/ Exhibition operator while organizing and conducting the Exhibition.

### **3. Approval of participation of Exhibitor, co-Exhibitor and Collective Exhibitor**

3.1. Approval of participation in the Exhibition/Fair is conducted on the basis of the agreement on participation in the Exhibition/Fair signed by both Parties. The sample agreement is placed by the Organizer/ Exhibition operator on his official site. Applicant shall send the signed agreement to the official addresses and fax numbers of the Organizer/ Exhibition operator.

3.2. The agreement shall be handed in to the Organizer/ Exhibition operator not later than the time stated in the agreement. If the agreement comes later than the stated time the Exhibition area shall be provided if available. If there are no necessary data in the agreement or it is signed by unauthorized person it is considered to be invalid.

3.3. The agreement can be submitted by fax with further introduction of the original copy. The fax copy of the agreement is valid till the moment of exchange of the original agreement by the Parties. The original agreement shall correspond to the fax copy of the agreement and be submitted to the Organizer/ Exhibition operator not later than the date of the initial term of the Exhibition/Fair.

3.4. The agreement comes into force since the moment it is signed by the Organizer/ Exhibition operator. Applicant is notified about the fact the agreement is signed to the official addresses and fax numbers. After the agreement is signed the Applicant shall acquire a status of the Exhibitor.

3.5. The relationship between the Exhibitor and the Organizer/ Exhibition operator shall be regulated by the following documents which consist an integral part of the agreement on participation in the Exhibition/Fair:

- 1) General conditions of participation in the own exhibitions of OAO GAO VVC;
- 2) Reference book of Exhibitor.

3.6. Before the agreement comes into force the Organizer/ Exhibition operator has the right:

- 1) To refuse the Applicant in participation without explanation;
- 2) To refuse to allocate exhibits at the Exhibition which do not fit the theme of the Exhibition/Fair;

<sup>1</sup> Applied only to the Exhibitions of agro-industrial complex.

3) To demand Certificate of Origin from the Applicant.

### 3.7. Allocation of Exhibition area.

3.7.1. On the basis of the desired stand size and thematic section data stated in the agreement on participation in the Exhibition/Fair the Organizer/ Exhibition operator shall allocate Exhibition area to the Exhibitor and notify him about it. In his turn the Exhibitor shall receive from the Organizer/ Exhibition operator:

- The agreement signed by the authorized person and stamped;
- The account for the granted area;
- The information about the Exhibitor's stand allocation in general exhibition.

3.7.2. After receiving the given documents the Exhibitor shall have the right to submit objections in the written form related to his stand allocation in ten days' time.

After receiving written notification of the Exhibitor about non-compliance with the stand allocation the Organizer/ Exhibition operator shall come to an agreement with the Exhibitor about other possible allocation of the stand and confirms new allocation of the stand officially.

3.7.3. The fact that a particular area was rented by the Exhibitor at the previous exhibition, does not give the Exhibitor the right to demand the same stand location on upcoming exhibitions / fairs.

3.8. Organizer / Exhibition operator shall not change the location of Exhibitor stand after the official confirmation. If special circumstances require, Organizer / Exhibition operator shall notify the Exhibitor in writing of forced changes in the placement and size of the stand, the closure of the inputs and outputs to the territory and other sufficient changes affecting the positioning of the Exhibitor stand. Upon notification exhibitor is entitled to one week to object and refuse to execute an Agreement with the requirement to return the money paid for the rent of the stand. Further claims of the Exhibitor are excluded.

3.9. In case of non receipt of objections within a week after receiving confirmation of the placement of the stand, services under the Contract must be paid.

3.10. Exhibitor shall pay the cost of participation in exhibitions / fairs according to the invoice and the price list approved by the Organizer / Exhibition operator. Payment Agreement is considered valid after receipt of funds to the account of the Organizer / Exhibition operator.

3.11. Exhibitor in the Exhibitions / Fairs can attract co-Exhibitor to participate in the Exhibition, with the provision of co-Exhibitors in the Exhibition area of the exposition. Exhibitor must declare each Co-Exhibitor Exhibitions / Fairs in the prescribed manner (Appendix to the Agreement for co-Exhibitor) taking into account the payment of the fee for each co-Exhibitor. Co-Exhibitor reception to the Exhibitions / Fairs in the exhibition (stand) of the Exhibitor must be agreed with the Organizer / Exhibition operator. Exhibitor must inform the Co-exhibitors of all the rights and obligations arising from these General Conditions. Exhibitor shall be jointly and severally liable to the involved co-Exhibitors. If the main Exhibitor declares not all his co-Exhibitors or claims, the Organizer / Exhibition operator is entitled to his own assessment of the bill, as if there were registered co-Exhibitors.

3.12. Exhibitor or organizer of the Collective Exposition (stand) shall declare each participant in the Collective Exposition Exhibitions in the prescribed manner, and shall be responsible for compliance of these General Conditions by all the participants in the Collective Exposition. Each Exhibitor and Co-Exhibitor in the Collective Exposition pay the registration fee. Each participant in the Collective Exposition is responsible for compliance with these General Conditions. All organizations involved in the Collective stand shall be registered on the basis of the sample application to the Agreement for Co-exhibitor. Only after signing the Treaty by the Organizer / Exhibition operator Organizer of the Collective Exposition has the right to provide exhibition area for co-Exhibitors. The participants in the Collective exhibition shall have all rights and obligations of the Exhibitor. Prior to notification of the Collective Organizer about signing the Agreement the Organizer / Exhibition operator reserves the right to exclude from the list of the Collective Exposition any company (organization).

#### **4. Registration of Exhibitors at the Exhibition**

4.1. Registration of Exhibitors at the Exhibition is made at the information desk in the Exhibition pavilion. Exhibitor may obtain information on the location of his stand, specialized exhibit plan and composition of the participants, as well as the possibility to order additional equipment and services for the duration of the Exhibition / fair, in accordance with the requirements of the Exhibitor Handbook.

4.2. Registration of Exhibitors at the entrance is made within the time specified in the Exhibitor's Handbook according to the following rules:

4.2.1. Exhibitor who came to the Exhibition / fair shall at his own and at his own expense to allocate exhibits in the Exhibition area and arrange the design of the stand, and in case of self-development to carry out installation of exhibition equipment as well in accordance with the terms of the Agreement and the requirements of the Exhibitor Handbook.

4.2.2. After allocating at the stand plenipotentiary representative of the Exhibitor shall be obliged:

- 1) transfer original Treaty Application and Power of attorney in his name to the Organizer / Exhibition operator in the form prescribed by Exhibitor Handbook;
- 2) get a package of documents for the Exhibition / fair;
- 3) fill in the appropriate column of the logbook of the registration<sup>1</sup>, which contains information about transferring stand area, stand coherent plan, additional equipment and declared services, a package of documents for the exhibition to the Exhibitor by the Organizer / Exhibition operator, put the logbook his signature.

In case of inconsistency of property (services) provided by the Organizer / Exhibition operator, the Exhibitor, on the same day the Exhibitor provides Organizer / Exhibition operator a written claim with the time, the nature of the violation, the name and details of the document confirming the consent of the Organizer / Exhibition operator to provide the property (services), together with the documents confirming the payment. Claims provided with a violation of these requirements will not be considered.

4.3. Registration of Exhibitors at exit is made within the time specified in Exhibitor's Handbook according to the following rules:

4.3.1. Exhibitor leaving Exhibitions / Fairs commits his own and at his own expense to dismantle exhibition equipment - in case of stand self-construction as well as dismantling and packing of exhibits, information and advertising materials - in case of the stand rent from the Organiser / Exhibition operator attracted by him third parties, release and transfer exhibition area to the Organizer / Exhibition operator, stand and accessories in good condition. In case of loss or damage the Exhibitor shall reimburse the cost of the lost or damaged property.

<sup>1</sup> Logbook - a document used by the Organizer / Exhibition operator for registration Exhibitors at the Exhibitions / Fairs.

4.3.2. Thereafter, the plenipotentiary representative of the Exhibitor with the participation of representatives of the Organizer / Exhibition operator shall fill in the appropriate column of the logbook of the registration, which contains information about the acceptance of the stand area by the Organizer / Exhibition operator, stand coherent plan and additional equipment in proper operation and put his signature in the logbook of the registration as well as get an acceptance act of the works performed and the invoice in accounting executive directorate of the Exhibition / Fair.

4.4. Stand dismantling, packing of exhibits and their export from the territory of the Exhibition / Fair before the official closing period Exhibitions / Fairs are not allowed.

4.5. Any exhibit area not occupied by the Exhibitor to the date of the commencement of installation of the exhibition specified in the Exhibitor Handbook shall be considered free and can be assigned to another Exhibitor by the Organizer / Exhibition operator without damages.

## **5. Registration fee**

5.1. Exhibitor shall pay a mandatory registration fee established by the agreement for participation. Registration fee is paid by Exhibitor together with payment of the cost for participation specified in the agreement to a single account of the Organizer / Exhibition operator. The registration fee includes:

- 1) general expenses of the Organizer / Exhibition operator on organization of the specific Exhibition / Fair;
- 2) services of the Organizer / Exhibition operator on registration of Exhibitors at the Exhibition;
- 3) the cost of services of the Organizer / Exhibition operator on introducing information in the official catalogue at the extent specified in the Exhibitor Handbook as well as in the pavilion list of the Exhibition / fair (stand number and company name);
- 4) providing 1 copy of the official catalogue of the Exhibition / fair;
- 5) entering the territory of OAO GAO VVC during the erection and dismantling on the basis of the established order.

5.2. In case of refusal to participate in the Exhibition / fair registration fee is not refundable.

5.3. In the case of non-payment of the registration fee by the Exhibitor exhibition area is not reserved.

## **6. Services and payment**

6.1. Organizer / Exhibition operator provides Exhibitor with exhibition area for temporary use for the period of installation, operation and dismantling of the exhibition / fair.

6.2. Acceptance and lease of exhibition area and stand, design services, provision of additional equipment are made by the Exhibitor through an amendment to Logbook in the information about acceptance of exhibition area and services under the agreement, approved by the signatures of the authorized representatives of the Exhibitor and the Organizer / Exhibition operator at entry and exit to / from the territory of the Exhibition.

6.3. Payments under the Contract for participation in Exhibitions / fairs shall be made by the Exhibitor in full to checking account specified by the Organizer / Exhibition operator before the start of the exhibition. If payment is not made in full within the specified contract period, the Organizer / Exhibition operator reserves the right not to register and not to allow the Exhibitor to participate in Exhibitions / fairs, including and for assembly and decoration works.

6.4. The total price of the Contract consists of the price specified in the appendices to the agreement on the participation in the Exhibition, as well as appendices for additional services, according to the forms established by the Exhibitor Handbook.

6.4.1. Prices listed in the appendices to the agreement, may include:

1) the fair rental value, which is determined based on the cost per square meter of floor space, and regardless of the days of the Exhibition / Fair applies to the entire duration of the Exhibition / fair. Each part is made as a full square meter and the area is considered as a rectangle, regardless of projections, columns, poles, etc.;

2) registration fee;

3) the value of the margins on the type of the stand;

4) the cost of other possible services in accordance with the annexes to the agreement and forms Exhibitor Handbook.

6.4.2. The list and the cost of additional services are defined in the forms of Exhibitor Handbook in the amount specified in the Exhibitor Handbook.

6.5. All forms of Exhibitor Handbook shall be submitted to the Organizer / Exhibition operator not later than the deadline for submission specified in these forms, in the original or by fax followed by presentation of the original, payment shall be made within the period specified in the appropriate form, and in the absence of guidance in the form of for a term of payment - within 10 days after signing by the Exhibitor the appropriate form of Exhibitor Handbook and introducing an account by the Organizer / Exhibition operator, but not later than the date of commencement of installation. In case of violation of the stated terms of supply and payment of forms in Exhibitor Handbook the Organizer / Exhibition operator shall not guarantee their timely implementation. When submitting forms and their payment later than the due date, the value of the Exhibitor's participation in the Exhibition / fair is subject to increase to the size of the currently effective rates.

6.6. Within 10 days after the Exhibition the Exhibitor shall send a signed copy of certificate of completion (services) to the Organizer / Exhibition operator, and in case of disagreement to submit a written justification of non-acceptance of services rendered within the same period.

## **7. Refusal to participate in exhibition and additional services of Organizer/ Exhibition operator**

7.1. Exhibitor has the right to refuse to participate in the Exhibition / fair and any additional services. Exhibitor provides refusal in writing to the Organizer / Exhibition operator. If the refusal was received less than 30 days before the opening of the Exhibition / fair, or not entered, and Exhibitors did not come to the Exhibition, the Organizer / Exhibition operator is entitled to deduct the entire cost of the agreement, or to demand payment of the full cost of the agreement in accordance with the terms of the agreement on participation in the Exhibition / Fair.

7.2. When you receive a denial before the 30-day period the Exhibitor shall be reimbursed funds except the registration fee and compensation for actually spent by the Organizer / Exhibition operator resources to prepare the Exhibitor's participation in Exhibitions / fairs.

7.3. With the reduction of the stated Exhibition area the Exhibitor shall pay penalty fee of 50% of the cost of the reduced portion of the exhibition area to the Organizer / Exhibition operator.

## **8. Cancellation or postponement of the exhibition**

8.1. In case of changing the dates of the Exhibition / fair or cancelling it due to circumstances that occurred through no fault of the Organizer / Exhibition operator the Organizer / Exhibition operator shall notify all Exhibitors in writing. At the same obligations of the Organizer / Exhibition operator arising from these General Conditions shall be invalidated. The Exhibitor acknowledges that the Organizer / Exhibition operator incurred costs associated with the implementation of his obligations under the agreement, and has the right not to return to the Exhibitor the amount spent on his behalf. Exhibitor shall not be entitled to claim damages.

8.2. In case of changing the dates of Exhibitions, or if it is canceled due to the fault of the Organizer / Exhibition operator the Organizer / Exhibition operator returns the Exhibitor all monies received



from the Exhibitor for services rendered by the Organizer / Exhibition operator services, except for the registration fee.

## **9. Insurance**

9.1. The Organizer / Exhibition operator recommends Exhibitors to conclude an insurance contract for exhibits and civil liability insurance contract, to third parties, on the basis of their activities during the exhibition / fair for the duration of the Exhibition / fair.

## **10. Installation, design and dismantling work**

10.1. Installation, design and dismantling work, including electrical and plumbing work, are conducted by organizations authorized by the Organizer / Exhibition operator in a timely manner and within the limits provided in the use of the exhibition area.

10.2. All temporary structures and stands are installed in the exhibition area in allocated boundaries. Height of stands shall not exceed the requirements specified in the Exhibitor Handbook. At any excess height of the stand, including the construction of two-storey stand and more, permission from the Organizer / Exhibition operator is required, which is issued subject to the provision of full technical documentation.

10.3. Handling, assembly and decoration of the exhibition in the Exhibition / Fair can be initiated not previously installed by the Organizer / Exhibition operator period and must be completed, including the removal of packaging, not later than specified in the Exhibitor Handbook terms in full compliance with the requirements of the Organizer / Exhibition operator.

10.4. All ordered by Exhibitor decorating services, services in organization for providing electricity and water connections, as well as additional equipment for individual accounts are paid in accordance with the rates set by the Organizer / Exhibition operator. Invoices must be paid before the commencement of installation.

10.5. Dismantling of exposure can be initiated only in the terms specified in the Exhibitor Handbook. The Exhibitor shall complete dismantling, as well as all work to bring in the original condition of rented exhibition space, as well as export exhibition of goods, by the deadline set by the Organizer / Exhibition operator in the specific Exhibition / fair.

10.6. Exhibitors installing stand independently are required to dismantle the stand and equipment, as well as transportation of the exhibits at their own expense or at the expense of third parties. Exhibition area shall be transmitted to the Organizer / Exhibition operator in due time in the initial state. If not, the Organizer / Exhibition operator has the right to export exhibits at Exhibitor's expense and prepare the exhibition area at the expense of the Exhibitor for future use. The Organizer / Exhibition operator is not obliged to keep exported objects and can deal with them at their own discretion.

10.7. After the exhibition from all the stands exhibits, which were ordered by the Exhibitor to the Organizer / Exhibition operator, packaging, advertising and information materials and other property of the Exhibitor must be removed. Stand, as well as additional equipment provided, shall be passed to the Organizer / Exhibition operator in the proper (original) condition. In case of loss or damage of building elements and equipment provided by the Organizer / Exhibition operator for temporary use, the Exhibitor shall indemnify the Organizer / Exhibition operator value of the lost or damaged property.

## **11. Advertising and information**

11.1. All kinds of promotional activities are carried out in accordance with the current legislation of the Russian Federation. All kinds of promotional activities are permitted, but only within the rented stand in respect of the Exhibitor and the goods and services produced or sold by Exhibitor, in strict accordance with the theme of the Exhibition / fair.

11.2. Placing any kind of outdoor advertising outside the stand is possible only in certain locations to be agreed with the Organizer / Exhibition operator and after payment of a sum which is not included in the agreement.

11.3. Any sound or moving advertising must be agreed in writing by the Exhibitor with the Organizer / Exhibition operator to avoid interference with other participants of the Exhibition / Fair. Any advertising that violates the integrity of the entire plan or exposure, ethics and morality or prejudice the prestige of the exhibition may be banned by the Organizer / Exhibition operator.

11.4. Installing audio on the stand must be agreed with the Organizer / Exhibition operator. Application must be filed at least three weeks prior to the exhibition opening. Volume on the borders of the Exhibitor's stand must not exceed 70dB.

11.5. In case of failure to comply with paragraphs 11.1-11.4. electricity supply to the stand of the Exhibitor may be discontinued. The Exhibitor has no right to claim for damages, whether direct or indirect, caused by power outages.

11.6. When playing audio and video materials the Exhibitor is solely responsible for complying with copyright material reproduced.

11.7. For a fee, according to the relevant forms of Exhibitor Handbook the Exhibitor may order services for the production and installation of billboards, banners, advertising on radio, production of advertising printing materials, etc. from the Organizer / Exhibition operator in places and at a price set by the Organizer / Exhibition operator.

11.8. In case of self-organized allocation of promotional materials, the Exhibitor shall complete the installation within the period of installation work set by the Organizer / Exhibition operator in the specific Exhibition / fair.

11.9. The Exhibitor must take information and advertising services by the act of the Organizer / Exhibition operator before the opening of the Exhibition / Fair and also deliver materials and equipment by the act. Dismantling of promotional materials can be started in dismantling period set out in the Exhibitor Handbook. The Exhibitor shall complete dismantling of promotional materials by the deadline set by the Organizer / Exhibition operator of this Exhibition.

11.10. After the end of the Exhibition / fair all structural elements and promotional materials, including banners, flyers, etc. are exported the Exhibitor independently or on the form provided by the Exhibitor Handbook and at the expense of the Organizer / Exhibition operator.

## **12. Forwarding services and customs clearance**

12.1. The Organizer / Exhibition operator and the organization authorized by him has the right to conduct freight forwarding services and customs clearance of the Exhibitors. To order these services the Exhibitor shall promptly send appropriate form of the Exhibitor Handbook to the Organizer / Exhibition operator or authorized organization and produce payment.

12.2. Handling is made only by companies authorized by the Organizer / Exhibition operator. Using third-party tools and mechanized lifting is prohibited.

12.3. Exhibits imported / exported from / to the territory (s) of the Russian Federation, must go through customs clearance necessarily.

12.4. Entry / exit of Exhibitors vehicles during the erection and dismantling of the Exhibitions are

performed according to the rules established by the Exhibitor Handbook.

### **13. Exhibition Work Procedure**

13.1. Hours of the Exhibition for Exhibitors and visitors are indicated in the Exhibitor's Guide.

13.2. The Organizer / Exhibition operator participates in all matters arising from the preparation and holding of the Exhibition / fair, including conflict resolution between the Exhibitors, closing exhibitions, reduction of services in violation of these General Conditions, etc.

13.3. In hours of the Exhibition / Fair responsibility for the safety of the exhibits during the exhibition / fair rests with the Exhibitor.

13.4. Filling passes to bring in and take out the exhibits, Exhibition equipment in the pavilion or from the pavilion is made by the Exhibitor in advance and in accordance with the approved form in the Exhibitor Handbook. Registration of badges is made by the Organizer / Exhibition operator in the pavilion.

13.5. Stand cleaning and cleaning of the area used by the Exhibitor, is provided by the Exhibitor or at his request and expense of the Organizer / exhibition operator.

13.6. All kinds of lotteries and prize competitions are conducted only in accordance with the current legislation of the Russian Federation in coordination with the Organizer / Exhibition operator under a separate contract .

Responsibility for compliance with the law shall be rested with the organizer of lotteries and prize competitions.

13.7. In case when the Exhibitor provides a direct sale of exhibits to visitors, organization of retail sales at the event is determined in accordance with p. 1, p. 2, p.3 Article 2 of the Federal Law of 22.05.2003 № 54-FZ "On the application of cash registers in the implementation of cash payments and (or) calculations using payment cards. " In this case, the Exhibitor agrees to abide by the rules of retailing in Moscow and is responsible for enforcing them.

13.8. All exhibits must remain in place until completion of the Exhibition / Fair. If through Exhibitor's fault the integrity of the Exhibition / Fair was broken and thereby visitors, the Organizer / Exhibition operator and other Exhibitors were damaged, the Organizer / Exhibition operator is entitled to charge the Exhibitor penalty of 25% of the total value of the Contract.

13.9. The Exhibitor has the right to be on the stand in the terms specified in the Exhibitor Handbook, after the removal of the pavilion from the safety and / or security alarm prior to providing the pavilion security and / or alarm.

13.10. Any type of survey of Exhibitors and visitors outside its own exhibition stand can be resolved only by agreement with the Organizer / Exhibition operator.

13.11. The Organizer / Exhibition operator has the right to require the removal of non-certified Exhibitors' exhibits and artifacts that do not comply with the mandatory standards, requirements for this kind of products.

### **14. Patent rights and industrial property**

14.1. In accordance with existing on the territory of the Russian Federation, "the Paris Convention for the Protection of Industrial Property" protecting the rights of honest entrepreneurs in the field of industrial property, all participants of officially recognized international exhibitions held on the territory of the Russian Federation, interim protection of industrial property (inventions, utility models, industrial designs and trademarks) for exhibits of these Exhibitions.

14.2. Exhibits are subject only to clean patent exhibits. The Exhibitor shall bear the responsibility for the fulfillment of this condition.

14.3. In the Russian Federation temporary protection (exhibition priority) of industrial property is set for inventions and utility models for 12 months, and for industrial designs and trademarks for 6 months. The deadlines are calculated from the day of the open display of relevant artifacts on display.

14.4. The Organizer / Exhibition operator has the right to remove from the stand exhibits that violate the provisions of the patent law or the current Russian legislation, or banned for other reasons at the expense of the Exhibitor.

### **15. Visa support**

15.1. The Organizer / Exhibition operator assists in obtaining entry visas for participants in Exhibitions / fairs, attracting authorized organizations. To order these services the Exhibitor shall promptly send the appropriate form in the Exhibitor Handbook to the authorized organization and produce payment. Exponents, using the services of these organizations is able, if necessary, extend the period of visa validity, as well as to register the stay at a private address .

15.2. For entry visas the Exhibitor must send to the authorized organizer / Exhibition operator organizations for one month before the information needed to design, data requested by authorized organizations.

### **16. Liability of Exhibitor**

16.1. The Exhibitor assumes responsibility arising from participation in the Exhibition / fair, for the exhibits and property during the assembly / disassembly and organization of events, including non-compliance with:

- 1) General conditions of participation in their own exhibitions of OAO GAO VVC;
- 2) Regulations in Exhibitor Handbook;
- 3) Rules of Procedure on the territory of VVC.

16.2. During the term of the agreement the Exhibitor undertakes to avoid causing damage to the Organizer / Exhibition operator, its property and employees.

16.3. In case of damage caused by the Exhibitor he must indemnify the Organizer / Exhibition operator on the basis of the report signed by the authorized representatives of the Exhibitor and the Organizer / Exhibition operator.

16.4. The breach of the timing of payments under the agreement entitles the Organizer / Exhibition operator to withdraw from the contract unilaterally, and in case of actual presence in Exhibitor's stand to cut off all communications to the Exhibitor's stand. Contract for participation in the Exhibition / fair can be terminated in other cases in material breach by the Exhibitor of these General Conditions. When this money transferred by the Exhibitor it shall be withheld and all the invoices that exceed the amount of the transferred funds for services shall be paid in the established order. Such funds shall be treated as penalties ..

16.5. Exhibitor's failure to observe these General Conditions, including the failure to pay the amounts of fines, at the discretion of the Organizer / Exhibition operator shall involve cessation of all services provided by the Organizer / exhibition operator, or reduction in the provision of equipment, or can be considered as a unilateral refusal services declared by the Exhibitor using consequences set out in these General Conditions or implies delay on exhibits (cargo) Exhibitor as collateral (Articles 14, 359-360 Civil Code) until receipt of the unpaid amount, the amount of fines and payment of the cost of forced storage of exhibits (goods), belonging to the Exhibitor if otherwise agreed with the Organizer / Exhibition operator.

16.6. If Exhibitor did not produce 100% payment of the agreement price before mounting of the Exhibition / Fair the Organizer / Exhibition operator has the right to prevent the Exhibitor to participate in the Exhibition / fair.

16.7. Exhibitor's delay in payment for services under the agreement may result in an increase in the cost of work for the "urgency" or incomplete implementation of them due to the lack of time. Timing and size of the increase in the cost of operation are specified in the Exhibitor Handbook.

16.8. If the Exhibitor does not agree with his account presented, he completes and submits to the Organizer / Exhibition operator a protest within ten days after receipt of the invoice, but not later than one day before the opening of the Exhibition / fair. Protests received after the deadline will not be accepted. Responsibility for payment of commission expenses of banks and correspondent banks for transfer of payment is fully borne by Exhibitor.

## **17. Liability of Organizer / Exhibition operator and exclusion of liability**

17.1. The Organizer / Exhibition operator is responsible for the timely holding of exhibitions, as well as for the proper provision of additional services agreed by the Parties, in accordance with the relevant forms in Exhibitor Handbook and agreement.

17.2. The Organizer / Exhibition operator is not liable for exhibition materials and other property of the Exhibitor. The Organizer / Exhibition operator provides throughput and intra-building mode, the order and guarding of the exhibition around the clock, without carrying out any particular security of exhibits. The Exhibitor ensures the safety of your own property independently. If necessary, on the basis of appropriate forms in Exhibitor Handbook and for extra cost guard of the Exhibitor stand by authorized security company or organization can be arranged.

17.3. The Organizer / Exhibition operator is not liable for the property located at the Exhibitor stand after the Exhibition, during the erection and dismantling.

17.4. The Organizer / Exhibition operator is not responsible for weather conditions (temperature, pressure, humidity, wind, cloudiness and precipitation, visibility, fog, thunderstorms, temperature and soil conditions, altitude and snow conditions) regarding the participation of Exhibitors at the outdoor areas and in a specially erected pavilions during the Exhibition / Fair.

17.5. The Organizer / Exhibition operator is not responsible for the content of advertisements of Exhibitors as well as availability of permissions, certificates, licenses, patents and copyrights duly completed in respect of the exhibited items.

## **18. Settlement of disputes and disagreements between the parties**

18.1. Disputes and disagreements between the Exhibitor and the Organizer / Exhibition operator, if they can not be resolved by bilateral negotiations, shall be resolved in accordance with established procedure in the arbitration court of Moscow, and in the case the Exhibitor is a foreign legal entity, the dispute shall be settled by the International Commercial Arbitration Court at the Chamber of Commerce of the Russian Federation in accordance with its rules.

18.2. Applicable substantive law is Russian. In case of different interpretation of the text of these General Conditions, published in a foreign language, the basis is a Russian text.

18.3. Complaint settlement of disputes under the agreement on the participation in the Exhibition is required. All claims against the Organizer / Exhibition operator may be presented by the Exhibitor within 10 days after the end of the Exhibition / fair. The Exhibitor undertakes to provide the claim with documents confirming the validity of the claim, the negotiation with the Organizer / Exhibition operator of corresponding obligations and its violation, the monetary value of the obligation breached, as well as documents confirming payment for participation in the Exhibition / fair, or additional services. Claims received after the deadline or claims which do not meet the requirements, are unfounded and will not be accepted.

## **19. Force majeure**

19.1. The Organizer / Exhibition operator is not liable for losses incurred in the circumstances of full or partial fulfillment of the obligations under this agreement, namely: fire, natural disasters, war, military operations of any kind, prohibiting the export or import, or other circumstances beyond the control of the Parties, the date of maturity is extended according to the time during which such circumstances were in force.

19.2. If these circumstances continue for more than 3 (three) months, the Exhibitor and the Organizer / Exhibition operator shall have the right to refuse any further obligations under the agreement, and in this case, none of the Parties shall have the right for compensation for possible losses by the other Party .

19.3. The Party, which can not fulfill the obligations under the agreement shall immediately notify the other Party of the occurrence and cessation of the circumstances that impede the fulfillment of obligations.

19.4. Confirmation of force majeure and their duration shall be the documents (certificates) issued by the relevant competent authorities of the Parties.

**Appendix to the General conditions of participation in their own exhibitions  
of OAO GAO VVC**

**EXTRACT FROM  
THE RULES AND REGULATIONS ON THE TERRITORY OF VVC**  
(Approved by the order of VVC from 31.01.2013 № 16)

**3. RULES OF BEHAVIOUR ON THE TERRITORY OF VVC**

3.1. Entering the VVC, visitors, employees, individuals and legal entities that carry out their activities in the VVC, and others (hereinafter referred to as persons on the territory of VVC) agree to observe these Rules.

3.2. Persons who on the territory of VVC are must:

3.2.1. Keep public order, mode of VVC and pavilions, environmental and other legislation, the order of entry into the territory of VVC, measures of security when using objects of leisure and entertainment activities, skating biking, rollerblading, recumbent, electric cars, scooters, etc.

3.2.2. Be mutually polite, take care of the facilities, equipment, exhibits, green areas, maintain proper sanitary condition and cleanliness throughout the VVC.

3.2.3. Comply with the administration placed on a specially established information banners legitimate demands of workers OAO "GAO VVC "performing their duties on the territory and objects VVC.

3.3. Legal and natural persons involved in its activities of VVC must:

3.3.1. Ensure the preservation of property, engineering and communications, architectural appearance (facade elements) VVC buildings to comply with existing sanitary, environmental, fire regulations, requirements of environmental, land legislation.

3.3.2. Strictly comply with the requirements on the content of their assigned areas of responsibility.

3.3.3. Observe local regulations of OAO "GAO VVC" regulating congestion in the VVC.

3.3.4. Without authorization of VVC not to advertise, not to produce any conversion or repair of rented pavilions, buildings, premises, not to connect to engineering networks and communications, not to build any structures and facilities, not to organize accommodation of their employees and other persons.

3.4. On the territory of VVC it is prohibited:

3.4.1. Go / enter the territory of VVC in a drunken state, under the influence of drugs or toxic substances, as well as dirty stain clothes.

3.4.2. Interfere with the movement of visitors, to climb on fences, railings, and other design elements, as well as damaging the fence, hardscape, information boards, stands, signs, road signs.

3.4.3. Bring to the VVC (in pavilions, offices and other facilities) flammable, flammable and toxic substances, objects as well as firearms and cold steel.

3.4.4. Smoke in the halls, buildings, structures (except in specially designated places for these purposes), campfires in the VVC, damaging green areas, flower beds, fruit plants, pluck the flowers and fruits, digging vegetables.

3.4.6. Contaminate ponds, swimming ponds and fountains, fish not reserved for this purpose reservoirs.

3.4.7. Clog the VVC with boxes, bags, bottles, food and other household waste and garbage.

3.4.8. Walk on the lawn as well as ride on mopeds, scooters, motorcycles and scooters on the territory of the pedestrian zone.

3.4.10. Apply to buildings, pavilions, etc. different titles and drawings.

3.4.11. Produce commercial photo and video, as well as photo and video of objects in OAO "GAO VVC" without proper permission.

3.4.13. When traveling by cars and motorcycles violate the established speed limit, use the gate, designed to pass for entry by motorcycles (motorcycles, mopeds, scooters, etc.).

3.4.15. Carry passenger without permission (approval) of administration of "VVC".

3.4.16. Engage in trading activities in the VVC without a license and a permission, to violate trade rules and sanitation.

3.4.17. Organize and conduct in the VVC unauthorized rallies, demonstrations, marches, picketing and other events, as well as agreed upon promotions and flash mobs.

- 3.4.18. Stick and hang on buildings, fences, pavilions, pillars, trees, etc. ads, place advertising design, installation and banners independently, use cars advertising as well as advertise products by distributing leaflets through loud-speaking device or any other means without the permission of administration of OAO "GAO VVC".
- 3.4.19. Post (post) vehicles on the ring road and is permitted parking places.
- 3.4.20. Use construction equipment (cranes, excavators, bulldozers, tractors, etc. etc.) without the permission of administration of OAO "GAO VVC".
- 3.4.21. Produce handling 50-meter zone entry and exit checkpoint.
- 3.4.22. Transfer of freight terminals in the area of automatic system entry / exit using available tools (carts, stretchers, bicycles, Manual Handling and etc. etc.).
- 3.4.23. Prevent actions that degrade or offend human dignity.
- 3.4.25. Violate the established mode of VVC.
- 3.5. Persons who do not comply with this Regulation may be removed from the VVC or handed over to the police.

#### **4. ORDER of MOTION of pedestrians and vehicles on the territory of VVC**

- 4.1. Traffic in the VVC is regulated by signs and markings in accordance with the "Scheme of traffic management and parking of vehicles on VVC and adjacent streets".
- 4.2. To ensure the safety of pedestrian traffic of vehicles at the VVC the status of "living area" is on.
- 4.3. Preferential right of traffic belongs to pedestrians, but they should not make unreasonable interference to vehicular traffic.
- 4.4. Allowed speed of vehicles is not more than 20 km / h
- 4.5. On the territory of VVC through traffic, training rides, park with the engine running and parking of trucks with a permissible mass exceeding 3.5 tonnes is designated and marked signs and (or) marking locations are prohibited.
- 4.6. In order to create the appropriate conditions for comfortable and safe stay in the VVC central part of the main avenue is a pedestrian zone (Territory designated by established mechanical quick-travel blockers), wherein:
  - 4.6.1. Enter the territory of the pedestrian area by car buyers is prohibited.
  - 4.6.2. For legal entities and individuals operating in the territory of the VVC, entering the area is restricted and governed by the relevant local regulatory acts of OAO "GAO VVC".
- 4.7. Vehicles entering and leaving the territory of VVC through checkpoints in accordance with the Regulations on the procedure for entry and exit of vehicles into the territory of "VVC".
- 4.8. It is strictly forbidden to carry out all kinds of auto repair work and a car wash out of designated for these purposes places in the VVC.
- 4.9. It is forbidden to leave vehicles in the VVC in the night and at not established places in the daytime.
- 4.10. In cases of abandonment of vehicles at the VVC for a long time without resolution and response to notification of the need to remove the motor means the administration of "VVC" reserves the right to move car from VVC territory with subsequent recovery of funds for their service to the vehicle owner.



