



**1**

**Application Form for Participation**

Please send a certified copy to Belgrade Fair

To be filled in block letters

<b>Full name of Exhibitor:</b>		
<b>Address: country, town Street and number, P.O.B.:</b>		
<b>Phone:</b>	<b>Fax:</b>	
<b>E-mail:</b>	<b>http:</b>	
<b>Contact person:</b>	<b>Mob. phone:</b>	<b>E-mail:</b>
<b>Agent in Serbia (name, address &amp; phone):</b>		
<b>All correspondence to be addressed to (only if different from address above):</b>		
<b>Payment affected to the bank account number:</b>	<b>VAT number:</b>	
<b>Person in charge:</b>		

**We rent**

<b>A Indoor raw space</b>	appr. <input type="text"/> sq.m	<b>60,- €/sq.m</b>
<b>B Outdoor raw space</b>	appr. <input type="text"/> sq.m	<b>35,- €/sq.m</b>

**Compulsory registration fee  
amounts to:**

**€ 250,-**

The price per 1 sq.m indoor raw space at the gallery shall be reduced for 20-40%, depending upon the hall  
The prices are mentioned in NET amounts. VAT will be calculated according to the Tax Law.  
Payment upon receipt of the proforma invoice.

**Are you:**

<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Agent	(please tick)
<input type="checkbox"/> Wholesaler	<input type="checkbox"/> Importer	
<input type="checkbox"/> Exporter	<input type="checkbox"/> Retail trader	
<input type="checkbox"/> Service renderer	<input type="checkbox"/> Distributor	

**Technology innovation you will present at the Fair:**

**If your company celebrates any jubilee this year, please name it:**

**Exhibit data**

<b>Exhibit weight:</b>	<input type="checkbox"/> 800-1200 kg/sq.m	<b>Exhibit height:</b>	<input type="checkbox"/> not exceeding 3 m	<b>Exhibit lenght:</b> <input type="text"/> m
<input type="checkbox"/> up to 800 kg/sq.m	<input type="checkbox"/> exceeding 1200 kg/sq.m (max. 1500 kg/sq.m)	<input type="checkbox"/> exceeding 3 m		

Please, send also the completely filled in Application for Compulsory Registration in the Official Exhibitor Register and the CD along with the present Application.

We declare hereby that we are aware of the participation conditions mentioned in the General Rules for Participation at Belgrade Fair Events and the present Application Form and that we fully accept them.

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Venue and date	Seal	Exhibitors signature	Date, signature and seal	File No. Location

TO BE FILLED IN BY BELGRADE FAIR

Confirmed acceptance  
of Application form

File No.

Location

Date, signature and seal

## EXHIBITORS

Companies exhibiting their own products and renting a certain exhibiting space for it and the right to registration in the Exhibitor Register, as well as the right to use any other services within the Belgrade Fair's offer. The Exhibitors shall install their company's name on the fascia panel at their stand.

## COEXHIBITORS

Should also exhibits of other companies be displayed at the stand rented by the Exhibitor and the other companies' staff is present at the stand, such companies shall be registered as Co Exhibitors. The Co Exhibitors shall apply by specific application forms for participation and compulsory registration in the Exhibitor Register and pay the relevant registration fee for it. The Co Exhibitors shall install their companies' name equally with the Exhibitors, on the fascia panel. Should the Exhibitor apply for a Co Exhibitor for the participation and compulsory registration in the Exhibitor Register, he shall enclose with his application the Co Exhibitor's approval to do so.

If the Exhibitor does not apply for Co-Exhibitors or submit incomplete data in its Application form, Belgrade Fair has the right to charge the Exhibitor for all the costs related to Registration fees for Co-Exhibitors.

Belgrade Fair shall distribute the exhibiting space and determine the exhibiting location of each Exhibitor. Belgrade Fair reserves its right, if it is in the interest of a fair event, to relocate Exhibitors from already allocated area to another location.

The rental price per 1 sq. m. block, front side or corner exhibiting space allocated to the Exhibitor by Belgrade Fair, in accordance with its possibilities, upon the Exhibitor's explicit requirement, shall be increased, compared with the price of the exhibiting space rental stated on the Application for Participation, as follows:

- A) Block exhibiting place (four sides open) for 30%
- B) Front side exhibiting space (three sides open) for 20%
- C) Corner exhibiting space (two sides open) for 10%

Should the Exhibitor mount a multi-level stand on the exhibiting space allocated to him, he shall additionally pay also his use of the elevated areas. The price per 1 sq. m. elevated area amounts 50% of the rental price for raw exhibiting space stated on the Application for Participation. The elevated area shall be calculated based upon design approved by Belgrade Fair Design Office.

The allowed height of the stand partition wall structure is 4.0 m at the indoor exhibiting space. The maximal component height for which the compensation shall not be paid is 4 m. For the components exceeding this height, the compensation is EUR 20,- / 1 sq.m. of the space installed above the 4 m height. The exhibits are not subject to the height limit.

The Fair shall submit to the Exhibitors the forms for use of electrical power, water, telephone, car parking, to be filled in and returned to Belgrade Fair by the stipulated date. Otherwise, Belgrade Fair shall not provide the Exhibitor with the services stated above. The services are charged according to the Belgrade Fair Price List, based on the supplied services confirmation as stated in this Application Form

The Exhibitors shall pay the compulsory compensation of mutual costs for the period of hall preparation and clearing away. Belgrade Fair Price List shall determine the compensation amount and the payment liability bearers upon this basis.

The Exhibitor shall obey the time of a fair event opening, closing and working hours, particularly to keep his stand with exhibits fully operating by the fair event closing

In case the Exhibitor does not act in accordance with the previous item, which shall be stated in writing by the Hall Supervisor, the Exhibitor shall pay the Contract penalty of EUR 800,-

## REGISTRATION FEE INCLUDES

- Publishing Exhibitor's data (complete business address, telephone, fax, E-mail, http and representation office address) in the official Exhibitor register and CD.
- Publishing up to 20 words of text describing Exhibitor's product range or activity in the Exhibitor Register.
- Publishing of Exhibitor's registered trade mark.
- A Complimentary copy of the Register.
- Free exhibition passes will be distributed as follows: four passes for renting up to 30sqm. Another pass for each additional rent of 10sqm, not more than a total of 12 passes
- One exhibition pass for each officially registered exhibitor
- Car park passes for one vehicle and driver for exhibitors and co-exhibitors renting up to 20sqm
- Car park passes for three vehicles for the rent of up to 50sqm
- Car park passes for three vehicles and driver for the rent exceeding 50sqm

The official Register is printed in Serbian and English. Exhibitors are responsible for the accuracy of the data given. The Register Editorial Staff reserves the right to adjust the titles of the products stated in this Application to those contained in the Catalogue nomenclature.

## INSURANCE

Exhibits and any other Exhibitor's property shall be insured against theft, damage, etc. at all fair events taking place at Belgrade Fair.

The Exhibitor may insure his goods through Belgrade Fair or himself, through an insurance company in this country or abroad.

Should the exhibits or any other Exhibitor's property not be insured in one of the ways mentioned under the present Article, the Exhibitor shall be fully responsible for any damage to such exhibits or other property.

## PAYMENT

1. Exhibitors shall effect the payment through the Bank stipulated in the pro-forma invoice. Each Contract Party shall bear the bank charges in its own country. Exhibitors are requested to fulfill following liabilities:

- for the booked exhibition space, building and equipping of stand not later than 30 days prior to Fair event opening by pro-forma invoice to the Fair foreign currency account at an authorized commercial bank.
- for other requirements not later than 10 days after the closing date of the Fair event by invoice to the Fair foreign currency account at an authorized commercial bank.

In case of a delayed payment or payment after a contract date, the exhibitor shall pay an interest rate according to the rate of the National bank of Serbia at the moment of settlement the due amount.

2. The Exhibitor may withdraw the submitted Application for Participation only within the time period of 15 days, provided that Belgrade Fair has not confirmed the receipt and acceptance of the Application for Participation in the meantime.

3. Should Belgrade Fair fail to inform the Applicant of its decision within the time period, the Application for Participation shall be considered accepted.

4. Should the Exhibitor withdraw the submitted Application for Participation after the above mentioned deadline, or after confirmation of the Application acceptance, the Exhibitor shall pay to Belgrade Fair the rental fee for the applied exhibiting space, registration fee, as well as any other costs occurred due to such Exhibitor's withdrawal accordingly. Exceptionally, in justified cases, Belgrade Fair may release the Exhibitor from such obligation, completely or partially.

**Application form has the legal force of a Contract. In case of any disputes, the Contract Parties have agreed to settle such disputes by the Foreign Trade Arbitration with the Serbian Chamber of Commerce in Belgrade.**

**Regulations for Participation at Belgrade Fair Events shall be a form part of the Contract.**



**2**

**Application Form for Compulsory Registration  
in Official Fair Catalogue & CD**

Please send a certified copy to Belgrade Fair

Please state the Alphabet letter, under which  
to be registered in the Official Fair Catalogue

To be filled in block letters

**Full name of Exhibitor:**

**Address: country, zip code and town  
Street and number, P.O.B.:**

**Phone:**

**Fax:**

**E-mail:**

**http:**

**Agent in Serbia  
(name, address and phone):**

**Activity wording:**

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**Please tick commodity group(s) you belong to:**

- INTEGRA - 21st Century Computer Integrated Factory
  - Components and modules for flexible and factory automation
  - Electrical, electronic, hydraulic and pneumatic motors and regulators
  - Electronic measuring instruments and devices
  - Programme controllers, process control systems and industrial computers
  - CNC programme controllers, robot controllers, cell controllers
  - Devices and software for progr. development and testing, control and monitoring
  - Numerically controlled machine tools, machining and measuring centers
  - Industrial robots
  - Flexible manufacturing cells, as well as systems, plants and production equipment
  - Tools and tool systems
  - Systems and components for automatic assembling, packing and handling
  - Non-traditional processes and systems (EDM, ECM, USM, LBM, WJM,...)
  - Micri&Mesu-scale machines
  - Additive manufacturing and systems + 3D technologies
  - Computer aided design equipment and software- CAD/CAM systems
  - Other software products for product design, process planning and production planning and control, ERP
  - Internet, Intranet, Extranet solutions for industry
- ELECTRICAL ENGINEERING
- TECHNOTRONICS
  - Computer and Peripheral Equipment     Network Equipment
  - Application software
- INSTALLATION
- LIGHTING + LED TECHNOLOGIES
- HOUSATECH
- ELECTRONICS
  - Power Electronics     Industrial Electronics     Home Electronics
- TELECOMMUNICATIONS
- ME-RE-CO
  - Measuring Equipment and Instruments
  - Regulation
  - Process Management
- THERMAL SCIENCE ENGINEERING – HVAC&R
  - Heating, refrigeration, ventilation, air conditioning
  - HVAC appliances and equipment
  - Heat generators – boilers
  - Heat pumps
  - Pumps and fans in HVAC technique
  - Valves and other fittings
  - Automatic control in HVAC technique
  - Application of renewable energy sources
  - Sanitary hot water
- WATER TREATMENT
- GAS TREATMENT
- PROCESSING EQUIPMENT
- LOGISTICS & TRANSPORT
- WELDING
- MATERIALS + COMPONENTS
- METALLURGY + FOUNDRY ENGINEERING
- INDUSTRIAL SAFETY + SECURITY
- SURFACE PROTECTION
- COMPRESSORS
- INNOVATIONS
- NEW TECHNOLOGIES
- PROFESSIONAL AND SCIENTIFIC EQUIPMENT
- SCIENTIFIC-TECHNICAL LITERATURE
- NATIONAL EXHIBITIONS

**With copies of the application please enclose:**

Your registered trade mark by e-mail  
(.pdf .eps .png or .jpg format - logo width at least 600 px)

5 chosen photos by e-mail  
(.jpg or tiff format - image width at least 1200 px)

**Compulsory registration fee as per Application for Participation  
amounts to EUR 250.**

Publishing in the Exhibitor Register of data about activities not exceeding 20 words,  
and the registered trade mark are included in the registration fee.  
Each additional word shall be charged EUR 4. The registration fee amount includes  
also publishing of 5 (five) photos at CD.

**The prices are mentioned in NET amounts. VAT will be calculated according  
to the Tax Law.**

**TO BE FILLED IN BY BELGRADE FAIR**

Confirmed acceptance  
of Application form

**File no.**

**Location**

**Date, signature and seal**

Venue and date

Seal

Exhibitors signature