

# CENTRAL EUROPE MEETING POINT 2008 PARTICIPATION AND STAND CONSTRUCTION REGULATIONS

## 1. Description

CENTRAL EUROPE MEETING POINT 3rd International Real Estate Symposium and Exhibition is comprised of:

- a) International Symposium
- b) National and International Exhibition Space

## 2. Organization

CENTRAL EUROPE MEETING POINT is a registered trademark of B.M.P BARCELONA MEETING POINT, S.A.U, registered in the Mercantile Register ("Registro Mercantil") of Barcelona.

## 3. Location

Marriott Warsaw Hotel. Al. Jerozolimskie 65/79. 2<sup>nd</sup> and 3<sup>rd</sup> Floor  
00-697 Warsaw. Poland  
Tel. 48-226306306  
Fax. 48-226305461

## 4. Dates

April 22<sup>nd</sup> – 24<sup>th</sup> 2008

## 5. Hours

April 22<sup>nd</sup>, 2008 from 17:00 to 20:00h (\*)  
April 23<sup>rd</sup>, 2008 from 08:00 to 19:30h (\*)  
April 24<sup>th</sup>, 2008 from 8:00 to 19:30h (\*) (\*\*)

(\*) Exhibitors will be able to accede to the exhibition area 15 minutes before opening to the public and to leave the exhibition area 15 minutes after closing to the public.

(\*) The exhibition ends at 15:30, proceeding to the dismantling. From 15:30 to 19:30h approximately there will be a visit to the most important projects of Warsaw for the Symposium participants.

## **6. Assembly and Dismantling:**

### **6.1. Assembly:**

April 21<sup>st</sup> 2008: From 08:00 to 20:00h

April 22<sup>nd</sup> 2008: From 08:00 to 14:00h

### **6.2. Dismantling:**

April 24<sup>th</sup> 2008: From 15:30 to 20:00h

## **7. Territorial Character and Visitor Profile**

Metropolitan, Domestic and International  
Professionals

## **8. General Participation Conditions**

By signing the Space Assignment Sheet or having accepted the location of the stand, the Exhibitor automatically accepts the present Participation and Stand Construction Regulations and promises to respect it besides of fulfilling the technical directives and safety regulations detailed in it.

Similarly, participants and visitors will be subject to the procedure of the present Participation and Stand Construction Regulations in the points that could affect them.

The translation of the Participation and Stand Construction Regulations into different languages has the aim to facilitate its overall comprehension. Nonetheless, as pertains to legal matters, the Spanish the version will prevail.

## **9. Exhibition Participation Rates and Special Discounts**

### **9.1. Participation Rates:**

The minimal module of 9 sq.m. has a total cost of € 3,900 + 0% VAT .

For modules with additional sq.m, the price increases at € 433,33 €/sq.m. + 0% VAT.

### **9.2. Special Discounts:**

The companies that make a single payment for the total amount of the meters contracted within the 15 days after the reservation date and providing that the payment has been made before March 20<sup>th</sup>, 2008, will enjoy 10 % discount of the space rental cost.

## **10. Symposium Participation Rates and Special Discounts:**

### **10.1. Participation Rates:**

Registration to the Symposium has a cost of € 1,000 (VAT exempt – If sold before the event).

### **10.2. Special Discounts:**

- 20 % discount to all the members of the following collaborating associations: ULI, GRI, RICS. This discount is no cumulative to other offers and discounts.
- As of the third inscription of members of the same company, the price will be € 800 (VAT exempt) if sold before the event. This discount is no cumulative to other offers and discounts.
- Special Offers:
  - Combined CEMP & BUMP Symposium Registration if paid before February 15<sup>th</sup> at a special price of € 1,200 (VAT exempt). No cancellations permitted & this offer is not cumulative to other discounts.
  - CEMP Symposium Registration if paid before February 15<sup>th</sup> at a special price of € 750 (VAT exempt). No cancellations permitted & this offer is not cumulative to other discounts.
  - CEMP Symposium Registration if paid before March 15<sup>th</sup> at a special price of € 900 (VAT exempt). No cancellations permitted & this offer is not cumulative to other discounts.
- Exhibiting Companies that want to purchase additional Symposium Registrations for its employees will have a 50% discount over the standard rate (VAT exempt) if purchased before the event.

## **11. Registration**

### **11.1. Exhibition Registration:**

To register as an Exhibiting Company at Central Europe Meeting Point, you should complete the "Exhibition Space Reservation Form" together with a 50% (+ 0% VAT) payment of the contracted area in the moment of making the space reservation (discounts to be applied in the last invoice) and you should agree to the Participation and Stand Construction Regulations in force.

### **11.2. Symposium Registration:**

To register at the Symposium you should complete the "Registration Form" and send it to our offices together with the corresponding payment (Check, copy sealed by the bank of the order of bank transference or complete information of credit card to proceed to the payment).

## **12. Exhibition Space Reservation and Space Assignment (Conditions, Payment Terms and Cancellations):**

### **12.1. Formalization of Space Reservation:**

Once received the "Exhibition Space Reservation Form" and the payment corresponding to the first 50% + 0% VAT (without applying any discount) we will proceed to the space assignment. The remaining 50 % shall be paid before March 20<sup>th</sup>, 2008.

Reservations made after March 20<sup>th</sup>, 2008, shall pay 100 % of the amount when making the corresponding reservation. All the space reservations received from this date on, will replace the Space Assignment Sheet, and it will be assumed that the Exhibiting Company accepts this Regulation, as well as the assigned space.

Central Europe Meeting Point has the final Exhibitor Admission decision authority, as well as the final decision over product exhibited. Admission as an Exhibitor will not be confirmed until done so by the Event Management in writing. Payments already made are not binding and do not guarantee entitlement nor any rights until space assignment is accepted and signed on the part of the Exhibiting Company.

### **12.2. Space Assignment**

Space assignment, once the Exhibition Space Reservation is received, is solely at the discretion of Central Europe Meeting Point, through the Management of the Event. Nonetheless, all decisions will bear in mind sponsorship, date of payment, space harmony, contracted dimensions and any other circumstances leading to the improvement of the Exhibition.

Once space is assigned, the Exhibitor will receive the documentation that will show the number of the stand, dimensions, total assigned space size, the cost of the stand and the location plan of the same one as well as complementary documentation for participation.

Space assignment takes place by returning completed, stamped and signed by the officially designated person of the company the Space Assignment Sheet together with the payment totaling 50% + 0% VAT of the contracted space providing that this one is made before March 20<sup>th</sup>, 2008. The signature of the Assignment Sheet implies the acceptance of the participation rules included in this Regulation. Together with the Space Assignment Sheet that will be sent for signature and conformity, it will be send the invoice corresponding to the last payment, in which it will be indicated the total of meters and any anticipations and applicable discounts will be deduced; the invoice must be settled up before March 20<sup>th</sup>, 2008.

15 days after the Space Assignment Sheet's date, if Central Europe Meeting Point has not been informed by the Exhibiting Company of the non acceptance of the assigned space or the Space Assignment Sheet has not been sent back, it will be understood that the assigned space and the Regulation have been accepted. In the event of later renunciation to attend the Exhibition, made payments will be lost.

In the event that the Exhibiting Company would have the right to be refunded, as a written communication of cancellation has been received within the 15 established days, such refund will be made after June 15<sup>th</sup>, 2008, once finished the countable exercise of the Exhibition.

In the event of space assignment after March 20<sup>th</sup> 2008 and later renunciation of the Exhibiting Company to participate in the Event, it will imply the lost of 100% of the space rental amount.

In any case, if the Exhibiting Company has not paid 100 % of the meters before March 20<sup>th</sup>, 2008, the Event Management reserves the right of no allowing the assembly of the stand without right to any claim on the part of the Exhibiting Company. In the same way, all the invoices at the expense of the Exhibitor (or any company related to this one as for the assembly of the stand) from the Warsaw Marriott or BSC Congress Rental Poland, official suppliers of Central Europe Meeting Point, by requested and given services, will have to be equally satisfied in accordance with the conditions agreed with the above mentioned suppliers, being able the later ones to veto the above mentioned assembly without right of claiming on the part of the Exhibiting Company.

### **12.3. Site Modification, Cancellation of Contract or Force Majeure**

In the event of need or Force Majeure, Central Europe Meeting Point reserves the right to modify the site situation and dimensions, change or close the entries and exits to the exhibition area, as well as performing works and modifications in the exhibition area. The Exhibiting Companies affected will have no right to any kind of indemnity, except for what it is established in the following paragraph in regards to reduction of space.

The difference resulting from the reduction of the requested space and, in consequence, of the payment made, will be returned by Central Europe Meeting Point in direct proportion to the reduction brought about, excluding any other claims from the part of the Exhibitor.

If the Exhibiting Company requests a reduction of the space already assigned, it will lose the rights of the totality of the same one, and the Event Management reserves the right to relocate the Exhibitor among the available spaces.

Central Europe Meeting Point reserves the right of changing assigned spaces for any technical or stands distribution reason and consequently, payment made by the Exhibiting Company will be reimbursed in case that they do not agree with this modification. Previous participation relinquishment which should be received in a written document at Central Europe Meeting Point offices before 8 days from date of changing notification.

The Organization reserves the right to terminate contract without previous warning and without obligation to refund the Exhibitor if any of the following apply:

- The occurrence or possible occurrence of disloyal competition or any other infraction of already established rights.
- Total or partial re-lease or sublease of stand.
- Non attendance of stand and non exhibition during Exhibition hours.
- The Exhibiting Company has not occupied or confirmed in writing the occupation of its stand with its product before 12:00h of April 21<sup>st</sup>, 2008 being able the Organization to make usage of the above mentioned space.

Under special circumstances or under Force Majeure, Central Europe Meeting Point reserves the right to suspend, reduce or extend at any time, the duration of the event as well as to postpone its celebration. In the event that any of the mentioned circumstances may occur, Exhibiting Companies will have no right to rescind their contract or ask for damages indemnity, but they will have the right to be reimbursed for all made payments except for 10% of the total amount paid, as indemnity for all the general expenses generated.

#### **12.4. Payment**

All payments (exhibition space, advertising and other services contracted directly with Central Europe Meeting Point) shall be made in one of the following forms of payment:

- Bank Transfer to Central Europe Meeting Point – B.M.P. BARCELONA MEETING POINT S. A. U.  
LA CAIXA: Paseo de la Zona Franca, 242. 08038 Barcelona, Spain.  
Account No: 2100 / 0840 / 4702 / 0057 / 0329  
Swift Code: CAIXESBBXXX  
IBAN Code: ES37 / 2100 / 0840 / 4702 / 0057 / 0329
- Bank Check to Barcelona Meeting Point, S.A.U.  
Calle 60, nº 19 08040 Barcelona, Spain

### **13. Exhibitors, Visitors and Symposium Participants Access (Badges: General Regulation)**

#### **13.1. Exhibitors access to the Exhibition Area:**

The exhibiting companies will receive a total of 7 Exhibitor badges, independently of the contracted meters, which will allow access to the exhibition area during the assembly, duration and dismantling of Central Europe Meeting Point, in accordance to the established schedule in points 5 and 6 of this Regulation.

Each Exhibiting Company will have to detail in the form given to this purpose, full name of the persons who will attend the stand. The badges can only be used by the staff of the Exhibiting Company or companies expressly authorized by the same one that perform their activity inside the stand. The deadline for receiving the names is Monday, April 2<sup>nd</sup>, 2008.

These badges will be individually personalized and not transferable and cannot be exchanged by any other kind of pass or invitation. In the event of losing or misplacing the badge, the Exhibiting Company will have to forward 100% of the corresponding entry fee (value of € 50 per day) in order to receive a duplicate. If the Organization, who reserves the right to ask for the identity of the badge holder, detects a fraudulent use of any pass, it will be withdrawn and the holder of this pass will not be allowed to have access.

### **13.2. Exhibitors Access to the Symposium**

Exhibiting companies will receive 3 free passes to the Symposium, which will give them right to accede to the meetings that are organized, welcome cocktail, two luncheons, two breakfasts and tour, inside the frame of the Symposium. Likewise it will give right to access the exhibition area during the Exhibition and Symposium days, according to the hours established in point 5 of this Regulation.

Each Exhibiting Company will have to detail in the form given to this purpose, full name of the persons who will attend the Symposium. The deadline for receiving the names is Monday, April 2<sup>nd</sup>, 2008.

These badges will be individually personalized and not transferable and cannot be exchanged by any other kind of pass or invitation. In the event of loosing or misplacing the badge, the Exhibiting Company will have to forward 100% of the corresponding registration fee (value of € 1,000) in order to receive a duplicate. If the Organization, who reserves the right to ask for the identity of the badge holder, detects a fraudulent use of any pass, it will be withdrawn and the holder of this pass will not be allowed to have access, unless Exhibiting Company repays the corresponding amount.

### **13.3. Exhibiting Companies Visitors Access:**

Exhibiting companies, with independence of the contracted meters, will receive 20 one-day invitations, for their clients or appropriate persons, and will allow access only to the exhibition area.

These invitations will be exchanged by a one-day badge, being individually personalized and not transferable and cannot be exchanged by any other kind of pass or invitation. In the event of loosing or misplacing the badge, the Exhibiting Company will have to forward 100% of the corresponding entry fee (value of € 50) in order to receive a duplicate. If the Organization, who reserves the right to ask for the identity of the badge holder, detects a fraudulent use of any pass, it will be withdrawn and the holder of this pass will not be allowed to have access unless Exhibiting Company repays the corresponding amount

### **13.4. Symposium Access (except for exhibiting companies)**

All the people who have submitted the Symposium Registration Form without settling it up before the celebration of the Event will not be registered as attendees, so they will have to go to the registration area during opening days and times (see point 5) in order to pay the correspondent fee and be able to obtain the badge. From April 10<sup>th</sup>, Symposium registrations will only be accepted when paying the reservation via credit card.

In the event that a person who has paid 100% of the registration fee decides to cancel its attendance (except for the registrations with no cancellation policy) will have the right to the reimbursement percentage specified in the Symposium Registration form. Reimbursements will start after May 15<sup>th</sup>. All cancellation communications must be notified in writing.

In the event that the person originally registered would like to withdraw but another person from the same company would be attending in his place, previous notification to the Organization via fax before April 9<sup>th</sup>, 2008, the entry fee already paid will not be lost and will be applied to the new registration.

### **13.5. Exhibitors Badges and Invitations Pick-up**

All the badges and invitations belonging to an Exhibiting Company must be picked up directly at the registration area of Central Europe Meeting Point at Warsaw Marriott Hotel during dates and times of assembly and opening hours (see point 5)

### **13.6. Symposium Participant Badges Pick-up (except for exhibiting companies)**

Badges must be picked up directly at the registration area of Central Europe Meeting Point at Warsaw Marriott Hotel during the opening hours of the event (See point 5).

### **13.7. Proper Badge Use:**

All Central Europe Meeting Point badges must hang from the official ribbon. In the case that an Exhibitor or visitor uses a different ribbon than the one provided by the Organization, the badge will be withdrawn.

## **14. Special Badges for additional services**

All people working in charge of the assembly and dismantling of the stand must get a permit provided by Central Europe Meeting Point and Marriott Hotel that will allow to enter the exhibition area. The person must present a copy of the TC2 or an authorization letter from the company detailing the names of the workers that will be in charge of the assembly, confirming the workers social insurance and that they fulfill the laws and rules of the corresponding country in relation to the works to be performed.

## **15. Other Services**

Any other service not specified in the present Regulation shall be requested to Central Europe Meeting Point, for authorization.

## **16. Insurance**

All the Exhibiting Companies must insure the exposed goods so that they are covered by the own insurance. In no case Central Europe Meeting Point will take responsibility for the damages, loses or subtractions neither during the assembly and dismantling nor during the event. The Exhibitor is at all time responsible for all the material and goods in the stand.

The whole personnel of exhibiting companies or subcontracted, must be appropriately insured both during the assembly and dismantling as well as during the event.



## **17. Industrial Services Procedures**

It is the Exhibitor's responsibility that any installation in the stand fulfils the in force regulation in Poland and has the necessary permits and authorizations both from the Marriott Hotel and the competent administrations and organisms.

## **18. Mandatory Basic Cleaning Service**

Central Europe Meeting Point will contract a basic cleaning service for the common areas. Any material or residue not withdrawn by the Exhibitor or the stand Exhibiting Company during the assembly and dismantling or during the event that has finally to be withdrawn by the hotel will imply an additional charge to the Exhibitor of € 70 x 0,5 q.m.

## **19. Surveillance**

Exhibitors will be responsible for their stands during the assembly and dismantling as well as during the event.

Access to exhibitor stands is strictly prohibited out of the open hours, except with express authorization of the holder of the stand and of the Organization.

The Organization will establish a night and diurnal surveillance service at the exhibition area, but it declines any responsibility for damages from theft, robbery, riot or any kind of disaster or misbehavior that the facilities, samples, materials or goods suffer.

## **20. Disturbances and Disloyal Competition**

At all moments, Exhibitors are expected to maintain the appropriate decorum, avoiding any interference or disturbance to the work of other Exhibitors and visitors.

The Event Management may cancel the contract without warning, with evidence of disloyal competition, disturbances of any kind or any other infractions committed by the Exhibitor, in which case the Exhibitor will not have right to claim indemnity and the expenses of the stand dismantling will be at the expense of the Exhibitor.

## **21. Photography**

No product on exhibition may be photographed without the express consent of the Exhibitor. Central Europe Meeting Point reserves the right to photograph, illustrate or film the installations and stands, as well as the exhibited products and to use these reproductions in its publications and press.

Warsaw Marriott Hotel has an official service of photography. All requests will have to go to Central Europe Meeting Point for budget and invoicing.

## **22. Telephone, fax and DSL lines**

Marriott Hotel is the official supplier and the responsible for the installation of telephonic lines, fax and DSL or WI-FI. All the requests shall go to Central Europe Meeting Point for budget and invoicing.

## **23. Merchandise Transportation**

It is the responsibility of each Exhibitor to comply with the necessary pre-requisites for goods and products consignment at the destination. The organization will not be responsible for the difficulties incurred due to the adherence of said regulations, as well as for the legal Polish regulation in regards to import-export materials

In order to avoid losses or damages in the materials, those should be send and withdrawn properly packed and labeled: data of the Exhibiting Company they belong to, sender and receiver address, name of the contact person in the origin and destination, as well as the telephone number of the sender and receiver contact.

Under any circumstances Exhibitor's material should be sent to Central Europe Meeting Point staff. Therefore, Central Europe Meeting Point will not be responsible for the lost of materials sent directly to their attention.

## **24. Official Guide. Regulation and Fees**

### **24.1. Regulation:**

The Organization of the Event has the layout of writing, publishing and distribution the Official Guide and will give a free sample by contracted stand.

The necessary information for the production of the Guide will be provided by the Exhibitors under their responsibility, and sent before the deadline of March 20<sup>th</sup>, 2008, having previously signed the Space Assignment document, otherwise, the details will not be included. The insertion will be free of charge.

The Organization will not be responsible under any circumstance for the omission, misprints, composition or errors of any other nature. Likewise, it may refuse the insertion or it may modify any draft if it does not adjust to the general standards or could harm other Exhibitors or the own Show.

### **24.2. Fees**

Exhibiting Companies interested may contract advertising space in the mentioned Guide for the quoted rates detailed below (Only cost of the contracted space. Other production costs for insertion, color tests, etc. will be at the client's expense):

Inside front cover: € 1,800  
Inside back cover: € 1,200  
Inside separate cover: € 1,200  
Full Color page: € 300

Once page reservation is done (by completing and sending the corresponding Advertising Insertion Order provided) the Exhibiting Company will have to forward 100% of the total invoice's amount and both the payment and the original advertisement shall be sent before March 16<sup>th</sup>, 2008.

## **25. Dynamic Advertising. Regulation:**

It is considered Dynamic Advertising the distribution of publicity done by the Exhibiting Companies outside of the assigned stands and it not allowed under any circumstances. In the event of not following this rule, the distributing company will be penalized with € 500 per person and day.

## **26. Advertising: Banners, "That Was" Magazine and Website: Regulation and Fees**

### **26.1. Banners Regulation and Fees**

Central Europe Meeting Point makes available to the Exhibiting Companies a series of advertising banners in already specified areas (banners hanging from the 2<sup>nd</sup> floor of the Hotel to the Hotel Lobby). The permits and contracting of the same ones will come through Central Europe Meeting Point, with previous request and payment of 100% of the amount before March 20<sup>th</sup>, 2008 on the part of the Exhibiting Company.

Exhibiting Companies will be able to contract the advertising spaces above mentioned in agreement with the following fees:

- Banner of 1.90m height x 1,45m width: € 900/unity + 0% VAT
- 5% discount of the fee by contracting 2 banners
- 15% discount of the fee by contracting 4 banners

The fee includes production/installation costs, but not the final art.

### **26.2. "That was" Magazine Regulation and Fees**

Central Europe Meeting Point offers Exhibiting Companies the possibility of contracting an advertising insertion in "That Was Central Europe Meeting Point" Magazine, previous request and payment of 100% of the amount of the contacted space before May 16<sup>th</sup>, 2008.

Exhibiting Companies may contract the above mentioned advertising spaces in agreement with the following fees:

- Inside front cover: € 1,500 + VAT.
- Inside back cover/Inside front cover: € 900 + VAT.
- Full Color Page: € 300 + VAT.

### **26.3. Website**

Central Europe Meeting Point offers Exhibiting Companies the possibility of contracting advertising spaces in the website of Central Europe Meeting Point 2008, previous request and payment of 100% of the amount of the contacted modality.

- Link in the lists of Exhibiting Companies in [www.centraleuropemeeting.com](http://www.centraleuropemeeting.com): free of charge
- Intermittent banner: € 300 + VAT.

## **27. Technical Directives and Security**

The use of hammers, screws, or hole punching on the walls, floors, ceilings or columns of the exhibition hall is strictly prohibited. Likewise, hanging elements from the ceiling, painting with paint sprayers, using tape on the carpet of the hall or performing any construction work that may damage or affect the exhibition hall is strictly prohibited.

Any damage caused by the Exhibiting Companies or its delegates/subsidiary companies, visitors or participants will be repaired and the expenses will be invoiced to the Exhibitor.

It is not allowed under any circumstance the entry of vehicles inside the exhibition hall.

## **28. General Security Measures**

The construction of the stands, the installation of materials and their advertising supporting means should have the necessary stability for public security.

Materials easily flammable should not be used in the construction and installation of stands. All materials, including the floor, will be M3 and in the construction of walls and ceilings will be M2. Celluloid lacquers, inflammable liquids, employment of aerosols with butane gas, globes full of gas, devices of air conditioning by condensation of warm air, containers of inflammable materials and any another material or product that could represent a risk are strictly prohibited.

Under any circumstances, emergency exits signs, extinguishes, fire escapes, indicators or other protection emergency equipment can be covered or blocked in any way. Likewise, the site of connection boxes (electrical, telephone, TV, water, etc.) and access to equipment of the Exhibit Hall may not be locked.

During the assembly and dismantling, and for security reasons, no material or tools can be left in the corridors.

## **29. Stand Construction Regulation: Construction Height, Installation of Roofs, Constructions of walls bordering on corridors and other stands, Sound Level Control**

### **29.1. Construction Height:**

The maximum construction height will be of 2,40 m, including platform. Due to exhibition hall conditions, it is not possible under any circumstance to construct higher to the length indicated.

### **29.2. Installation of/on Roofs**

It is not allowed to hang any element from the roofs of the exhibiting area.

It is not allowed either that the stands cover with any kind of material the roofs over their constructions.

### **29.3. Constructions of walls bordering on corridors and other stands: :**

All the stands should have their own walls bordering on corridors and neighboring stands.

The construction of alleyway walls should be avoided. If constructed, these walls should be decorated with pictures and other means to further decorate the alley.

### **29.4. Sound Level Control – Musical Reproductions and Film Projections**

Exhibiting Companies that make presentations in their stands, will not be allowed to overpass the 50 d BA at 1m of the limit of the stand, in order to avoid disturbances to other Exhibitors and participants.

In the event that stands offer musical reproductions or film projections, it has to be taken into account the author's copyright which has to be paid to the "Sociedad General de Autores". Exhibiting Companies assume any direct responsibility.

## **30. Contracting a Modular Stand: "Turn Key Stand" & Accessories**

The exhibiting companies that are interested may contract with PSP, official provider of "Turn Key Stand" with its accessories (see pamphlet) at a fee of € 60/sq.m. + 22% (it does not include rental of the space).

On the assumption that all the outstanding payments are not settled up before March 20<sup>th</sup>, 2008, stand assembly will not be authorized.

## **31. Electrical Installation**

Electrical installations in the stand should be made under the supervision of licensed electrician authorized by the competent organism.

### **32. Other Installations**

Any other kind of installations not specified in this regulation shall be requested in a written document to Central Europe Meeting Point, who will divert the requests to the competent organisms in each case.

### **33. Customs**

It is the responsibility of each Exhibitor to make the corresponding steps with the customs authorities or competent administrations. Central Europe Meeting Point will not take care either of any goods or of any steps of the Exhibiting Companies.

### **34. Accommodations**

Central Europe Meeting Point will arrange the booking of hotel rooms for all the people who request it through the complementation of the corresponding for, provided that they are registered as Exhibitors or Symposium attendee.

### **35. Claims**

No claim will be admitted unless it is communicated in written and addressed to the General Manager of Central Europe Meeting Point.

### **36. Resolution of Contentious**

Any doubt, question or difference that may arise between Exhibitors, visitors and Symposium attendees and Central Europe Meeting Point regarding the interpretation, compliance and execution of the present participation rules, will be submitted to the "Arbitraje de Equidad" as referred to by Law 36/88 of December 5, expressing the administration of the Arbitration and designation of the Arbiter to the "Tribunal Arbitral de Barcelona", obligated to comply with the resolution issued.

Without prejudice of the established in the previous epigraph, it is expressly established that they remain out of the scope of the T.A.B all the questions relative to the delinquency, claim for non-payment of given services and in general, all the pecuniary debts kept by Central Europe Meeting Point, in which case it will be the

competence of the Courts of the city of Barcelona to whose jurisdiction the parts surrender expressly, with resignation of their own jurisdiction if they had it.