

**APPLICATION CONTRACT**  
**(presentations, seminars, press conferences, conferences)**



**COPIS**

**2 - 4 OCTOBER 2018**

International Exhibition  
for Print and Advertising  
Communications

Company: \_\_\_\_\_ Address: \_\_\_\_\_

Contact person: \_\_\_\_\_

VAT No: \_\_\_\_\_ E-mail: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Subject: \_\_\_\_\_

Please, fill in

**DEADLINE 18.09.2018**

**I. Congress halls**

Dates:  02.10.  03.10.  04.10.

Hours From  To

	Prices excl. VAT				Prices excl. VAT			
	To 1 hour	To 2 hour	To 4 hour		To 1 hour	To 2 hour	To 4 hour	
<input type="checkbox"/> Musala (140 seats - theatre)	90 €	160 €	270 €	<input type="checkbox"/> Ruen (50 seats - theatre)	60 €	110 €	180 €	
<input type="checkbox"/> Vihren (100 seats - theatre)	90 €	160 €	270 €	<input type="checkbox"/> Pirin (50 seats - theatre)	60 €	110 €	180 €	
<input type="checkbox"/> Rodopi (100 seats - theatre)	90 €	160 €	270 €	<input type="checkbox"/> Rila (50 seats round table)	60 €	110 €	180 €	
<input type="checkbox"/> Vitosha (450 seats - theatre) - upon request			<input type="checkbox"/> Foyer Congress Center - upon request			<input type="checkbox"/> Panorama Hall - upon request		

**Companies, which are not exhibitors, but their activity is connected with the exhibition profile shall pay 100% more than the prices specified above.  
The prices of the halls are exclusive of technical equipment.**

**II. Technical Equipment**

	Prices excl. VAT		
	To 1 hour	To 2 hours	To 4 hours
<input type="checkbox"/> PA System + 1 wireless microphone	<input type="checkbox"/> 25 €	<input type="checkbox"/> 50 €	<input type="checkbox"/> 75 €
<input type="checkbox"/> Wireless microphone, headset, lavalier	-	<input type="checkbox"/> 10 €	<input type="checkbox"/> 15 €
<input type="checkbox"/> Wired microphone	-	<input type="checkbox"/> 8 €	<input type="checkbox"/> 10 €
<input type="checkbox"/> Laptop	<input type="checkbox"/> 13 €	<input type="checkbox"/> 15 €	<input type="checkbox"/> 23 €
<input type="checkbox"/> Screen 1,6 x 1,6	-	-	<input type="checkbox"/> 39 €
<input type="checkbox"/> Multimedia projector - 3200 lm	<input type="checkbox"/> 20 €	<input type="checkbox"/> 38 €	<input type="checkbox"/> 56 €
<input type="checkbox"/> Flipchart + 20 pages + markers	-	-	<input type="checkbox"/> 20 €
<input type="checkbox"/> Simultaneous Interpretation booths (Vitosha and Musala halls)	-	<input type="checkbox"/> 63 €	<input type="checkbox"/> 88 €
<input type="checkbox"/> Distributing IR Receivers	-	-	<input type="checkbox"/> 40 €
<input type="checkbox"/> IR Receivers (Vitosha and Musala)	-	-	<input type="text"/> pcs. X 2,00€
<input type="checkbox"/> Additional audio video specialist	-	-	<input type="checkbox"/> 60 €

**III. Catering services**

Coffee break  Cocktail

Through signing this contract we confirm our agreement to the General Conditions.

Place and date

Authorized signature/stamp

# GENERAL CONDITIONS

## 1. Application for participation

Application for participation shall be made by the by the Client by filling in, signing and submitting the standard form of Application Contract within the specified deadline.

Written confirmation of the Application Contract by the IEC is accepted as the moment of signing the contract between the two parties. A proforma invoice for an advance payment is also considered to be a confirmation in writing.

The Customer shall be bound by the General Conditions, unless the special contract stipulates other regulations.

## 2. Reservation and terms of payment

**2.1.** The reservation of a hall is valid after the enforcement of the Application Contract according paragraph 1 of the current General Conditions and after an advance payment of 50% of the total amount due after the proforma invoice issuance. The remaining amount, including the additionally requested services, shall be paid not later than 5 days before the starting day of the event.

**2.2.** The hall reservation shall be made depending on its current load and upon order of receipt of the sent Application Contracts. Cancellation of reservation shall be made within 15 days before the starting day of the event. After this term the advance payment made shall be considered as commitment fee and shall not be paid back or reduced.

**2.3.** In case the Customer confirms the reservation of the event in term shorter than 15 days from the starting day of the event the Customer is obliged to pay 100% of the amount due upon the issued proforma-invoice. The advance payment made shall be considered as commitment fee and shall not be paid back or reduced. All additional services ordered shall be paid not later than 5 days before the event starting.

Customer who fails to pay the due amounts, shall not be allowed to organize the relevant event.

**2.4.** The rent of the used space is corresponding to the period specified by the Client in the Application-Contract. The delay of 15 minutes after the official ending of the event, is consider as an extension of the used time and shall be paid by the Client as reciprocal commitment fee.

### The bank account of Inter Expo Center is as follows:

Inter Expo Center Ltd.

UniCredit Bulbank, Sofia, Bulgaria

SWIFT-BIC code: UNCRBGSF

Account in EUR IBAN: BG45UNCR96601426037707

All commission rewards and fees due for the bank transfers shall be on the Customer's account. IEC shall issue tax invoice in the term prescribed by the law and after receiving the sums at the bank account

## 3. Services

**3.1.** The rent prices of the halls include the following services: general security, general cleaning, air-conditioning and heating, technical maintenance (AV specialist, only if technical support is ordered to IEC), organizer, indicative board to the hall, Wi-Fi Internet. Reduction or cancelation of ordered technical equipment is possible up to 5 days before the event. In case of failure to comply with the specified deadline, all technical equipment ordered shall be paid to the IEC.

**3.2.** The price of the hall includes enlisting of the event on the accompanying program on board (if any) and announcement of the event on the particular exhibition website of Inter Expo Center. The information needs to be submitted in a timely manner by the Client at least 10 days prior to the start of the exhibition in the Bulgarian and English languages and should contain the following components: company organizer name, seminar/training topic, exact hours and lecturer/s' name.

**3.3.** Catering service is possible regardless the type of the event on the territory of Inter Expo Center, after considering and renting the available for those purposes area (foyer of Congress Center, Panorama Hall, Congress Hall, area next to the seminar hall or exhibition stand). Upon request for catering service, IEC provides the menus of his recommended partners, from which you can select upon your preferences and according to the objectives of the event. In regards of the services provided, the same are paid to the IEC, but operationally commented and directly addressed to the service provider/as menus, hours to be set, etc./.

**3.4.** Upon request of usage of any additional services at the exhibition hall, congress hall and / or seminar hall, the Client would be provided with the price parameters and the conditions of use individually.

**3.5.** Any additional services claimed through the present Application – Contract are not binding on congress rent hall.

## 4. Other conditions

### 4.1. Risk-bearing

IEC shall not be obliged to take responsibility for insufficient attendance of the event (exhibition). It is Customer's obligation to spread the information about the event to be held on his/her account.

### 4.2. Intellectual Property Rights

IEC shall not be responsible in case any of the presented by the Customer exhibits, advertising materials and/or information violate the requirements of the acting legislation for intellectual property protection.

### 4.3. Personal Data Protection

Personal data, received by the Customer regarding the organization of the event, shall be processed in compliance with the requirements of the applicable legislation and shall not be revealed to third parties without the explicit consent of the Customer.

### 4.4. Force Majeure

The Customer shall not be entitled to redress in cases when the exhibition is postponed, cancelled or terminated due to force majeure (act of nature). "Force majeure" is to be construed as: war, natural disaster, strike and other events out of the control of the Customer and IEC.

## 5. Final Provisions

**5.1.** IEC shall have the right to revise the General Conditions for participation, for which he shall immediately notify the Customer.

**5.2.** In cases not governed by the present General Conditions, the general provisions of the Bulgarian legislation shall be applicable in the relations between the parties.

**5.3.** All disputes that have arisen relating to the fulfilment of the General Conditions shall be settled through negotiations. If the dispute cannot be thus solved, it shall be brought to the Arbitration court at the Bulgarian Chamber of Commerce and Industry.