# BATiMAT

Building bridges between professionals and innovation

PARC DES EXPOSITIONS
PARIS NORD
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inspiring
our future

# APPLICATION FORM

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BATIMAT

Building bridges between professionals and innovation

# APPLICATION FORM

## 10 STEPS TO FULLY COMPLETE YOUR PARTICIPATION:


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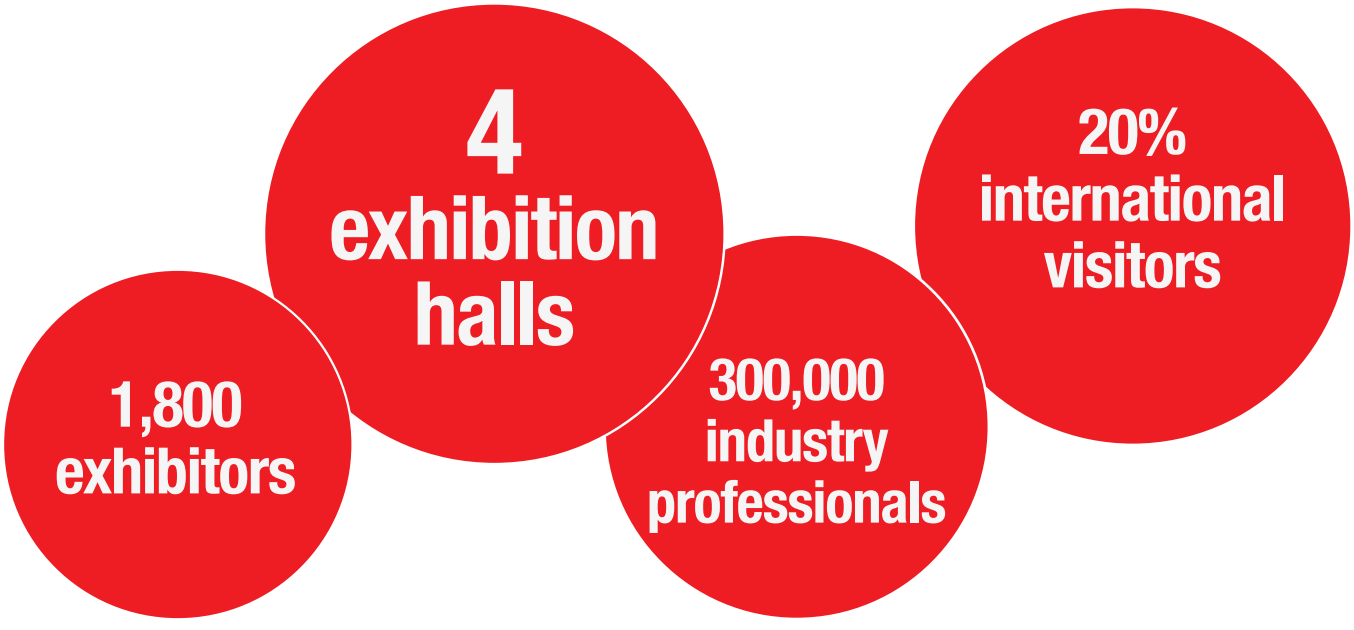
| Page 12 | **11.** Your company details |



Reed Expositions

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# 1 - LES MÉGA TRENDS

## Sign up now!

## WHAT WILL BE YOUR **TRENDS FOR 2021?**

Every industry player will always face challenges. They must constantly work to protect their interests, innovate to survive and adapt to regulatory requirements. They also have to deal with industrialisation and manage the digital transition. Finally, they have to take part in training and professional development and connect with ever-expanding communities.

In order to support the exhibitors to face these challenges, **BATIMAT** is adding ever-more strings to its bow. Starting right now in 2020, it will home in on the key sector concerns and issues for 2021 by focusing on 5 Megatrends.

Through far-reaching, long-term initiatives, between now and 2021 **BATIMAT** will be showcasing sector expertise and innovations before professionals from the entire construction industry.

**Please select a maximum of two trends.**

❍ **Climate – change is here!**

How can we make cities more resilient, with better air quality?

How can we create a living space that produces more energy than it consumes?

❍ **Environment – the planet belongs to us all, but its resources are finite**

How can we manage those resources better?

How should we choose the materials of the future?

Why not turn our waste to our advantage?

❍ **Users & residents – What about the users of the buildings of the future?**

What will their expectations be?

In terms of mobility, comfort and health? What will their requirements be?

❍ **Productivity – the construction process needs to be rethought to increase productivity**

How can we build and renovate more quickly?

And more sustainably?

❍ **Trades – industry professionals will have a key role to play**

How can we enhance their expertise?

How can we guarantee better, more respectful working conditions?

## Have your say on what matters to you...

**Let's build together**

❍ Join a panel of experts from within the same sector and share your insights.

**Watch this space**

❍ Keep your finger on the pulse all year round through our events, blog and trends books.

# 2 - YOUR APPLICATION GOALS AND VISITOR TARGETS

REQUIRED

## WHAT IS YOUR **KEY OBJECTIVE**?

**Select one choice only**

### Business

- ❍ Build loyalty and expand my customer base
- ❍ Identify new customers
- ❍ Find an agent/distributor/retailer

**or**

### Innovation

- ❍ Launch innovations, new products or services

### Communication

- ❍ Enhance my company's image

## WHAT IS YOUR **KEY MARKET**?

**Select one choice only**

❍ France ❍ International

## WHAT ARE YOUR **TWO PRIORITY TARGETS**?

**Please rank the following targets from 1 to 2 in order of importance (1 being the most important)**

- ❍ Building trades, installation (tradespeople, contractors, installers etc.)
- ❍ General contracting: specifiers (architects etc.), technical building design (engineering consultancies, etc.)
- ❍ Contracting authorities, house-building, real estate programmes for the residential, service or industrial sector
- ❍ Wholesale and/or retail
- ❍ Production of plant, materials and equipment for construction or building
- ❍ An organisation, a service company

## DO YOU HAVE ANY **SPECIFIC REQUIREMENTS**?

- ❍ I would llike to be contacted to receive an offer for a customized stand
- ❍ I wish to be contacted about promoting my products/solutions at an event
- ❍ I wish to be contacted about being involved in a promotion
- ❍ Pre- and post-event PR and communications

# 3 - YOUR REGISTRATION PACKAGE, YOUR BOOSTER AND ITS INTENSITY

REQUIRED

## A - REGISTRATION PACKAGE

In the context of the global offer proposed by us for exhibitors to enable them to promote their products at fairs in which they participate, the following costs are necessarily included in any order.

| | |
|---|---|
| Registration fees | ✓ |
| Preparation assistance | ✓ |
| Comprehensive risk insurance (according to the terms defined in articles 18, 19 and 20 of the General regulations of the Show). | ✓ |
| Your exhibitor badges (1 badge for 2 sqm) | ✓ |
| 1 code for unlimited invitations | ✓ |
| The Official Catalogue registration | ✓ |
| Your brand referencing on the exhibition website | ✓ |
| 3 “Product” sheets linked to your brand referencing on the exhibition website | ✓ |
| 1 “New Product” sheet linked to your brand referencing on the exhibition website and inserted into the “New Products Guide” (for the press) | ✓ |
| 1 press kit to drop off in the press room during the exhibition | ✓ |
| 1 press release about your company on the exhibition website | ✓ |

**TOTAL A** **€1,140** excl. VAT

## B - CHOOSE A BOOSTER AND ITS INTENSITY

**Tick only one box.**

REQUIRED

### BOOSTER BUSINESS

| | LEVEL 1 | LEVEL 2 | LEVEL 3 | LEVEL 4 |
|---|---|---|---|---|
| Invitation cards | 200 | 500 | 800 | 1,000 |
| Invitation cards for “Premium Visitors” | 10 | 20 | 30 | 50 |
| Badge reader application ⓘ | ✓ | ✓ | ✓ | ✓ |
| Configurable option for badge reader ⓘ | ✗ | ✓ | ✓ | ✓ |
| Batimat Connect : get in contact with project leaders ⓘ | ✗ | ✗ | ✓ | ✓ |
| Sponsoring of the Influencers Club ⓘ | ✗ | ✗ | ✗ | ✓ |
| | ☐ €880 excl. VAT | ☐ €1,600 excl. VAT | ☐ €4,100 excl. VAT | ☐ €7,300 excl. VAT |

### BOOSTER INNOVATION

| | LEVEL 1 | LEVEL 2 | LEVEL 3 | LEVEL 4 |
|---|---|---|---|---|
| “New Product” sheets inserted in the “New Products Guide” (for the press) | 2 | 4 | 4 | 4 |
| “New Product” visibility package | ✓ | ✓ | ✓ | ✓ |
| Take part in the Innovation Awards 2021 (1 product) | ✗ | ✓ | ✓ | ✓ |
| “Innovation” visibility package | ✗ | ✓ | ✓ | ✓ |
| “Innovation” visibility bonus (level 3) | ✗ | ✗ | ✓ | ✗ |
| “Innovation” visibility bonus (level 4) | ✗ | ✗ | ✗ | ✓ |
| | ☐ €880 excl. VAT | ☐ €1,600 excl. VAT | ☐ €4,100 excl. VAT | ☐ €7,300 excl. VAT |

### BOOSTER COMMUNICATION

| | LEVEL 1 | LEVEL 2 | LEVEL 3 | LEVEL 4 |
|---|---|---|---|---|
| Web package ⓘ | ✓ | ✓ | ✓ | ✓ |
| 1 press release published online | ✓ | ✓ | ✓ | ✓ |
| Your logo in the alphabetical exhibitor list in the Official Catalogue | ✗ | ✓ | ✗ | ✗ |
| Logo package ⓘ | ✗ | ✗ | ✓ | ✓ |
| ½ page of advertising in the Official Catalogue ⓘ | ✗ | ✗ | ✓ | ✓ |
| 1 display of your choice ⓘ | ✗ | ✗ | ✗ | ✓ |
| | ☐ €880 excl. VAT | ☐ €1,600 excl. VAT | ☐ €4,100 excl. VAT | ☐ €7,300 excl. VAT |

**TOTAL B** **€** 0.00excl. VAT

ⓘ Complete description of the services on the appendices 2,3,4

## 4 - CHOOSE AN ADDITIONAL BOOSTER

OPTIONAL

# C - CHOOSE AN ADDITIONAL BOOSTER AND ITS INTENSITY AND BENEFIT FROM A 10% DISCOUNT ON IT

**Volume discount (when you select at least 2 boosters)** a 10% discount will be applied to the total on page 10.

**Select extra booster(s) and the booster level (cannot be the same one you chose on page 5).**
Full description of the service on pages 2, 3, 4 (Appendices).

### BOOSTER BUSINESS

| LEVEL 1 | LEVEL 2 | LEVEL 3 | LEVEL 4 |
|---|---|---|---|
| €880 excl. VAT | €1,600 excl. VAT | €4,100 excl. VAT | €7,300 excl. VAT |

### BOOSTER INNOVATION

| LEVEL 1 | LEVEL 2 | LEVEL 3 | LEVEL 4 |
|---|---|---|---|
| €880 excl. VAT | €1,600 excl. VAT | €4,100 excl. VAT | €7,300 excl. VAT |

### BOOSTER COMMUNICATION

| LEVEL 1 | LEVEL 2 | LEVEL 3 | LEVEL 4 |
|---|---|---|---|
| €880 excl. VAT | €1,600 excl. VAT | €4,100 excl. VAT | €7,300 excl. VAT |

**TOTAL C** € 0.00 excl. VAT

## 5 - THE MUST-HAVE COMMUNICATION TOOLS

OPTIONAL

| | | OPTIONNEL |
|---|---|---|
| ❍ **LOGO PACKAGE** | €3,200 excl. VAT | = € 0.00 excl. VAT |
| **Your logo appears:**<br>> In the alphabetical exhibitor list in the Official Catalogue (20,000 copies)<br>> On the exhibition wall maps<br>> On the visitor maps distributed free of charge at the show's entrances and at info points (90,000 copies) | | |
| ❍ **WEB PACKAGE**<br>Your company highlighted in grey on the "Exhibitors" search engine on the website + logo + clickable web address also displayed | €1,040 excl. VAT | = € 0.00 excl. VAT |
| ❍ **LOGO PACKAGE + WEB PACKAGE** | ~~€4,240 excl. VAT~~ €3,400 excl. VAT | = € 0.00 excl. VAT |
| ❍ **BADGE READER APPLICATION AND CONFIGURABLE OPTION TO OPTIMIZE YOUR CONTACT UTILISATION**<br>Thanks to the badge reader and the configurable option get data on your visitors and make the most of it easily, instantly and efficiently.<br>After loading the badge reader, download your scanned visitors database on your exhibitor space. | | |
| • Badges reader application (for your own smartphone)* | €170 excl. VAT x qty | = € 0.00 excl. VAT |
| • Configurable option | €700 excl. VAT x qty | = € 0.00 excl. VAT |

### REGISTRATION FOR INNOVATION AWARDS 2021

Register an innovative market product/service, launched after November 2019.
Deadline for returning the completed registration document: **18 June 2021.**
All the products featured at the 2021 Innovation Awards will receive:

- **The "Innovation" logo** next to your company name on the online exhibitor list and in the show catalogue;
- Dedicated "Innovation" **PR campaign;**
- Your innovation listed in the **"New Products & Innovations Guide"**
- For the nominees: a place at the **Press Dating** event in Paris, an exclusive opportunity to meet with journalists;
- 1 **"Innovation" sticker** for your stand provided at the show;
- Visibility in the **Innovation Area** at the show (all entrants);
- Entry to the **pitch sessions** in the Innovation Area

| | | |
|---|---|---|
| ❍ **FIRST PRODUCT**** | €1,550 excl. VAT x qty | = € 0.00 excl. VAT |
| ❍ **SECOND PRODUCT (OR +)** | €1,395 excl. VAT x qty | = € 0.00 excl. VAT |

*1 application per smartphone (iPhone or Android)
**If you have subscribed to a Booster Innovation 2, 3, or 4, you must choose the additional registration below to register any other product to the 2021 Innovation Awards.

**TOTAL D** € 0.00 excl. VAT

# 6 - CHOOSE YOUR SPACE

REQUIRED

## BARE SPACE

This option includes rental of the floor space **(partitions, carpet and electricity not included)**.
The rate of your bare space depends on how long you have been an exhibitor for, the configuration of your space and the date you book.
Select the corresponding rate*:

| | PERIOD 1 UNTIL 31ST MARCH 2020 | REQUIRED |
|---|---|---|
| **STANDARD** | €285 excl. VAT/sqm | |
| **LOYALTY** If you have exhibited in at least 4 out of the last 7 shows (between 2007 and 2019). | €250 excl. VAT/sqm | |

Space area* : ..... sqm x your price € .....

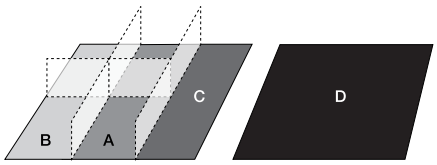
= (1) € 0.00 excl. VAT

For BATIMAT 2021, you can choose to place your booth on a premium zone thanks to the offer "Service Privilège" (cf. additional options page 8).

## CONFIGURATION OF YOUR SPACE

### The configuration of your space

❍ **Type A** open on 1 aisle
❍ **Type B** open on 2 aisles
❍ **Type C** open on 3 aisles (min. 40 sqm)
❍ **Type D** open on 4 aisles (min. 80 sqm)




## NUMBER OF CORNERS (only for type B, C and D stand)

*Tick the box*

| | | REQUIRED |
|---|---|---|
| ❍ 1 corner, 2 aisles (type B) | €22 excl. VAT x ..... (sqm asked) | = (2) € 0.00 excl. VAT |
| ❍ 2 corners, 3 aisles (type C) | €40 excl. VAT x ..... (sqm asked) | = (2) € 0.00 excl. VAT |
| ❍ 4 corners, island (type D)** | €60 excl. VAT x ..... (sqm asked) | = (2) € 0.00 excl. VAT |

## YOUR PREFERENCES

Do you plan to use an existing structure? ❍ YES ❍ NO

If so, what dimensions do you require? Length ..... m X Width ..... m = Area 0.00 sqm

Height ..... m

Do you wish to be close to/far from any particular space? ❍ YES ❍ NO

If so, close to: ..... Distant from: .....

**Surface dimensions requested and any preferences regarding proximity to/distance from other spaces are not guaranteed. They may vary according to the space and sites available. You will be invoiced on the basis of the final surface allocated.**

Please note that implementation requests are not contractual, and cannot constitute valid ground for termination (cancellation).
The cancellation modalities are described in article 6 of the general regulations for exhibition.

## CUSTOM DESIGN YOUR STAND: NEW SERVICE!

Are you looking for a stand that reflects your brand image? One which stands out from the crowd?
My Stand Maker will guide you through the process step-by-step, from designing through to creating your stand.

❍ I would like to receive information about this service

my stand maker by Reed Expositions

** Recommended minimum bare space area: 18 sqm.*

**TOTAL E** (1)+(2) € 0.00 excl. VAT

# 7 - CHOOSE YOUR ADDITIONAL OPTIONS

OPTIONAL

| | OPTIONAL |
|---|---|
| ❍ **"PRIVILEGE CLUB" OFFER*** ..... € 3,500 excl. VAT | = € ..... 0.00 excl. VAT |

**Reservation conditions:** From **50 sqm**

**The "privilege club" offer includes:**

- **Priority on the space location on heavily trafficked areas**
  - The implementation of your stand along a premium aisle. These areas are defined by the main aisles that are larger and offer more visibility.
- **A service to ease your preparation and organisation**
  - A single contact and a single phone number for all your requests regarding the logistic organisation and to support you with the preparation.
- **Experts to increase your brand awareness**
  - A marketing expert will guide you on your marketing actions to promote your participation (from the selection of targets to the sending of the invitation campaigns).
  - A press relations expert will advise you in your communication actions toward the journalists.
- **The « Very Important Exhibitor » status**
  You benefit from a "Privilege" card allowing you:
  - The exclusive access and fast lane pass to the organizer's office
  - The access for 2 persons of your team to the Batimat Influencers Club (located at the entrance of hall 5A) dedicated to the specifiers (open bar, meeting space, invitation to cocktails).

***Upon availability.***
****If no premium space is available when registering, we reserve the right to redirect you to a standard exhibiting offer.***

## YOUR EQUIPMENT PACKAGE FOR BARE SPACE ≤ TO 200 SQM

| | |
|---|---|
| ❍ **EQUIPMENT PACKAGE** ..... €1,420 excl. VAT | = € ..... 0.00 excl. VAT |

Includes: 1 electricity supply (3 kW*), normal mains voltage during show opening hours
+ 1 refrigerator (140 L) with soft drinks
+ 1 coffee machine supplied with 150 doses and consumables
+ cleaning the day before and each day during the show (carpets protective film removal, dusting standard furnitures, floor cleaning, garbages and empty box collection)

* For the possibility of increasing the power rating of the electricity supply (see the exhibitor access for details).

| | |
|---|---|
| ❍ **EQUIPMENT PACKAGE + PARKING** ..... €1,570 excl. VAT | = € ..... 0.00 excl. VAT |

Includes: Equipment package (described above)
+ 2 parking spaces for the 5 days of the exhibition (Vehicles < 3.5 T and ht 1.90 m)

## UPPER FLOOR

| | |
|---|---|
| ❍ No ❍ Yes ..... **Total E:** € ..... 0.00 excl. VAT x 15% | = € ..... 0.00 excl. VAT |

Exhibitors may design spaces with an upper floor within the overall area limits authorised by the safety department. Any space with an upper floor must, at the time of inspection by the safety department, have a certificate of stability issued by a competent and approved organisation.

## HEIGHT EXEMPTION (except for subsector 61)

| | |
|---|---|
| ❍ No ❍ Yes ..... **Total E:** € ..... 0.00 excl. VAT x 20% | = € ..... 0.00 excl. VAT |

The maximum space height is 5 m (with or without floor). Any space exceeding this limit (**maximum height: 8 m depending on hall)** is subject to a supplement equal to 20% of the cost of the bare space.

**TOTAL F** € 0.00 excl. VAT

# 8 - FITTING OF YOUR SPACE

OPTIONAL

## Make your choice and we will take care of the rest!

Your stand represents your brand identity. It is an important marketing lever onsite.

Optimize your participation by choosing the formula best suited to your objectives among our new turnkey stand options.

**Advantages:**

- An all-inclusive service with an attractive value for money
- Your paticipation and logistics management simplified by a unique platform
- Personnalized support by a dedicated team
- Our technic and logistical expertise at your disposal

## MY FORMULA CHOICE

See the full description of the stands on the pages 5, 6 and 7.

| | | OPTIONAL |
|---|---|---|
| ❍ **ESSENTIAL FORMULA** THE ESSENTIAL TO EXHIBIT (from 9 to 45 sqm without island) | €118 excl. VAT x ..... sqm | = € 0.00 excl. VAT |
| ❍ **EASY FORMULA** SIMPLE AND ECONOMICAL (from 9 to 45 sqm without island) | €205 excl. VAT x ..... sqm | = € 0.00 excl. VAT |
| ❍ **BUSINESS FORMULA** TO WELCOME CUSTOMERS AND PROSPECTS (from 9 to 45 sqm) | €297 excl. VAT x ..... sqm | = € 0.00 excl. VAT |
| ❍ **IDENTITY FORMULA** TO BE SEEN AND RECOGNISED (available from 12 sqm) | €331 excl. VAT x ..... sqm | = € 0.00 excl. VAT |

ESSENTIAL FORMULA

EASY FORMULA

BUSINESS FORMULA

IDENTITY FORMULA

### ELECTRICITY SUPPLY MANDATORY FOR ESSENTIAL AND EASY FORMULAS

| | | |
|---|---|---|
| ❍ **3 kW electrical box** | €530 excl. VAT | = € 0.00 excl. VAT |

### ELECTRICITY SUPPLY MANDATORY FOR BUSINESS AND IDENTITY FORMULAS

| | | |
|---|---|---|
| ❍ **4 kW electrical box** | €700 excl. VAT | = € 0.00 excl. VAT |

### YOUR EQUIPMENT PACKAGE OPTIONAL FOR ESSENTIAL AND EASY FORMULAS

| | | |
|---|---|---|
| ❍ **EQUIPMENT PACKAGE** | €775 excl. VAT | = € 0.00 excl. VAT |

Includes: 1 refrigerator (140 L) with soft drinks
1 coffee machine supplied with 150 doses and consumables

| | | |
|---|---|---|
| ❍ **EQUIPMENT PACKAGE + PARKING** | €910 excl. VAT | = € 0.00 excl. VAT |

Includes: Equipment package (described above)
2 parking spaces for the 5 days of the exhibition
(Vehicles < 3.5 T and ht 1.90 m)

**TOTAL G € 0.00 excl. VAT**

# 9 - TOTAL OF YOUR PARTICIPATION

REQUIRED

## MY TOTAL

| | | |
|---|---|---|
| **TOTAL A** - Your registration package | € 1,140 | excl. VAT |
| **TOTAL B** - Your booster and its intensity | € 0.00 | excl. VAT |
| **TOTAL C** - An additional booster | € 0.00 | excl. VAT |
| Boosters total = | € 0,00 | excl. VAT |
| ❍ -10% volume discount for selecting at least 2 Boosters = | – € 0.00 | excl. VAT |
| Boosters total (excl. VAT) including 10% discount = | € 0.00 | excl. VAT |
| **TOTAL D** - The must-have communication tools | € 0.00 | excl. VAT |
| **TOTAL E** - Your space | € 0.00 | excl. VAT |
| **TOTAL F** - Your additional options | € 0.00 | excl. VAT |
| **TOTAL G** - Fitting of your space | € 0.00 | excl. VAT |
| **TOTAL excl. VAT =** | € 1,140.00 | excl. VAT |
| VAT 20%* = | + € 228.00 | |
| **TOTAL incl. VAT PARTICIPATION =** | € 1,368.00 | incl. VAT |

Application form to be returned by post: Reed Exposition France / Batimat
52-54 quai de Dion Bouton - CS 80001 92806 Puteaux Cedex - France
or by fax: +33(0)1 47 56 50 30

* Vat owed by the service's beneficiary. For foreign companies with the status of taxable persons, according to the article 44 & 196 of the 'Directive 2006//112/CE modified' most services are now without VAT. For foreign exhibitors outside UE: in order to proceed to the invoicing without the French VAT, we must receive the Affidavit Document fully completed (also available in the Exhibitor Access) and an official document proving your status as a tax liable company in the country of the beneficiary of the service.

No booster change and intensity will be accepted after **15 June 2021**.

## PAYMENT CONDITIONS

**INSTALMENTS** (as of TOTAL participation cost incl. VAT)

Application forms must be submitted along the payment, upon submission of the form

| Deposit | Date |
|---|---|
| 20% | With the application form |
| 30% | On 30/10/2020 |
| 30% | On 31/01/2021 |
| Balance | On 31/07/2021 |

Application forms must be submitted along with first stage payments, which are payable upon submission of the form.
You will receive two separate invoices:
- One for services associated with your space
- One for promotional tools

❍ By cheque made out to Reed Expositions France – BATIMAT 2021
❍ By credit card: please contact your Sales Administration manager. You will receive a secure link in order to issue your payment.
❍ By bank transfer, to the account details below, it is **ESSENTIAL** that the **COMPANY NAME** is shown on the transfer order for registration together with the words **"No bank charges for the recipient"**.

| Bank Code | Branch Code | Account number | RIB key | Bank address | Intracommunity VAT number | Reference |
|---|---|---|---|---|---|---|
| 30066 | 10947 | 00010067602 | 68 | CIC - Saint Augustin GCE<br>102 bd Haussmann - 75008 Paris- France | FR 92 410 219 364 | BATIMAT 2021 |

**For international transfers:** IBAN – International Bank Account number : FR76 3006 6109 4700 0100 6760 268

Payment must be made by SWIFT indicating the BIC: CMCIFRPP. To ensure that your payment is processed more efficiently, you must send a copy of the transfer advice to your BATIMAT contact indicating your customer code or if not available the company name under which you are registered and the words "BATIMAT 2021".

I, the undersigned,.....declare that I have read the Terms & Conditions of the show, of which I have a copy, and that I accept without reservation all the clauses therein.

I, the undersigned, declare that I am familiar with the insurance policy subscribed to by the organizer and that I waive, with my insurance company, all claims against the venue managing company, venue's owner, and its insurance company as well as against Reed Expositions France, its insurance company, any other exhibitor and against anyone acting on behalf of the aforementioned persons, as a result of damages of any nature. In case of withdrawal from the exhibition, all sums paid and/or remaining due shall be due to the organiser (see Article 6 of the Terms & Conditions).

I declare that I have read the Terms & Conditions of Sale relating to derivative products, of which I possess a copy and that I accept all clauses therein without reservation. You accept to receive commercial information relevant to your business from Reed Expositions France and its partners by mail, fax, or email. Reed Expositions France records the information compiled in this form in a database. The information compiled is subject to data processing designed for the management of client monitoring and the proposition of offers similar to the ones subscribed as well as offers corresponding to your activity on behalf of partners. The recipients of the data are the organiser, Reed Expositions France, and the partners of the event. They are kept for 3 years and are destined for the marketing and sales departments of Reed Expositions France and for its partners, within the framework of the event. In accordance with the European General Data Protection Regulation (GDPR) (EU) 2016/679, you enjoy a right of access, erasure, and rectification of your personal data, which you may exercise by contacting Reed Expositions France : vosdroits@reedexpo.fr. You may also oppose the processing of your personal data on legitimate grounds.

Date:..... Done at:.....

Name and title of authorized signatory for the purpose of these signatures:.....

Signature **(COMPULSORY)**:

Stamp of the exhibiting company **(COMPULSORY)**:

# 10 - YOUR INDUSTRY SECTOR

REQUIRED

**Among these 8 sectors, choose the main activity of your company.**
**Tick one only.**

## CIVIL WORKS, STRUCTURE & ENVELOPE

- ❍ 11 TIMBER IN CONSTRUCTION (CARPENTRY, STRUCTURE, WOOD FRAME HOUSES, CLADDING)
- ❍ 12 ROOFING AND FITTINGS / FACADES / CLADDING
- ❍ 13 INTEGRATED SOLAR SYSTEMS
- ❍ 14 FRAMES AND MATERIALS FOR STRUCTURAL WORK
- ❍ 15 INSULATION
- ❍ 16 WATERPROOFING & AIRTIGHTNESS
- ❍ 17 WATER MANAGEMENT
- ❍ 18 SELF-SUFFICIENCY & RENEWABLE ENERGIES

## OFF SITE

- ❍ 51 MODULAR SYSTEMS MANUFACTURER
- ❍ 52 SOLUTIONS PROVIDER FOR MODULAR SYSTEMS MANUFACTURERS

## JOINERY & CLOSURES

- ❍ 21 SHUTTER SYSTEMS (GARAGE DOORS, GATES, FENCES, FIRE DOORS, PEDESTRIAN ACCESS, SHUTTERS, ETC)
- ❍ 22 JOINERY
- ❍ 23 VERANDAS / PERGOLAS
- ❍ 24 CONTROL SYSTEMS / MOTORISATION / HOME AUTOMATION / CONTROLS
- ❍ 25 GLASS PRODUCTS
- ❍ 26 SOLAR PROTECTION
- ❍ 27 FASTENERS FOR JOINERY / HARDWARE / IRONWORK (JOINTS, SEALS, SEALANTS, ADHESIVES, MATERIAL TREATMENTS, ETC)
- ❍ 28 IRONWORK (BALCONIES, HANDRAIL, SAFETY RAILS, RAILINGS, ETC)
- ❍ 31 CUTTING MACHINES, STAMPING MACHINES, FORMING MACHINES, PROFILING MACHINES
- ❍ 32 EXTRUSION MACHINES (DRAWING, SWAGING, DIE-FORMING, SPINNING, ETC)
- ❍ 33 MACHINE TOOLS AND ACCESSORIES

## INDOOR & OUTDOOR FITTINGS

- ❍ 41 FLOOR AND WALL COVERINGS/ DECORATIVE ELEMENTS
- ❍ 42 FLOORS / CEILINGS
- ❍ 43 PAINT
- ❍ 44 ARCHITECTURAL LIGHTING
- ❍ 45 PARTITIONS / DECORATIVE PANELS / CUPBOARDS / FIXTURES & FITTINGS
- ❍ 46 FURNITURE AND URBAN LIGHTING
- ❍ 47 STONE & MARBLE
- ❍ 48 PAVING, TERRACES, SWIMMING POOLS
- ❍ 49 OTHER EQUIPMENT

## WORKSITE EQUIPMENTS & TOOLS

- ❍ 61 SCAFFOLDING / FORMWORK / SHORINGS
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- ❍ 63 LIFTING AND HANDLING (INSPECTION PLATFORMS, ELEVATORS, CRANES, FORKLIFT TRUCKS, ETC)
- ❍ 64 CONCRETE EQUIPMENT AND DEMOLITION EQUIPMENT
- ❍ 65 OTHER SITE EQUIPMENT (ENERGY AND AIR, SIGNAGE, HP CLEANERS, PORTABLE AND MODULAR BUILDINGS, ETC)
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## VEHICLE & EQUIPMENT

- ❍ 71 UTILITY VEHICLES
- ❍ 72 VEHICLE EQUIPMENT
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## IT & NEW TECHNOLOGIES

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- ❍ 82 MATERIALS AND TECHNOLOGIES FOR WORKSITES PRODUCTIVITY (DRONES, EXOSKELETONS, 3D PRINTERS, ROBOTS ...)
- ❍ 83 SMART HOME SOLUTIONS (HOME AUTOMATION, SECURITY, LIGHTING, ARTIFICIAL INTELLIGENCE ...)
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## PROFESSIONAL SERVICES & ORGANIZATIONS

- ❍ 91 INSURANCE / BANKS
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# 11 - YOUR COMPANY INFORMATION

REQUIRED

## COMPANY INFORMATION

Company name: .....

Stand name*: .....

*(Name under which you wish to be listed: sign text, website, catalogue)

Intracommunity VAT N° (compulsory for EU members): .....

Address: .....

Postcode: ..... City: ..... Country: .....

Tel: ..... Fax: .....

Website: ..... Company e-mail (compulsory): .....

Company social networks (twitter, facebook...): .....

**Are you member of a trade association?** ❍ Yes, if so, which one? ..... ❍ No

## CONTACTS

**Show manager**

**Surname/First name:** ..... **Position:** .....

e-mail: ..... @ ..... Tel.: .....

Compulsory - The show manager is the main contact for all our services, his(her) email address receives all the information about your participation.

Langue for correspondence ❍ French ❍ English

❍ **CEO** ❍ **MD** ❍ **Manager**

Surname/First name: ..... Position: .....

e-mail: ..... @ ..... Tel.: .....

**Marketing/Communication Director**

Surname/First name: ..... Position: .....

e-mail: ..... @ ..... Tel.: .....

**Sales Director**

Surname/First name: ..... Position: .....

e-mail: ..... @ ..... Tel.: .....

**Export Director**

Surname/First name: ..... Position: .....

e-mail: ..... @ ..... Tel.: .....

**Press relation** ❍ **Internally** ❍ **Outside agency Agency Name:** .....

Contact Surname/First name: ..... e-mail: ..... @ ..... Tel.: .....

## INVOICING ADDRESS

Company name: .....

Intracommunity VAT N° (compulsory for EU members): .....

**P.O.N° (if already available)**: .....

Address: .....

Postcode: ..... City: ..... Country: .....

## PAYMENT

**REED EXPOSITIONS FRANCE CHOOSES ELECTRONIC INVOICING:** From today, you will not receive your invoice on paper by postal mail. Your invoices will be sent by e-mail. A duplicate will be archived and can be consulted via your secure invoicing space. The electronic document is considered as the original invoice.

❍ **No, I do not want to receive the original invoices in electronic format.**

Please could you supply an e-mail address to which we can send your documents (including the original invoice if accepted) as well as the e-mail informing you that your documents are available in your invoicing space.

**Invoicing contact COMPULSORY :**

Name: ..... First Name: .....

e-mail(compulsory): .....

## COEXHIBITOR

Would you like to receive an application form for hosting coexhibitors on your stand? ❍ Yes ❍ No

| FOR ORGANISER'S USE ONLY | | | | | | |
|---|---|---|---|---|---|---|
| DATE RECEIVED | COM 1 | COM 2 | ISG | ADV | REGISTERED ON ❍ A ❍ N | N° SFDC |
| | | | | | | |

# EXHIBITORS from outside the EUROPEAN UNION

Pursuant to **"Directive 2006/112/CE amended" - articles 53 & 54** -, the VAT treatment of trade show services has been significantly modified.

Most services supplied by the organizer of such event are now invoiced without VAT to exhibitors who are taxable persons in application of **Articles 44 & 196 of the VAT Directive 2006/112/CE amended.**

**REMINDER: A TAXABLE PERSON IS A PERSON MORAL OR PHYSICAL CARRYING OUT INDEPENDENTLY A BUSINESS ACTIVITY. IN THIS RESPECT, HE MAY HAVE A TAX PAYMENT OR TAX RETURNS CERTIFICATE (DEPENDING ON THE LOCAL LEGISLATION).**

In order to proceed to the invoicing without French VAT, please:

**1) complete the declaration below.**

**2) provide a copy of the tax certificate (or equivalent document) from the overseas company beneficiary of the services (supplied by the organiser) must be enclosed to this declaration.**

**Otherwise, we would invoice all services with French VAT.**

✂.....

## DECLARATION

The undersigned:.....

Position:.....

Company:.....

Main office in:.....

Address:.....

Tax Code n. (if any):.....

**certifies that the company mentioned above is liable for the VAT and has an economic or commercial activity.**

Date:.....

| Company stamp | Exhibitor signature |
|---|---|
| | |

# GENERAL REGULATIONS FOR EXHIBITIONS ORGANISED BY REED EXPOSITIONS FRANCE

## GENERAL PROVISIONS

### Article 1 - General

The terms and conditions for the organisation of the show, particularly the opening date, closing date, location, prices and authorised visitors are set by the organiser and may be unilaterally modified by it.
The organiser may cancel or postpone the show if it notes an insufficient number of registered attendees. The exhibitor's down-payment or attendance fee is then refunded. The exhibitor declares to be aware of the possibility of a cancellation and accepts all risks relating to the possibility of the show not being held and particularly exclusive liability for the costs it incurs in preparation for the show.
In the event that, for major, unforeseeable or economic reasons (such as fire, flooding, destruction, accidents, acts of God, local or national strikes, riots, security risks, storms, terrorist threats, health emergencies, whether local, national or international), the show cannot be held, the admission requests are cancelled and the amounts left, after payment of the expenses incurred, are divided between the exhibitors, in proportion to the amounts paid by each of them.
The exhibitor entrusts to the organiser the task of assessing whether the show must be suspended or evacuated in the event of a threat to visitors' safety and agrees to not subsequently lodge a complaint as a result.
The exhibitor shall undertake to respect and shall ensure that are respected, the instructions contained in the Exhibitor Services Manual which shall be transmitted to him or shall be available for consultation on the internet and/or exhibitor extranet.
The exhibitor is responsible to the organiser for non-observance of the schedule of conditions ("le cahier des charges") established by the owner or the tenant of the site placed at the disposal of the Exhibition organiser. The organiser is not liable for any consequences arising from the enforcement of the provisions of these general regulations.

## PARTICIPATION

### Article 2 - Conditions for participation

**2.1.** The organiser determines the categories of exhibitors and draws up the list of products and/or services presented.
An exhibitor may only present goods or services manufactured or designed by it or for which it is the representative or dealer; in the latter case, it appends to its attendance request the list of brands whose products or services it proposes to promote.
The organiser may, after examination, exclude products and/or services that it deems do not meet the aim of the show or include products and/or services not included on its list but that are of interest for the show.
Sales including immediate on-site delivery to the buyer are prohibited.
In accordance with the provisions relating to trade events, an exhibitor may neither present products that do not comply with French regulations, except products intended for foreign markets, nor carry out any misleading or abusive advertising.
The offer presented by exhibitors must comply with public policy and current laws. Accordingly, exhibitors are formally prohibited from exhibiting illegal products or products from illegal activities. It is also prohibited for any persons not authorised by law to propose services or products from regulated activities. Legal action may be brought against exhibitors who breach these provisions without prejudice to any measures taken by the organiser in order to end this breach.
Exhibitors accept full liability for their products and actions in relation to third parties: the organiser cannot, under any circumstances, be held liable. In case of request made by a third party against the organizer concerning an act or product of an exhibitor, the exhibitor shall indemnify the organizer for all costs reasonably incurred by the organizer for his defense and possible court ruling he may incur.

**2.2. Surveillance of equipment - Liability**

Artworks and all of the elements and equipment brought to its stand throughout the fair shall remain the exhibitor's sole responsibility and risk 24 hours a day, 7 days a week, during transport to and from the venue (stand included), handling, installation, and dismantling included. Under no circumstances shall the organiser be held liable concerning any of these elements.
The exhibitor expressly accepts sole responsibility for all of the risks that the above-mentioned elements and equipment may be exposed to. While respecting the security regulations, (s)he must take all measures likely to protect the artworks and equipment against said risks; under no circumstances shall these measures be incumbent to the organiser. It is notably the exhibitor's role to decide the conditions of surveillance of said artworks and equipment (safe, secure glass case, assigning of its own guards at the stand, etc.).
Insofar as necessary, all of the above shall apply through express exemption from any conflicting legal provision(s).

### Article 3 – Applications form

Any person that wishes to exhibit must submit an application form. Unless the organiser refuses the application, the registration of this application form constitutes a firm and irrevocable commitment to pay the totality of the cost of the provision of the coordination services and related costs.
Once the application form has been submitted on line, the exhibitor must ensure that the user name and password (or encrypted URL where applicable) that was communicated by the organiser are in fact used by a representative of the exhibitor who is duly authorised to engage the exhibitor's liability. The user name and password (or encrypted URL where applicable) are strictly personal and cannot therefore be shared with any third parties. The exhibitor must ensure that it is kept safe and confidential. Any submission of an application undertaken by means of the user name and password (or encrypted URL where applicable) shall be deemed to have been made by a duly authorised representative of the exhibitor. By express agreement between the Parties, it is agreed that the use of the username and password (or encrypted URL where applicable) by the exhibitor for the online submission of an application form equates to the exhibitor's signature as defined by the provisions of section 1316-4 of the French Civil Code and hence acceptance of the provisions of said application form, which includes the provisions of the present general regulations. By express agreement between the Parties, it is agreed that this signature is to be conclusively deemed reliable.

### Article 4 - Control of admissions

The organiser is not obliged to justify his decisions concerning applications.
In the event that participation is refused, any sums paid by the party having presented an application of participation will be repaid, after deduction of administrative expenses incurred by the organiser and which remain due to him. The same provision applies to a party having presented an application of participation placed on the waiting list, to whom an exhibition space cannot be allocated for lack of available space when the Exhibition opens.
Acceptance of the application is certified by an unequivocal reply from the organiser to the exhibitor. This reply may consist of an invoice addressed to the exhibitor. However, under no circumstances may it be an automatic email reply addressed to the exhibitor following an online submission.
Despite initial acceptance by the organiser and even after allocation of an exhibition space, the organiser is allowed, without restriction, to cancel an application of participation from an exhibitor whose affairs are, for whatever reason, administered by, or with the assistance of a trustee in bankruptcy.
This applies notably to any application by a company apparently in cessation of payments between the date of the application and the Exhibition opening date.
However, where a company is authorised by a court to continue its operations, the organiser may, of his will, decide to maintain the application.

### Article 5 – Use of the exhibition space

Without the organiser's prior consent in writing, an exhibitor, within the framework of the organisation services he acquired, shall not transfer, sub-let or share, with or without payment, all or part of his space or services which he has within the Exhibition.
Nonetheless, several exhibitors may be authorised to make a joint presentation, on condition that each of them has obtained prior permission from the organiser and has submitted a joint attendance request.

### Article 6 - Withdrawal

In the event of withdrawal or non-occupancy of the exhibition space for any reason whatsoever, or in the event of cancellation of booth equipment and various options, amounts partially or fully paid and/or outstanding, for the organisation service and incidental costs, are the property of the organiser even if another exhibitor uses the exhibition space.
An exhibitor shall be deemed to have withdrawn if, for any reason whatsoever he should fail to take possession of his exhibition space 24 hours before the day on which the Exhibition is due to open. The organiser may therefore dispose of the defaulting exhibitor's exhibition space and the latter shall have no right to claim a refund or compensation, and take off any visual communication regarding the defaulting exhibitor's products.

## FINANCIAL CONDITIONS

### Article 7 – Price of the organisation services

The price of the organisation services is decided by the organiser and may be revised by the organiser if there is a modification to tax charges.

### Article 8 – Terms of payment

Payment for the organisation services and other associated costs is to be made by the settlement dates and by methods fixed by the organiser. For any late attendance request, the first payment is equal to the sums already payable on the attendance request date.
The same applies to exhibitors on the waiting list who are belatedly allocated an exhibition space.

### Article 9 - Failure to pay

If an exhibitor should fail to pay on due dates and by the specifications stipulated in the preceding article, the organiser shall be entitled to apply the conditions contained in article 6 «Withdrawal»
Moreover, any late payment shall also entail the application of penalties at the Eonia rate increased by five (5) percentage points, but which shall in no case less than three times the legal interest rate in accordance with the provisions of Article L441-6 of the Commercial Code.
This penalties shall be automatically due, and shall be calculated based upon the sum date on which the payment should have been made. A recovery fee of 40 euros will be automatically due to the organiser in case of any failure to pay on due dates. Such fee will be due in addition to any indemnity due to the debtor.

## EXHIBITION SPACES

### Article 10 - Allocation of exhibition spaces

The organiser draws up the show plan and allocates the areas freely, taking account if possible of the requests made by the exhibitor, of the type of products and/or services it presents, the layout of the exhibition space that it proposes to install as well as, if necessary, the date of registration of the attendance request.
Due to its role in coordinating or organising, the organiser may be forced to modify the size and layout of the areas requested by the exhibitor. Such modification shall not entitle the exhibitor to unilaterally terminate his engagement to participate.
An exhibitor is notified of the location of the exhibition space and as a result the visual communication allocated to him by means of a layout. This layout gives the characteristics of the exhibition space as precisely as possible. Where possible, it is the exhibitor's responsibility to verify the conformity of the layout before setting up his exhibition space.
The organiser is not liable for any difference between the characteristics given on the layout and the actual measurements of the exhibition space.
The layout shows the general layout of the other exhibition spaces surrounding the site allocated.
These indications, valid on the date the layout is drawn up, are given for information only and are liable to modifications which may not be able to be communicated to the exhibitor.
Any complaints about the position shown on the plan must be submitted within eight days of receipt of the plan by the exhibitor. Beyond this deadline, the proposed position is considered to have been accepted by the exhibitor.
The organiser cannot under any circumstances either reserve a position or guarantee the same position from year to year. Furthermore, attendance of previous events does not give the exhibitor any rights based on this previous attendance.

### Article 11 - Installation and decoration of exhibition spaces

Exhibition spaces installation is in accordance with the plans draw up by the organiser.
Exhibitors are solely responsible for the specific decoration of their own exhibition spaces. They shall comply with safety regulations issued by the public authorities and adhere to the general layout for decoration and signage drawn up by the organiser.
The organiser decides the specifications of how visual information is displayed and the conditions governing the use of all sound, light or audio-visual techniques, as well as the conditions under which all promotional activities, surveys may be carried out within the confines of the Exhibition.
In the same way, the organiser decides on the conditions in which photography or sound recording is authorised within the confines of the Exhibition. The organiser may make its permission dependent on the signing, by the attendee, of an agreement to transfer to it the rights for the promotion of the show.
The organiser reserves the right to require that any fitting detrimental to the general appearance of the Exhibition, to neighbouring exhibitors or the public, or which does not conform to the layout and model submitted for his prior approval, shall be removed or modified. The organiser may withdraw an authorisation already given in the event of hindrance caused to neighbouring exhibitors, to circulation or to the running of the Exhibition.
Promotional announcements and recruitment, irrespective of the fashion in which they are carried out, are formally prohibited.
Prospectuses, brochures, catalogues and/or documents relating to the products and brands exhibited, may only be distributed by exhibitors on their stand. Their distribution on the event site and in its immediate surroundings is strictly prohibited.

### Article 12 - Deinstallation

The organiser declines all responsibility for structures or installations built by exhibitors.
Exhibitors shall accept and leave the sites as delivered, and shall be liable for any damage, in particular to venue halls and venue equipment, caused by themselves or by their installations, equipment or goods.

## ASSEMBLY / DISASSEMBLY DEADLINES

### Article 13 - Assembly and disassembly of the exhibition space

The organiser sets the schedule for the assembly and disassembly of the exhibition spaces prior to the opening of the show and for the removal of products, as well as the deadlines for tidying after the show.
The exhibitor guarantees that its installer will arrive in sufficient time, prior to the disassembly deadline, in order to enable the proper return of the position in its initial condition, within the deadline set by the organiser.
The organiser may have carried out, at the exhibitor's expense and risk, work that has not been carried out by the exhibitor within the deadlines set and without being held liable for total or partial damage or losses, which the exhibitor unreservedly accepts.
In the event of non-disassembly of the stand by the exhibitor within the given deadlines, the organiser shall be entitled to destroy the stand without being held liable to the exhibitor for the value for the goods and components of the stand that are destroyed.

# GENERAL REGULATIONS FOR EXHIBITIONS ORGANISED BY REED EXPOSITIONS FRANCE

Furthermore, failure by an exhibitor to meet the booth occupancy deadline authorises the organiser to claim the payment of late-occupancy penalties and damages.

### Article 14 - Specific authorisations

Any installation of machines, equipment or structures which cannot be carried out without using exhibitor space allocated to another exhibitor may only be done with the authorisation of the organiser and on the date fixed by him.

### Article 15 - Goods

Each exhibitor personally provides for the transport and receipt of goods delivered to it. It must follow the organiser's instructions regarding goods delivery and pick-up regulations, particularly regarding movement of vehicles and service providers on the show premises.
Products and equipment installed on the show premises cannot, on any grounds whatsoever, be removed during the show.

## CLEANING

### Article 16 - Cleaning

Each exhibition space is cleaned in accordance with the conditions and at times notified by the organiser to the exhibitor.

## INSURANCE

### Article 17 - Public liability insurance

**17.1- Organiser's public liability insurance**
The organiser subscribes to an insurance policy covering the financial consequences of its public liability in his role as organiser.
Exhibitors may ask the organiser to provide them with an insurance attestation specifying the nature of the risks covered the limits of the cover and the period of cover.

**17.2- Exhibitor's public liability insurance**
The exhibitor must take out an insurance policy covering the financial consequences of its public liability as exhibitor and, particularly, liability it is likely to incur to any third parties including the companies that own and manage the premises on which the show is held, during the entire show (including assembly and disassembly). This insurance must be taken out with a company well known to be solvent and cover the exhibitor for sufficient amounts.
The exhibitor agrees to send a copy of this policy to the organiser upon first request therefrom.

### Article 18 - Exhibitor's comprehensive Insurance

Exhibitors must be insured via the organiser against risks to the items presented.
This comprehensive Insurance coverage casual loss or damage to goods belonging to an exhibitor or of which he has charge. The coverage shall take effect from the moment said items are deposited at the exhibition space of the exhibitor. The coverage shall take termination from the moment said items leave the exhibition space at the end of the exhibition.
The following are covered, within the coverage limit of 15,000€:
- items exhibited, display equipment, furniture and all other goods intended for inclusion on the exhibition exhibition space;
- property hired or lent, including the exhibition space or the exhibition module supplied by the exhibition organisers,
- Audiovisual material and Plasma/LCD screens.

The exhibitor is entitled, by contacting the insurer, to take out additional optional coverage (see terms in the Exhibitor Guide).

### Article 19 - Exemption clauses and exclusions

**A -** For the coverage stated in paragraph "Comprehensive risk insurance for exhibition spaces and items exhibited" of article 18, the exemption per claim is :
• Euros 500 per exhibitor (in case of theft).
• Euros 250 per claim and per exhibitor (in case of breakage of fragile items).

**B -** The main exclusions from coverage are (no exhaustive list) :
(a) War, civil war, Foreign enemy invasion, revolution, confiscation of property, nationalisation, orders given by any government or any public or local authority, radioactive contamination, supersonic bang.
(b) Loss or damage to goods in the open air, caused by theft or bad weather.
(c) Financial loss, including loss of money and indirect loss.
(d) Variation in temperature deliberately caused by a supplier.
(e) Electrical or mechanical break down or malfunction.
(f) Staff injury.
(g) Theft of property or goods on the site of the Exhibition, where this property or these goods have been left without supervision and the theft has taken place at a time when the site is open for occupation or use by the exhibitors, as defined or stated by the organisers of the Exhibition.
(h) Inventory deficiency.
(i) Personal effects and objects, jewellery and master pieces, cameras, radios, electronic pocket calculators and all other objects which belong to natural persons directly or indirectly participating in an event.
(j)Telephones plugged into or connected to the telecommunication network.
(k) removable software programs and packages.
(l) Theft of audio-visual equipment used for advertising purposes (such as VCR's, laptop computer, cameras, camcorders) when these goods, during closing hours, are not stored in a specific piece of furniture and/or a room equipped with a safety lock.
(m) Theft of cash and paper securities, cheques and of any means of payment.
(n) Drones and Robots.
(o) Scratches, chips and scuffs.
(p) Vehicles and motorised equipment that are in use, being operated and/or being used as tools. Other than in these instances and if the vehicles and motorised equipment are merely exhibited, they may be covered by exhibitors' multi-risk insurance, within the limit of a coverage cap of €15,000 and subject to strict compliance with the following conditions:
- All exhibited vehicles and equipment of all types must compulsorily be "immobilised" by the exhibitor, thereby making it impossible to start them.
- In accordance with the legislation in force, exhibited vehicles and equipment must be emptied of fuel or equipped with lockable fuel tank caps (and in this precise instance only contain a small amount of fuel).
- For exhibited vehicles and equipment that weigh less than 3.5 tonnes with a value of more than €70,000: the exhibitor must strictly prohibit access to the public.
- For exhibited vehicles and equipment that weigh more than 3.5 tonnes: if the vehicle is accessible to the public (if the cabin can be accessed, for example), the exhibitor must be present at all times during the exhibitors' opening hours.

The aforementioned list mentions only the main exceptions and constitutes only an abstract of the General and Special Terms of the insurance policy which shall alone take precedence in the settlement of any claims.
Excluding malicious mischief by the lessor of the premises on which the show is held, the exhibitor shall waive any recourse against the lessor and its insurers,
• for any material damage caused to the exhibitor as a result of fire, explosion, electrical damage or water damage for which the lessor is liable,
• as well as for any consequential and/or non-consequential non-material damage, and particularly operating losses, suffered by the exhibitor and for which the lessor is liable, irrespective of the cause thereof.

The exhibitor irrevocably agrees that the insurance policies that it takes out include an identical waiver of recourse by its insurers.
Furthermore, the exhibitor and its insurance company abandon rights of recourse against Reed Expositions France, its insurance company, any other exhibitor and any company acting in their name, due to any corporal, material and/or immaterial, direct or non-direct, fire, explosion or water damage or "business loss".

### Article 20 - Operation of the coverage

Any claim must be notified in writing to the organiser.
Failing which the insured party loses his right to claim from the insurer, all claims must be moreover notified to the insurance company, on the standard forms which are available to the exhibitor, within twenty-four hours in the case of a theft or within five days in the other cases, stating the circumstances of the claim and the approximate total sum of the loss.
All thefts must be notified by the exhibitor to the police department having territorial jurisdiction over the exhibition premises. The statement to the police must be attached to the claim.
To obtain payment in compensation, the exhibitor must produce detailed inventories indicating the values of the equipment exhibited and the exhibition space equipment (fittings, decoration, lighting, etc.).

## SERVICES

### Article 21- Fluids

Connections to electricity, telephone, water and compressed air mains are charged as stated in the Exhibitor Services Manual to exhibitors who must request connection within the time limits specified and within the technical possibilities offered by the exhibition site.
Any request concerning these services must be addressed to the distributor designated on the appropriate forms made available to exhibitors.

### Article 22 - Customs

It is the responsibility of each exhibitor to complete customs formalities for equipment and products arriving from abroad. The organiser cannot be held responsible for any difficulties arising during these formalities.

### Article 23 - Intellectual property rights

The exhibitor ensures the Organiser that he holds or had obtained all Intellectual Property Rights held in equipment or products/ creation/ trade mark which he exhibits or permission for this exhibition. The organiser will accept no responsibility in this regard.
The organiser will be allowed to exclude the exhibitors condemned in Intellectual Property matter, such as counterfeiting.
The exhibitor entitles the Organiser as a favour, free of charge and for the duration of the concerned rights, to reproduce and use, in any territories, the equipment or products/ creation/ trademarks exhibited, for all communication tools of the trade show (Internet website show's, official catalogue, invitations, plan, promotional video, newsletter, etc.) and for all tools used to promote the exhibition (picture taken on the exhibition destined to be published in a newspaper or on Internet, TV program dealing with or shoot on the exhibition…), without this list being exhaustive.
The exhibitor guarantees the organiser that it has obtained from the holders of intellectual property rights to the goods / creations / brands and others (plans, concepts, services, etc.) that it exhibits, all the rights and/or licenses necessary for the aforementioned uses. The organiser will accept no responsibility in this regard.

### Article 24 – Society of collective management

The exhibitor directly deals with the copyright royalty collection and payment collectives (SACEM, etc.) if it uses music in any fashion whatsoever on the show premises: the organiser disclaims any liability on these grounds. The organiser can verify all these agreements.

### Article 25 – Badge scanners

It is possible to reserve badge scanners at certain shows in return for payment. These badge scanners are tested by the supplier before being made available to the exhibitor and are deemed to be in good working order upon their handing over. The exhibitor is liable for properly using the badge scanner during the show to allow proper data backup, with Reed Expositions France declining any liability in the event of improper handling of the scanner on the part of the exhibitor.

### Article 26 - Personal Data

The personal data provided by the exhibitor to the organizer is necessary for the execution of the participation contract. The persons mentioned in the application form may be contacted for the purposes of monitoring the file and to facilitate the participation of the exhibitor at the show.
Regarding the Personal Data that the exhibitor may have access to as part of its participation in the show, the exhibitor agrees to comply with all the " Data Protection Laws ".
"Data Protection Laws" means any laws, rules, regulations, directive, decrees, orders or other legal requirements relating to the protection or processing of Personal Information, including Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 ("GDPR"), and any implementing, derivative or related legislation, rule or regulation of the European Union, a European Union member state or the United Kingdom, as may be applicable.
The exhibitor shall implement and maintain appropriate technical and organizational measures, in such a manner that its Processing of Personal Information will meet the requirements of the GDPR (including all measures required pursuant to Article 32 of the GDPR) as applicable, ensure the protection of the rights of the data subjects, and provide a standard of protection that is at least as comparable to the protection required under the Data Protection Laws.

## CATALOGUES

### Article 27 - Catalogues

The organiser reserves the exclusive right to publish and sell the catalogue of exhibitors, together with the advertising which appears in the catalogue. He may subcontract all or part of this right.
The information required to produce and publish the catalogue, in paper and electronic form, is provided by exhibitors at their sole risk on the show's website. The organiser cannot be held liable for omissions or errors in reproduction, typesetting or other, that might occur.
Exhibitors authorise the organiser to publish, in electronic and printed form, the information provided, on the show's website, in the official catalogue of exhibitors and/or on any other show materials (visit guides, site plans on the walls, etc.).
The exhibitor guarantees that the names, logos and, more generally, all the content provided by it for publication on the show's website or in the official catalogue or another document (visit guides, site plans on the walls, etc.), do not infringe upon the intellectual property rights of a third party and are not libellous, obscene, indecent, blasphemous or illegal.
The exhibitor agrees to indemnify the organiser and cover any damages, losses of profits, losses of reputation, incidents, costs and expenses suffered or incurred by the organiser due to a breach of the aforementioned guarantee.
The organiser reserves the right to modify, remove or group entries wherever he judges this to be useful as well as to refuse an entry to or modify texts for paid advertisements if they may cause harm to other exhibitors.

## ADMISSION PASSES

### Article 28 - "Exhibitors passes"

"Exhibitors passes" giving right of entry to the Exhibition subject to the conditions fixed by the organiser are issued to exhibitors.
Unused "exhibitors passes" may be neither returned nor reimbursed after the organiser has issued them against payment.

### Article 29 - Invitation cards

Invitation cards intended for visitors whom the exhibitors wish to invite are issued to exhibitors subject to the conditions fixed by the organiser.
Any unfair request and/or any other use may be result in legal proceedings.
Cards which remain unused may be neither returned nor reimbursed after the organiser has issued them against payment.
Only passes, invitation cards and entrance tickets issued by the organiser give right of entry to the Exhibition.

# GENERAL REGULATIONS FOR EXHIBITIONS ORGANISED BY REED EXPOSITIONS FRANCE

### Article 30 - Unauthorised street trading of admission documents

Admission documents (tickets, invitations, badges, passes, etc.) cannot be sold on pain of legal action.

The unauthorised street trading of admission documents is a criminal act punishable by interrogation and arrest by the police. The penalties incurred range from a fine of 3,750€ to 15,000€ and from 6 months to 1 year in prison.

Unauthorised street trading is the fact, without proper authorisation or declaration, of offering, putting up for sale or exhibiting goods for sale or doing any other business in public places in breach of the regulatory provisions on the policing of these places (Art. 446-1. of the French Criminal Code (Code Pénal).

## SAFETY

### Article 31 - Safety

The exhibitor must comply with the security measures imposed by the administrative or judicial authorities, as well as any security measures taken by the organiser and must also enable their verification.

Surveillance is exclusively incumbent to the exhibitor and performed under the organiser's supervision ; its decisions regarding the implementation of the security rules must be executed immediately.

The organiser reserves the right to refuse admission to or have removed any person, visitor or exhibitor, whose presence or behaviour presents a risk to the security, tranquillity or image of the show and/or the integrity of the site.

The exhibitor agrees to comply with all the usage restrictions and health and safety standards applicable to the Exhibition Centre and particularly the provisions of the Security Specifications and Code of Conduct, a copy of which shall be made available by the organiser on site, during the entire show.

## APPLICATION OF THE REGULATIONS - DISPUTES

### Article 32 - Application of the regulations

Any breach of the provisions of these rules and, if applicable, the code of conduct issued by the organiser, may result in the exclusion of the offending exhibitor, even without formal notice, if necessary assisted by the law enforcement authorities. This applies, specifically, to non-conformity of exhibition space fittings, failure to comply with safety regulations, failure to occupy the exhibition space, display of products which do not conform to those stated in the initial application, sale of goods with immediate on-site delivery to the purchaser.

Compensation is then due by the exhibitor as damages for the damage caused to the event. This compensation is at least equal to the attendance fee, which remains the property of the organiser, without prejudice to any additional damages claimed. The exhibitor grants as a guarantee to the organiser a lien on the exhibited items, furniture and decorations belonging to it.

In the event of contradiction between the provisions of these General Rules and the terms of purchase of an exhibitor, it is agreed that the provisions of these General Rules prevail.

Any difficulties in interpreting the English version of these General Rules are resolved by referring to the meaning of the French version of the General Rules.

### Article 33 - Modification of the regulations

The organiser reserves the right to rule on any cases not covered by these rules and to add new provisions whenever it deems this necessary for the smooth running of the show.

The nullity, for any reason whatsoever, of all or part of one of the provisions of these rules shall not affect in any manner the other provisions thereof. In such event, the Parties agree to negotiate in good faith to agree on a provision having insofar as possible an equivalent effect.

### Article 34 - Limited liability

The liability that the organiser is likely to incur, either as a result of its own actions, even of a member of staff, or as a result of the actions of a third party, irrespective of the cause thereof, is limited, all damages included, to the sum of 15,000€ (fifteen thousand euros) plus a sum equivalent to the attendance fee paid by the exhibitor in question.

The aforementioned attendance fee includes, definitively, the amount excl. VAT featured on the attendance request signed by the exhibitor, irrespective of subsequent circumstances, such as amendments made in accordance with article 7, or the termination of the contract.

In the event that the exhibitor receives benefits in accordance with the insurance policy mentioned in article 18, these benefits are accordingly deducted from any sum due by the organiser to the exhibitor; if a sum has already been paid by the organiser to the exhibitor, the aforementioned benefits are paid on by the exhibitor to the organiser.

This clause applies even if the third party or member of staff for which the organiser is liable has committed gross negligence, wilful or even intentional misconduct.

This clause applies even in the event of termination of the contract.

### Article 35 - Objections - Time-barring

In the event of objection or dispute, irrespective of the grounds therefor, the exhibitor agrees to submit its complaint to the organiser, prior to any proceedings, by registered letter with acknowledgement of receipt. Any legal action brought prior to the expiry of a period of 15 days following receipt of the aforementioned letter shall be inadmissible.

In accordance with article 2254 of the French Civil Code (Code Civil), the parties agree to set at one year (1 year) the limit for the time-barring of rights and legal action relating to the liability that the organiser is likely to incur either as a result of its own actions, even of a member of staff, or as a result of the actions of a third party, irrespective of the cause thereof. This period shall run from the expiry of the period of 15 days specified in the previous paragraph.

**THE BOND BETWEEN THE EXHIBITOR AND THE ORGANISER IS ENTIRELY AND EXCLUSIVELY GOVERNED BY FRENCH LAW. ANY DISPUTE SHALL BE SUBMITTED TO THE EXCLUSIVE JURISDICTION OF THE NANTERRE'S COURT AND THE FRENCH VERSION OF THIS TEXT WILL BE REFERRED TO.**

# GENERAL TERMS AND CONDITIONS OF SALE

These terms and conditions apply to the sale of advertising space in the derivative products of the BATIMAT trade show (show's official catalogue, newsletter, etc.) and on the website located at http://www.batimat.com. The derivative products and website of the BATIMAT trade show are hereinafter referred to as the "Communication Tools".

Any request to place an advertisement in BATIMAT's communication tools is considered firm and binding on the advertiser as soon as it has been registered by Reed Expositions France. If the request is made by an agent, it is binding on both the agent and the advertiser, in particular concerning payment. The agent must have a letter of authority from the advertiser which must specify the scope and duration of his mandate.

In the event of inconsistency between these general terms and conditions of sale and the terms and conditions of purchase of any advertiser, it is agreed that these general terms and conditions of sale shall prevail.

The advertiser agrees to provide any and all documents or offset transparencies necessary for the printing and/or on-line placement of the advertiser's message within the agreed lead times. Technical costs if any shall be borne by the advertiser.

The advertiser shall comply with any and all instructions issued by Reed Expositions France and indicated in Reed Expositions France's commercial documents concerning the supply of technical materials (e.g. format of advertising banners).

In the event that the production of the advertisement is followed up by the communication unit of the BATIMAT Trade Show, a proof may be submitted to the advertiser, in which case the advertiser shall be obligated to indicate any required changes by return mail. Failure to respond within the applicable lead time shall be deemed tacit acceptance. In the event of non-compliance with the lead times for the submission of technical materials, an advertisement indicating the advertiser's corporate name and particulars shall be produced at the advertiser's expense.

Lead time for on-line placement: 3 working days from the date of receipt of technical materials.

If an order is cancelled for any reason whatsoever, the 50% down payment shall be vested with Reed Expositions France.

Reed Expositions France waives any liability in respect of any and all technical materials that have not been recovered by the advertisers or their agents within three months from the last time such materials have been published.

The registration by Reed Expositions France of a request for the insertion of an advertisement only grants the advertiser the right to occupy the space reserved for such advertisement. The space, form and mode of posting of the proposed advertisements and the related prices are indicated in the purchase order attached hereto. Prices do not include technical costs such as, where applicable, the cost of creation and production of the advertisements. Except for those spaces indicated in the publication price list, no space may be guaranteed, regardless of the indications placed by the advertiser on the request for advertising publication.

The copy and visuals of an advertisement and in particular brands and designations are published under the sole responsibility of the advertiser. In particular, the advertiser alone is responsible for the payment of any reproduction rights for photographs used.

The advertiser hereby releases Reed Expositions France, the publisher, the printer and any and all third parties from any civil or criminal liability they may incur because of advertisements that have published at the advertiser's request. The advertiser guarantees Reed Expositions France, the publisher, the printer and any and all third parties against any claims asserted by third parties in respect of the content of such advertisements. The advertiser accordingly agrees to defend at its own expense Reed Expositions France, the publisher, the printer and any and all third parties in the event that proceedings or claims are brought or asserted against them in respect of the contents, data, information, messages etc. included in the advertisements, and the advertiser shall be responsible for any indemnification due to make whole any loss that may have be sustained.

Reed Expositions France may in no event be held liable beyond a total amount corresponding to 2/12th of the total annual amount collected for the corresponding service, not including any extension or renewal period.

The advertiser waives all recourse against Reed Expositions France or a third party, in the event of loss, destruction, damage or prejudice resulting from the interruption or disruption of the Activity, caused directly or indirectly by the failure of any computer, data processing equipment, multimedia micro-circuit, operating system, microprocessor (computer chip), integrated circuit or similar component, or by any software, whether or not it is the property of Reed Expositions France.

No error due to Reed Expositions France, the publisher, the printer or any and all third party in respect of an advertisement shall in any event result in the cancellation of such advertisement. The correction shall be made in the catalogue or the following advertising products.

No claim shall be accepted unless it is made in writing within eight days from the date of insertion or on-line placement.

No delay in, suspension of or cancellation of the circulation of the advertisement in particular because of technical default due to the operation of the Internet or for any reason beyond the control of Reed Expositions France shall justify any refusal to pay even part of the amounts due by the advertiser or its agent, or shall create a right to a new insertion at the expense of Reed Expositions France or to indemnification in any manner whatsoever, in favour of the advertiser or his agent.

Also, Reed Expositions France may in no event be held liable for accidental or voluntary damage made to the advertiser by third parties because of their being connected to the Internet.

The personal data provided by the advertiser to Reed Expositions France is necessary for the fulfillment, administration, management and execution of the advertising space order. The individual identified in the advertising space order and later communications may be contacted by Reed Expositions France, its partners and its subcontractors for the purposes of facilitating Services offered and the experience of both the advertiser and Reed Expositions France, subject to the privacy policy which is displayed on the website located at http://www.batimat.com.

In accordance with the European General Data Protection Regulation (GDPR) (EU) 2016/679, the advertiser enjoy a right of access, erasure, and rectification of its personal data, which he may exercise by contacting Reed Expositions France : vosdroits@reedexpo.fr.

In accordance with press and publishing practice, Reed Expositions France is free to refuse an advertisement without being obliged to give reasons for its refusal.

Placements are made in accordance with the dates reserved by advertisers. Invoices are issued on the basis of such reserved dates and must be paid upon receipt. Where an advertiser places an order through an agency appointed as the advertiser's agent, the invoice shall be sent to the agency with a copy to the advertiser.

50% of the pre-tax price of the advertisement shall be payable upon delivery of the purchase order, the remainder being due upon receipt of the invoice.

If the advertiser fails to make any payment upon the due date, all amounts due shall become immediately payable in full, plus liquidated damages set at 10% of all amounts that have fallen due and remain unpaid. In addition, any late payment shall give rise to the application of an indemnity for late payment at a rate equal to one and a half times the legal rate. A recovery fee of 40 euros will be automatically due to Reed Expositions France in case of any failure to pay on due dates. Such fee will be due in addition to any indemnity due to the debtor.

**ANY DISPUTE SHALL FALL WITHIN THE JURISDICTION OF THE NANTERRE COURTS.**

All applications for insertion of advertisements imply the acceptance of the above general terms and conditions.

# A SALES TEAM AT YOUR SERVICE

**The sales team is entirely at your disposal to discuss with you the best solutions for your sales objectives and marketing strategy.**

## FRANCE SALES TEAM


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**CONSTRUCTION TECH®**

**Nicolas GAUDAS**
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**SALES ADMINISTRATON MANAGER**

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# A SALES TEAM AT YOUR SERVICE

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Reed Expositions

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# Annexes

## YOUR BOOSTER AND ITS INTENSITY

# BOOSTER **BUSINESS**

| | LEVEL 1 | LEVEL 2 | LEVEL 3 | LEVEL 4 |
|---|---|---|---|---|
| **Invitation cards** | **200** copies | **500** copies | **800** copies | **1,000** copies |
| **Invitation cards for "Premium Visitors"*** Welcome desk, free cloakroom and catalogue. | **10** copies | **20** copies | **30** copies | **50** copies |
| **Badge reader application** 1 standard badge reader to collect data on the visitors of your stand. | ✓ | ✓ | ✓ | ✓ |
| **Configurable option for badge reader** Thanks to the badge reader and the configurable option get data on your visitors and make the most of it easily, instantly and efficiently. After loading the badge reader, download your scanned visitors database on your exhibitor space. | ✗ | ✓ | ✓ | ✓ |
| **BATIMAT CONNECT** Digital platform which enables you to get in contact with projects leaders. | ✗ | ✗ | ✓ | ✓ |
| **Sponsoring of the Influencers Club** • your logo displayed near the show entrance at the program welcome desk • promotion of your stand on a dedicated visitor trail • your brochures hand delivered to eligible visitors • 6 entry passes to the club for yours business meetings. | ✗ | ✗ | ✗ | ✓ |

* Shipped only in European Union

## YOUR BOOSTER AND ITS INTENSITY

# BOOSTER **INNOVATION**

| | LEVEL 1 | LEVEL 2 | LEVEL 3 | LEVEL 4 |
|---|---|---|---|---|
| **"New Product" sheets**<br>Communicate on your new products / services to the journalists. | **2** sheets | **4** sheets | **4** sheets | **4** sheets |
| **"New Product" visibility package**<br>Communication tools at your disposal:<br>• "New product" sheets inserted into the **"New Products Guide"** given to all French and international journalists and in the press room at the event;<br>• Promotion under the **"New Product" icon** on the list of website exhibitors. | ✓ | ✓ | ✓ | ✓ |
| **Take part in the Innovation Awards 2021**<br>Registration of one product / service, that represents an innovation on the market and launched after November 2019 and available before November 2022.<br>Deadline to submit the full registration file: **18 June 2021**.* | ✗ | ✓ | ✓ | ✓ |
| **"Innovation" visibility package**<br>All the products submitted to the Innovation Awards will benefit from:<br>• **"Innovation" icon** linked to your company on the online exhibitor list and in the Official Catalogue;<br>• Dedicated **"Innovation" press campaign** (press releases...);<br>• Referencing of your innovation in the **"New Products Guide"**<br>• For Nominees: participation to the **Press Dating** event in Paris to meet journalists in a privileged way;<br>• **1 "Innovation" sticker** for your stand at the event;<br>• Visibility at the event's **Innovation Area**. | ✗ | ✓ | ✓ | ✓ |
| **"Innovation" visibility bonus (level 3)**<br>Your innovation under the spotlight, thanks to:<br>• 1 **"Innovation" floor marking** for your stand at the event. | ✗ | ✗ | ✓ | ✗ |
| **"Innovation" visibility bonus (level 4)**<br>Your innovation under the spotlight, thanks to:<br>• 1 **"Innovation" floor marking** for your stand at the event;<br>• A **45-minute speech** at one of the event "Forums" (fully equipped conference room), advertised in the official programme. | ✗ | ✗ | ✗ | ✓ |

*** IMPORTANT**
Your entry in the Innovation Awards is validated on receipt of a completed entry form (available on the website or on request) before the deadline on **18 JUNE 2021**. After this deadline, the registration will be invalidated and the sum paid will automatically be transferred to the same level of Booster Business or Communication, whichever you prefer.
To enter more than one innovation, please use the communication tools brochure (cost of €1,350 excl. VAT for each additional innovation).

## YOUR BOOSTER AND ITS INTENSITY

# BOOSTER **COMMUNICATION**

| | LEVEL 1 | LEVEL 2 | LEVEL 3 | LEVEL 4 |
|---|---|---|---|---|
| **WEB package**<br>Your company name highlighted online by a colour background on the "Exhibitor" search engine of the exhibition website + your logo + a link to your webiste | ✓ | ✓ | ✓ | ✓ |
| **1 press release published online**<br>on the exhibition website. | ✓ | ✓ | ✓ | ✓ |
| **Logo in the alphabetical exhibitor list in the Official Catalogue**<br>printed in 20,000 copies. | ✗ | ✓ | ✗ | ✗ |
| **LOGO package**<br>**Your logo appears:**<br>• in the alphabetical exhibitor list in the Official Catalogue (20,000 copies)<br>• on the exhibition wall maps<br>• on the visitor maps distributed free of charge at the show's entrances and at info points (90,000 copies). | ✗ | ✗ | ✓ | ✓ |
| **½ page of advertising in the Official Catalogue**<br>distributed free of charge to "Premium Visitors", sold to visitors during the show and throughout the year on the Internet*.<br>*Upon availability | ✗ | ✗ | ✓ | ✓ |
| **1 display product of your choice:**<br>• 4 floor tiles**<br>**Set-up cost included. Upon availability. The organiser allocates the areas freely taking into account exhibitor's request whenever possible. | ✗ | ✗ | ✗ | ✓ |

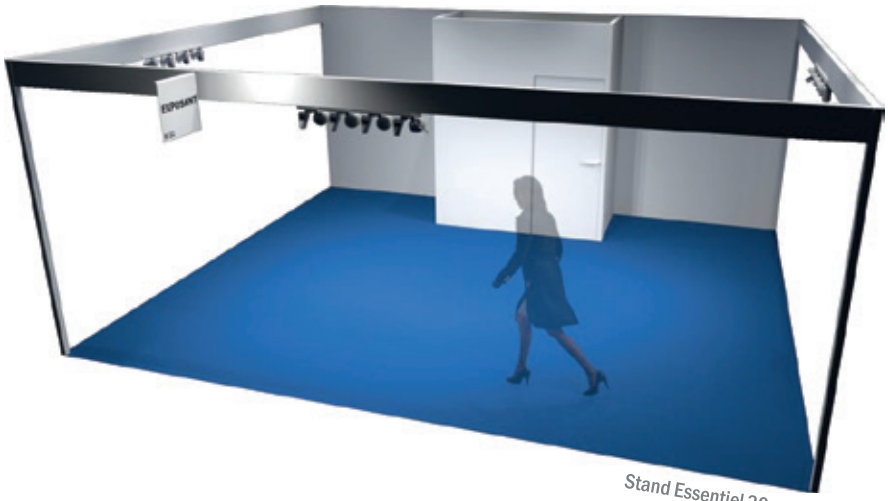
# FITTING OF YOUR SPACE

## ESSENTIEL

**The essential for exhibiting**

Practical

Economical



Stand Essentiel 30sqm

A functional space that includes all the necessities so as to exhibit at the show, while controlling your budget.

Available from 9sqm

### As of 9 sqm

**Services**
- Daily cleaning

**Set-up**
- Adaptable storeroom depending on the surface
- Low consumption directional spotlights
- Tradename flag on both sides (name and stand number)
- Choice between 3 carpet colours
- Melamine partitions

Storeroom of
1sqm as of 12 sqm

Storeroom of
2sqm as of 25 sqm

Storeroom of
3 sqm as of 36 sqm

Reed Expositions

Non-contractual illustration

# FITTING OF YOUR SPACE

## EASY

**Simple and economical**

Value for money

Turnkey

Stand Easy 18sqm

A ready-to-exhibit formula allowing you to have an effective presence at the show at an attractive price.

Available from 9 sqm
Limited to 50 sqm

### As of 9 sqm

**Services :**
- Daily cleaning

**Set-up**
- Personalisable high tradename 1 m x 1 m, on both sides
- Storeroom of 1 sqm, lockable, with peg
- Choice between 4 partition colours
- Choice between 3 carpet colours

**Furnishings***
- 1 table + 3 chairs
- 1 reception counter + 1 stool
- 1 display stand
- 1 litter bin

### As of 15 sqm

**Services**
- Daily cleaning

**Set-up**
- Personalisable high tradename 1 m x 1 m, on both sides
- Storeroom of 1 sqm, lockable, with peg
- Choice between 4 partition colours
- Choice between 3 carpet colours

**Furnishings***
- 1 table + 3 chairs
- 1 reception counter + 1 stool
- 1 lockable low cupboard
- 1 display stand
- 1 litter bin

### As of 25 sqm

**Services**
- Daily cleaning

**Set-up**
- Personalisable high tradename 1 m x 1 m, on both sides
- Storeroom of 2 sqm, lockable, with peg
- Choice between 4 partition colours
- Choice between 3 carpet colours

**Furnishings***
- 1 table + 3 chairs
- 1 coffee table + 3 poufs
- 1 reception counter + 1 stool
- 1 lockable low cupboard
- 1 display stand
- 1 litter bin

### As of 36 sqm

**Services**
- Daily cleaning

**Set-up**
- Personalisable high tradename 1 m x 1 m, on both sides
- Storeroom of 3 sqm, lockable, with peg
- Choice between 4 partition colours
- Choice between 3 carpet colours

**Furnishings***
- 1 table + 3 chairs
- 1 coffee table + 3 armchairs
- 1 reception counter + 1 stool
- 1 lockable low cupboard
- 1 display stand
- 1 litter bin

*Example of furniture provisions. Possible choice between several provisions (type / style / colours)

Reed Expositions

Non-contractual illustration

# BUSINESS

## Welcome customers and prospects

Work space

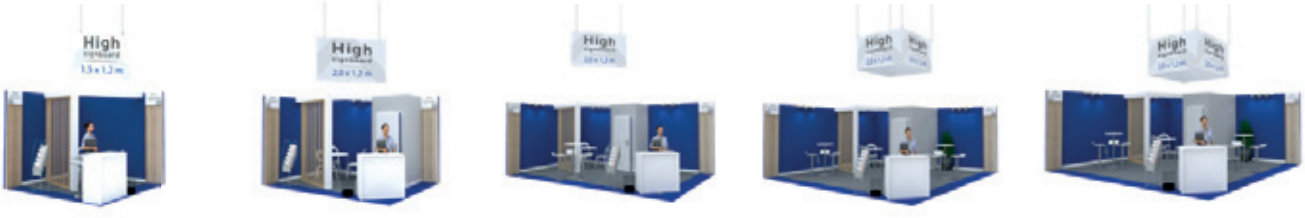
A turnkey offer, with a modern design look, to welcome your customers and your prospects. The half way-open meeting space will allow you to work in complete confidentiality.

Available from 9 sqm, limited to 45 sqm.

Stand Business 36 sqm

| | As of 9 sqm | As of 12 sqm | As of 15 sqm | As of 25 sqm | As of 36 sqm |
|---|---|---|---|---|---|
| **Services** | | | | | |
| Daily cleaning | ✓ | ✓ | ✓ | ✓ | ✓ |
| Internet (Wi-Fi) : 3 access | X | ✓ | ✓ | ✓ | ✓ |
| Coffee machine | X | ✓ | ✓ | ✓ | ✓ |
| Stocked fridge (soft drinks) | X | X | X | ✓ | ✓ |
| Water fountain | X | X | X | ✓ | ✓ |
| 1 plant | X | X | X | X | ✓ |
| **Set-up** | | | | | |
| 2 signs (nameboard) | ✓ | ✓ | ✓ | ✓ | ✓ |
| Partitions covered with brushed cotton (4 colours to choose) | ✓ | ✓ | ✓ | ✓ | ✓ |
| Choice between 3 carpet colours | ✓ | ✓ | ✓ | ✓ | ✓ |
| High rectangular signage | 1500 x 1200 mm | 2000 x 1200 mm | 2000 x 1200 mm | X | X |
| High cube sign 2000 x 2000 x 1200 mm | X | X | X | ✓ | ✓ |
| Lockable storeroom : with coat hoot, power strip, shelf, mirror | X | 1 m² | 1 m² | 2 m² | 3 m² |
| **Furnishings*** | | | | | |
| Open meeting area (with power supply, multi-plug): 1 table + 3 chairs | ✓ | ✓ | ✓ | ✓ | ✓ |
| 1 reception counter + 1 stool | ✓ | ✓ | ✓ | ✓ | ✓ |
| 1 display stand, 1 litter bin | ✓ | ✓ | ✓ | ✓ | ✓ |
| LED lighting | ✓ | ✓ | ✓ | ✓ | ✓ |
| Set: 1 table and 3 high stools | X | X | 1 | 2 | 2 |

*Example of furniture provisions. Possible choice between several provisions (type / style / colours)



**9 sqm** **12 sqm** **15 sqm** **25 sqm** **36 sqm**

# FITTING OF YOUR SPACE

## IDENTITY

**Being seen and recognised**

Personnalisation

Visibility

A personalised turnkey offer dressed like you: you display your visual identity over the entirety of your space thanks to backlit partitions, so as to promote your brand and highlight your activity and your values in front of the visitors.

Available from 12 sqm

### As of 12 sqm

**Equipments and services**
- Coffee machine
- Water fountain
- Daily cleaning

**Set-up**
- Personalised backlit printed canvas
- Tradename on a suspended ring with a diameter of 2 m and height of 50 cm
- Storeroom of 1 sqm, lockable, with peg
- Choice between 3 carpet colours

**Furnishings***
- 1 table + 3 chairs
- 1 reception counter + 1 stool
- 1 lockable low cupboard
- 1 display stand
- 1 litter bin

### As of 25 sqm

**Equipments and services**
- Coffee machine
- Water fountain
- 1 stocked fridge (soft drinks)
- Daily cleaning

**Set-up**
- Personalised backlit printed canvas
- Tradename on a high ring with a diameter of 2 m and height of 50 cm
- Storeroom of 2 sqm, lockable, with shelf and peg
- Choice between 3 carpet colours

**Furnishings***
- 1 table + 3 chairs
- 1 reception counter + 1 stool
- 1 coffee table + 3 armchairs
- 1 display stand
- 1 litter bin

### As of 36 sqm

**Equipments and services**
- Coffee machine
- Water fountain
- 1 stocked fridge (soft drinks)
- Daily cleaning

**Set-up**
- Personalised backlit printed canvas*
- Tradename on a high ring with a diameter of 2 m and height of 50 cm
- Storeroom of 3 sqm, lockable, with shelf and peg
- Choice between 3 carpet colours

**Furnishings***
- Discussion space:
  - 4 armchairs
  - 1 coffee table
- 1 table + 3 chairs
- 1 reception counter + 1 stool
- 1 display stand
- 1 litter bin

*Example of furniture provisions. Possible choice between several provisions (type / style / colours)

Reed Expositions

Non-contractual illustration