



# EXHIBITOR'S CONTRACT

## REGISTRATION (also online possible)

Registration for IMMO'20 directly at [www.swisspropertyfair.ch](http://www.swisspropertyfair.ch)

Company

Address

ZIP/Place  Country

Telephone  Website

1<sup>st</sup> Name of contact (first name, surname and e-mail)

2<sup>nd</sup> Name of contact (first name, surname and e-mail)

### Invoice address (if different from address above)

Company

Address

ZIP/Place  Country

### CO-EXHIBITORS \_\_\_\_\_

**We would also like to register the following co-exhibitors:**  
(CHF 1'000 per co-exhibitor, see point 12 of the terms and conditions)

Company

Address  Website

ZIP/Place  Country

### STAND \_\_\_\_\_

**We will participate in FINANZ'20:**

Desired stand space:  m<sup>2</sup>

We would like (on availability):  a corner stand; 15% surcharge (at least 15 m<sup>2</sup>)  
 a head stand; 20% surcharge (at least 30 m<sup>2</sup>)

**We will set up our own stand structure (at least 15 m<sup>2</sup>):**

Price per m<sup>2</sup> of stand space:  CHF 585.-

## MODULAR EXHIBITION STANDS

### BASIC

We order the shell scheme stand «Basic» (at least 9 m<sup>2</sup>):  
Price per m<sup>2</sup> of stand space including system structure:

CHF 735.-



- Roller carpet, available in red, blue, grey or anthracite
- Wall structure and filling elements white, construction height 230/240/250 cm depending on construction area
- Front panel and ceiling structure made of chrome truss elements, lower edge 230 - 250 cm
- Lighting by tilttable and rotatable spots, 1 pc per 3 sqm stand area
- Inscription panel, white, including black lettering "Futura semi-bold type" with a maximum of 20 letters, length of panel 200 x 40 cm

### PRESTIGE

We order the shell scheme stand «Prestige» (at least 12 m<sup>2</sup>):  
Price per m<sup>2</sup> of stand space including system structure:

CHF 789.-



- Roller carpet "Prestige", colour at customer's preference
- Wall structure and filling elements white, construction height 230/240/250 cm depending on construction area
- Front panel and ceiling structure made of aluminium, lower edge 230 - 300 cm
- Lighting by tilttable and rotatable spots, 1 pc per 3 sqm stand area
- Inscription panel white with customer's logo, length of panel 200 x 40 cm
- Ceiling construction stretched fabric, white

- Rental equipment amounting to CHF 470.- can be ordered

Example according to the picture above

- 1 x counter "Pedro", height 110 cm, item no. 606
- 1 x table white, diameter 60 cm, height 74 cm, item no. 810
- 3 x conference chair anthracite, item no. 856

### LUXURY

We order the shell scheme stand «Luxury» (at least 15 m<sup>2</sup>):  
Price per m<sup>2</sup> of stand space including system structure:

CHF 821.-



- Roller carpet "Salsa", colour at customer's preference
- Wall elements with false edge, white, construction height 278 cm
- Front panel und ceiling structure made of aluminium, construction height 300/350 cm
- Lighting by tilttable and rotatable spots, 1 pc per 3 sqm stand area
- Display spots, silver, 16 Watt, 2 pcs
- Customer's logo on front panel, 110 x 65 cm
- Ceiling construction stretched fabric, white

- Rental equipment amounting to CHF CHF 820.- can be ordered

Example according to the picture above

- 1 x counter white, top with two levels 90/110 cm, item no. 605
- 3 x bar stool "Brice", made of Chrom, seat white, item no. 879
- 1 x table white, diameter 80 cm, height 74 cm, item no. 811 (not visible on plan)
- 4 x chair "Kim", white, item no. 859 (not visible on plan)
- 1 x brochure rack, foldable, 4 x A4, item no. 661

## MULTI BRAND CONCEPT

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**We order a space at the Multi Brand concept:**

Minimum number of participants: 6

- CHF 5'300.- per participant

Services include:

- Exhibition space in the multi brand area, approx. 6m<sup>2</sup>
- Panel with own logotype
- Own counter with brochure rack
- Common infrastructure of the stand (cabin with wardrobe and storage rack, meeting table with chairs, refrigerator and coffee machine)
- Print entry in the fair guide as well as on the website

Optional:

- Wall graphic 905 x 1280 mm at CHF 234.-
- Counter graphic 780 x 1100 mm at CHF 229.-

## GLASS CUBE

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**We order a glass cube**

(as a stand space or as additional lounge):

- 50 m<sup>2</sup>: CHF 20'000.-

Price without any facilities and furniture.

The booking is based on the „first come, first served“ principle.

## SPONSORING

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**We order a co-sponsoring package: (CHF 6'500.-)**

- Name as co-sponsor on all print ads (advertising volume of CHF 240'000 with a total circulation of 1.3 Mio)
- Logo as co-sponsor on all online tickets
- Logo as co-sponsor on the top of the online exhibitor list
- „Premium“ entry in the online exhibitor list
- 1/2 page ad in the official e-book of the financial fair guide
- Personalised version of the e-book with your logo on the cover page; highlighting of your stand and programme participations

The number of co-sponsors is limited. The co-sponsoring package will be assigned on the „first come, first served“ principle. The organizer reserves the right to consider criterias such as branch mix, sale of advertisements, past trade fair participation and customer loyalty when awarding sponsorship places.

**We are interested in further sponsoring opportunities:**

- 1/2- or 1/1-page ad in the print version of the financial fair guide
- Your logo on the cover page of the print version of the financial fair guide and on all ads
- Your branding on the lanyards, which all fair visitors receive
- And other sponsoring opportunities

For details please contact us.

Please note that the square footage and the choice of module stand are both only provisional but your registration is binding. A floor plan will be drawn up after the deadline for registration. The final decision on placement and size will then be taken.

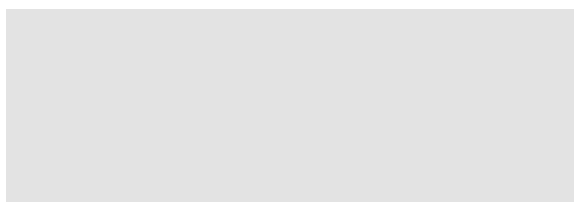
### Terms of payment

All prices indicated exclude VAT. The invoice for the stand space and shell scheme stand must be paid net within thirty days of receipt. Payment for additional services will be due following the conclusion of the fair respectively upon receipt of the final invoice, within 14 days net.

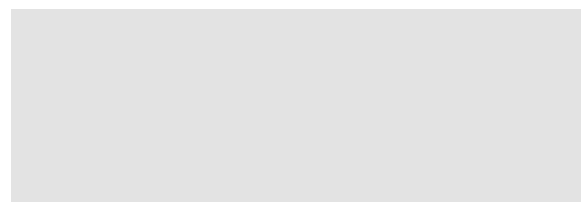
### Declaration by the exhibitor

The undersigned company hereby confirms that it has taken due note of the Exhibitor's Contract. It hereby declares that it recognises all the terms and conditions contained therein as well as any further instructions that may be issued and is willing to comply with them.

**Please print, sign and post this contract to:**  
**DeltaBlue AG, Motorenstrasse 2a, 8623 Wetzikon**  
**Registration deadline: 31 July 2019**



Place and date

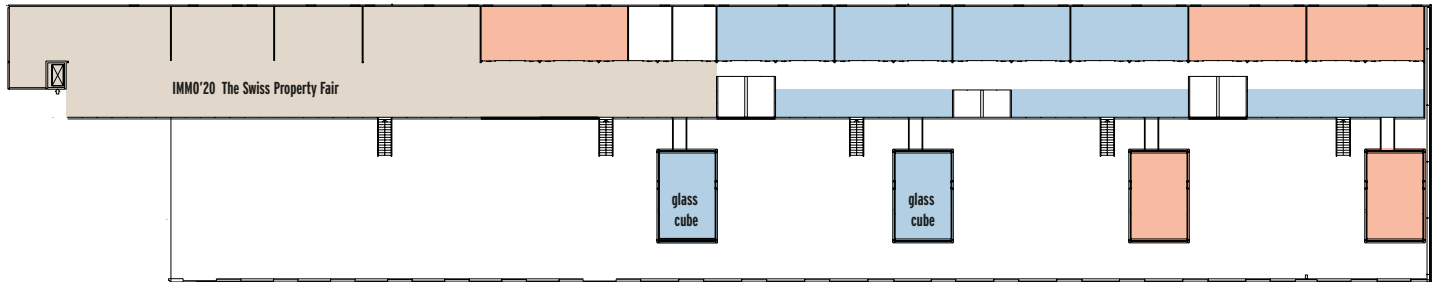


Company stamp and legally binding signature

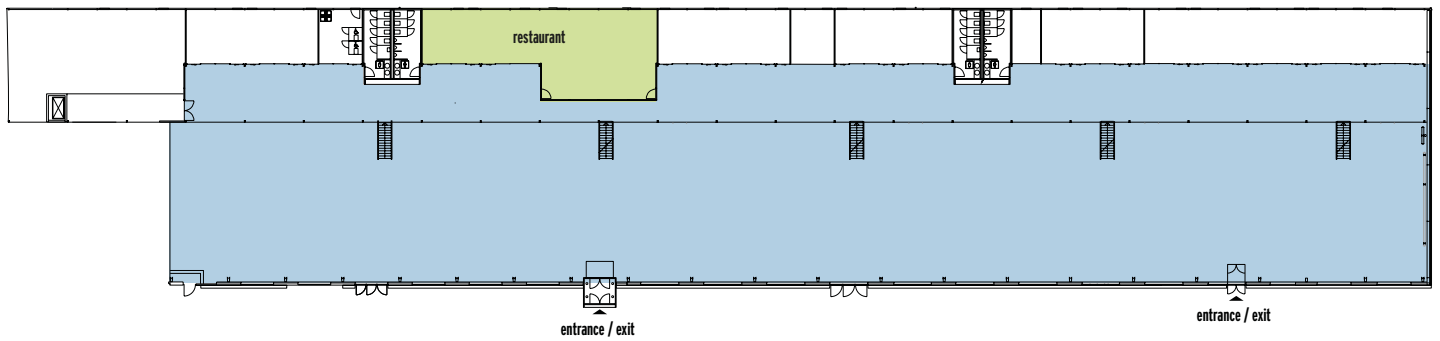
# EXHIBITOR'S CONTRACT

## PLAN OF THE EXHIBITION IN STAGEONE

### GALLERY



### GROUND FLOOR



- Exhibition area
- Seminar rooms

# EXHIBITOR'S CONTRACT

## TERMS AND CONDITIONS

### 1. Organisation

Promoter: JHM Finanzmesse AG, Uraniastrasse 32, 8001 Zürich  
Organisation: DeltaBlue AG, Motorenstrasse 2a, CH-8623 Wetzikon,  
Telephone +41 55 222 88 88, info@finanzmesse.ch, www.deltablue.ch.

### 2. Binding terms and conditions for participants

In signing the exhibitor's contract, the exhibitor expressly agrees to be bound by its terms and conditions.

### 3. Terms of participation

Invitations to participate as exhibitors are sent to companies whose services and/or sales offerings are appropriate to FINANZ'20, the Swiss Financial Trade Fair.

### 4. Space allocation

Exhibitors' positions are allocated by the promoter. Requests for specific positions will be taken into consideration as far as possible. The promoter retains the right to adjust the number of square meters and the number of open side walls in accordance with available space. Any objections to placements must be sent in writing to the organiser within ten days after receiving the hall layout plan. In urgent and justified cases the promoter reserves the right to allocate the exhibitor to another space, the size and location of which are acceptable for the exhibitor. The placement of an additional stand position not included on the hall layout plan must be accepted. Any exhibitor who wishes a subsequent reduction in stand space remains fully liable for paying for the whole space allocated to them if unused space cannot be re-let.

### 5. Withdrawal from the exhibitor's contract

Any exhibitor withdrawing from the participation following registration by 13 September 2019 will be charged a fee to defer expenses amounting to 10% of the stand space rent. If the withdrawal results between 13 September 2019 and 18 October 2019 a fee of 50% of the stand space rent will be charged. Any exhibitor who withdraws after 18 October 2019 remains liable for 100% of the rental for the stand space. If stand spaces and stands have not been occupied by 08.00 on the opening day, the promoter may dispose of these at his own discretion. The exhibitor thereby loses any claim to such stand space and/or stand. The exhibitor remains fully liable for the totality of the rental for the stand space, the incidental costs and the services booked, as well as for all other costs that arise in connection with the non-occupation of the stand space or stand.

### 6. Terms of payment

The charges and terms of payment for renting stands are listed in the exhibitor contract. Payment for the ordered stand space becomes due once the exhibitor contract has been signed. Exhibitors who do not meet with their payment obligations in time will not be permitted to occupy their stand space, but this will not relieve them of their obligations regarding the stand and any additional services they may have ordered. In addition, an interest for delay of 5% will be raised when the payment deadline has expired. The promoter has the right to put any stand spaces for which the rental has not been paid by the set deadline to some other use, without in any way relieving the exhibitor from liability for the rental payment and all other consequential costs that may have been incurred. Those services that will be invoiced separately are indicated in the electronic exhibitor documentation. (Examples of these are advertising space on the fair site, participation in the accompanying programme, electrical mains and sockets, internet connections, rental of furniture, inscriptions, charges for advertising in the fair guide, advertising material, insurances, etc.) A supplement will be charged for express orders after the deadline has expired.

### 7. Stand construction

The minimum stand space is 9 m<sup>2</sup>. The system stands will all be set up by the same stand builder to ensure the greatest possible coordination. Furniture and additional spotlights are available for rent from the stand builder. Requested floor plans can be ordered in 3-dimensional form for CHF 250.-. If exhibitors wish to construct their own stand, they must submit the plans with the technical registration. It is not permitted to close sides of stands that are intentionally open. The design of the stand must comply with the overall appearance of the exhibition. For own stands there must be laid at least a carpet on the floor, the minimal height of the walls is 250 cm (where possible) and the stand space has to be at least 15m<sup>2</sup>. **The official construction height is 2.50 m. Any exhibitor wishing to have a stand higher than this must obtain permission from the organiser. Below the gallery and cube, different heights are possible.**

### Waste disposal:

Waste will be collected every day before, during and after the trade fair. Each exhibitor will be charged a flat fee of CHF 100.- for waste disposal.

### 8. Stand services / catering

It is very much in tune with the concept of the event for there to be presentations and particular attractions on the stands, but these may not cause any disturbance whatsoever to neighbouring stands. The promoter's ruling in this respect shall be final. Personnel must be present on all stands during all the opening hours. Exhibitors are responsible for keeping their stands clean. Refreshments, etc. may be offered to stand visitors; these must, however, be ordered via the StageOne. Special arrangements must be expressly authorized by the promoter. No floor space outside of the actual stand position may be used for advertising or any other purpose (such as shelves holding brochures). It is strictly prohibited, in particular, to distribute advertising material anywhere other than on the space of the exhibitor's own stand unless written authorisation has been obtained from the promoter. The promoter retains the right to exclude or impose a fine on any exhibitors who infringe the rules of fair competition. The minimal fine is CHF 1'000.-

### 9. Set-up and dismantling times

The organiser publishes schedules for setting up and dismantling stands (on the fair website and within the electronic exhibitor manual) and these must be adhered to in the interest of all exhibitors. It is not permitted to start dismantling stands prior to the formal end of the fair. Fines will be imposed on any exhibitor who builds up early without permission, who dismantles stands early, who abandons their stands or leaves them prematurely as well as to exhibitors who dismantle their stands too late. The minimal fine is CHF 1'000.-

### 10. Insurance

It is a mandatory requirement for exhibitors to have a liability insurance. Such insurance cover can be purchased from the promoter. Any exhibitor who is otherwise insured must submit documentary evidence of insurance cover to the organiser. Liability of promoter and exhibitors: the promoter accepts no duty to take care of exhibited materials and stand installations and declines all liability whatsoever. It is the exhibitor's duty to ensure that any device on display is suitable protected with equipment satisfying the accident-protection regulations. The exhibitor will be held liable for any damage caused by exhibition materials, including in particular, during set-up and dismantling.

### 11. Duration of fair/opening hours

Tuesday, 21 January 2020, 10.00 am to 6.00 pm  
Wednesday, 22 January 2020, 9.30 am to 5.00 pm

### 12. Co-exhibitors

It is possible for other exhibitors to participate at your stand for a fee of CHF 1'000.-. Their names may also be inscribed on the stand and they will be included in the fair guide. Companies are eligible to act as co-exhibitors if they are actively involved at FINANZ'20 as partners of the exhibitor.

### 13. Regulations of the StageOne Zurich Oerlikon

«In accordance with the regulations laid down by the municipal fire department, it is not permitted at any exhibition to use decorative material that may constitute a fire hazard. In no circumstances it is permitted for stairs and doors to be blocked and the corridors for the general public must be wide enough to cope with the expected number of visitors.»

«Extreme care must be exercised in setting up the fair. The rented rooms are not exhibition halls but conference rooms decorated in part with walls made of soft noise-absorbing material. For that reason it is strictly prohibited to fasten exhibition objects or advertising materials to any of the ceilings or walls using nails, pins, drawing pins, needles or adhesives. All exhibition structures must be designed to be self-supporting and must be set up on an underlay to protect the floor. The load on the floor may not exceed 500 kg/m<sup>2</sup> at any point. Fixed seats, mirrors, lights may not be moved. In exceptional circumstances, when express authorisation is granted for their removal, this must only ever be done by the service personnel of the location.»

«The catering service during the exhibition is exclusively a matter of the StageOne. It is not permitted for the promoters and/or exhibitors to distribute food and drinks.»

### 14. Excerpt from the municipal noise ordinance

*Article 1:* For the purpose of the ordinance, noise is defined as acoustic effects which impair the health, performance or wellbeing of people.

*Article 3 c.:* It is prohibited to carry out any form of work that causes noise between 12 noon and 2 p.m. and from 7 p.m. to 7 a.m.

*Article 25/1:* Anyone who violates the provisions of this ordinance, who removes noise protection measures or impairs their performance, will be punished in accordance with article 37 of Zurich's general municipal police regulations (Allgemeine Polizeiverordnung der Stadt Zürich).

### 15. Compilation of the fire protection guidelines for fairs and events

*General information:* From decorations no additional fire hazard may result. In the case of fire persons may not be endangered and escape routes not be impaired.

*Material:* Decorations in areas with public traffic must be of heavy inflammable material. Fire index 5.1/Classification SN EN 13501-1: (A2-s2, d0 - A2-s3, d0 - B-s2, d0 - B-s3, d0 - C-s2, d0 - C-s3, d0).

In case of fire materials may neither drip off burning nor develop poisonous gases. No inflammable decorations may be attached in escape routes. Play and advertisement balloons may be filled only with not inflammable gas or gas mixture.

*Addition to material:* Decorations from massif wood (e.g. boards) are also permitted, where difficult inflammable material with fire index 5.1 is required.

### 16. Miscellaneous

Any orders and special agreements concerning FINANZ'20 must be done in the electronic exhibitor manual or in writing. The minimum requirement is a fax or an e-mail. Orders placed verbally will be accepted in cases of urgency, but these must be confirmed in writing. The organiser accepts no guarantee for executing purely verbal orders or forms that have been transmitted too late by the exhibitor. For orders placed after the deadline, a handling fee of 20% will be charged. During the fair the exhibitor refrains from organising any kind of event dealing with finances in the StageOne Zurich Oerlikon throughout the whole duration of FINANZ'20 and not to advertise any event as being in any way «linked» to FINANZ'20 without the express written permission of the promoter of FINANZ'20.

### 17. Applicable law and place of jurisdiction

All legal relations between the exhibitor and the promoter are governed by and construed in accordance with Swiss law. The parties elect the promoter's domicile as the place of jurisdiction. The promoter retains the right to reschedule, shorten, lengthen or cancel FINANZ'20 should there be compelling reasons for doing so or in the event of force majeure. In such cases, the exhibitor has no right to withdraw, nor any claim for compensation. Insofar as unforeseen political or economic events, difficulties within the industry or force majeure render it impossible to stage FINANZ'20, the promoter undertakes to refund any payments already made by exhibitors, deducting any costs already incurred. The exhibitor has no right to claim any compensation whatsoever if FINANZ'20 is not held on justified grounds. All verbal agreements, authorisations and special arrangements must be confirmed in writing, failing which they will not be recognised.

### 18. Binding force

The exhibitor declares to accept these terms and conditions and undertakes to comply fully with all its regulations.

**19. Please note, that for legal purposes the german version of the FINANZ'20 regulations alone is binding in matters of interpretation.**