

**RAAPA**

**EXPO**

**AUTUMN-2023**

**PAVILION 57, VDNH, MOSCOW**

RAAPA website: <https://raapa.ru/>

Online exhibitors’ catalogue: <https://raapa-expo.ru/>

Telegram: <https://t.me/raapaexpo>

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# Exhibition floor plan

The updated information on the exhibition floor plan and available booths can be obtained on the website:

<https://raapa.ru/exhibitions/xvi-moskovskaya-mezhdunarodnaya-vystavka-attraktsiony-i-razvlekatelnoe-oborudovanie-rappa-ekspo-osen-2023/>

# Terms of participation

|  |  |  |
| --- | --- | --- |
|  | Shell scheme booth | from 4 m2 |
|  | Exhibition space only | from 10 m2 |
|  | Exhibition space only for inflatables  | from 30 m2 |
|  | Participation of Co-exhibitor company, exhibiting at other company’s booth | from 6 m2 |
|  | Indirect participation (placement of promotional materials of a Company at the Indirect participation booth and entry of Exhibitor’s profile in the Exhibitor’s Catalogue up to 90 words, including contact details) |

Rates for participation can be obtained by sending a request by e-mail to the organizer raapa5@raapa.ru or by submitting the application from the website : [www.raapa.ru](http://www.raapa.ru)

Registration fee amounts to 528 Euro/568 USD and is mandatory for all the exhibitors

Minimal booth size: 4 м2 – perimeter location, 6м2 – central location.

Additionally charged:

|  |  |  |
| --- | --- | --- |
| Corner booth | 2 open sides | +5% to the basic cost |
| Semi-island booth  | 3 open sides | +7% to the basic cost |
| Island booth | 4 open sides | +10% to the basic cost |

*If the Exhibitor chooses the location and area of the booth that violate the overall composition of the exhibition booths, the Organizer has the right to introduce extra charges for the booth chosen by the Exhibitor in the amount of 5% to 15% of the booth cost.*

# Venue

Exhibition will be held at ***VDNH, Pavilion 57, Prospect Mira, 119, Moscow, Russia, 129223***

Geolocation on Yandex maps : HERE

**De**

* By METRO. Metro station "VDNH", the first car from the center, exit towards the "Main Entrance of VDNH" Free electric buses operate on the territory of VDNH. You can sit at the arch of the main entrance and follow to the stop pavilion No. 57 "Palace of Marriage".
* By PUBLIC TRANSPORT

 By a shuttle bus №533 from metro VDNH and metro Botanichesky Sad to the "Palace of Marriage".

* By TAXI. Prospect Mira, 119, VDNH, pavilion 57. Entry to the territory through the Sovkhozny checkpoint to the Lipovaya alley.

Exhibition calendar:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Monday,October, 9 | Tuesday,October,10  | Wednesday,October, 11  | Thursday,October, 12  | Friday,October, 13  |
| 14:00-20:00 | **08:00-20:00** | **08:00 – 10:00** | **10:00-18:00** | **10:00-16:00** |
| Exhibition mounting.Building stands. There is no check-in on this day. | Exhibition mounting. Exhibits move-in. Preparation to the show. | Completion of mounting, if necessary. | Exhibition working hours. | Exhibition working hours. |
| **10:00 – 18:00** | **16:00-20:00** |
| Exhibition working hours. | Dismounting. Exhibits mov-out. |

# Deadlines

**Booth layout.**

**September, 4**

- approve the booth layout, or, in the case of self-mounting, undergo accreditation.

- произвести заказ дополнительного оборудования (по желанию)

**Payment.**

**September,18**

100% payment for participation in the exhibition. (see the Contract). Companies with payment arrears to the Organizer will not be allowed to participate in the exhibition.

**Exhibitors’ Catalogue.** Providing information to the electronic catalogue. Further, prompt placement without guarantees.

**Badges.**

**September,25**

Provide a list of employees for badges, as well as a list of employees for installation work. Name badges will be issued to the responsible person at the Registration Desk during the days of the exhibition.

**When you attend the exhibition, please bring with you:**

□ Form №7. The list of moved-in equipment in 2 copies on the letterhead of the company, certified by the signature of the head and the seal of the exhibiting company;

□ Fire safety certificates for materials and banners used (if there are banners and/or equipment at the stand);

□ Form №9. List of employees working on the mounting / dismantling of the company's booth in 2 copies, certified by the signature of the head and the seal of the exhibiting company;

# Booth description

**Form №2.** Should be submitted by September 4 .

If the Exhibitor fails to provide the booth layout within the specified period, the Organizer reserves the right to build the booth at its own discretion in accordance with the set for the given footage of the booth.

# Shell scheme

Detailed description and standard booth configurations can be found HERE

|  |
| --- |
| 1. Complete set of exposition booths with exhibition equipment |
| Equipment designation | Unit | Booth size m2 |
| 4-5 | 6-8 | 9-11 | 12-14 | 15-17 | 18-20 | 24-25 |
| Counter h 0.75х1.0х0.5 | item | - | - | 1 | 2 | 2 | 2 | 2 |
| Square table 700x700 | item | 1 | 1 | 1 | 1 | 1 | 2 | 2 |
| Chair | item | 1 | 2 | 3 | 3 | 3 | 4 | 5 |
| Lamp SPOT 100 Watt | item | 1 | 2 | 3 | 4 | 5 | 5 | 6 |
| Set of sockets 220 Volt | item | 1 | 1 | 1 | 1 | 1 | 1 | 2 |
| Cloth rack | item | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Waste bin | item | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Room for negotiations | Sq.m. | - | - | - | 3 | 6 | 9 | 9 |
| Sliding door | item | - | - | - | - | 1 | 1 | 1 |
| Curtain | item | - | - | - | 1 | - | - | - |
| Fascia board | r.m. | length of the booth at the side of the passageway |
| Carpeting | Sq.m. | on the whole area of the booth |

Check this list for your booth (Form №2):

□ availability of all furniture, including the contents of the "Standard Booth" and additional equipment

□ Fascia board sign

□ company logo (if ordered)

□ lamp-spots;

□ socket block location 220V 700WT;

□ walls and open sides in accordance with the location of your booth on the exhibition plan

□ cloth rack (mounted on the wall, it can be removed on requet, since the wardrobe is open during the days of the exhibition)

Please note: equipment included in the “standard booth equipment”, but not indicated by the exhibitor on the booth layout (Form No. 2) will not be provided.

Oral requests for any changes will not be considered. Applications are accepted only in writing.

 If the Exhibitor makes changes to the booth layout during mounting (October 9-10, 2023), they will be considered as an order for additional equipment and paid with a 100% markup.

# Installation of own exhibition equipment and other structures within a standard booth is considered as a self-mounting (see below).

# Exhibition space only

# Exhibition area with carpet. WITHOUT connection to electricity (can be ordered separately).

# Exhibition space only for inflatables

# Marked exhibition area WITHOUT carpeting and WITHOUT connection to power supply (can be ordered separately).

# Exhibition space only for self mounting

# The exhibitor orders an space only area and equips the booth independently or with the involvement of a third-party organization. In this case, it is necessary to be accredited by the General Contractor. For more information about the terms of accreditation, please e-mail: vystavka@raapa.ru

# Additional exhibition equipment

Order form for additional equipment №2.1. (see below)

When ordering additional equipment and installation work after 17.09.2023, the cost increases by 50%.

When ordering additional equipment and installation work during the exhibition mounting on 10.10.2023, the cost increases by 100%.

Applications will be executed subject to the following conditions:

* availability of equipment;
* after fulfillment of pre-arrived requests;
* payment for the ordered equipment to the Organizer

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Item name | Unit | USD/Euro | Item name | Unit | USD/Euro |
| **Booth structure** |
| Wall element 2.5x0.5 m | pcs. | 25/24 | Shelf (laminated chipboard) 1.0x0.3 | r.m. | 15/14 |
| Wall element 2.5x1.0 m | pcs. | 30/29 | Shelf (laminated chipboard) 1.0x0.5 | pcs. | 10/9 |
| Wall element with curtain | pcs. | 35/34 | Folding door unit | pcs. | 100/95 |
| Wall element (laminated chipboard) 2.5x1.0 m | pcs. | 62/58 | Wall rising up h-1.0 m | r.m. | 17/16 |
| Overhead grid 1.0x1.0 m |  pcs. |  30/28 | Wall rising up h-0.5 m | r.m. | 12/11 |
| Swing door unit | pcs. | 120/115 | Chain fence | pcs. | 20/19 |
| **Assembly units (showcases, information stands, counters)** |
| Information stand, rounded R=0.5, h=1m | pcs. | 70/66 | Filing cabinet 1.0x0,5x1.0 | pcs. | 88/82 |
| Information stand, rounded, R=1m, h=1m | pcs. | 85/80 | Counter 1 x 0,5m (h=0,75m) | pcs. | 65/62 |
| Information stand with inner shelf, 1x0.5m, h=1m | pcs. | 80/74 | Showcase low R-1 x 0,5m; h=1m | pcs. | 105/95 |
| Counter 1x1m (h=0.75m) | pcs. | 70/65 | Blind 2,5 x 1,0m | pcs. | 12/11 |
|  |  |  |  |  |  |
| **Office equipment and furniture** |
| Conference chair | pcs. | 11/10 | Leaflet holder | pcs. | 21/20 |
| Soft chair | pcs. | 38/36 | Leaflet holder rotating | pcs. | 40/37 |
| Bar stool | pcs. | 24/23 | Decorative tree | pcs. | 90/85 |
| Square table 70x70 cm | pcs. | 30/26 | Clothes rack on leg | pcs. | 13/12 |
| Table 100x70 cm | pcs. | 35/30 | Wall hanger | pcs. | 9/8 |
| Round glass table | pcs. | 95/90 | Waste bin | pcs. | 4/3 |
| Bar table (laminated chipboard) | pcs. | 50/45 | Metal rack 1.0 x 0.5, h=2.5m (3 shelves) | pcs. | 85/80 |
| Magazine glass table 100x46, h=43 | pcs. | 55/52 |
| Sofa | pcs. | 110/105 | Black armchair | pcs. | 87/82 |
|  |  |  |  |  |  |
| **Presentation equipment and Internet** |
| Plasma panel 55” | pcs. | 355/330 | Cable Internet access at a speed 2048 Kbit/s | psc. | 340/320 |
| Plasma panel 65”  | pcs. | 500/470 |  |  |  |
| **Electric equipment** |
| Switch board 32A (without connection to electric circuit of the pavilion) | pcs. | 85/80 | Flashlight, 150W rotating | pcs. | 27/25 |
| Socket 220 V up to 1 kW | pcs. | 14/13 | Flashlight, 300 W | pcs. | 60/58 |
| Socket 220 V up to 2.5 kW | pcs. | 30/28 | Lamp (Metal Halide) 150W | pcs. | 78/74 |
| Round the clock socket 220 V ordinary  | pcs. | 31/29 | Spot lamp, 100 W | pcs. | 13/12 |
| Connection to electric circuit of the pavilion | connection | 85/80 | Lamp 150 W on a bracket | pcs. | 25/24 |
| Socket 380 V (32 A) | pcs. | 52/48 | Luminescent lamp 40W | pcs. | 26/25 |
| **Services on booth connection to the Pavilion electric networks** |
| up to 3 kW  | connection | 200/188 | up to 10 kW | connection | 306/290 |
| up to 3 kW (round-the-clock)  | connection | 258/243 | up to 15 kW  | connection | 445/415 |
| up to 5 kW  | connection | 265/250 | up to 25 kW  | connection | 665 |
|  |  |  |  |  |  |
| **Plumbing connections** |
| Connection to cold water supply and sewer systems of pavilion on floor level | connection | 340/325 | Rental of armored hose with ½ inch pipe diameter 1 r.m. for connection to water supply | r.m. | 11/10 |
| Sewer hose with a diameter of 40-50 mm, not less than 10 r.m. | r.m. | 16/15 |  |  |  |
| **Compressed air connections** |
| Connection to the compressed air line up to 30 cubic meters / hour | connection | 340/325 | Rental of armored hose with ½ inch pipe diameter 1 r.m. for connection to compressed air line | r.m. | 11/10 |
|  |  |  |  |  |  |
| **Graphics** |
| Surface lining with colored film ORACAL | sq.m. | 18/17 | Colored print (printing and lining) | sq.m. | 35/30 |
| Surface lining with colored film of exhibitor | sq.m. | 20/19 | Logo cutting (ORACAL), up to 1 sq.m., plain | pcs. | 42/40 |
| Inscription on fascia board h=10 cm | symbol | 3/2 | Logo cutting (ORACAL), over 1 sq.m., multicolored | pcs. | 80/75 |
| Banner 360 dpi ( on a frame, with eyelets, pockets) printing and mounting | sq.m. | 40/35 | Banner/mesh over 3 sq.m. ( with eyelets) printing and mounting | sq.m. | 38/36 |
|  |  |  | Door lining | sq.m. | 35/33 |
| **Works** |
| Carpet covering of the booth | sq.m. |  16/14 |  |  |  |

# Technical specification of Pavilion

* Allowable construction height in pavilions: 6 meters
* Permissible floor load:

Self-leveling floor - 500 kg / 1sq. m.

Tile - 200 kg / 1 sq. m

* Simultaneous power consumption 350 kW;
* Height of mounting gates- 3m
* For suspended work, the permissible load on ceiling beams / trusses - up to 300 kg

# Electricity

1. Electric power supply of the booths is provided **for the duration of the exhibition.** During the mounting and dismantling periods, the exhibitors (or their contractors) should use battery powered instruments or rent the extension cord for temporary connection directly at the pavilion’s administration.

The general power supply at the booth after the exhibition **is turned off at 18:05**.

1. Maximum electric power of electrical equipment connected to the sockets at the booth (standard block of three sockets at shell scheme booth ) is up to 0.7 kW.
2. If it is necessary to increase the power of electrical equipment connected to the power supply sockets of the booth, exceeding 0.7 kW, Exhibitor should indicate the excess values ​​on the wiring diagram of the booth layout to take into account the required power at the mounting stage of the booth.
3. Lamps SPOT 100 W and socket blocks are installed only along the perimeter of the fascia frame of the booth. In all other cases the location of lamps and sockets and their installation will be considered as additional work and will be calculated in accordance with the prices specified in the Price List for additional services (work) and equipment.

**It is prohibited:**

- to connect electrical lighting equipment to the standard electrical networks of the exhibition (plug in your own sockets and lamp-spots) not indicated in the wiring diagram.

- to operate electric heaters (tiles, boilers) within the electrical networks of the exhibition. All equipment connected to the electrical networks of the exhibition must be equipped with double insulated wires and must have, in addition to the neutral wire, a ground wire. Leakage current should not exceed 0.03A.

To protect their equipment, Exhibitors are recommended to use voltage stabilizers and uninterruptible power supply units. The contractor is not responsible for the technical condition of the electrical equipment of the Exhibitor.

The Exhibitor is responsible for the good order and efficiency of his electrical equipment used at the exhibition

If necessary, the contractor can provide for Exhibitor’s needs (in accordance with the price list) an individual switchboard with appropriate protective devices. To do this, the Exhibitor must provide information about the technical characteristics stated in the wiring diagram of electrical connections to this switchboard at the stage of Application submitting, for this information to be included in the electrical project of the exhibition and the booth.

If connection of 380V electrical equipment is required, the technical parameters of the electrical equipment indicated by the Exhibitor on the wiring diagram include: power consumption in kW, starting current in A, voltage, installation location and type (mark) of the connector.

**NOTE!** While ordering the electrical connections for the industrial equipment and exhibits, consider the magnitude of starting current.

While connecting computers and other devices sensitive to power interruption and power surge, we strongly recommend you to use the uninterruptible power supply units (UPS). In case of power outage Exhibitor is to inform the exhibition Organizer immediately. The Organizer is not liable for damage and loss incurred by electric power outage.

**For reference:** the maximum power consumption of electricity, provided by the wiring diagram, when connected to a single socket block 220V is not more than 1kW regardless the number of sockets on this socket block.

Typical load on electric socket:

Computer/printer/ video player/TV/refrigerator: 500W, 2A

Vacuum cleaner: 1000W, 4,2A

# Water and compressed air supply

**Water supply.** Water inlet/outlet (cold). The equipment installed at the booth must be equipped with stop valves. . Plumbing equipment with failures of valves and water drainage system is not connected. Water tanks should be equipped with drain devices. Connection to plumbing networks includes water supply with one pipeline (½ inch Ø) and drainage with one pipeline (diameter 40-50mm) without direct connection of Exhibitor’s equipment.

Compressed air is supplied by reinforced hoses (½ inch Ø) from the compressed air line by JSC VDNH workers, the Exhibitor performs the connection to the equipment at the booth. Connection may be denied due to lack of technical capability.

**Internet**

You can order an Internet connection and audio/video devices to equip your booth with by submitting [Form №2.1](#_Форма_№_2._1).

# Suspensions of structures

**IMPORTANT!**

When examining the submitted documentation, the Organizer has the right to require making changes in the suspended structure and calculations of the suspension points;

Suspended construction should not go beyond the provided exhibition space;

Suspension and dismantling works are carried out only during the official exhibition mounting / dismantling.

When examining the submitted documentation, the Organizer has the right to require making changes in the suspended structure and calculations of the suspension points;

Suspended construction should not go beyond the provided exhibition space;

Suspension and dismantling works are carried out only during the official exhibition mounting / dismantling.

# Booth equipment, design, advertisement

1. Booth mounting and equipping beyond the standards of the organizer is at exhibitor’s liability. However, the booth mounting and its equipment should conform the requirements acting on the VDNH territory. Exhibitor is required to coordinate the booth design with the Exhibition Organizer in advance. Booth design not conforming the said requirements might not be accepted or may be modified by the Exhibition Organizer at the Exhibitor’s cost.
2. Structures of all kinds and exhibits should not overlap neighboring booths or reach beyond the bounds of the rented booth.
3. The use of back side of the wall panels of other booths is prohibited. Each exhibitor/mounter of the booth is obliged to mount the necessary number of own wall panels.
4. Installation of billboards and pillars is possible only within the bounds of the booth. Promotions of any kind outside the booth are possible only after obtaining permission from the Exhibition Organizer.
5. The placement of advertisements for third-party exhibitions, as well as advertising and promotional materials of organizations, institutions, firms and companies not participating in the exhibition directly, is strictly prohibited throughout all the exhibition area.

# Technical requirements for the production of advertising media

Standard booths are equipped with fascia boards with the name of the Exhibitor’s company. Each booth is equipped with a fascia board sign (no more than 10 characters h = 10 cm., blue color). Corner booths are equipped with two fascia boards with the name for free. In case of ordering a semi-island or island booth, the third and fourth fascia board sign is charged extra.

For each additional character on the fascia board exceeding 10 characters the Exhibitor is charged extra, according to the price list.

**All banners and full-color printing ordered by the exhibitor from the organizer are accepted in natural size, according to graphics requirements:**

− natural size (1:1);

− TIFF;

− 150 dpi (up to 2,5 m2)

70-100dpi (from 2,5 m2 to 15m2),

 50-70dpi (from 15m2 to 30m2);

− CMYK;

− no compression;

− no alpha-channels

− no layers;

− Profile EuroScale Coated v.2

**All logos and texts are accepted in curves (CorelDRAW) in natural size with signed colors on ORACAL**

# Dimensions for artworks for color print and lining

|  |  |  |
| --- | --- | --- |
| **Наименование** | **Height** | **Width** |
| Counter 1 x 0,5m, height 0,75 | 622 mm | Side 467mmFront. 962mm |
| Counter 1 x 0,5m, height 1m | 874 mm | Side 467mm Front. 962mm |
| Counter radius 1m, height 1m | 874 mm | Side 467mm, Front 1530mm |
| Fascia board. Length 1m | 312 mm | 962 mm |
| Fascia board. Length 2m | 312 mm | 1952 mm |
| Fascia board. Length 3m | 312 mm | 2942 mm |
| Wall panel 2,5 x 1m *(standard)* | 2354 mm | 962 mm |
| Wall panel 2,5 x 0,5m | 2354 mm | 467 mm |
| Wall panel 1 x 1m | 874 mm | 962 mm |

# Fire safety

Prior to the mounting, it is necessary to appoint a person responsible for the fire safety at the exhibition booth. In accordance with the law of the Russian Federation No. 69- FZ dated December 21, 1994, in case of not appointing an official responsible for complying with fire safety requirements on the area of a rented booth, the head of the organization participating in the exhibition is personally responsible. Monitoring of compliance with fire safety regulations is carried out by VDNH JSC and 3 RONPR of the Department for NEAO Directorate of EMERCOM of Russia in Moscow. The Exhibitor / contractor of the exhibition must, no later than two weeks before the beginning of the mounting works, provide VDNH JSC with information on all radioactive, fire and explosive materials and exhibits in order to take appropriate agreed security measures. The importation of these materials and exhibits without the permission of VDNH JSC is not allowed.

**At the exhibition, the calculation of the calculated values of fire risk is carried out, which is carried out in accordance with the approved Methods: "Methodology for determining the calculated values of fire risk in buildings, structures of various classes of functional fire hazard" approved by order of the EMERCOM of Russia dated 30.06.2009 No. 382, subject to changes, approved by order No. 749 of the Ministry of Emergency Situations of the Russian Federation of December 12, 2011.**

For interior finishing of booth walls, offices, podiums, ceilings, and enclosures only noncombustible and fire-hardened materials should be used. All flammable materials must be treated with fire retardant composition. Draping materials made of flammable plastics proof to fire retardant compositions are not permitted.

Welding and painting with the use of flammable dyestuffs are not permitted in the pavilion.

***Note!* All booth materials, banners, posters used for exhibits’ showcasing should be provided with No-Burn Certificates.** For all the roll-up constructions (ROLL UP), mobile booths, etc. technical data sheets should be available. It is forbidden to voluntarily connect your electrical and lighting devices to the switchboard.You can learn more about the fire safety rules in para. 10 of the “General Conditions for Organizing and Conducting Your Own Exhibitions, Congresses and Other Events on the Territory of VDNH JSC”. <https://expo.vdnh.ru/organizers/helpfuldoc/>

# Air balloons (aerostats), quadrocopters

Air balloons containing combustible gases are not permitted for use in the pavilion and outside area. The use of air balloons containing noncombustible gases should be authorized by the Organizer.

It is forbidden to use quadrocopters on the territory of VDNH without prior approval!

# Loading- and unloading works. Storage of empty containers.

All types of loading and unloading and rigging work on the territory of VDNH JSC is performed by the official freight forwarder “DMW-EXPO”, Ltd , [www.dmw-expo.ru](http://www.dmw-expo.ru),

E-mail: info@dmw-expo.ru

Tel: +7 (495) 234-56-52; +7-926-248-56-16. Contact person: Yury Gorbatenko.

It’s prohibited to operate self-owned cranes or automatic loaders in the exhibition area.

In the event that the weight of the exhibit s exceeds 250 kg, in order to prevent possible damage to the flooring of the pavilion, participants should provide protective wooden or rubber pads for the metal elements of the exhibits in contact with the floor. This requirement is obligatory - otherwise, the Organizer has the right to refuse companies in the placement of exhibits.

In case of any damage (floor, structures, etc.) in the pavilion, which occurred during the placement of exhibits on the booth, the exhibitor fully compensates for the damage caused.

# Storage of empty containers

Empty boxes, pallets and packaging material should not be stored on the booth. During the exhibition, they must be removed by the exhibitor. Any packaging materials found at the exhibition without stickers will be removed as trash. Services for the storage of large-sized containers are provided by “DMW-EXPO”, Ltd.

Any boxes (pallets) left in the aisles will be removed for an extra charge.

# Security

At the exhibition perimeter of the pavilion is guarded and there is a check mode. During mounting and dismantling from 8:00 to 20:00 safety of exhibits and personal belongings at the booth is a liability of the exhibitor. Individual booth security can be arranged on request, at an extra charge.

From 20:00 to 8:00 the pavilion closes and is guarded. Exhibitor must also ensure the presence of a representative on the booth during the days of mounting / dismantling and during the exhibition working hours.

The exhibitor is solely responsible for the safety of exhibits and personal belongings on the booth from the moment of the pavilion opening until the moment it is closed and is set under security.

# Exhibition cleaning

**During the exhibition working hours:**

* Passage cleaning between the booths (aisles) is performed before exhibition opening hours.
* Booth cleaning is performed on an advanced request of the organizer at an extra charge.

 **During mounting/dismantling periods:**

Packing materials and bulk garbage from the booth should be removed into the waste container or put in storage with the official freight forwarder of the exhibition “**DMW EXPO”, Ltd (**[**www.dmw-expo.ru**](http://www.dmw-expo.ru)**).**

 Exhibitor is liable to expenses for garbage disposal, including ordering a container for disposal of the bulk waste.

# Sound , Audio and Video at the booth

 During the exhibition working hours, the sound level at your booth should not interfere with the work of other exhibitors. Sound level more than 70 dB at the border of the booth is not allowed. If there are complaints from other exhibitors to a high level of sound at your booth, the Organizer has the right to demand to reduce the sound level to an acceptable value. If you ignore the above requirements, the Organizer reserves the right to turn off the source of the sound signal and fine the Exhibitor.

 Photography and filming of the exhibits in pavilions and on open areas is subject to the Organizer’s permission.

# Visa support, interpreters’ services

All foreign exhibits need a visa to enter the territory of the Russian Federation, which is obtained independently when applying to the embassy or consular office of the country of residence or through existing visa centres in the country of residence.

To obtain a Russian visa, an invitation from a citizen of the Russian Federation or a company must be submitted to the embassy or consulate of the Russian Federation. Upon request from the Exhibitors, the Organizer can provide a personalized invitation.

|  |  |  |
| --- | --- | --- |
| * ***Tourist hotel***

Contact information: tel.: +7 (495) 589-53-79; (495) 988-83-53, E-mail: info@arktour-mos.ru, 5895379@mail.ru | * ***Cosmos Hotel***

Contact information: tel.: +7 (495) 234-10-15 (ext. 2003), E-mail: **groupres@hotelcosmos.ru****Directions:** [www.hotelcosmos.ru/hotel/contacts/](http://www.hotelcosmos.ru/hotel/contacts/) | * ***D’Hotel***

Contact information**:** tel.: +7 (495) 730-18-23 (ext. 0142)E-mail: **nr@dehotel.ru****, Ruslan** tel.: +7 (495) 730-18-23**sales@dehotel.ru****, Anastasia****Directions:** [dehotel.ru/contacts/](http://dehotel.ru/contacts/)  |

Interpreters’ services can be requested through the Organizer.

# Forwarding services and cargo handling. Customs clearance and logistics.

|  |
| --- |
| **FORWARDER «DMW-EXPO» Ltd.**Transport and forwarding services, handling and rigging works and customs services for the exhibition cargo.Contact persons: Gorbatenko Yury - loading and unloading and riggingPuzyrnikov Roman - customs clearance and forwarding of exhibition cargoBld. 452, 119, Prospect Mira, MoscowTel/Fax**:** +7 (495) 234-56-51 + 7 926 248 56 16;  Web**:** [www.dmw-expo.ru](http://www.dmw-expo.ru)Email:yuri.gorbatenko@dmw-expo.ru info@dmw-expo.ru  |

**NOTE! The ORGANIZER DOES not arrange the loaders’ services. for this contact the official transport agencies of the exhibition (see the information above)**

# Regulations of exhibitors entry/exit to/from VDNH territory

During the mounting and dismantling of the exhibition, free entry for trucks is carried out with a one-time car pass.

The vehicle pass gives the right to free pass only on October 10 (8:00-20:00) and October 13 from 16:00 to 20:00, on all other days - entry is fee-paying according to the VDNH tariff, payment is made at the VDNH checkpoint. Entry fee

The vehicle pass can be obtained from the Organizer of the exhibition RAAPA EXPO Autumn 2023 in Pavilion 57 of VDNH at the Exhibition Registration Desk.

# Regulations of exhibits move-in/move-out

• To move-in/move-out exhibits, Exhibitor should have **two copies of the letter** with the list of transported equipment [(Form №7)](#_Форма_№_8.). It is not required to include in this list handouts and products that you intend to distribute during the days of the exhibition.

• Exhibitor should get a stamp **“Exhibits move-in allowed”** on both copies of the abovementioned letter at the Organizer’s Registration Desk to move exhibits in. One copy with the stamp of the Organizer should be left by the exhibitor at the Registration Desk. The second copy is to be presented at the entrance to the pavilion.

Exhibitors who carry out **a self mounting of their booth** must obtain an additional permission from the Administration of Pavilion of VDNH JSC on the letter with the list of transported equipment.

* • While moving out the equipment, Exhibitor should have the note **“Exhibits move-out allowed”** on the same copy of the letter at the Registration Desk.
* • Exhibitors’ personnel should collect **mounting badges (according to Form #9)** from the direction of the exhibition at the Registration Desk to have an access to the pavilion for exhibition equipment and exhibits move-in and move-out and for mounting and dismantling.

**PRESCHEDULE DISMANTLING AND EXHIBITS MOVE-OUT DURING THE EXHIBITION WORKING DAYS ARE PROHIBITED**

For the preschedule dismantling of the booth, the Exhibitor pays a penalty in the amount of 20% of the booth cost.

# Hotel Booking

To book a room, according to special conditions for exhibitors, you must call +7 (499) 553-06-38 and say the code word: "RAAPA EXPO" or contact the company in another way indicated below.

Contacts: Lunas company <https://lunas.group>

+7-800-775-14-62 – free call

+7 (977) 279-98-36 Whatsapp/Viber/Telegram

# Sponsorship

Number of packages: 3 Contribution amount: 3000 Euro.

1) Placement of the Sponsor's logo indicating the status on the advertising materials of the exhibition (booklets, banners, posters, etc.).

2) Placement of the sponsor's logo on the exhibition badges.

3) Placement of the Sponsor's color advertising module (1 page) in the exhibition catalog.

4) Placement of the Sponsor's logo indicating the status on the Sponsor's gratitude page in the exhibition catalog.

5) Attachment of Sponsor's advertising materials to information packages for visitors and exhibitors (no more than 1 product name).

6) Participation of the Sponsor's representative in the exhibition opening ceremony.

7) Placement of the Sponsor's logo on the RAAPA website on the exhibition page indicating the status with a link to the Sponsor's website.

8) Mentioning the Exhibition Sponsor in press releases, reports and publications in the Russian and foreign press, on the exhibition website and RAAPA social networks.

9) Informational announcement about the Sponsor on the RAAPA website and social networks.

10) Provision of invitation tickets for RAAPA Gala Dinner (2 tickets).

Standard Contract for participation in **the 17th Moscow international exhibition “Amusement rides and entertainment equipment RAAPA EXPO Autumn-2023” №\_\_\_\_\_\_ - О/23**

Moscow \_\_\_\_\_\_\_ «\_\_» , 2023

Party 1: “\_\_\_\_\_\_\_\_\_\_\_\_” (\_\_\_\_\_\_\_\_\_\_\_), further on referred to as “Exhibitor”, in the person of Mr \_\_\_\_\_\_\_\_\_\_\_\_, and Party 2: Amusement Industry Exhibition Ltd., further on referred to as “Organizer”, in the person of the Director General I.M. Rodionov, acting on the basis of the Statute, together referred as “Parties”, have concluded the present Contract for the following:

**1. Subject of the contract**

1.1. Organizer shall render services on Exhibitor’s participation in the 17th Moscow International Exhibition “Amusement Rides and Entertainment Equipment RAAPA EXPO Autumn-2023” (further on RAAPA EXPO Autumn-2023), pursuant to submitted Application for participation, and shall render additional services as per Exhibitor’s Manual and Supplement №1 to the Contract, Exhibitor shall accept and pay for the rendered services.

1.1.1. Application form, Supplement №1 to the Contract, and Exhibitor’s Manual of the exhibition are an integrated part of the present Contract.

1.2. Date and Venue: October 11-13, 2023, at Pavilion 57, VDNH, 119 Prospect Mira, Moscow.

**2. Value of Contract and Payment**

2.1. Exhibitor shall pay Organizer a registration fee of 528 (five hundred twenty eight) Euro\*.

2.2. Cost of the complex of services rendered for temporary use of exhibition space (indoor shell scheme / indoor space only), sized \_\_\_\_\_\_\_\_sq. m. including cost of surcharges and discounts, amounts to \_\_\_\_\_ (\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) Euro.

2.3. Cost of the complex of services rendered for temporary use of the additional equipment and services chosen by the Exhibitor amounts to \_\_\_\_(\_\_\_\_\_\_\_\_\_\_\_\_) Euro.

Supplement № 1.

2.4 The total value of the Contract, inclusive the registration fee, cost of exhibition space, surcharges, discounts, additional equipment and services, amounts to \_\_\_\_\_\_\_\_\_\_\_\_ (\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) Euro\*. The specified amount should be transferred to the account of Organizer, all bank remittance fees and all commissions shall be paid by the Exhibitor.

2.5. Payment for the participation in the exhibition, according to par. 2.4., shall be made by Exhibitor by the money transfer to the bank account of Organizer.

2.6. The exhibition space is reserved only after paying a deposit (not less than 40% of the invoice amount). Advance payment shall be executed within 5 (five) bank days from the issue date of the invoice and shall constitute grounds for reserving the concerted exhibition area for Exhibitor.

2.7. Exhibitor shall be allowed to participate in the exhibition only after full (100%) payment of the total value of the Contract according to par 2.4. 100% payment must be made no later than September 18, 2023.

In case the payment is not executed within the given terms, Organizer shall have the right to annul the application and shall use the exhibition area at Organizer’s discretion.

2.8 All invoices that are submitted to Exhibitor for the participation in the exhibition must be paid within 5 (five) bank days since they are submitted.

\* No VAT is charged in connection with application of simplified taxation system by Amusement Industry Exhibition Ltd. on the basis of the notification of the Federal Tax Service of Russia for Moscow No. 599107A from 16.12.2017.

**3. Rights and obligations of the parties**

3.1. Organizer shall:

3.1.1. Provide Exhibitor with exhibition space according to par. 1.2 of the present Contract. The shell scheme booth shall be provided to Exhibitor by 16.00, the space only – by 12.00 on the last day of the mounting, the electricity shall be connected to the stand is by 16.00 on the last day of the mounting.

3.1.2. On the shell scheme booth provide Exhibitor with the following (according to par. 2.2.):

• exhibition space with a booth mounted of standard constructions, with a fascia board (not more than 10 characters);

• carpeting;

• ordered exhibition equipment mounting and dismantling;

• standard booth equipment (depending on a booth size);

• provision of the booth power supply – 220V, 700W;

• additional lighting of the booth;

• guarding the Exhibition during exhibition off-hours (from 18:00 to 9:30) during the days of the exhibition;

• general lighting of the Exhibition hall.

3.1.3. On the exhibition space only provide Exhibitor with the following (according to par. 2.2.):

• space only (no walls, electricity etc.);

• carpeting (not applicable for inflatables area);

• general lighting of the Exhibition hall;

• guarding the Exhibition during exhibition off-hours (from 18:00 to 9:30) during the days of the exhibition.

• If the equipped area is less than 10% of the area of the space only booth, mounting and dismantling cost is calculated basing on the factual mounting area.

• If the equipped area is more than 10% of the area of the space only booth, mounting and dismantling cost is calculated basing on the total area of the space only booth.

 3.1.3.1. In case of renting the space only area, Exhibitor is entitled to mount and dismantle their booth, either on their own or with assistance of third-party mounter organizations, within the terms specified in par. 4.1. of the present Contract, having previously received the Accreditation of the Exhibition’s General Mounter (see the Exhibitor’s Manual).

3.1.4. Provide Exhibitor with the customs broker information, if required.

3.1.5. Provide cleaning of the exhibition floor public aisles. Exhibitor shall clean the rented exhibition space on their own.

 3.2. Organizer is entitled to:

• Relocate Exhibitor’s booth or change its configuration not reducing the overall booth size in the event of unforeseen technical circumstances. In other cases, all changes shall be made only with the Exhibitor’s consent. General exhibition floor plan, its rearrangements or modifications of its parts are within Organizer’s competence.

• In the event of the allotted exhibition space is not occupied by the Exhibitor on the first day of the exhibition by 12:00, Organizer is entitled, in order to preserve the display integrity, to use the space at their own discretion, including its transfer/sale to other Exhibitor, no reimbursement of the paid amount to the Exhibitor is performed.

• Surcharge for the selection of booth location: in the event of the Exhibitor selects the location and area disintegrating the general exposition of the exhibition booths, the Organizer has the right to add a surcharge in the amount from 5% to 15% of the booth space cost.

• Lamps SPOT 100 W and socket blocks are installed only along the perimeter of the fascia frame of the booth. In all other cases the location of lamps and sockets and their installation will be considered as additional work and will be calculated in accordance with the prices specified in the Price List for additional services (work) and equipment.

3.3. Exhibitor shall:

3.3.1. Pay in full for the allotted booth and additional equipment according to the present Contract.

3.3.2 Exhibitor shall pay a double rate for additional services and equipment ordered during the exhibition mounting and exhibition working days. The final payment between the Parties shall be settled within 5 (five) bank days after completion of the exhibition against the Organizer’s invoice.

3.3.3. Provide Organizer with:

• Company information for the «Exhibitor Catalogue» by no later than September , 18, 2023;

• List of company representatives by no later than September 25, 2023;

• Provide and conform the Booth layout plan (Form 2.1) by no later than September 4, 2023.

3.3.4. It’s prohibited to line booth constructional parts, connect own lights, place structures exceeding in height 2,5 meters. Мounting of own structures within the standard booth is considered an independent construction and has to underpass paid Technical expertise (installation supervision) at the General Mounter of JSC VDNH

All materials used for booth mounting and equipping (drapes, banners, spacewall panels, and any other exhibition equipment) shall be supplied with certificate of fire safety. The distance between lights and surface of any booth components and exhibition display items shall be no less than 50 sm.

3.3.5. By completion the exhibition Exhibitor is liable to check out all booth structures and equipment in good state, in the event of damaging any structures and equipment Exhibitor is entitled to pay the market cost of damaged items.

3.3.6. At independent construction of exhibition space Exhibitor is liable to pay the electric connections, and is entitled to conduct the booth equipping in accordance with the requirement of Organizer and JSC VDNH (refer to “Exhibitor’s Manual”).

3.3.7. Keep rented exhibition state and exhibits clean and in good order.

3.3.8. Not to dismantle the exhibits before 4:00 PM (16:00) 13.10.2023. For breaking the said regulation the Organizer is entitled to claim Exhibitor for penalty of 20% of the booth cost.

3.3.9. To ensure the constant presence at the booth of Exhibitor’s representative during the operation hours of the exhibition stated in the current contract.

3.3.10. Abide by the rules of fire, technical and sanitary safety, stated on the VDNH territory.

 3.3.10.1 Mobile exhibits (bicycles, etc.) are to be demonstrated only within the booth limits or at a specially designated area. It is strictly prohibited to move along the passageways between the booths on the wheeled exhibits! In case of violation of terms stipulated in par. 3.3.10.1. Exhibitor shall pay the penalty in the amount of 365 Euro. In case of repeated violation of terms stipulated in par. 3.3.10.1. Organizer is entitled to terminate the booth.

 3.3.10.2. Noise level produced by equipment, audio/video demonstrations within the booth limits should not exceed 70 dB.

 3.3.10.3. During mounting and dismantling, the packing material, large-sized trash from the stand must be taken out to garbage containers or be handed over to the official forwarder of "DMW EXPO" Ltd (www.dmw-expo.ru ).

 The costs of removing the garbage left behind, including the order of the container for the removal of bulky waste, are borne by the Exhibitor.

 3.3.11. Follow "Regulations of retail trade in Moscow" at the booth. Exhibitor shall be liable for any violation of the said regulations during the exhibition period.

 3.3.12. Arrange and station Exhibitor’s display within the rented space only. For placing informational materials and exhibits outside the rented space Exhibitor shall pay the fine to Organizer in the amount of 50% of the rented space price and shall vacate the space outside the rented booth.

3.3.13. Not to render rented space to companies that are not Parties of the present Contract and not to place any promotional materials of such companies at the booth, except for the terms specified in par.7.

3.3.14. Booths’ dismantling and exhibits’ move out are strictly prohibited before 4PM (16.00) on October 13, 2023.

**4. Terms**

4.1. Exhibition working hours

|  |  |
| --- | --- |
| Exhibition mounting and exhibits move-in:  | MondayOctober 9, 2023 from 14:00 to 20:00TuesdayOctober 10, 2023 from 08:00 to 20:00 |
| Exhibition working days:  | Wednesday-ThursdayOctober 11-12, 2023 from 10.00 to 18.00FridayOctober 13, 2023 from 10:00 to 16:00  |
| Exhibition dismantling: | FridayOctober 13, 2023 from 16:00 to 20:00  |

4.2. The validity of the Contract is from the date of its signing up to the complete fulfillment of the obligations, but not later than March 01, 2024. Expiry of the validity of the contract shall not release the Parties from liability for non-fulfillment of their obligations.

**5. Liability of the parties**

5.1. In case of failure to fulfill the undertaken obligations per par. 3.1, Organizer shall reimburse to Exhibitor the related direct losses.

5.2. Organizer is not responsible for any damage, loss or theft of the equipment and personal belongings at the Exhibitor’s booth during exhibition working hours from 9:30 to 18:00.

5.3. Exhibitor is responsible for patent purity of showcased exhibits, and promotional materials distributed by Exhibitor at the exhibition.

5.4. Exhibitor shall take financial responsibility for all rented equipment. In case of loss or damage of rented equipment Exhibitor shall reimburse its full cost to the owner of the equipment.

5.5. Exhibitor is responsible for the safety of exposition items and personal belongings at his booth during the Exhibition working days and hours (from 9:30 to 18:00).

5.6. Exhibitor cannot transfer their rights and obligations under the present Contract to third parties.

5.7. Exhibitor is liable for customs clearance of exhibits and payment of customs duties.

**6. Procedures of participation cancellation and reduction of declared area**

6.1. In case of cancelling participation in the exhibition after signing the contract with the Organizer, Exhibitor is obliged to inform Organizer thereof in writing. The date of cancelling participation shall be the date of receiving the letter by Organizer. By cancelling participation is meant refusal from participation in the exhibition or reducing previously booked exhibition space.

6.2. In case of withdrawal Exhibitor is penalized as follows:

• 50 % of the value of provided exhibition space upon withdrawal in less than 60 days;

• 100 % of the value of provided exhibition space upon withdrawal in less than 30 days.

**7. Corporate booth**

7.1. In cases specified by the Contract with Organizer, Exhibitor is entitled to provide a part of the exhibition space rented by him (an exhibition booth sized from 12 sq.m.) to other companies, with an additional payment of the registration fee for each Co-exhibitor. Meanwhile, the exhibition space allotted to Co-exhibitor shall not be less than 6 sq.m.

7.2. Co-exhibitor is a company sharing the booth together with the main Exhibitor. The main Exhibitor is liable for all expenses related to his exhibiting, as well as for Co-exhibitor’s exhibiting.

7.3. If Exhibitor allows Co-exhibitor to occupy their booth without conforming it with Organizer, it entitles the latter to unilaterally terminate the Contract, and dismantle the booth at Exhibitor’s expenses. Exhibitor’s claims against charges shall not be accepted by Organizer in this case.

**8. Additional Conditions**

8.1. In case of demonstration of exhibits in action, Exhibitor must provide the safety of visitors and other parties involved in or attending the equipment demonstration process according to existing rules and standards.

8.2. Terms and conditions of the present Contract can be changed or additions can be made only with the approval by both Parties in writing.

8.3. If there are existing restrictions / imposing restrictions on holding exhibitions and other public events in Moscow and (or) on the territory of VDNH before the start of the exhibition installation, this Contract shall be terminated by agreement of the Parties with the return to the Exhibitor of the funds transferred as a prepayment of the cost services in accordance with para 2.2 - 2.3 of the Contract, in full, any losses to the Parties are not reimbursed. The amount of the registration fee according to para 2.1. of the present Contract is returned less the actual expenses incurred by the Organizer for the preparation of the Exhibitor's participation in the exhibition.

8.4. When restrictions are imposed on holding exhibitions and other public events in Moscow and (or) on the territory of VDNH during the period of the exhibition installation / during the exhibition, this Contract shall be terminated by agreement of the Parties with the return of the money transferred to the Exhibitor as an advance payment the cost of services in accordance with para 2.2 - 2.3 of the Contract, minus the actual expenses incurred by the Organizer for the construction and arrangement of the Exhibitor's booth. The amount of the registration fee according to para 2.1. of the present Contract in this case is not refundable.

8.5. Funds returned to the Exhibitor under para 8.3 and 8.4, by agreement of the Parties, can be credited by the Organizer for booking a booth at the RAAPA EXPO-2024.

**9. Force Majeure**

9.1. Parties are not responsible for complete or partial failure to fulfill the obligations under the present Contract, if complete or partial failure to fulfill the obligations is due to the Force Majeure circumstances, i.e. circumstances taking place against the will and desire of the Parties, which the Parties could not foresee and avoid. Parties shall inform each other about the above mentioned circumstances within 3 (three) working days since their occurrence in written. A failure to inform or an untimely informing deprives Party experiencing the force majeure circumstances of the right to refer to these circumstances.

**10. Dispute resolution**

10.1. All disputes and disagreements, which may arise out of or in connection with the present Contract between the Parties, shall be settled by negotiations between the Parties. In case of failure to settle disputes or disagreements through negotiations, they shall be settled by Arbitration Court of Moscow.

**11. Insurance of Exhibits**

11.1. Insurance of exhibits is provided by Exhibitor at his discretion, on his own, and at his own expense.

**12. Conclusion**

12.1. The present Contract has been drawn up in two equivalent copies, one for each Party.

12.2. The Parties guarantee confidentiality of the terms and conditions of the present Contract.

12.3. All alterations and addenda to the present Contract shall be made only by agreement of both Parties in writing in the form of Supplements which will constitute its integral part. For all other issues beyond the scope of the present Contract the Parties shall follow “Exhibitor’s Manual” of RAAPA EXPO Autumn – 2023 placed on internet site www.raapa.ru/en , "General conditions for organizing and holding exhibition, fair, congress and other events of JSC VDNH”, refer to http://expo.vdnh.ru/organizers/helpfuldoc/ , and the effective law of the Russian Federation.

12.4. Conclusion of the Contract and sending other documents shall be made by e-mail provided further sending original copies of the mentioned documents. Scans of documents emailed, have legal effect.

12.5. By signing the present Contract Exhibitor confirms that they have accepted terms and regulations of participation in the exhibition, supplements to this Contract and “Exhibitor’s Manual”.

12.6. The Contract is considered to be executed if the Parties do not make mutual claims within 10 days after the exhibition. The act of rendered works shall not be issued.

**13. Legal addresses and bank details**

|  |  |
| --- | --- |
| Exhibitor | Exhibitor Organizer: |
|  | BENEFICIARY NAME:Amusement Industry Exhibition Ltd.Legal address: Of. 8, 1st floor, bld. 9, 14 Serebryakova pr-d, Moscow, Russia, 129343Postal address: P.O. Box 45, Moscow, 129301BENEFICIARY BANK: SBERBANK,MOSCOW, RUSSIASWIFT: SABRRUMMAccount №: 40702978938000011330CORRESPONDENT BANK FOR BENEFICIARY BANK:Deutsche Bank AG, Frankfurt am Main, GermanySWIFT: DEUTDEFF10094987261000 |
|  | Director General \_\_\_\_\_\_\_\_\_\_ /Rodionov IgorStamp |

Supplement № 1

 To Contract №\_\_\_\_-О/23 dated «\_\_\_» \_\_\_\_\_\_ 2023

List and cost of additional equipment chosen by Exhibitor

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| № | Item name | Quanity | Price (Euro) | Total cost (Euro) |
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|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Total cost of additional equipment: |  |

Signatures of the Parties:

|  |  |
| --- | --- |
| Exhibitor | Organizer |
|  | BENEFICIARY NAME:Amusement Industry Exhibition Ltd.Legal address: Of. 8, 1st floor, bld. 9, 14 Serebryakova pr-d, Moscow, Russia, 129343Postal address: P.O. Box 45, Moscow, 129301BENEFICIARY BANK: SBERBANK,MOSCOW, RUSSIASWIFT: SABRRUMMAccount №: 40702978938000011330CORRESPONDENT BANK FOR BENEFICIARY BANK:Deutsche Bank AG, Frankfurt am Main, GermanySWIFT: DEUTDEFF10094987261000 |
|  | Director General \_\_\_\_\_\_\_\_\_\_\_ / Igor |RodionovStamp |

Standard contract for indirect participation in **the 17th Moscow international exhibition “Amusement rides and entertainment equipment RAAPA EXPO Autumn-2023” №\_\_\_\_\_\_ - О/23**

Moscow «\_\_\_ » \_\_\_\_\_\_\_\_\_\_ 2023

Party 1: “\_\_\_\_\_\_\_\_\_\_\_\_” (\_\_\_\_\_\_\_\_\_\_\_), further on referred to as “Exhibitor”, in the person of Mr \_\_\_\_\_\_\_\_\_\_\_\_, and Party 2: Amusement Industry Exhibition Ltd., further on referred to as “Organizer”, in the person of the Director General I.M. Rodionov, acting on the basis of the Statute, together referred as “Parties”, have concluded the present Contract for the following:

1. **Subject of the contract**

The Exhibitor commissions, and the Organizer undertakes to provide a range of services, including the distribution of advertising information (catalogues, booklets and other handout advertising material) at the “Indirect participation” booth and placing brief information about the Exhibitor in the official

catalogue of the 17th Moscow International Exhibition "Amusement Rides and Entertainment Equipment RAAPA EXPO Autumn-2023" (hereinafter referred to as the Exhibition Catalogue).

Date: October 11-13, 2023

Venue: Pavilion 57, VDNH, 119 Prospect Mira, Moscow.

**2.Value of Contract and Payment**

2.1. The amount of the contract is **655 (six hundred and fifty five) Euro**, no VAT\*.

2.2. Payment for the participation in the exhibition, according to par. 2.1., shall be made by Exhibitor by the money transfer to the bank account of Organizer.

2.3. Participation in the exhibition is performed only after full (100%) payment of the total value of the Contract.

2.4. All invoices that are submitted to Exhibitor for the participation in the exhibition must be paid within 3 (three) bank days since they are submitted.

*\* No VAT is charged in connection with application of simplified taxation system by Amusement Industry Exhibition Ltd.* *on the basis of the notification of the Federal Tax Service of Russia for Moscow No. 599107A from 16.12.2017.*

**3. Rights and obligations of the parties**

3.1. Organizer shall:

3.1.1. Organize and hold the exhibition within the terms specified in par. 1.2 of the present Contract.

3.1.2. Place during the exhibition handout advertising material provided by the Exhibitor at “Indirect participation” booth (not more than 500 copies).

3.1.3. Publish brief information about the Exhibitor (name of the organization, address, contact numbers, information about the company’s activities, not more than 90 words) in the Exhibition Catalogue.

3.1.4. Provide the Exhibitor with one copy of the Exhibition Catalogue.

3.2. Organizer is entitled to:

3.2.1. Design the provided information material in order to comply with the style and form of the Exhibition Catalogue.

3.2.2. Edit the provided information material without notifying the Exhibitor if this material is not provided by the original layout.

3.3. Exhibitor shall:

3.3.1. Provide the Organizer with information material in the volume provided for in par. 3.1.3. no later than **September 03, 2023**.

3.3.2. Fully pay the cost of your information and advertising materials placement in accordance with par. 2.1. of the present Contract until **September 03, 2023**.

3.3.3. Provide handout advertising materials no later than **October 10, 2023.**

Advertising catalogues / booklets / leaflets or other materials are accepted of not more than 500 copies and the size of which should not exceed A4 format.

Handout materials should be delivered by the Exhibitor at his expense by automobile transportation to the following address: of.3, the 3rd floor, bld. 18/2, Kosmonavtov str., Moscow, 129301, or by mail: P/O Box 45, Moscow, 129301.

**4. Liability of the parties**

4.1. In case of failure to fulfill or of improper fulfillment by one of the Parties of the undertaken obligations it shall reimburse to the second Party the related direct losses.

4.2. In all other cases, the Parties are liable in accordance with applicable law.

4.3. In the event of force majeure, i.e. force majeure circumstances, extraordinary and unavoidable events, under the given conditions (earthquake, fire, flood, strike, military operations, etc.), the Parties are released from liability under the present Contract.

**5. Procedures of participation cancellation**

5.1. In case the Exhibitor cancels participation in the exhibition after **September 10, 2023,** he must pay the cost of participation in accordance with par. 2.1.

**6. The validity of the Contract**

6.1. The validity of the Contract is from the date of its signing up to the complete fulfillment of the obligations, but not later than **March 30, 2024**. Expiry of the validity of the contract shall not release the Parties from liability for non-fulfillment of their obligations.

**7. Dispute resolution**

7.1. All disputes and disagreements, which may arise out of or in connection with the present Contract between the Parties, shall be settled by negotiations between the Parties. In case of failure to settle disputes or disagreements through negotiations, they shall be settled by Arbitration Court of Moscow.

**8. Conclusion**

8.1. The present Contract has been drawn up in two equivalent copies, one for each Party.

8.2. The Parties guarantee confidentiality of the terms and conditions of the present Contract.

8.3. All alterations and addenda to the present Contract shall be made only by agreement of both Parties in writing in the form of Supplements which will constitute its integral part.

8.4. For all other issues beyond the scope of the present Contract the Parties shall follow the effective law of the Russian Federation.

8.5. Approval of the text of the present Contract by fax is allowed. Faxed copy have legal effect.

8.6. The Contract is considered to be executed if the Parties do not make mutual claims within 10 days after the exhibition. The act of rendered works shall not be issued.

**9. Legal addresses and bank details**

|  |  |
| --- | --- |
| Exhibitor | OrganizerAmusement Industry Exhibition Ltd. Legal address: Of. 8, 1st floor, bld. 9, 14 Serebryakova pr-d, Moscow, Russia, 129343 Postal address: P.O. Box 45, Moscow, 129301 BENEFICIARY BANK: SBERBANK,MOSCOW, RUSSIASWIFT: SABRRUMMAccount №: 40702978938000011330CORRESPONDENT BANK FOR BENEFICIARY BANK:Deutsche Bank AG, Frankfurt am Main, GermanySWIFT: DEUTDEFF10094987261000 |

**14. Signatures::**

 Organizer

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 I.M. Rodionov

Director General

 Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Exhibitor

Form №1. Application for participation in RAAPA EXPO Autumn-2023»

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| Company name |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| E-mail |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Website |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Telephone |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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We request to register our company (organization) as an exhibitor, and to provide us with:

|  |  |  |
| --- | --- | --- |
| Designation | Size (m2) | Booth № |
| Indoor shell scheme |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Indoor space only area |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Inflatables area |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

Company Information for the official Exhibitor Catalogue:

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| The company information will be **provided**  **by September 18,** 2023г. | Use the company information provided for the previous exhibition |

 (if the company participated in the previous exhibition)

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| Fascia board sign:  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

(Standard length – 10 characters. Additional symbol (h= 10cm) are charged 2 Euros each)

Exhibitor has read and agrees with the general terms of participation stated in the Exhibitor’s Manual and is committed to ensure the compliance with the stated terms and conditions at the reserved space.

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| Email the completed application at: raapa5@raapa.ru or raapa6@raapa.ru For more details contact by phone: + 7 (495) 604-11-26, + 7 (495) 604-11-30 |

Form №1.1. Application for indirect participation in RAAPA EXPO Autumn-2023»

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| Company name |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| E-mail |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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**We request to register our company (organization) as an exhibitor, and place the company information in the official Exhibitor Catalogue:**

The company information in the official Exhibitor Catalogue:

|  |  |
| --- | --- |
| The company information will be provided  **by September 18, 2023** | Use the company information provided for the previous exhibition |

 (if the company participated in the previous exhibition)

The customer has read and agrees to the general terms and conditions of participation set out in the Exhibitor's Manual and undertakes to ensure their observance on the declared area.

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Authorized by signature Full name

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| Email the completed application at: raapa5@raapa.ru or raapa6@raapa.ru For more details contact by phone: + 7 (495) 604-11-26, + 7 (495) 604-11-30 |

Form №2. Booth layout form for RAAPA EXPO Autumn-2023

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| Company name |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Booth number |  |  |  |  |  |  |  |  |  |  | Booth area |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

1. Fascia board sign

H= 10cm. Standard fascia sign: 10 characters. Color: BLUE. price of additional character: 2 Euro.

2. Order of logo on fascia board: NO YES Quantity\_\_\_\_\_\_\_\_\_\_

Black-and-white (50 Euro) Color (90 Euro)

3. Permissible load on the floor kg/m2: 500 kg/m2. We exceed: NO YES for \_\_\_\_\_kg

4. Electric power consumption at the booth: \_\_\_\_\_\_\_\_\_\_\_kW (equipment)

5. Company requests to build: A standard booth\_\_\_\_\_\_Build up a booth according to layout \_\_\_\_\_

|  |
| --- |
| Standard booth equipment  |
| Equipment designation | Unit | Booth size, m2 |
| 4-5 | 6-8 | 9-11 | 12-14 | 15-17 | 18-20 | 24-25 |
| Counter h 0.75х1.0х0.5 | item | - | - | 1 | 2 | 2 | 2 | 2 |
| Table 70х70 | item | 1 | 1 | 1 | 1 | 1 | 2 | 2 |
| Chair | item | 1 | 2 | 3 | 3 | 3 | 4 | 5 |
| Lamp SPOT 100 Watt | item | 1 | 2 | 3 | 4 | 5 | 5 | 6 |
| Set of sockets 220Volt | item | 1 | 1 | 1 | 1 | 1 | 1 | 2 |
| Cloth rack  | item | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Waste bit | item | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Room for negotiations | sq.m | - | - | - | 3 | 6 | 9 | 9 |
| Sliding door | item | - | - | - | - | 1 | 1 | 1 |
| Curtain | item | - | - | - | 1 | - | - | - |
| Fascia board | r.m. | length of the booth at the side of the passageway |
| Carpeting | sq.m. | on the whole area of the booth |

Note:

* **Note:** 1. Each booth is equipped with the fascia board sign (not more than 10 symbols h=10 cm).
* 2. Corner booths are equipped with two fascia boards with no extra charge. For island or semi-island booth, the third and the forth fascia boards are charged extra.
* 3. EXHIBITOR is responsible for mistakes or misprints in provided inscriptions of fascia board signs.
* 4. Lamps SPOT 100 W and socket blocks are installed only along the perimeter of the fascia frame of the booth. In all other cases the location of lamps and sockets and their installation will be considered as additional work and will be calculated in accordance with the prices specified in the Price List for additional services (work) and equipment.

Table of standard and most frequently used equipment.

The detailed list is on page.

\*For your convenience mark the required equipment in the table below

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| symbol | code | designation | Choice\* | symbol | code | designation | Choice \* |
|  | **212** | showcase low 500х1000х1000 |  |  | **615** | leaflet holder |  |
|  | **216** | counter with sliding doors 500х1000х2500(2 стекл. полки) |  |  | **637** | archival cabinet 500х1000х1100 (with doors 952х492) |  |
|  | Дв | two seater sofa |  |  | **602** | wall hanger (cantilever) |  |
|  | ЖС | glass Coffe table |  |  | **609** | trash bin |  |
|  | **121** | three tier shelving unit 500х1000х2500 |  |  | **119** | curtain  1000х2000 |  |
|  | **305** | spot sconce (100wt т) |  |  | **123** | ceiling grid 1000х1000 |  |
|  | **318** | socket 220v |  |  | **630** | chair |  |
|  |  | socket 380v |  |  | **629** | Bar chair |  |
|  | **625** | table 700х700, h=750 |  |  | **206** | counter (1000х1000х750) |  |
|  | **623** | Table 1100х700, h=750 |  |  | **209** | counter (500х1000х750) |  |
|  | **103** | wall element 1000х2500 |  |  | **203** | information desk 500х1000х1000 |  |
|  | **121** | accordion door with lock 1000х2500 |  |  | **202** | information desk radial R1=500, R2=1000, h=1000 |  |

The completed layout of your booth should indicate the location of:

* All furniture, including the equipment of the "Standard Stand", additional equipment, company name on the fascia board, and the company logo (if ordered)
* Spot sconces;
* Location of electrical outlets indicating the required power and voltage for each outlet;
* Open sides in accordance with the booth location on the exhibition floor plan;
* Negotiations room (if included in the standard equipment of the booth);
* Wall hanger attachment location (attached to the wall). Can be removed on request. The cloak room is working throughout exhibition days.

Оборудование, входящее в состав стандартного стенда, но не указанное экспонентом предоставлено не будет. Equipment included in the standard booth equipment, but not indicated on the booth layout plan will not be provided

Any oral requests for booth equipment, additional equipment, suspension structures, refusal of previously ordered equipment, changes to the booth layout WILL NOT BE CONSIDERED.

 Changes in the booth layout, as well as the order of additional equipment, are accepted until September 15, 2023.

The cost of additional equipment and mounting works ordered after September 17, 2023 increases by 50%

The cost of additional equipment and mounting works ordered during the exhibition mounting days on October 09 or October 10, 2023 increases by 100%.

Orders will be fulfilled subject to the following conditions:

• availability of free equipment;

• fulfillment of previously received applications;

• payment for the ordered equipment to the Organizer

Note! In the event the booth layout plan is not provided by the deadline, the Organizer reserves the right to

build the booth in accordance with the standard booth equipment for certain booth size.

Draw your booth layout here

*Booth layout can be drawn in Adobe or Photoshop (copy-paste elements form the table above in a drawing chart). You can also use the standard shapes from MSWord and codes of equipment fro the table above. You can print out this sheet and draw by hand or you can use any other program convenient for you.*

*.*

Exhibitor has read and agrees to booth mounting terms declared in the Exhibitor’s manual and confirms to ensure its observance at the booth.

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Exhibitor signature Full name

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| Completed application is emailed at: raapa5@raapa.ru or raapa6@raapa.ru For more details contact by phone: + 7 (495) 604-11-26, + 7 (495) 604-11-30 |

Form №2.1. Application for additional equipment and services at RAAPA EXPO Autumn-2023

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Company name |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Booth number |  |  |  |  |  |  |  |  |  |  | Booth size sq,m. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

Order list of additional equipment and services:

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| --- | --- | --- | --- |
| № | Designation | Quantity | Price |
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The cost of additional equipment and mounting works ordered after September 17, 2023 increases by 50%

The cost of additional equipment and mounting works ordered during the exhibition mounting days on October 09 or October 10, 2023 increases by 100%.

Orders will be fulfilled subject to the following conditions:

• availability of free equipment;

• fulfillment of previously received applications;

• payment for the ordered equipment to the Organizer

\* List of additional equipment and services (such as services of mounting and suspension, engineering, communication line equipment, containers storage) is published in price-list in Exhibitor’s manual LINK.

Exhibitor has read and agrees to booth mounting terms declared in the Exhibitor’s Manual and confirms to ensure its observance at the booth.

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Exhibitor Signature Full name

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| Email the completed application at: raapa5@raapa.ru or raapa6@raapa.ru For more details contact by phone: + 7 (495) 604-11-26, + 7 (495) 604-11-30 |  |

Form №3. Application for E-Catalogue company information in RAAPA EXPO Autumn-2023

|  |  |
| --- | --- |
| Use the company information from the previous catalogue(For participants of previous exhibition) | We provide new information by filling the form below |

**THIS company information** will be published in e-catalogue:

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Company name |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Country |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | City |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Zip code |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | Street |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| House  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | Bld. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Office  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | Тел. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Website |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | E-mail |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

For e- catalog, please send your company logo .JPG from 500x500 pixels or .SVG

The Publisher reserves the right to edit the information without notifying the Customer.

|  |  |
| --- | --- |
| Mark the categories of the e-catalog in which you would like to place your company | Additional services\*. Check the box. |
| Amusement ridesActivity InteractiveAquaticInflatableTransportShooting galleries and arcadesSlot machinesFood and beverageTheming and decorAccess control systemsCertification and ServicesRelated goods  | First four positions, positions from 1 to 4 of the e-catalogue, (100 Euro.) *The number is limited.*Placement of additional photos and videos\*\* in the exhibitor’s card в карточке экспонента (70 Euro.)Placement of an ad on slider (50 Euro.) *The number is limited.*Package of services. All enumerated above: positions from 1 to 4 of the e-catalogue, additional photos and videos, slider. (150 Euro.) |
| **By impact degree:**Children FamilyExtreme | \*Terms of placement: RAAPA EXPO Autumn (in October)- from the date of submitting application until December1,  RAAPA EXPO (in spring) from the date of submitting application until June 1 \*\*Upload the video on youtube.com and send us the link |
| **By placement:**IndoorOutdoor |
| Email completed application at raapa5@raapa.ru or raapa6@raapa.ru For more details contact by phone: + 7 (495) 604-11-26, 604-11-30 |

Form №4. Application for advertisement at RAAPA EXPO Autumn-2023

Applications are submitted until September 18, 2023.

For non-exhibiting companies the price doubles.

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| Company name |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Country |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | City |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Zip code |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | Street |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| House №  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | Bld. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Office  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | Tel. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Web |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | E-mail |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

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| --- | --- | --- |
| Advertisement type: | Price\* | Mark your option |
| Roll-up placement (location is specified by the Organizer)  | 300 Euro |  |
| Roll-up placement at the Registration area  | 350 Euro |  |
| Promoters work at the exhibition ( price for 1 promoter). *Promoters are provided by exhibitor* | 350 Euro  |  |
| Promoters work at the Registration area ( price for 1 promoter) *Promoters are provided by exhibitor* | 400 Euro |  |
| Holding presentations, master classes, promotions in the exhibition hall | Terms are specified by the Organizer |  |

 \* prices are valid only for exhibiting companies of RAAPA EXPO.

Exhibitor has read and agrees to terms of participation declared in the Exhibitor’s Manual and confirms to ensure its observance at the booth.

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Exhibitor Signature Full name

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| Email completed application at raapa5@raapa.ru or raapa6@raapa.ru For more details contact by phone: + 7 (495) 604-11-26, 604-11-30 |

Form №5. Applications for badges for participants of RAAPA EXPO Autumn-2023

Name list for badges should be submitted by September 25, 2023.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Company name on fascia and on badges |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Country |  |  |  |  |  |  |  |  |  |  |  |  |  |  | City |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

For access to exhibition Amusement rides and entertainment equipment RAAPA EXPO Autumn - 2023, please provide name badges for the following exhibitors attending RAAPA EXPO Autumn-2023:

|  |  |
| --- | --- |
| №пп | Name and Surname of the exhibitor |
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The number of free badges is provided in accordance with the size of the booth:

 6-12 square meters – 2 badges,

 15-48 square meters – 1 badge for each 6 square meters,

 over 48 square meters – 10 badges.

Cost of each additional badge is 3 Euro.

|  |  |  |
| --- | --- | --- |
| №пп | Name and Surname of the exhibitor | Price |
|  |  | 3 Euro |
|  |  | 3 Euro |
|  |  | 3 Euro |
| Итого: |  |

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EXhibitor signature Full name

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| Email completed application at raapa5@raapa.ru or raapa6@raapa.ru For more details contact by phone: + 7 (495) 604-11-26, 604-11-30 |

Form №6. Application for additional ticket to Gala Dinner at RAAPA EXPO Autumn-2023

Traditionally, the Organizer of the exhibition holds an official reception – Gala Dinner dedicated to the opening of the exhibition. The exhibitor’s registration fee includes **ONE** invitation for ONE person.

Cost of additional ticket to Gala Dinner is 80 euro.

We order additional tickets х 80 euro.

Total cost of additional tickets:

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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EXhibitor signature Full name

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| Email completed application at raapa5@raapa.ru or raapa6@raapa.ru For more details contact by phone: + 7 (495) 604-11-26, 604-11-30 |

Form №7 .The list of move-in/move-out exhibits for «RAAPA EXPO Autumn-2023

To Mr. Igor Rodionov,

General Director of

«Amusement Industry Exhibition», Ltd

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Company |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Is an exhibitor of the exhibition Amusement Rides and Entertainment Equipment RAAPA EXPO Autumn -2023  |
|  | , | booth № | . | We request the move-in/move-out of the following exhibits: |
|  |

|  |  |  |
| --- | --- | --- |
| № | Equipment designation | Quantity  |
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*Note.* To move in/move out exhibits the exhibiting company should have two copies of the list of move in/move out exhibits (number of boxes, office equipment, tools, appliances etc.)

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Exhibitor signature Full name

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| Email completed application at raapa5@raapa.ru or raapa6@raapa.ru For more details contact by phone: + 7 (495) 604-11-26, 604-11-30 |

Form №8. Application for badges for mounting and dismantling days at RAAPA EXPO Autumn -2023.

The list with the names should be submitted by September 25, 2023.

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| Company name |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Country |  |  |  |  |  |  |  |  |  |  |  |  |  |  | City |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

For access to the mounting and dismantling of the exhibition Amusement rides and entertainment equipment RAAPA EXPO Autumn - 2023, please provide name badges for the following employees:

|  |  |
| --- | --- |
| № | Name and Surname of the employee |
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Exhibitor signature Full name

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| Email completed application at raapa5@raapa.ru or raapa6@raapa.ru For more details contact by phone: + 7 (495) 604-11-26, 604-11-30 |