



# ExpoCityTrans

## 6 – 8 September 2010 - MOSCOW

In conjunction with the 1<sup>st</sup> UITP Eurasia Congress •

Venue: Crocus Expo IEC

Administration Office: International Association of Public Transport (UITP)

Rue Sainte Marie, 6 • B - 1080 Brussels (Belgium) • Tel: +32 2 673 61 00 • Fax: +32 2 660 10 72

e-mail: [exhibition@uitp.org](mailto:exhibition@uitp.org) • website: [www.uitp.org](http://www.uitp.org)

## ENTRY FORM

### 1. Exhibitor (to complete in capital letters)

Company name:		Contact Person:
		Contact Person's Title:
Address:		Tel.:
		Fax:
Postcode:	City:	e-mail:
Country:		website:
V.A.T. number:		UITP Membership Number:
Billing address: (only if different than the above):		

### 2. Participation

The application fee, marketing and PR package are 500 euros.

The package is compulsory for all exhibitors and it includes:

- 1 colored advertisement in the exhibition catalogue (A4 size).
- The insertion (50 words) of the company profile or company exhibits in the exhibition catalogue.
- An insertion (50 words) of the company profile or company exhibits on our website with a link to the exhibitors' site.

### 3. Stands

#### 3.1 Non-equipped area (floor space only)

	UITP Member	Non-Member
From 12 up to 299m <sup>2</sup>	150.00 €/ m <sup>2</sup>	200.00 €/ m <sup>2</sup>
300m <sup>2</sup> and above	120.00 €/ m <sup>2</sup>	170.00 €/ m <sup>2</sup>

#### 3.2 Stand reservation:

We book .....m<sup>2</sup> of non-equipped area at .....euros /m<sup>2</sup>

We book .....m<sup>2</sup> of Shell Scheme **at additional 40.00 euros/m<sup>2</sup>**

**Shell scheme stands include:** separation walls, carpet, fascia with company name of the exhibitor, dustbin cleaned every day , electrical connection & consumption, 3 spot lights, 1 table and 2 chairs per module of 12 m<sup>2</sup>.

#### 4. Co-exhibitors

Co-Exhibitors will be charged 500 euros each for the administration costs, and the marketing & PR package (please see item 2 in page 1).

4.1 List and full address of any co-exhibitor whose products will be displayed on your stand (to complete in capital):

Name of the company.....  
Contact person.....  
Address.....  
Postal code.....City.....Country.....  
Tel.....Fax.....e-mail.....  
VAT number.....

If necessary please attach appendix.

#### 5. Terms and conditions

Upon receipt of this entry form UITP will:

- a) Confirm the reservation of space
- b) Send the invoice including the application fee, the marketing & PR package as well as the cost of the stand
- c) Confirm the stand allocation once the Exhibitor has paid the full amount invoiced
- d) Reserve the right to reduce the delay of payment as the exhibition approaches
- e) Place the stands at the disposal of the participants when they have fulfilled all the obligations required by the management of the exhibition.

5.1 Schedule of payment

Reservations made before the 30<sup>th</sup> of June 2010

- a) The application fee, the marketing & PR package and the total price of the stand and taxes (if applicable) are invoiced and the payment must be made within the 60 days of the date of invoice. Only those exhibitors who have made this payment can be allotted a definitive stand

Reservations made after the 30<sup>th</sup> of June 2010

- b) The application fee, the marketing & PR package and the total price of the stand and taxes (if applicable) are invoiced and the payment must be made **immediately**. Only the exhibitors who have made this payment can be allotted a definitive stand

Note: Any bank charges have to be paid by the exhibitors. In case of non-payment before the specified dates, UITP reserves the right to reallocate the reserved stand. The exhibitor, however, remains bound by his registration contract and has to pay the total costs of their exhibition stand.

#### 6. UITP Membership fee

Exhibitors will profit from the members rate only if they have regularly paid all UITP membership fees including 2010.

#### 7. Reduction of reserved space until 31 March 2010

Exhibitors reducing the size of their stand will automatically be charged 50 euros per m<sup>2</sup> of reduced space. No reduction of space will be accepted after 31 March 2010 and the totality of the price of the reserved m<sup>2</sup> remains due.

#### 8. Withdrawal

For cancellations made before 31 March 2010, 50% of the full amount of the original space will remain due. The application fee and the marketing & PR package will not be reimbursed. As from 1 April 2010, the exhibitor has to pay the full amount for the space reserved in all cases and whatever the reason for the withdrawal may be. Unpaid invoices remain due in all cases. Withdrawal must be made by registered post or by fax to the UITP exhibition management.

#### 9. Additional information

**Please state your core business (COMPULSORY TO FILL IN)**

- IT, ticketing and security related products  Bus construction  Rail construction  Operator, authority, consultant or association  
 Vehicles components  Other components  Infrastructure  Publisher

**Please indicate your category of products at the exhibition:**

- |  |  |  |   |
|--|--|--|---|
| <input type="checkbox"/> E-Ticketing and fare management | <input type="checkbox"/> Infrastructure management               | <input type="checkbox"/> Professional organisations                | <input type="checkbox"/> Technical publications and publicity |
| <input type="checkbox"/> Electrification equipment       | <input type="checkbox"/> ITCS Intermodal Transit Control Systems | <input type="checkbox"/> Contractors, holdings, mobility operators | <input type="checkbox"/> track building and maintenance       |
| <input type="checkbox"/> Financial services              | <input type="checkbox"/> Maintenance equipment for rolling stock | <input type="checkbox"/> Radio & telecommunication                 | <input type="checkbox"/> Tunnelling                           |
| <input type="checkbox"/> Fuels and lubricants            | <input type="checkbox"/> Rolling stock                           | <input type="checkbox"/> Signalling and traffic control            | <input type="checkbox"/> Urban furniture                      |
| <input type="checkbox"/> Fuels and lubricants            | <input type="checkbox"/> Rail, Road                              | <input type="checkbox"/> System Integrator                         | <input type="checkbox"/> Urban planning and engineering       |
| <input type="checkbox"/> Hardware/equipment software     |  | <input type="checkbox"/> Station construction and equipment        | <input type="checkbox"/> Waterborne transport                 |

#### 10. Declaration of the exhibitor

We confirm our participation in the **ExpoCityTrans**, to be organised from 6 - 8 September 2010, and comply with the regulations governing the present contract and the attached General Exhibition Regulations.

Date: .....Name/Title: .....Signature: .....

## 11. General exhibition regulations

### Article 1 - General information

ExpoCityTrans, an international public transport exhibition, will be organised from 6 - 8 September 2010 in Moscow.

### Article 2 - Organisation

The Organiser of the Exhibition is the International Association of Public Transport (UITP) and Crocus Expo IEC

### Article 3 - Admission

The Organiser is the only authority able to accept or reject applications and to allocate stands. Its decisions are final.

### Article 4 - Contract

The signed registration form constitutes a legally binding contract for the Exhibitors

All stands are confirmed in writing and the position allocated is definitive unless the Exhibitor has informed the Organiser within 4 weeks of the confirmation letter.

The Organiser reserves the right to change the allocation of stand in case of unforeseen and/or unavoidable circumstances, beyond its control.

### Article 5 - Advertising

Advertising on site is only possible through the channels offered by the Organiser.

### Article 6 – Stands

Non-equipped floor space:

- the Exhibitor may only occupy the agreed upon floor space,
- the Organiser supplies the general lighting and the ventilation of the Exhibition hall(s).

The equipped stands (Shell Scheme):

- Shell scheme stands will receive separation walls, carpet, fascia with company name, daily cleaning of the stand, power supply and 3 spot lights, 1 table and 2 chairs per module of 12m<sup>2</sup>.

### Article 7 - Technical documents

All information relating to the constructing, fitting and dismantling of stands will be sent to each Exhibitor in form of a handbook, together with order forms for technical installations (water, telephone, electricity, furniture etc.) to be sent to the nominated sub-contractors. These installations are at the expense of the Exhibitor as are the related costs for consumption and use.

### Article 8 - Construction and dismantling timetable

The exact timetable of move in/move out days will be mentioned in the Exhibition handbook.

Prolongation of move in, move out days above the days fixed by UITP are at the Exhibitors' own expense and are subject to availability in the Exhibition Centre.

### Article 9 - Fitting and exploitation

The setting-up of stands (structure and design) must be pre-approved by the Exhibition architect who ensures that the local regulations are respected. The setting up of stands (structure and decoration) must be executed with materials that are not easily flammable and which do not give off harmful gases under the effect of heat.

Any installations or decorative elements that could affect another exhibitor in any way are prohibited.

The Organiser's decision is final.

Noisy publicity of any kind, in particular the use of loud-speakers, is prohibited.

Publicity may only be handed out on the Exhibitor's own stand.

No part of the stand may exceed the given stand limits. The Exhibitor is responsible for organising his stand so that all exhibits can be examined and demonstrated within the stand limits.

Parts or exhibits exceeding the limits may be removed from the Exhibition hall by the Organisers at the expense of the Exhibitor.

The Exhibitor undertakes to keep his stand open throughout the duration of the Exhibition. He also undertakes not to remove any exhibits or dismantle his stand before the end of the Exhibition.

The exhibitor is not allowed to re-sell his or part of his stand to another company.

### Article 10 - Insurance

Exhibitors must be insured by an Insurance Company covering civil liability, stand material and the goods exhibited, whether these goods or material be their own or a third party's property. By way of their participation, Exhibitors automatically relinquish all claims, in the event of an accident or damage against :

1. The International Association of Public Transport (UITP)
2. Crocus Expo IEC
3. The City and local hosts of Moscow
4. The Exhibitors at the Exhibition, the Exhibition visitors and the Congress participants
5. The directors, representatives, managers and officials appointed by these persons or bodies. Special regulations stating conditions of insurance are given in the Exhibition Handbook.

### Article 11 - Civil liability

*Of the Exhibitor :*

The Exhibitor is responsible for any damage to a third party, caused either by himself or by his employees or his material.

*Of the Organiser :*

The International Association of Public Transport (UITP) is responsible under civil law in its capacity as Organiser of the Exhibition and any other related events it organises. This liability shall in no case extend to the damage caused to visitors, Exhibitors or rented goods by third parties.

Crocus Center IEC is responsible for its civil liability in its capacity as owner of the premises and of fixed or temporary installations used for the Exhibition, as well as for the management of the concerns and handling of the activities it administers directly.

### Article 12 - Cancellation of the Exhibition

Exhibitors shall not be entitled to any compensation should political or economic circumstances or a case of force majeure prevent the Exhibition from being held, or limit its size or modify its nature. Should it not be possible for the Exhibition to open, all rental fees shall remain the property of the Organiser up to a sum corresponding to the amounts for which it is already committed.

### Article 13 - Regulations

The Organiser reserves the right to modify or complete at any time the provisions of the present General Regulations.

### Article 14 - Jurisdiction

In any disputes that may arise concerning the execution or interpretation of the present General Regulations, both parties declare that they agree to the competence of the Brussels Tribunal.



## **Date**

From Monday 6 to Wednesday 8 September 2010

## **Opening Hours**

Monday 6 September : 9.00 am – 19.00 pm

Tuesday 7 September : 9.00 am – 17.00 pm

Wednesday 8 September : 9.00 am – 13.30 pm

## **Venue**

### **Crocus Expo IEC**

Trade and exhibition complex Crocus City

Box office Krasnogorsk - 4, P.O.BOX 92

65-66 km Moscow Ring Road

Krasnogorsk

143400, Moscow

RU - Russia

<http://eng.crocus-expo.ru>

## **Exhibition Organiser**

### **International Association of Public Transport (UITP)**

Rue Sainte Marie, 6 • B - 1080 Brussels (Belgium)

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• e-mail: [exhibition@uitp.org](mailto:exhibition@uitp.org)

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### **UITP Head of Exhibitions**

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