

# APPLICATION FORM

**5/7 MAY 2021**

## INVOICING DATA

Company \_\_\_\_\_  
 Address \_\_\_\_\_  
 ZIP code \_\_\_\_\_ City \_\_\_\_\_  
 Country \_\_\_\_\_  
 E-Mail \_\_\_\_\_  
**(E-mail address for invoicing and administrative communications)**  
 Ph. \_\_\_\_\_ Fax \_\_\_\_\_  
**Reference person** \_\_\_\_\_  
 Ph./Mob. \_\_\_\_\_  
 E-Mail \_\_\_\_\_

**You are a:**

taxable entity / person  private individual

**if you are a taxable entity / person please indicate:**

VAT code \_\_\_\_\_  
 in our country VAT code does not exist  
 Tax identification n° \_\_\_\_\_  
 in our country the Company identification number does not exist

**if you are a professional / private individual, please indicate:**

Name and surname \_\_\_\_\_  
 Date of birth \_\_\_\_\_ Place of birth \_\_\_\_\_  
 E-mail \_\_\_\_\_ Mob. \_\_\_\_\_

## CATALOGUE ENTRY

Company name for inclusion in the fair guide (it determines the alphabetical order in the official catalogue)

Address \_\_\_\_\_ ZIP code \_\_\_\_\_  
 City \_\_\_\_\_ Country \_\_\_\_\_  
 E-Mail \_\_\_\_\_ Website \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_

## SOCIAL

**f** www.facebook.com/ \_\_\_\_\_  
**www.instagram.com/** \_\_\_\_\_  
**www.twitter.com/** \_\_\_\_\_  
**www.youtube.com/** \_\_\_\_\_  
**in** www.linkedin.com/ \_\_\_\_\_ Other \_\_\_\_\_

## DATA FOR FASCIA BOARD (pre-fitted booths only)

### ACTIVITY

Manufacturer  Dealer  Italian Subsidiary of foreign company  Other

### SECTOR

Water  Gas  Industry

Please, specify the main business sector: \_\_\_\_\_

Having entirely read the GENERAL CONDITIONS OF PARTICIPATION in the exhibition, we accept them in every part, and present our application to take part in the exhibition ACCADUEO | MAY 5-7, 2021, and we request the space indicated below at the following costs:

REQUESTED AREA	ITEM	SQM	RATE €/SQM	EARLY BIRD RATE 30/06/2020 €/SQM	TOTAL AMOUNT €
Raw space , (4x4 m. and multiples), one open side	A10P	.....	159,00	145,00	.....
Raw space, (4x4 m. and multiples), two open sides, corner booth	A11P	.....	169,00	155,00	.....
Raw space (from 32 sqm and more), three open sides, two corners booth	A12P	.....	180,00	165,00	.....
Raw space( from 64 sqm and more), four open sides, isle booth	A13P	.....	195,00	179,00	.....
Prefurnishing, Slim Type (4x4 m and multiples)	A14P	.....	80,00	80,00	.....
Prefurnishing, White Type (4x4 m and multiples)	A15P	.....	102,00	102,00	.....
Prefurnishing, Lux Type (4x4 m and multiples)	A16P	.....	136,00	136,00	.....
Various mandatory services	F18	.....	12,50/sqm		.....
Registration fee	A01	.....	540,00		.....
OTHER REGISTRATION FEES	ITEM	NUMBER	RATE €/NUMBER		TOTAL AMOUNT €
Registration fee for every represented company	A12	.....	57,00		.....
Registration fee for every guest company	A13	.....	290,00		.....

**TOTAL AMOUNT (VAT not included, if due)**

## EARLY BIRD RATE

The Early Bird rate is valid only for **bookings received through the Application Form by 30 June, 2020**. The standard participation rate will be applied for bookings received after the mentioned deadline.

## VARIOUS MANDATORY SERVICES

To facilitate the participation in the Show, the following "mandatory services" have been included in a lump sum (Euro 12,50/sqm.):

- connection and testing of the electrical system, with maximum used power up to 5 Kw
- 5 Wi-Fi internet connections standard 802.11 b/g 2 Ghz for pc, tablet pc or smartphone
- fire extinguisher in conformity with safety standards
- municipal advertising charges for advertising on fascia boards and exhibiting company name

## REGISTRATION FEE

The registration fee includes All Risks and Civil Responsibility Insurance, inclusion of the company both in the fair printed guide and in the online one, the supply of exhibitor's cards, 1 car park pass and the supply of promotional material (invitations, stickers, etc.) produced for the show.

## PRE-FITTED STANDS (SLIM, WHITE AND LUX TYPE)

For further information on different types of pre-fitted stands PLEASE REFER TO THE APPROPRIATE BROCHURE.

## REPRESENTED COMPANY

Represented companies are companies housed in the booth by the Exhibitor. The Exhibitor will have to communicate their names using the appropriate form that can be downloaded from the exhibitor's reserved area on **www.accadueo.com**. The enrolment fee includes the insertion of the represented company in the fair guide and in the online one with the inscription "Represented by" and the company name of the stand's holder.

## GUEST COMPANY

The exhibiting company may use its stand to host also one or more other companies with which it has no formal or legal relations.

In such cases the exhibiting company should provide the Show Office with the name of the guest company or companies involved in writing (e-mail, fax or registered letter); the company or companies being so hosted must send to the Show Office of ACCADUEO a copy of their participation application duly filled in and signed.

The only charge the guest is required to pay is the related registration fee. This fee includes All Risks and Civil Responsibility Insurance (compulsory), inclusion of the company both in the fair guide and in the online one, the supply of exhibitor's cards and 1 car park pass, the supply of promotion material (invitations, etc.) for the show and the Wi-Fi internet connection for 5 PC, tablet or smart phone.

## METHOD OF PAYMENT (SEE ART. 3 OF THE GENERAL TERMS OF PARTICIPATION IN THE EXHIBITION)

**When submitting the application form, duly filled in and signed, the Exhibiting Company will also have to send a deposit equal to 50% of the total amount to be paid, plus VAT.**

To benefit from the Early Bird rate, the application form and the **deposit need to be sent by 30-06-2020**.

Also the application forms which will be sent after that deadline must always be accompanied by the deposit of the 50%, otherwise they will not be accepted.

The full settlement must be carried out by 31-03-2021. For every amount paid, BolognaFiere will issue a regular invoice.

The above-mentioned settlements need to be carried out by a bank transfer to:

**BolognaFiere Spa - H2O presso Unicredit Spa**

**Iban: IT 93 J 0200805364 000030079626 | Swift: UNCRITMMORR**

### STAMP AND SIGNATURE OF LEGAL REPRESENTATIVE

MANDATORY

DATE \_\_\_\_\_

In accordance with and by the effects of what is set forth in articles 1341 and 1342 of the civil code, approval is provided for the following clauses of the Exhibition General Conditions of Participation: irrevocability of the participation application (Article 2); Organiser's discretion (Article 2); Right to cancel or withdraw from the contract or to suspend its execution (Articles 3, 5, 6, 7, 20, 25); Penal clause (Article 3, 5, 7, 8); Renunciation of compensation or reimbursement (Article 4, 5); Right to withdrawal restrictions (Article 5, 22); Limitation or exemption from liability (Articles 7, 8, 10, 11, 12, 14, 16, 17, 19); Assumption or responsibility (Articles 7, 9, 10, 11, 15, 17, 19, 24); Utilities and services (Article 16, 18); Exclusive territorially competent forum (Article 23); Processing of personal data (Article 25).

### STAMP AND SIGNATURE OF LEGAL REPRESENTATIVE

MANDATORY

DATE \_\_\_\_\_

**ORIGINAL TO BE SENT BY POST TO BOLOGNAFIERE - VIALE DELLA FIERA 20 - 40127 BOLOGNA (ITALY)**

**OR BY E-MAIL TO: [accadueo@bolognafiere.it](mailto:accadueo@bolognafiere.it) (in a readable format)**

**THIS APPLICATION FORM SHALL BE CONSIDERED VALID ONLY IF SIGNED TWICE**

**To be returned to BolognaFiere together with the "Mandatory Privacy Form"**

## GENERAL CONDITIONS FOR PARTICIPATION IN ACCADUEO 2021

N.B. The term "BolognaFiere" or "Organiser" stands for Fiere Internazionali di Bologna spa, with registered office at Viale della Fiera 20, Bologna, Italy.  
In the context of its competitive business activity, BolognaFiere organizes the exhibition H2O taking place in the Bologna Fairgrounds from 5 to 7 May 2021.

### ART. 1 - ADMISSION TO THE EXHIBITION

The following may be admitted as Exhibitors:

- Italian and foreign companies exhibiting products or services included in the Exhibition's merchandise categories. If the producer is not present at the Exhibition, its exclusive or general agents or representatives may be admitted.
- Trade associations and public or private bodies that institutionally conduct promotional and research activities or that deal with information and publication in the specific fields of the Exhibition. BolognaFiere reserves the right to prohibit the presentation of the same products, samples, or services at more than one stand in the same merchandise category.
- Italian and foreign companies, which have had or are having legal matters pending towards BolognaFiere and its subsidiaries or are insolvent towards it, may not be admitted as Exhibitors.

### ART. 2 - PARTICIPATION IN THE EXHIBITION

The application form must (under penalty of non-acceptance) be completely filled out, signed, and counter-signed, and it will be deemed an irrevocable request by the applicant, and will entail the applicant's acceptance of these "General Conditions" (as well as the "Technical Regulations and Safety File" of the "Exhibition Centre Regulations" and of all other rules regarding the organisation and operation of the Exhibition and of the Exhibition Centre). When applying to take part, the applicant must provide a down payment (see art. 3 of General Regulations). Payment's slips must be attached to the application form, otherwise the application will not be taken into consideration.

Dealers, agents, and exclusive and general representatives must attach to their application a list of the companies they represent and whose products they intend to exhibit. The applicant is required to provide any and all other documentation as required to decide whether to approve its application and to verify - at any time - its conformity to the conditions required for participation in the Exhibition.

As to the acceptance of the application form, only BolognaFiere will decide autonomously and with the only need to indicate the reasons for non-acceptance of the same application (only for those applications arrived promptly) of exhibitors who formally ask for it within 10 days after the end of the exhibition.

If the application is approved, the applicant will be notified by registered letter or Pec (certified email) and he will be then considered as an exhibitor. For applications received at least 60 days prior to the opening date of the Exhibition, the registered letter or Pec of acceptance will be sent at least 30 days prior to the opening date. For applications received after that deadline, the applicant will receive notice of acceptance at least the day prior to the opening date of the Fair, in addition to registered mail or Pec acceptance may be notified also with any other adequate means. In the event of collective or co-participations, the applicant may not invite Exhibitors that have been previously excluded by BolognaFiere for non-compliance with Exhibition regulations and obligations, including the case of other Exhibitions. Should this occur, the applicant will be held responsible for the compliance of co-participants vis-à-vis BolognaFiere.

Exhibitors are obliged to observe all the regulations concerning health and safety of workers hired by them and working during the Fair as well as the ones concerning contributions regularly during the fair period: stand setting up, taking place of the Fair, dismantling, and any other connected activity. Exhibitors also have to observe, and oblige all their appointed suppliers to observe, the Exhibition Technical Regulations and the Fairgrounds Regulations ("Safety File" in particular) during all the above-mentioned phases of the fair activities.

These rules will be published on the website [www.accadueo.com/exhibitors/forms](http://www.accadueo.com/exhibitors/forms).

If all the above is not observed, this might imply the deactivation of the utilities supplied in the booth.

Exhibitors must appoint one or more "Booth Managers" also for the observance of the prevention norms and of the on-the-job injuries for the whole duration of their stay in the Fairgrounds. This appointment must be notified according to the forms and times foreseen in these Regulations.

### ART. 3 - RATES - PAYMENTS TERMS - DOWN PAYMENT - TERMINATION

Participation rates, various mandatory services and registration fee are indicated in the application form. The registration fee includes the following services:

- insurance All Risks and Third Party Civil Responsibility (mandatory)
- inclusion of the company both in the on line official catalogue and in the general plan
- Exhibitors cards, n1 parking pass and invitations for customers.

The square meter fee or lump sum includes the costs of the Exhibition space, the services specified in the General Terms and Conditions of Participation, complementary events such as meetings and conferences, society and celebratory events included in the Exhibition programme as well as official hospitality to Italian and foreign delegations of trade operators and State authorities, speakers and lecturers. To facilitate participation in the Show, the following "various mandatory services" have been included in a lump sum (€ 12,50/sqm):

- connection and testing of the electrical system, with maximum provided power up to 5 Kw
- fire extinguishers in conformity with safety standards
- municipal publicity fees for signage and name placard of the Exhibitor
- 5 standard wi-fi connection 802.11 b/g 2GHz for 1 PC, Tablet PC or Smartphone

When submitting the application the following down payment must be included: 50% of the full amount to be paid plus Vat.

If the Exhibitor asks to issue the invoice to another company, by virtue of a representation mandate he has to prove, he will be joint and several liable for all the obligations the application form involves.

In the event of acceptance of the application BolognaFiere will give formal notification to the party concerned and shall raise an invoice for an amount equal to the down payment. By the opening date of the Exhibition, BolognaFiere will issue an invoice for the balance due for the assigned stand. The invoice must be paid by the date specified therein. The invoices will be transmitted in pdf format via email to the email address for invoices and administrative documents, which must unavoidably be filled in.

The Exhibitors not having paid the balance of the participation fee will not be entitled to enter the Exhibition Centre to set up their stands. In the case of non-compliance with these provisions BolognaFiere may consider the contract annulled, without the need for the service of notice or decision from a court of law, but simply by serving formal notification on the party concerned. In this eventuality, in addition to being released from any commitment and having the right to allocate the stand to other applicants, BolognaFiere will be entitled to retain the sums already received and also to full payment - by way of fine -, as well as any other contractual amounts, without prejudice to its rights to compensation for damages. Should the application not be accepted, the aforementioned sums will be returned, in which case the applicant is not entitled to any form of compensation for damages or interest.

To offer Exhibitors financial support, BolognaFiere has established financing arrangements at advantageous conditions for companies taking part in the Exhibition for expenses relating to the Exhibition spaces and related services. The decision to grant the requested financing will be made exclusively by the Bank, whose decision shall be final.

### ART. 4 - STANDS ALLOCATION

Stand allocation falls exclusively within the competence of BolognaFiere and is made at its discretion. Any special instructions or requests from the Exhibitor are understood to be merely indicative; they may not bind or influence the application and are therefore not considered. Furthermore, BolognaFiere will have the right to move or reduce a stand already allocated, or to transfer it to another Exhibition area; this will not give the participant any right to compensation or indemnity of any kind. BolognaFiere will be required to notify the Exhibitor of such decision by registered letter or Pec (or fax or other appropriate means) sent at least 20 days prior to the opening of the Exhibition. It should be noted that the floorplan attached to the proposal of stand allocation may vary as the booths' areas could undergo variations. Also the number of exhibiting sides may be modified in case of need.

### ART. 5 - RIGHT TO WITHDRAWAL

A participant that is unable to participate in the Exhibition for legitimate and proven reasons may withdraw from the contract by documenting such inability and notifying BolognaFiere by registered letter or Pec with advice of receipt no later than 60 days before the opening of the Exhibition, without prejudice to the BolognaFiere's right to retain the down payment as conventional penalty. Should such notice be given less than 60 days before the Exhibition opening date, without prejudice to the above-mentioned acquisition of the down payment by BolognaFiere as partial compensation, the participant shall be required to pay not only the registration fee but also the whole of the participation fee. In such case, BolognaFiere may dispose of the stand and assign it to other Exhibitors as appropriate. BolognaFiere will decide on the legitimacy of the causes preventing the firm from taking part. If the notice of withdrawal is not given and the Exhibitor does not set up its stand, the participant shall be considered entirely in breach of contract and, without prejudice to the above-mentioned acquisition of the down payment by BolognaFiere as partial compensation, shall be required to pay not only the registration fee but also the whole of the participation fee, as well as any other greater damages accruing to BolognaFiere, be they direct or indirect. Once again, in this eventuality, BolognaFiere may make use of the stand and assign it to other Exhibitors. BolognaFiere may withdraw from the participation contract at its discretion up to two weeks before the opening of the Exhibition and, for reasons relating to the organisation and/or management of the Exhibition, up to the opening date. In this case, BolognaFiere will

not be required to indemnify or compensate the participant in any way, but will have to refund all amounts (registration and participation fees) where these have already been received.

In case of failure to comply with the requirements of this regulation and non-compliance with obligations under this contract - also including the case of non-payment - BolognaFiere, taking into account the seriousness of the matter, may impose the following sanctions on Exhibitors:

- Not activate ancillary services including all utilities required for the smooth functioning of the allocated Exhibition space;
- Prohibit the supply of parking passes for cars. Exhibitor passes, provided visitor's tickets, catalogues and general plans and any other material related to participation in trade fairs;
- Order the immediate removal of non-admissible products - with the authority to intervene directly and immediately should the Exhibitor not comply forthwith -, reserve the right to impose additional penalties;
- Order the immediate closure of the stand - with the authority to intervene directly and immediately should the Exhibitor not comply forthwith -, reserve the right to impose additional penalties;
- Order the exclusion of the Exhibitor from the following editions of the event.

In no event shall the Exhibitor be entitled to reimbursement or compensation of any kind and will remain obligated to pay BolognaFiere the full amount for the fees participation.

BolognaFiere also is entitled to claim refunds for fees incurred for the publication of material supplied to the Exhibitor and not delivered and for the removal of the products displayed and/or closure of the stand and / or the possible preparation of the exhibit space, including assignment to different Exhibitors. BolognaFiere, by virtue of the non-fulfilment referred to above, can require full compensation for damages, which include both the actual damages as well as those stemming from a loss of profits.

### ART. 6 - DELIVERY OF STANDS

Stand will be made available to Exhibitors by the deadline specified in the "Technical Regulations". The furnishing of the stands must be completed by the date indicated in the "Technical Regulations"; otherwise, the contract may be terminated due to the participant's default in the same manner and with the same consequences referred to in Art. 5. Admission to the Bologna Exhibition Centre is subject to advance accreditation of data on the website "Gate BolognaFiere". Each Exhibitor will be sent a password to enter the reserved area for accreditation. This password must be used to registers data of fitters and suppliers companies, personnel and vehicles that will enter the Exhibition centre. The Exhibitor is deemed responsible for all the companies carrying out works in the Exhibition centre on its behalf.

BolognaFiere may establish special rules of access to the Trade Fair Centre during setup, also in compliance with occupational safety regulations, and also restrict vehicle access and/or apply charges to vehicles parked outside designated spaces and/or exceeding the Organiser's parking time limit. In particular, if vehicles are left inside the Trade Fair Centre for more than two hours, the Exhibitor whose password has been used to register the vehicle may be charged the sum of € 500.00 plus Vat.

### ART. 7 - STANDS FURNISHINGS

Exhibitors must limit their displays to the area of the stand itself, as indicated clearly in the "Technical Regulations" and their height may not exceed the allowed height specified in the Exhibition regulations.

Regardless of surface area, booth installations are classified as either Standard or Non-Standard and their specifications are set out in detail in the Technical Regulations that form an integral part of these regulations and which the Exhibitor accepts in full.

In the case of non-standard installations, the Exhibitor shall submit for approval to the Organiser and BolognaFiere the non-standard installation design, by the date indicated in the Technical Regulations, duly stamped and signed by a qualified technician. Should the Exhibitor not possess a non-standard installation design signed by a qualified technician, BolognaFiere can be asked to carry out a prior inspection using a specific form that can be found at [www.befaireu](http://www.befaireu).

In the case of non-standard structures, should the respective design duly stamped and signed by a qualified technician fail to be sent to BolognaFiere, arrangements will be made to carry out inspection and approval and the Exhibitor will be charged up to double the standard rate for such service as specified in the technical forms. Exhibitors must keep inside the stand, in sight and ready to use, fire extinguishers properly marked and in adequate quantity to the surface of the stand, as provided by BolognaFiere.

The displays and related equipment shall be constructed in a workmanlike way, and accident and fire prevention regulations shall be observed. BolognaFiere shall have the right to call on the Supervisory Committee for places of public entertainment. The Exhibitor is reminded that the Exhibition Centre comes under the jurisdiction relating to places of public entertainment and undertakes to observe such regulations and to abide by the provisions and procedures laid down in the "Technical Regulations and Various Forms". Failure to deliver to BolognaFiere the declarations and documentation required by the "Technical Regulations and Various Forms" covering responsibility for stand setting up and electrical installations will give BolognaFiere the right to close the stand and to take the most appropriate measures to ensure safety conditions are maintained, without prejudice to any and every civil and criminal liability on the part of the Exhibitors. BolognaFiere reserves the right to require that fittings and installations that do not fall within the provisions laid down above are changed. The Exhibitor is solely responsible for the static of the fittings, execution and running of the installations and any damage to persons or things owned by BolognaFiere, or to third parties. Failure to abide by these provisions and the regulations contained in the Rules of Participation regulating this matter will entitle BolognaFiere to take precautionary measures against the firm found to be in default on the fire-prevention requirements, including, should the supplementary measures of the general safety conditions be adopted, charging to the firm the corresponding costs, which are estimated at not less than € 300,00 per expositive module, or an order to dismantle all or part of the stand and a declaration of non-practicability of the stand itself. Exhibitors failing to observe the safety rules may be reported to the judiciary authorities.

### ART. 8 - HANDING BACK OF STANDS

At the end of the Exhibition, but not before, the Exhibitors will remove the products and materials they have installed and, after obtaining an exit voucher from BolognaFiere, will remove said products and materials from the Exhibition Centre. Stands must be completely emptied by the date specified in the "Technical Regulations". The Exhibitor is required to hand back the stand in the same condition in which it was received. During all phases of the event, it is forbidden to leave waste and/ or waste materials in the Exhibition areas and in the Exhibition Centre. If, on the last Exhibition day, the Exhibitor should leave the stand unattended before closing time, BolognaFiere is authorized to charge a penalty to the Exhibitor up to a maximum of € 700,00 + VAT. Waste and materials left over from set up work shall be disposed of by the Exhibitor and/or its appointed agents and hall aisles kept clear of any such materials or other obstructions. As provided for by the laws on environmental protection, Exhibitors are obliged to declare how they intend to treat the wastes by compulsory filling in of the Exhibition forms. If exhibitors do not observe dismantling times and/or this imply delays in clearing the area, the Exhibitor grants its irrevocable permission to BolognaFiere to deal with such matters, considering anything left in the booth to be waste bound for landfill sites and the Exhibitor shall be required to reimburse all direct and indirect expenses incurred for the clear-up work, this currently starting at a minimum of € 300,00 per 16,00 sqm of surface area and without prejudice to the right to claim compensation for any additional loss. Although the exit voucher is not issued to Exhibitors who have not settled all of their invoices, it does not constitute receipt of settlement of the sums due for participation in the Exhibition, and shall be valid only for the vehicle indicated on the voucher itself. The participant expressly authorises BolognaFiere to check that there are no products or materials other than those installed on the stand and listed on the exit voucher in the Exhibitor's and/or its representatives' vehicle or baggage leaving the Exhibition Centre, and further authorises BolognaFiere not to allow any products and materials not listed on the exit voucher to leave the Exhibition Centre. BolognaFiere disclaims all responsibility for goods, materials and anything else left unattended by the Exhibitor in the Exhibition Centre.

### ART. 9 - ACCESS TO THE EXHIBITION CENTRE

The Exhibition shall be open every day to visitors and professionals presenting the required entry passes during the opening hours that BolognaFiere establish, and also modify if necessary, even during the Exhibition. BolognaFiere will provide special entry passes so that Exhibitors and their staff may have free access to the Exhibition. The use of such badges is subject to the provisions and acceptance of the "Technical Regulations and Various forms." The Exhibitor is fully liable for the conduct of persons to whom it provides entrance passes, as well as for the conduct of its employees, assistants, and collaborators in the performance of their assigned duties.

Exhibitors may enter halls 30 minutes before the opening of the fair to the public and must go out when halls are closed. BolognaFiere may prolong their permanence inside the halls, upon request. Inside the Exhibition Centre it is strictly forbidden to promote offerings and donations for recognised institutions, to collect offerings, to make political or religious propaganda and to conduct any activity whatsoever not related to the aims and purposes of the Exhibition.

### ART. 10 - SURVEILLANCE AGAINST THEFT - LIABILITY FOR THEFT AND DAMAGES - RELEASE FROM LIABILITY FOR BolognAFIERE - INDEMNITY CLAUSE

During the hall opening times the Exhibitor shall watch over his own stand either directly or by means of his personnel. The Exhibitor is required to supervise his stand and Exhibition space with his own personnel during the entire Exhibition period. The Exhibitor is the only custodian of all of the materials, goods, and furniture at the stand and Exhibition space during the entire Exhibition period (including stand set-up and dismantling). As custodian of his stand and exhibition space, the Exhibitor is required to indemnify BolognaFiere - substantively and legally against all losses, damage, liability, cost or expense, including legal fees, deriving from the Exhibitor's use of his stand and assigned Exhibition space. Although BolognaFiere provides a general day

and night surveillance service inside the Exhibition Centre for the entire duration of the Exhibition and for the stand furnishing and removal periods, is released from any and all responsibility for theft and/or damage that may be sustained by the Exhibitor. The Exhibitor shall also be responsible to BolognaFiere for all damage, be it direct or indirect, which for any reason is attributable to him or to the staff working for him (including damage caused by furnishings or by the systems set up either directly or by third parties engaged by it, even if they have been inspected by BolognaFiere).

#### ART. 11 - INSURANCE - RELEASE, ASSUMPTION AND LIMITATIONS OF LIABILITY

The Exhibitor shall benefit from the following insurance policies taken out by BolognaFiere:

- All Risks cover (including fire and theft) for direct physical damage to furniture, fittings, equipment and goods on the stand, excluding cash, valuables, jewellery and the like and excluding the software installed in computers and excluding any cover for loss of use of the furniture, fittings, equipment and goods during the period when the Exhibition is taking place: cover € 40.000,00 full first loss cover (including fire and theft), with absolute excess of € 300,00 per claim, increased to € 600,00 for damages sustained after the end of the Exhibition.
- Third party Liability cover, including fire damages: single limit € 50.000.000,00;
- Exhibitor's Employees Liability cover: single limit per claim of € 3.000.000,00 with limit of € 2.000.000,00 per person;
- Exhibitors and BolognaFiere waive the right to any claims made against the event's insurer.

The above-listed insurance policies are governed by the conditions and limitations which the Exhibitor may request to the Show Office, and which will be specified in the documentation concerning the exhibition itself. These insurance policies do not release the Exhibitor from liability in respect of all risks which, according to the independent assessment of the Exhibitor, are not covered or which exceed the limits of cover, as set out above. The Exhibitor shall take out such supplementary cover, as he deems appropriate.

In particular, because of the existence of a system of videocontrolling of halls, in case of thefts, Exhibitor takes note of presenting or forwarding a written report draft by the Public Authority to the Insurance Company, within seven days after the end of the Exhibition. In default, there might occur the loss of the allowance.

The Insurance Company will also handle claims and settlements at the end of the Exhibition. In any event the Exhibitor hereby undertakes to include in the supplementary insurance cover a clause in which the insurer waives any action of recourse or redress against the Exhibitors and BolognaFiere, and in default he shall indemnify and hold it harmless from any action that may be brought against it. Having taken note of the foregoing, the Exhibitor nevertheless (on his own account and for his agents, employees or assistants) expressly relieves BolognaFiere from any liability for loss or damage which for whatever reason may occur in the Exhibition area assigned to him, and during the installation or dismantling of the area assigned to him, and in respect of anything located therein, and he accepts sole liability for any damage caused to third parties by the management of the Exhibition space or by anything introduced therein, and which is not covered in the terms or manners indicated above or by additional insurance cover taken out by the Exhibitor. BolognaFiere will accept no liability for consequential damages, image damages, loss of revenues, etc. As regards direct damages, the Exhibitor accepts that the liability of BolognaFiere is limited to the insurance limits as stated above. The Exhibitor accepts these limits of liability.

#### ART. 12 - COMPLAINTS

Any complaints regarding the organisation of the Exhibition must be immediately reported to BolognaFiere in writing, and in all cases not later than seven days after the conclusion of the Exhibition. Any complaints received after such deadline will not be deemed subjects of dispute with BolognaFiere.

#### ART. 13 - INTELLECTUAL PROPERTY

The products and goods on display as well as the stands may not be photographed, drawn or in any way reproduced without the authorisation of the individual Exhibitors and BolognaFiere.

BolognaFiere nevertheless reserves the right to film, reproduce, widespread and to authorise the filming, reproduction and dissemination of general and detailed outside and inside views, and may permit their sale or even sell them directly. All the images will be used legally and free of charge. The exhibitor assumes all responsibility as to ownership of trade marks, patents, industrial inventions, industrial models, copyrights concerning products and machinery in display. The exhibitor therefore relieves BolognaFiere from any responsibility in case of breach of such rights and anyway in case of breach of norms protecting competition both as to other exhibitors and third parties in general. Any dispute between exhibitors and exhibitors and third parties will have to be settled by themselves, with no responsibility for BolognaFiere.

#### ART. 14 - TEMPORARY IMPORT

The temporary import of foreign merchandise or goods (such as samples) for display at the Exhibition must be carried out - at the Exhibitor's expense - through BolognaFiere's official carrier according to the methods specified in the "Technical Regulations and Various Forms" with exemption of all responsibility for such official carrier as well as for BolognaFiere.

#### ART. 15 - MACHINERY IN OPERATION AND ITS REGULATIONS

Machines on display may not be operated unless equipped with devices to prevent accidents to persons inside the Exhibition Centre, and with authorization issued by the Organiser. Also machinery need to be equipped with devices to prevent noise, foul odours, and the emission of gas and liquids. Machines may not be operated with internal combustion engines in the halls, and must not require the use of fuels or gas cylinders. All machines must comply with safety laws, regulations, and standards of good practice, and must be accompanied by the administrative documents issued by competent authorities. The operations must not exceed four during a day and every performance must not last more than 15 minutes. The Organizer will decide whether or not to issue the permission to operate machinery and also to define special areas dedicated to this. The Exhibitor will assume all civil and criminal liability for any injury and/or damage to third parties caused by the non-observance and violation of such regulations and/or instructions. The organizer is not responsible for any conduct and action also when has issued the relevant authorization concerning the operation of the machinery.

#### ART. 16 - TECHNICAL SERVICES

At the Exhibitor's request and in accordance to the terms of the "Technical Regulations", BolognaFiere will supply the Exhibitor electrical energy for lighting and for motive force and connection to the water mains, and compressed air. In addition BolognaFiere reserves the right to supply, or to outsource or grant exclusives for, any service it deems useful for Exhibitors, defining the methods of use for same. Specifically:

- connections and disconnections between the electrical installation or water system set up by the Exhibitors and the junction box and water supply points, respectively, may be carried out only by the firms authorized to do so by BolognaFiere; such companies will have to observe the instructions contained in the "Technical Regulations".

- Stand cleaning shall be carried out by the exhibitor, from the last day of the furnishing period and for the entire period of the Exhibition, using their personnel or using the official supplier of BolognaFiere.

- Telephone equipment may be connected and disconnected only by the company authorised by BolognaFiere.

- For all portage, transport, loading and unloading operations, the Exhibitors must be conducted by BolognaFiere's official forwarder.

- Access to the halls is permitted only to electrical vehicles.

The Exhibitor understands that the "services" (either managed directly by BolognaFiere or outsourced or granted in exclusive) ensure good performance under conditions of normal use of such services, and in all cases exempts BolognaFiere, the contractors, and providers of such services from any and all liability due to any irregularity in the performance of such services.

#### ART. 17 - PRINTED LITERATURE AND ON-LINE INFORMATION

BolognaFiere reserves the right to release the Catalogue and General Plan and widespread the data contained in the Application Form regarding the Exhibitors and the products and/or services they present, or regarding anything else exhibited or presented, using the means and techniques of communication (printed matter, CD-ROM, Internet, etc.) most appropriate, with no liability for any mistake, omission, or malfunctioning. The information printed in the Catalogue will refer to application forms received and approved up to 45 days before the opening of the Exhibition, without prejudice to BolognaFiere's right to change the allocation of the stands. The above also applies to the contents of other forms signed by the Exhibitor or by its agent and provided to BolognaFiere (including via computer). BolognaFiere reserves the right to provide, on its web site, areas reserved for the individual Exhibitor, to which the Exhibitor himself can gain access by his personal password and username to put online, send or modify information relating to his own business.

The Exhibitor will have exclusive liability for the content of the area reserved for him and for the proper use, including on the part of third parties, of the password and the username assigned to him by BolognaFiere. The exhibition catalogue and general plan are the only official publications of BolognaFiere. Any other advertising publication, except the official ones by BolognaFiere, is made by private entities, and have no official authorization.

#### ART. 18 - FORMS OF ADVERTISING ON SALE

Outside the Exhibition area, assigned to the Exhibitors, any and all forms of publicity or advertising must be carried out through BolognaFiere or through the companies appointed for this purpose by BolognaFiere. Such advertising will be subject to the payment of a fee and associated tax charges. On the contrary, within

their booth, exhibitors are free to place any ad they prefer. No ad will be permitted if it may damage other exhibiting companies, both on a commercial and competitive level. It is also forbidden to park vehicles presenting advertising or brands in the parking lots of the Fairgrounds if not authorized by BolognaFiere and after approval.

#### ART. 19 - CAR PARKING LOTS

For safety reasons, only cars will be allowed access to the car parks provided for Exhibitors - until all parking spaces are available - (excluding commercial vehicles, trucks, etc...) provided with a special parking permit issued by the Organizer and parking is allowed only in the appropriate spaces and only during the opening hours of the Exhibition Centre. It is strictly forbidden to park commercial vehicles and lorries of any kind inside the Exhibition Centre, even for short periods only. It is also strictly forbidden to park cars outside the allowed spaces and after the closing time of the Exhibition Centre. In the event of failure to comply with these provisions, BolognaFiere may take steps to obtain the forced removal of the vehicle from the car park or may install mechanical means inhibiting its use, at the risk and expense of the Exhibitor to whom the permit has been issued and the owner of the vehicle, who shall remain jointly and severally liable with the Exhibitor for the relevant expenses. BolognaFiere reserves the right not to admit to the next edition of the Exhibition any Exhibitor who has not complied with the prohibitions described above, even through his or her agents. All the passengers of the vehicle must have a valid document for admission to the Exhibition centre. Since the car parkings are unattended, BolognaFiere is not responsible for the security of the vehicle and will accept no liability for damage or theft of any kind.

#### ART. 20 - MEETINGS, CONFERENCES AND CONTESTS

During the Exhibition, meetings, conferences and contests may be arranged.

BolognaFiere will not be deemed responsible if some event does not take place, and also if relationship between buyers and exhibitors are not successful; these relations have to be run exclusively by them, with no liability for BolognaFiere.

#### ART. 21 - SPECIAL PROHIBITIONS

It is expressly forbidden for Exhibitors to:

- make any sale involving on-the-spot delivery of goods to the buyer, except for the sectors authorized by BolognaFiere.

- Exchange or give in their stands, also partially.

- Display prices ;

- Display products that do not belong to the trade sectors of the Fair as specified in the application form; - display products, samples, or signs even of a purely indicative nature, for firms not mentioned in the application form and not represented;

- present any form of advertising outside their own stand and in the Exhibition centre. Exhibitors may distribute advertising material only inside their own space;

- use own forklifts and lifting devices in the Exhibition Centre;

- use, for any purpose whatsoever, of remote controlled devices including drones in the Exhibition Centre (APR). Any exceptions must be requested to BolognaFiere Operations Department, which reserves the right to evaluate, within the scope of the provisions of current legislation, the possibility of use in accordance with methods and procedures to be agreed;

- any spectacle or entertaining initiative of any kind, nature and characteristics, even if limited within the stand or aimed at presenting products without prior authorization from the BolognaFiere Management; moreover, it is exclusive competence of the Exhibitor to obtain any authorization from the health and public safety Authorities and, in general, from the bodies in charge, for the above mentioned initiatives, if and as requested;
- any form of unfair competition between or among participants in the Exhibition. Therefore, to ensure the correct taking place of the Exhibition, the Exhibitor hereby accepts all of the initiatives that BolognaFiere may undertake to ensure the immediate ending of any possible forms of unfair competition or to protect and safeguard the other Exhibitors and BolognaFiere itself.

- The use of roller skates and bikes, a part for the BolognaFiere staff;

- The use of cameras, videocameras, videotapes or any other similar equipment without prior BolognaFiere authorization.

- BolognaFiere may prohibit the entrance with bags, suitcases, or other big cases and ask people to use the appropriate cloakroom located near the fair entrances. Offenders can be asked to go out by security staff.

The technical prohibitions issued for reasons of safety, health, pollution in general, for persons and property, and to prevent tampering with the property and assets of the Exhibition Centre, as well as the instructions contained in the "Technical Regulations and Various Forms" are an integral part of these General Terms and Conditions, and the Exhibitor undertakes to observe them scrupulously. Any exceptions may be issued, only in writing, by the Operations Division of BolognaFiere. In the event of disregard of even one of the prohibitions specified above, or of those referred to in this Article, BolognaFiere may apply the sanctions provided in the "Technical Regulations and Various Forms" and/or terminate the contract for participation in the Exhibition without recourse to the Court, but simply by means of any form of written notice to the Exhibitor at his stand. This will entail the immediate closing of the stand and withdrawal of access documents to the Exhibition Centre, without prejudice to the sums due by the Exhibitor.

#### ART. 22 - POSTPONEMENT, REDUCTION OR CANCELLATION OF THE EXHIBITION

BolognaFiere has the irrevocable right, at its discretion, to change the dates of the Exhibition; this will not give the Exhibitor any right to back out of or cancel the contract or to be released from any of his obligations. In addition, BolognaFiere may reduce the length of the Exhibition or eliminate all or some of its sectors without being required to pay damages or penalties of any kind. In such cases, BolognaFiere will give written notice of changes by means of registered letter, Pec, fax or e-mail, to be sent at least 30 days before the opening date of the Exhibition.

#### ART. 23 - GENERAL PROVISIONS - CHOICE OF DOMICILE - APPLICABLE LEGISLATION - ITALIAN JURISDICTION AND COMPETENT COURT OF LAW

The Exhibitor is obliged to abide by any regulations that may be issued to BolognaFiere by the Public Safety Authorities and those responsible for fire and accident prevention and for the supervision of places open to the public. The Exhibitor and third parties working for him inside the Exhibition Centre must hire staff with regular job contracts in accordance with the laws in force (as to social security, insurance, taxation, etc.). The Exhibitor agrees to have his legal domicile, for all intents and purposes of law, at BolognaFiere's registered office. The Exhibitor accepts Italian jurisdiction and no other, and acknowledges as competent the law Court of Bologna. Relations between BolognaFiere, the Exhibitor and any third parties are governed solely by the Italian law.

#### ART. 24 - RELATIONS WITH BOLOGNAFIERE

The Exhibitor acknowledges that the Exhibition will take place in the Exhibition Centre of BolognaFiere and undertakes to observe, and to have its employees and personnel observed, the rules and regulations issued by BolognaFiere. The Exhibitor declares that he/she has read the BolognaFiere Code of Ethics, available on the website [www.bolognafiere.it](http://www.bolognafiere.it), that he/she shares it and fully agrees with its content, and is aware of the possible consequences and penalties deriving from violation of the principles and rules stated therein. Therefore, in case of the Exhibitor's default in such obligations, BolognaFiere will be entitled to take direct actions, by means of its service staff in the Exhibition Centre, in order to enforce its rules and regulations and all laws.

#### ART. 25 - PERSONAL DATA PROCESSING

- Information to the data subject pursuant to Article 13 of Regulation (EU) No. 2016/679 and data subject consent.

The Organization (for the sake of brevity hereinafter called the "Company") undertakes to process the personal data made available by you in compliance with the provisions of Regulation (EU) No. 2016/679, as well as with the guidelines and requirements laid down by the Data Protection Supervisory Authority and any other applicable regulation. The personal data made available by you, the processing of which you have consented to, may be used for the following purposes: (i) to enter into and perform the contractual relationship, as well as to comply with all statutory, tax, administrative and functional provisions related to and/or in any event useful to entering into and performing the contractual obligations (including those activities necessary for the day-to-day management of exhibitions and trade shows); (ii) to conduct studies and statistical market research; (iii) to organize and manage events and meetings, including promotional initiatives; (iv) to publish your company data on the website, in the catalogue, General Plan of the Event and any press releases and communications via mail or promotional mail regarding the Event (including the necessary activities to manage on- and off-line publications); (v) to send information and commercial communications, including promotional information and advertising material referring to the Event in subsequent years, offers of goods and services to be delivered by postal service, over the Internet, telephone, email, MMS, SMS from Italy or from abroad (also from non-European Union countries) by the Company or by natural and legal persons assisting the Company in its commercial activities, specialist telesales companies, parent companies, subsidiaries and/or associate companies, and in any event, by all the Companies of Gruppo BolognaFiere.

For further in-depth information regarding the processing of your personal data by the Company, please consult the Privacy Policy Statement attached to this Agreement, which should be signed in acceptance and returned to us.

**PLEASE READ, SIGN AND RETURN THE "MANDATORY PRIVACY FORM"**

# MANDATORY PRIVACY FORM

## Information on the processing of personal data pursuant to Article 13 of Regulation (EU) No 2016/679

Pursuant to and having the effects arising from Article 13 of Regulation (EU) No 2016/679 of the European Parliament and of the Council of 27 April 2016 regarding the processing of personal data of natural persons and the free circulations of such data, which repeals Directive 95/46/EC, and is also called the General Data Protection Regulation (hereinafter "GDPR"), we hereby inform you that the personal data voluntarily submitted by you to Fiere Internazionali di Bologna - BolognaFiere S.p.A. (hereinafter also called the "Company" or "BolognaFiere") will be processed in compliance with current legal provisions governing the protection of personal data and, in any event, in accordance with the confidentiality principles followed by the Company in its operations.

### 1. Categories of data subjects and categories of data processed

The personal data processed concern: exhibitors, buyers, visitors, journalists, speakers/lecturers, participants in contests and/or workshops, third party organisers, prospect (subjects who have expressed an interest in the events, for example by giving their business cards or by requesting information or estimates), those who act on their own and/or as internal contact persons of legal entities, bodies or other organisations.

BolognaFiere will only process personal data that cannot be traced back to the categories of particular data. Specifically, the Company will process the following data provided by you:

- i. **As to exhibitors:** name and surname, company name of the organisation to which they belong, contact details, residence or head office, country of origin, website, sector of activity, type of product or service offered, product category, brand, bank details, tax code/ VAT number, IP address, etc.;
- ii. **As to buyers:** name and surname, company name of the organisation to which they belong, contact details, work position, address of residence or registered office, website, sector of activity, main categories of products or services of interest to the buyer and/or marketed by him, bank details, tax code/VAT code, IP address;
- iii. **As to visitors:** name and surname, contact details, working position, home address, website, sector of activity, main categories of products or services of interest, bank details, tax code/VAT number, IP address;
- iv. **As to journalists/bloggers:** name and surname, contact details, sector, role and header of affiliation, tax code/VAT number, registration code in the register, bank details, IP address;
- v. **As to speakers/lecturers:** name and surname, contact details, sector, tax code/VAT number, bank details;
- vi. **As to prospects:** name and surname, contact details, sector, tax code/VAT number, business card, IP address.

### 2. Purpose of treatment

Your personal data will be processed for the following purposes:

- a) obligations connected with the execution of the contract for the purchase of the ticket for the event held at the venue selected by the Company;
  - b) in order to comply with legal obligations incumbent upon the Company, including administrative and accounting purposes;
  - c) organisational planning and management of events: e.g. issue and payment of tickets, credits and entry passes, management of personal identification cards (with photo ID) for security purposes, planning and management of specific services requested by you (e.g. translation services, hostesses, catering, accompaniment), management of contracts signed by us with third party suppliers of goods and/or services used by you during or in connection with events; publication of first and last name or name and company name, telephone number, fax, email, website, in the online and printed official catalogue of the event in which you participate; communication, at your request, of pre-contractual information (e.g. programs, proposals, etc.) related to the events, drafting of letters of invitation for the application for consular visas; registration through the form available on the website and management of your application (e.g. as a buyer), as well as all activities related to the evaluation and selection process;
  - d) direct sales of services similar to those purchased by you, pursuant to the provisions of art. 130, paragraph 4 of Legislative Decree no. 196/2003 as amended by Legislative Decree no. 101/2018 (so-called "soft spam"). It will be possible for the Company to use the e-mail address you provided in the context of the purchase of the ticket for the exhibition. However, you may, at any time (initially or on the occasion of subsequent communications) oppose such processing by means of a specific request to the Data Controller, formulated in accordance with the provisions of article 8 below of this information notice;
  - e) in order to conduct statistical surveys and market research;
  - f) profiling activities that are relevant for privacy purposes only if they concern natural persons, sole proprietorships, partners/administrators, or internal contact persons of corporations, bodies or organisations.
- In some cases, we associate the information you provide with additional personal data collected while you are visiting our websites or using the services provided by those websites (e.g. cookies relating to the pages of our website visited, the country from which you are connecting) or through other communication channels (e.g. social media).
- The profiling allows us, in particular, to limit the sending of promotional communications not relevant to the likely expectations and needs of the person concerned or through unwelcome channels.
- g) sending of information and promotional communications, also of a commercial nature, advertising material, including those relating to subsequent years of the same exhibition, offers of goods and services by post, Internet, telephone, e-mail, MMS, SMS from Italy or from abroad (including from countries outside the European Union) by the Company or by physical or legal entities that collaborate in the commercial activities of the Company, by parent companies, subsidiaries and/or affiliates of the BolognaFiere Group;
  - h) transfer of personal data to third parties, which are companies of the BolognaFiere Group, organizers of exhibitions or partners involved in the organization of individual exhibitions, for the launch by the latter of independent direct marketing initiatives relating to their products and services.

### **3. Provision of data. Consequences in case of failure to provide data**

With reference to the purposes highlighted in points **a)** and **b)** of article 2 above, the provision of data is mandatory. Any refusal by you and/or the provision of incorrect and/or incomplete information would involve:

- the impossibility to stipulate the contract for the purchase of the ticket for the exhibition event and/or to guarantee the regular and timely execution of the relative contractual relationship and, therefore, the impossibility to access the said event;
- the results of the processing of personal data do not correspond to the obligations imposed by current legislation, including tax legislation.

With reference to the purposes referred to in point **c)** the provision of data is mandatory and failure to provide data will result in the inability to plan and manage all organizational activities useful to enable you to participate efficiently and effectively in events and to manage relations with third-party suppliers of goods and services functional and / or related to events, and, if you are a buyer, the inability to register through the form available on the website and manage your application.

With reference to the purpose referred to in point **d)** we inform you that the Privacy Code allows the so-called "Soft spam". This means that, without having to obtain your express consent, we may use the e-mail address that you provided in a previous purchase, in order to proceed, by sending by email, to commercial communications and offers of sale, provided they relate to products and services similar to those you have already purchased.

Upon receipt of any communication and/or promotional email sent by BolognaFiere for this purpose, you will be informed of the possibility of objecting to the processing of your data at any time, easily and free of charge (by notifying your choice of opt-out through the methods provided for therein).

Otherwise, with reference to the purpose highlighted in point **e)** of article 2 above, the provision of data is optional and failure to provide data will only result in the impossibility for the Company to develop studies and statistical and market research.

With reference to the purposes highlighted in points **f)** and **g)** of Article 2 above, the provision of data is optional and failure to provide data will only result in the inability to send communications limited to your likely expectations and needs and to send you information and promotional communications.

With reference to the purposes highlighted in point **h)** the provision of data is optional and failure to provide data will only result in the inability to transfer your data to third parties for the performance of independent direct marketing actions.

**During the events** we or photographers and / or video makers authorized by us can carry out video shooting (including voice recording) and / or photographs. These generic images concern trade fairs that can be qualified as public events and are therefore processed, without your consent, for publication on our websites/landing pages and social profiles (e.g. Twitter, Facebook, Youtube, etc.) and in brochures, catalogues, flyers and other paper material that promotes the events.

If, however, these images portray you in a recognizable way, BolognaFiere may publish them for the same promotional purposes, on our above-mentioned paper materials or electronic/digital channels intended for the public (e.g. catalogues, brochures, flyers, websites/landing pages, blogs, social networks), only with your specific consent (which is the legal basis for the treatment), issued on site to our photographer and / or official videomaker.

In the latter case, you may refuse to give your consent and thereby inhibit the processing of your personal data; by giving us your consent, you expressly waive any financial consideration for the use of your image. You can ask at any time after the obscuration of the face portrayed in the images published online, without prejudice to the lawfulness of the treatment operated until the date of the obscuration.

### **4. Methods of data processing**

The processing of personal data will be carried out using suitable paper, electronic and/or telematics tools, with logic strictly related to the purposes mentioned above and, in any case, in such a way as to ensure the security and confidentiality of the data.

We collect data primarily through the following channels:

- through online forms or paper forms or through pre-registration or participation apps filled in by you and/or acquired by third party operators authorized by us;
- through mobile devices such as tablets, totems, smartphones operating during events;
- with a business card you gave us.

For events that for security reasons of the premises and / of products/items displayed to the public require the creation of an identification card with a photo, we will collect your photo through online registration forms or through a photo session held at the entrance of the Exhibition Centre by personnel authorized by us. In the case of events organized or hosted by third partners, data may also be collected through third partners.

The data collected may be processed by personnel expressly authorized by us, to the extent strictly necessary for the performance of their respective activities assigned to them (e.g. from a legal, commercial, marketing, administrative, logistical, IT, management control, etc.)

### **5. Recipients or Categories of recipients of personal data**

Your personal data may be disclosed to shareholders, members of the board of directors or other administrative bodies and, in any case, to the Data Protection Officer, external managers, data processors and/or data processors appointed by BolognaFiere in the performance of their duties. Your personal data may be communicated to any persons who provide BolognaFiere with services or services instrumental to the purposes indicated in paragraph 2 above, such as, but not limited to, parent companies, subsidiaries, affiliates and/or associates, joint venture partners; subjects, bodies and/or companies that manage and/or participate in the management and/or maintenance of websites and electronic and/or telematics instruments used by us, photographers and/or videomakers that produce video-audio materials or the related post-production, journalists and newspapers, companies that provide the services necessary for the organisation and management of events (e.g. stand building and equipment suppliers, on line and paper catalogues publishing, logistics, security, surveillance, first aid, hostesses, etc.), diplomatic representatives, consultants, law firms, banks, service providers as for marketing and communication; other subjects in charge of managing the selection process and management of the relative benefits for buyers (such as insurance companies, travel agencies, hotels), etc.

### **6. Data transfer to third countries**

Your personal data may be communicated and/or transferred abroad, in accordance with the provisions of current legislation, even in countries outside the European Union, or if necessary, in the countries where the recipients referred to in the previous paragraph have their headquarters.

In all the above cases, the transfer is necessary for the execution of the contract with the person concerned or for the execution of contractual measures adopted upon request, or to ascertain, exercise or defend a right in the Court; in general, it is carried out on the basis of an adequacy decision of the Commission (Art. 45 of the GDPR) or in accordance with the standard data protection clauses or other appropriate guarantees pursuant to Articles 46 or 49 of the GDPR.

In the event that a Commission adequacy decision has not been taken and the other guarantees laid down by the GDPR do not apply, the

communication and/or transfer of data outside the European Union will be subject to your consent, after having been informed that the country in question does not provide an adequate level of protection.

#### 7. Time of treatment

Your personal data will be processed only for the time necessary to achieve the same purposes for which they are processed (eg 10 years from the signing of the contract).

#### 8. Rights of the data subject

We inform you that at any time in relation to your data, you may exercise your rights under the limits and conditions provided for in Articles 7 and 15-22 of the GDPR.

To exercise these rights, described below, please contact the Data Controller at [privacy@bolognafiere.it](mailto:privacy@bolognafiere.it); this request will be responded to without delay within one month of receipt of the request.

In detail, you have the right to:

- to obtain confirmation of whether or not personal data concerning you are being processed;
- where processing is in progress, obtain access to personal data and information relating to the processing and request a copy of the personal data;
- to obtain the adjustment of inaccurate personal data and the integration of incomplete personal data;
- to obtain, if one of the conditions laid down in Article 17 of the GDPR is met, the deletion of personal data concerning you;
- to obtain, in the cases provided for in Article 18 of the GDPR, the limitation of treatment;
- to receive personal data concerning you in a structured, commonly used and readable format by an automatic device and request their transmission to another holder, if technically feasible.

#### Right of opposition

Everyone has the right to object at any time to the processing of his / her data in pursuit of a legitimate interest of the Data Controller. In case of opposition, data will no longer be processed, unless there are legitimate reasons for the processing prevailing over the interests, rights and freedom of the person concerned or for the establishment, exercise or defense of a right in the Court.

#### Right of objection and revocation of consent in relation to processing for marketing and profiling purposes

With reference to the processing of data for the purposes referred to in sub e), f), g) and h) of the above paragraph "Purpose and legal basis of processing", each interested party may revoke at any time the consent given or oppose their processing, by writing an email to [privacy@bolognafiere.it](mailto:privacy@bolognafiere.it)

The revocation of your consent will not affect the lawfulness of the processing based on the consent given before the revocation.

Opposition to processing by such means also extends to the sending of commercial communications by postal service or telephone calls with operator, without prejudice to the possibility of exercising this right in part, for example by opposing only processing by automated communication systems.

#### Right to complain to the Privacy Guarantor

Finally, pursuant to Article 77 of the GDPR, we remind you that you have the right to complain to the Privacy Guarantor, if you believe that your rights under the GDPR have been violated, in the manner indicated on the website of the Privacy Guarantor accessible at [www.garanteprivacy.it](http://www.garanteprivacy.it).

#### 9. Data Controller, Data Processors and Data Protection Officer

The Personal Data Controller is Fiere Internazionali di Bologna - BolognaFiere S.p.A., in the person of its pro tempore President, with headquarters in Bologna, Italy, Viale della Fiera No. 20.

The updated list of Data processors is available at the Data Controller's headquarters, or may be requested by email at: [privacy@bolognafiere.it](mailto:privacy@bolognafiere.it)

The Data Protection Officer may be contacted at the following email address: [dpo@bolognafiere.it](mailto:dpo@bolognafiere.it)

This Privacy Policy Statement will be subject to updates. BolognaFiere therefore invites data subjects who wish to get acquainted regarding the processing of their personal data to check periodically the "Privacy Policy" section of the institutional website [www.bolognafiere.it](http://www.bolognafiere.it)



## CONSENT TO THE PROCESSING OF PERSONAL DATA

Having read the above information, you expressly consent to the processing of personal data in the manner indicated therein for:

- organisational planning and management of events (c);

I AGREE    I DO NOT AGREE    Date and place \_\_\_\_\_ Signature \_\_\_\_\_

- elaboration of studies and statistical and market research (e);

I AGREE    I DO NOT AGREE    Date and place \_\_\_\_\_ Signature \_\_\_\_\_

- requirements related to profiling activities (f);

I AGREE    I DO NOT AGREE    Date and place \_\_\_\_\_ Signature \_\_\_\_\_

- sending of information and promotional communications, also of a commercial nature, advertising material, including those relating to the following editions of the same exhibition, offers of goods and services by post, Internet, telephone, e-mail, MMS, SMS from Italy or from abroad (including from countries outside the European Union) by the Company or by physical or legal entities that collaborate in the commercial activities of the Company, by parent companies, subsidiaries and/or affiliates of the BolognaFiere Group (g);

I AGREE    I DO NOT AGREE    Date and place \_\_\_\_\_ Signature \_\_\_\_\_

- transfer of personal data to third parties, which are companies of the BolognaFiere Group, organizers of exhibitions or partners involved in the organization of individual exhibitions, for the launch by the latter of independent direct marketing initiatives relating to their products and services (h).

I AGREE    I DO NOT AGREE    Date and place \_\_\_\_\_ Signature \_\_\_\_\_