

## COMMERCIAL APPLICATION FORM - EXPODEMO'15

### IDENTIFICATION - All fields are mandatory

Company Name (lettering)			
Contact Person			
Address			
Country		Postal Code	
Phone		Mobile	
Email Address		Fed ID	

### DISPLAY PRODUCTS

### CONDITIONS OF PARTICIPATION

#### STAND PRICE - 3 x 3

200.00 €\* ☐

\* The price including VAT

### PAYMENT MODE (The enrollment in Expodemo'15 is only VALID after payment)

☐ Transfer

☐ Cheque

IBAN to the Moimenta da Beira Town: **PT50 0045 3070 401822 3427110** (if you choose this payment method, you must send payment proof to the email address : [expodemo@cm-moimenta.pt](mailto:expodemo@cm-moimenta.pt))

If you choose this payment method, please indicate:

Cheque Number \_\_\_\_\_  
Bank \_\_\_\_\_  
Cheque Value \_\_\_\_\_ €

### OBSERVATIONS

Date

Signature and Stamp

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### OPERATING STANDARDS

#### I | RECIPIENTS

1. The organization reserves the right to choose the entries that best, fit the context of the festival.
2. The participation in the festival will be subject to a selection and confirmation of their presence.
3. The selection of exhibitors will have as a criterion the business area.
4. The Application Form should be returned until the **11<sup>th</sup> of September 2015** to the following address:

Biblioteca Municipal Aquilino Ribeiro  
A/C Gabinete da Cultura  
Casa das Guedes - Terreiro das Freiras  
3620-356 Moimenta da Beira  
or by email address to [expodemo@cm-moimenta.pt](mailto:expodemo@cm-moimenta.pt)

For additional information, please feel free to contact the Organization of Expodemo'15, by telephone 254 520 080 or by email address at [expodemo@cm-moimenta.pt](mailto:expodemo@cm-moimenta.pt)

#### II | ORGANIZATION

1. It's the responsibility of Câmara Municipal de Moimenta da Beira:
  - a) The assembly of stands, with indication of lettering and lighting.
  - b) The cleaning of the common areas.
2. It's the responsibility of the exhibitors:
  - a) The stand's arrangement and decoration (without causing damage or impair the base structure materials).
  - b) The cleanliness of its exhibition area and the stand operation.

#### III | STANDS

1. Each exhibitors is entitled to a 3 x 3 stand, with light and power socket.
  - a) Each stand has a cost of **200.00€**, as well as each additional stand. **The payment must be made upon delivery of the application form.**
2. To the stand's location is defined only by the organization.
3. On arrival at the festival, exhibitors should contact the **Secretariat**.
4. To the stand's decoration should finish obligatorily 3 hours before the festival's inauguration.
5. The withdrawal, without advance notice, requires a **150.00€** payment per stand.
6. The organization shall not be liable for any damage, missing parts or other material.

#### IV | SECURITY

1. The organization ensures the surveillance outside of the operating period of the festival, at the following times:
  - a) **Day 26<sup>th</sup> and 27<sup>th</sup> of September 2015 - from 12:00 a.m. to 09:30 a.m.**

#### V | SUPPORT FOR EXHIBITORS

1. As a support service, the organization will keep in place a Secretariat.

#### VI | ANIMATION

1. The organization shall ensure animation during the festival.

#### VII | GENERAL PROVISIONS

1. The exhibitors are required to respect the opening hours of the festival, as well as, all other operating standards.
2. Exhibitors may not use sound equipment in the festival.