

- 1) Trade Fair: **International Book Fair in Krakow®**.
- 2) Website of the event: **www.ksiazka.krakow.pl/gb/**
- 3) Trade Fair Commencement Date: **27.10.2022 from 10:00 a.m.**
- 4) Trade Fair Closing Date: **30.10.2022 to 5:00 p.m.**
- 5) Deadline for Confirmation of Participation: **7 days from submitting the application to the Exhibitor Panel.**
- 6) Deadline for refusal of Confirmation of notification: **7 days from submitting the application to the Exhibitor Panel.**
- 7) Assembly day: **25.10.2022, from 9:00 a.m. to 6:00 p.m. – non built-up space) and 26.10.2022 (from 9:00 a.m. to 8:00 p.m. – exhibition space + stand construction and standard stands).**
- 8) Disassembly day: **30.10.2022, from 5:00 p.m. to 12:00 midnight.**
- 9) Due date for payment of fees in accordance with clause 3.3: **14 days from the acknowledgement of receipt.**
- 10) The due date for the payment of fees under clause 3.4:
 - a) instalment 1: in the amount of **45%** of the gross payment resulting from the order in the Exhibitor Panel, paid as an advance **14 days** from the confirmation of the acceptance of the application;
 - b) instalment 2: the remaining part of the total gross payment resulting from the order in the Exhibitor Panel to be paid by **21.10.2022**, prior to the occupancy of the exhibition stand.
- 11) Deadline for cancellation of participation in the Fair as referred to in clause 4.1 and 4.2 of the Regulations: **25.09.2022.**
- 12) Email address for withdrawal under clause 4.3: **ksiazka@targi.krakow.pl**
- 13) Deadline for reporting changes in equipment and media until: **25.09.2022.**
- 14) List of regulations to be given to the companies constructing the stand in accordance with clause 5.5: **Fire Safety Instructions, Technical, anty-fire and BHP regulations, Using EXPO Krakow object regulation, Using charged parking spots regulations.**
- 15) List of regulations applicable to Co-exhibitors: **Fire Safety Instructions, Technical, anty-fire and BHP regulations, Using EXPO Krakow object regulation, Using charged parking spots regulations.**
- 16) The deadline for notification of the need for the use of cranes, hoists, etc. resulting from clause 8.4: **25.09.2022.**
- 17) Deadline for submitting a catalogue entry in the Exhibitor Panel: **25.09.2022.**
- 18) Deadline for registration of guests and speakers as per clause 9.13: **25.09.2022.**
- 19) The amount of the fee for each commenced man-hour of extension of the assembly day: **NET 500 PLN (in words: five hundred zlotys) + VAT** at the applicable rate.
- 20) The amount of the fee for each commenced working hour of extension of the disassembly day: **NET 500 PLN (in words: five hundred zlotys) + VAT** at the applicable rate.
- 21) Official freight forwarder of the Trade Fair: **TRANSMEBLE INTERNATIONAL Ltd.** Contact person: **Marcin Frontczak**, ph.: **+48 501 710 984**, e-mail: **marcin@transmeble.com.pl**.
- 22) At least 75% of the assortment presented at the fair should be books or gadgets directly related to the books.
- 23) In the event of circumstances beyond the control of the Organizer, in particular when, due to force majeure, including sanitary or epidemiological regulations, a ban on the organization of exhibition events is introduced, paid advance payments will be returned within 30 days of the cancellation of the Fairs or credited towards the next edition, if such is the decision of the Exhibitor. The registration fee is not refundable however the Exhibitor who transfers the advance payment to the next edition of the Fairs will be exempt from it. Points 14.4 and 14.5 of the Regulations do not apply.