

1. Trade Fair: **International Book Fair in Krakow.**
2. Website of the event: **www.ksiazka.krakow.pl/gb/**
3. Trade Fair Commencement Date: **14.10.2021, from 10:00 a.m.**
4. Trade Fair Closing Date: **17.10.2021, to 5:00 p.m.**
5. Deadline for Confirmation of Participation: **15 days from submitting the application to the Exhibitor Panel.**
6. Deadline for refusal of Confirmation of notification: **15 days from submitting the application to the Exhibitor Panel.**
7. Assembly day: **12.10.2021 (from 9:00 a.m. to 6:00 p.m. – non built-up space) and 13.10.2021 (from 9:00 a.m. to 8:00 p.m. – exhibition space + stand construction and standard stands).**
8. Disassembly day: **17.10.2021, from 5:00 p.m. to 12:00 midnight.**
9. Due date for payment of fees in accordance with clause 3.3: **14 days** days from the acknowledgement of receipt.
10. The due date for the payment of fees under clause 3.4:
 - a. **registration fee** + 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 **8.10.2021** 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: **to 10.09.2021.**
12. Email address for withdrawal under clause 4.3: **ksiazka@targi.krakow.pl**
13. Deadline for reporting changes in equipment and media: **to 15.09.2021.**
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: **to 15.09.2021.**
17. Deadline for submitting a catalogue entry in the Exhibitor Panel: **to 15.09.2021.**
18. Deadline for registration of guests and speakers as per clause 9.13: **to 15.09.2021.**
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: **TRANSMUBLE INTERNATIONAL Ltd.**
22. At least 75% of the assortment presented at the fair should be books or gadgets directly related to the books.