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**GENERAL TERMS FOR HOLDING EVENTS
AT EXPOCENTRE FAIRGROUNDS**

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EXPOCENTRE AO, further referred to as Expocentre AO, provides venues for holding forums, congresses, seminars, symposia, fashion shows, presentations, business meetings, corporate events, concerts, shows and other events, hereinafter referred to as Events.

General Terms for Holding Events at Expocentre Fairgrounds, further referred to as General Terms, form an integral part of the Contract for Holding an Event.

Event Types:

- **Business related events** – events held as part of an exhibition organized by Expocentre AO and dedicated to the same subject
- **Exhibition related events** – events held as part of an exhibition and dedicated to the same subject
- **Stand-alone events, other types of events.**

1. PROCESSING CONTRACTUAL DOCUMENTS

1.1 The Organizer, planning to hold an Event at Expocentre Fairgrounds shall submit (by post, fax or email) an Application to Expocentre AO.

1.2 Expocentre AO registers the Application.

1.3 Expocentre AO shall notify in writing (a letter, fax, email) the Event Organizer of consent or refusal to provide premises for the Event within the maximum of 5 days. In case of consent, Expocentre AO shall make the tentative reservation of the premises for the Event until the Contract is signed.

Expocentre AO reserves the right to cancel the tentative reservation of the premises at any time.

In case the Event Organizer is a body of the federal or local authority of the Russian Federation and the event management company is determined after the public tendering, the premises shall be under tentative reservation from the moment the application consent is granted to the inclusion of Expocentre Fairgrounds as the Event venue in the tender documents. As from the date when the above mentioned condition is included in the tender documents, the premises shall be reserved until the Contract is signed.

1.4 Once the agreement on all issues related to the holding of the Event has been reached, the relations between the Parties shall be set out

- in case of exhibition related events, in the Contract for Holding the Event and/or in the Application which is a supplement to the Agreement (Contract) for Participation in the Exhibition with the exhibition organizer, group stand organizer or exhibitor.
- in case of stand-alone events, in the Contract for Holding the Event.

The obligatory part of the Contract is the Specifications with the list of rented premises, ordered services and related charges.

- in case of business related events organized by Expocentre AO at its exhibitions, in the Contract for Participation in the Business Related Event between the participant and Expocentre AO.

The above documents shall be signed by the authorized representatives of the parties¹.

When signing the Contract (Contract for Participation), persons authorized by the parties shall confirm that they have the signing authority to conclude the Contract (Contract for Participation) in accordance with the current statutory requirements and constituent documents, and no additional coordination or consultations are required to sign the Contract (Contract for Participation).

1.5 For prompt management of the issues related to the organization and holding of the Event, it shall be accepted that Expocentre AO and the Event Organizer may conclude the Contract and exchange other documents by fax or email with further mandatory exchange of the originals. The Event Organizer shall send the originals of the Contract and other documents by recorded delivery post or by personal delivery to Expocentre AO's address within 5 days of the signing.

1.6 If, during the build-up, open or breakdown periods, the Event Organizer should require additional working hours, space, venues or services, he shall set out all additions to the Contract in Applications, which shall be signed by the Authorized Representatives of the parties.

Expocentre AO may refuse Applications for extra working hours, space, venues and services if they are not available at the moment.

1.7 A participant in a business related event held as part of an exhibition organized by Expocentre AO shall pay a registration fee in the amount set by Expocentre AO for a certain event. In case of participant's cancellation, the registration fee shall be non-refundable.

2. EVENT VENUES

2.1 Expocentre AO provides the following venues for holding Events (including their build-up, conduct and breakdown):

- exhibition halls and pavilions
- congress facilities: conference halls, meeting rooms, seminar rooms, banquet halls
- recreation and other areas
- outdoor sites
- outdoor and indoor warehousing sites.

All venues and spaces are provided fit to the purposes claimed by the Event Organizer in the Contract.

2.2 The Event Organizer shall use the rented Venue only for the purposes defined in the Contract.

2.3 **Exhibition halls** are rented as a single space. In addition to the rented hall, parts of the adjoining halls can also be rented.

The exhibition hall working hours are 08.00 – 20.00.

Exhibition halls may be rented for the periods of 6, 12, 18 and 24 hours.

The Event Organizer may start work at the exhibition hall at any claimed time between 08.00 and 20.00, from which the rental period will be calculated.

The minimum rental period is 6 hours.

2.4 **Congress facilities** are rented as a single space.

¹ A person acting on behalf of another person under power of attorney or the company charter.

The congress facilities working hours are 09.00 – 18.00.

The minimum rental period for the congress facilities is:

- 1 hour for the exhibition related events;
- 3 hours for stand-alone events.

In addition to the congress facilities, the whole or parts of the exhibition halls can be rented. In this case the minimum space to be rented is $\frac{1}{4}$ of the total space of an exhibition hall.

Expocentre AO has the right to refuse partial rental of the exhibition halls if technically not possible at the moment.

2.5 In addition to space and venue the Event Organizer can rent recreation, outdoor and warehousing space.

2.6 The delivery and acceptance of the rented space and venue shall be reflected in a Delivery and Acceptance Statement for the Rented Venues, Property and Rendered Services (further referred to as the Statement). The document shall be signed by the Authorized Representatives of the parties.

2.7 The venue rental charge comprises:

2.7.1 for exhibition halls

- organizational expenses
- shared electrical supply, heating and ventilation of indoor venues
- general security at Expocentre Fairgrounds
- cleaning of the rented facilities during and after the build-up, and during the breakdown periods
 - cleaning of the toilet facilities (cleaning of temporary toilets shall be arranged by and at the expense of the Event Organizer)
 - removal of rubbish, packaging leftovers and small debris from specially allocated places during and after the build-up and breakdown of the Event (removal of food waste shall be arranged by the Event Organizer).

2.7.2 for congress facilities:

- organizational expenses
- shared electrical supply, heating and ventilation of indoor facilities
- general security of Expocentre Fairgrounds
- cleaning of the rented facilities before, during and after the event
- cloakroom service (if the rented facilities have cloakroom)
- removal of rubbish, packaging leftovers and small debris from specially allocated places during the build-up and breakdown of the event (removal of food waste shall be arranged by the Event Organizer).

2.8 In no case shall the Event Organizer sub-let the rented facilities without Expocentre AO's written consent.

3. PAYMENT TERMS

3.1. The amount of the rental charge and the payment terms, as well as the range and cost of ordered services shall be set out in the Contract on the basis of the Rental Rates and Rates for Services for Organizers of Events at Expocentre Fairgrounds (enclosure No. 1), further referred to as the Rates.

3.2.The Rates form an integral part of the General Term for Holding Events at Expocentre Fairgrounds.

3.3.Expocentre AO has the right to change the Rates. The rental rates and rates for services set out in the Specifications to the Contract are not subject to change.

3.4.The Event Organizer shall pay the rental and services charges prior to commencement of the rental period upon receipt of Expocentre AO's invoices on the dates specified in the Contract or the Application.

3.5.The fact that Expocentre AO has provided the Event Organizer with the venue, space and services shall be set out in a Delivery and Acceptance Statement.

In case the Event Organizer does not sign the Statement or fails to provide justified reasons for refusal to sign it within three days of receiving two copies of the Statement from Expocentre AO, the services are considered to be provided and the Statement is considered to be signed.

3.6. The payment for space, venue and services ordered additionally and not set out in the Contract (Application) may be made during the build-up and open periods in cash at Expocentre AO's cashier's office.

3.7. Any monetary obligation between Expocentre AO and the Event Organizer do not bear interest (interest on debt for the period of the use of monetary funds) stipulated by the Civil Code of Russian Federation, cl.1, art. 317.1. The law took effect on June 1, 2015.

4. INSURANCE

4.1.The Event Organizer shall purchase from the insurance company contracted by Expocentre AO and maintain the following types of insurance:

- an insurance policy for the rented venue and property which ensures normal and efficient operation of the rented indoor and outdoor facilities
- a public liability policy.

4.2.The Event Organizer shall transfer the whole amount of insurance payments, according to the rates of the insurance company, to Expocentre AO's account along with the rental charge.

4.3.The insured period starts only when the Event Organizer has paid the amount of insurance payments in full.

4.4. Expocentre AO is entitled to act as an authorized representative of the Event Organizer, namely to conclude insurance agreements, notify the insurance company of the event dates and to take other steps deemed necessary to comply with the insurance agreement.

4.5. In case Expocentre AO incurs any damage or loss which is not covered by the insurance policies, the Event Organizer shall be liable to compensate for the actual damage or loss.

4.6. The Event Organizer is entitled to insure any other risks.

5. RESPONSIBILITY

5.1.Expocentre AO is liable for timely provision of the venue and quality services in compliance with the terms of the Contract and/or Application.

If the Event Organizer fails to observe the conditions of the Contract and/or the Application in relation to the payment (the amount and dates), Expocentre AO shall not provide him with the venue and space, and shall not render related services.

5.2. If the Event Organizer cancels his Event after the signing of the Contract (the Application), he is liable for a cancellation penalty equal to 20% of the Contract amount.

5.3. If the amount due under the Contract/Application has not been transferred to Expocentre AO's account through the fault of the Event Organizer within the period set out in the Contract, Expocentre AO has the right to charge the Event Organizer a penalty fee of 0.1% of the amount of the overdue payment for each day of delay.

Expocentre AO shall be entitled to terminate the Contract prematurely if the Event Organizer fails to transfer the due amount within the period set out in the Contract, as well as in case of other serious breaches of the General Terms.

The Contract shall be terminated by giving a written notice of termination to the Event Organizer. The date set out in the notice shall be considered the date of termination.

Expocentre AO shall be entitled to withhold the amounts paid by the Event Organizer in order to compensate for incurred expenses, while the remaining amounts shall be returned to the Event Organizer in due order.

5.4. The Event Organizer is liable for the damage incurred by Expocentre AO in relation to the Event and not covered by Expocentre AO's insurance policy.

The damage to Expocentre AO's property shall be set out in a Material Damage Statement signed by the Authorized Representatives of the parties (Enclosure No. 3).

The Event Organizer shall bear responsibility for actions/inactions of the third parties contracted by the Event Organizer as for the Event Organizer's own actions/inactions. The responsibility of the Event Organizer shall include but not be limited to any damage and injuries inflicted by the third parties on life and health of people, property of Expocentre AO, as well as property and belonging of individuals and legal entities present at the Event.

The compensation amounts payable by the Event Organizer shall be paid within 14 days after the closing of the Event.

5.5. The Event Organizer shall remove all his property from the Venue until the rental period comes to an end.

If the Event Organizer or his contractors are unable to ensure timely removal of their property from the Venue and Expocentre AO can extend the rental period, the Acceptance Statement shall show the actual rental period and the Event Organizer shall pay for the extra rental time per hour.

If the Event Organizer or his contractors are unable to ensure timely removal of their property from the Venue and Expocentre AO cannot extend the rental period, Expocentre AO shall have the right to transfer the property belonging to the Event Organizer or his contractors from the Venue to the warehousing facilities (indoor or outdoor). The Event Organizer is obliged to compensate for the expenses incurred by Expocentre AO in connection with the transfer of the property to and storage at the warehousing facilities. It is understood that Expocentre AO bears no responsibility for the integrity of the property transferred to and stored at the warehouse.

5.6. Expocentre AO shall in no case be held liable for

- loss of or damage to the material valuables belonging to the Event Organizer, his contractors and staff (both permanent and hired), as well as for loss caused by fire, explosion, water, wind, lightning and other hazards

- damage to any person working for or invited by the Event Organizer, no matter how the damage has occurred.

5.7. Once the event is over, the Event Organizer shall return the rented property intact and in full to Expocentre AO's Authorized Representative.

6. BUILD-UP AND BREAKDOWN RULES AND REGULATIONS

6.1. The general building contractor for the building and dressing works, further referred to as works, in exhibition halls, pavilions and outdoor area of Expocentre Fairgrounds is Expoconsta OOO. Other contractors are companies acting as Expocentre AO's partners in holding exhibition related and stand-alone events at Expocentre Fairgrounds.

All high-rise works involving hanging and taking down structures in exhibition pavilions, halls and outdoor area shall be done by Expoconsta OOO and the companies acting as Expocentre AO's partners, which have a permission to carry out high-rise works at Expocentre Fairgrounds.

6.2. By agreement with Expocentre AO the Event Organizer can employ his own staff or hire external contractors to perform the works listed in the first paragraph of 6.1.

The Event Organizer and/or his contractors are required to receive the approval to commence works at Expocentre Fairgrounds in accordance with the Approval Regulations for Build-up, Decoration and Equipment of Exhibition-Related and Stand-Alone Events Held at Expocentre Fairgrounds (Enclosure No.4 to the General Terms) and the Regulations for Electrical Installation at Events Held at Expocentre Fairgrounds (Enclosure No.5 to the General Terms).

6.3. Expocentre AO shall provide the Event Organizer with the required drawings of the rented indoor and outdoor premises in order that the Event Organizer can make an event layout plan.

The event layout plan shall show the position of structures, equipment and furniture, and list the used materials. It shall show the location of terminal points for connection to the electrical mains and their rating per point, the points of connection to the water mains (sewage) with the diameter of pipes, the points of connection to the compressed air mains, as well as location of points for suspension and rigging of stage sets, dressings and equipment to the ceiling and walls of the rented premises listing the total weight of suspensions and the weight loads for each of the suspension points.

The layout plan shall comply with the Chapter 7, Fire Safety, of the General Terms.

6.4. The event lay out plan shall be issued in four originals to

- Fire Department No.160 of the Federal Fire Safety Service (two originals)
- Expoconsta OOO for approval and technical supervision of the conformity of technical documentation, quality of the mounting, electrical and high-rise works (one original);
- Expocentre AO's technical services (one original).

6.5. The event layout plan shall be submitted to the Fire Department No.160 and Expoconsta OOO not later than 10 days prior to commencement of the build-up period.

The event layout plan approved by Fire Department No.160 and Expoconsta OOO shall be submitted to Expocentre AO not later than two days prior to the commencement of the build-up period.

In case the Fire Department No.160 finds breaches of the fire safety regulations, it shall inform both the Event Organizer and Expocentre AO, and participate in drawing up statements and instructions on how to correct the errors.

6.6. During the event (build-up, running and breakdown periods) an Authorized Representative of the Event Organizer shall be present at the rented premises to take remedial actions if necessary. A document (a power of attorney, administrative order) proving the rights of the said Authorized Person to sign the Application and Statements shall be submitted to Expocentre AO not later than two days prior to the commencement of the build-up period.

6.7. Expoconsta OOO shall carry out technical supervision of conformity of the works to the approved event layout plan and technical documentation, as well as quality of mounting, electrical and high-rise works. The Event Organizer and/or his contractors, who carry out the works in accordance with the contract with Expoconsta OOO, shall pass the technical inspection.

The Event Organizer and/or his Contractors shall bear full responsibility for mounting and electrical works.

In case the Event Organizer and/or his Contractor made deviations from the approved event layout plan, Expocentre AO has the right to suspend works to demand them to be done in conformity to the approved event layout plan and technical documentation.

6.8. For the purpose of renting congress venues, the Event Organizer shall issue a furniture and equipment layout plan. If necessary, Expocentre AO provides the Event Organizer with the required venue drawings. The layout plan shall be submitted to Expocentre AO within the reasonable time prior to the opening of the event.

6.8.1. When holding the Event at the rented congress premises, the Event Organizer shall be prohibited from using his own audio and video equipment.

6.9. Connection of the audio, lighting, sound amplifying and other types of equipment to electrical, water, sewage and compressed air mains shall be carried out by Expocentre AO's competent staff only.

6.9.1. Electrical works shall be carried out in accordance with the event layout plan submitted by the Event Organizer and/or his Contractor. The plan shall detail the positions of the electric power and lighting equipment, rated voltage, maximum permissible loads for all electrical units, and terminal points for connecting the equipment to power supply sources.

6.9.2. Electrical works shall be carried out in accordance with the current Regulations for Operation of Consumer Electrical Installations (PTEEP), Occupational Safety Regulations (PTB), Electrical Installation Regulations (PUE), the Federal Law No.123-FZ on Fire Safety Rules and Regulations.

6.10. The furniture, equipment and stage sets may be placed over the floor duct covers, near surveillance cameras and other engineering facilities by agreement with Expocentre AO.

If seating rows shall be arranged for the Event, the Event Organizer and/or his Contractor shall make sure that the seats in a row are fixed together.

Where a platform, a stage or rooms for various purposes are provided, the Event Organizer and/or his Contractor shall arrange gangways around such structures.

6.10.1. Delivery and placement of the furniture and equipment rented from Expocentre AO shall be performed by Expocentre AO in compliance with the approved event layout plan.

6.11. All handling and mounting/dismantling works carried out using lifting equipment, with the exception of high-rise works mentioned in the second paragraph of 6.1, shall be performed by Expocentre AO's staff only. The Event Organizer and/or his Contractor shall be prohibited from using power-operated machinery.

6.12. The communication services at the venue are provided exclusively by Expocentre AO, the official service provider.

6.12.1. The Event Organizer and/or his Contractor shall be allowed to use radio electronic and high-frequency devices only after the Event Organizer obtained permission to use radio frequencies and radio frequency channels on Expocentre Fairgrounds and registered said radio electronic and high-frequency devices in the Federal Service for Supervision in the Sphere of Telecom, Information Technologies and Mass Communications.

The Event Organizer and/or his Contractor shall be prohibited from going on air without specific permission or use unauthorized frequencies, as well as deliver and use radio electronic and high-frequency devices, including WiFi, without the written consent from Expocentre AO.

In the event of general alarm and emergency evacuation the Event Organizer and/or his Contractor shall immediately turn off all radio electronic and high-frequency devices.

6.13. During the event the Event Organizer shall take care of the following

6.13.1. Sound pressure level in the exhibition pavilions, halls and outdoor area shall not exceed the standards set by the health and safety regulations regarding the permitted volume of sound and sound amplifying equipment.

The violation of this provision shall subject the Event Organizer to a penalty (see the Rates for Services).

6.13.2. Use of laser equipment shall comply with the health and safety regulations, and rules of design and safe operation of laser equipment.

The Event Organizer shall bear responsibility for following the above mentioned rules and regulations under the law in force in the Russian Federation.

6.14. Placing inflatable structures which use air pumps in the rented area shall be coordinated with Expocentre AO.

6.15. The assigned staff of the Event Organizer and/or Contractor shall wear uniforms with a visible badge containing the company name and full name of the person.

6.16. Mounting/dismantling, removal of packaging (boxes, trays, pallets, etc.) shall be confined to the rented premises. All passages and gangways in the rented premises shall be free from packaging, construction materials, structures and equipment. Packaging materials shall be immediately removed from the rented premises either outside of Expocentre Fairgrounds or to a temporary storage warehouse with additional payment for removal and storage. The Event Organizer and/or his Contractor shall move small construction waste and garbage left after packaging removal to specially allocated places (containers) located behind the assembly gates of exhibition halls and pavilions.

The Event Organizer and/or his Contractor shall be prohibited from

- erecting structures, placing furniture, equipment and decorations near stationary electric service panels and fire hose cabinets
- bringing woodworking equipment and saw-timber, varying out sawing, planning and other woodwork connected with production of structures in the rented premises
- carrying out hot works (electric and gas welding, cutting, etc.) during the build-up and dismantling of the event
- carrying out varnishing and painting works if it is connected with the covering of the whole structure in the rented premises
- applying paint, varnish, glue or other type of coats difficult to remove to the floors, walls and pillars of the rented premises
- drilling holes in the floors, walls and pillars
- remaining in the mounting area unless necessary
- placing and storing materials, clothing, footwear and other personal belongings outside of the rented area
- leaning any structural elements and materials against the walls, pillars, window and door areas of the rented premises
- gluing, sticking and attaching any signs to the walls, glass panels, pillars, floors, fire hose cabinets and other interior elements; damaging the floors of the rented premises; damaging asphalt, concrete and block pavements of the outdoor area of Expocentre Fairgrounds
- carry out dismantling by dumping structures to the floor and throwing construction elements from a height to the floor.

7. FIRE AND ENVIRONMENTAL SAFETY

7.1. Expocentre AO's venues, provided for holding Events, comply with the fire safety requirements of the building rules and regulations.

7.2. The Event Organizer is responsible for compliance with the fire safety rules and regulations in law in the Russian Federation.

7.3. In conformity to the Russian Federal Law No. 69-FZ d/d 21.12.1994 and the Russian Federal Law No.123-FZ on Fire Safety Rules and Regulations, responsibility for the fire safety at the facilities rented from Expocentre AO rests:

- with the Event Organizer (either the head of the Organizing company or his Authorized Representative) during the conduct of the Event.
- with the Event Organizer (either the head of the Organizing company or his Authorized Representative) or with the Organizer's building contractor (either the head of the building company or his Authorized Representative) during the build-up and breakdown periods.

The Event Organizer or his building contractor shall submit a copy of the Power of Attorney under which their Authorized Representatives for the Fire Safety at the venue is acting. If such a copy has not been submitted to Expocentre AO, it is understood that the head of the Organizing company shall be held responsible for the fire safety at the rented venue.

7.4. Before the commencement of works the Event Organizer and/or his Contractor shall submit the event layout plan to the Fire Department No.160 of the Federal Fire Safety Service according to 6.2. - 6.5.

7.5. Prior to the commencement of works at the rented premises, the Event Organizer shall submit to Expocentre AO the information about all radioactive, flammable and explosive materials, substances and equipment for taking joint safety measures. It is prohibited to deliver the abovementioned materials, substances and equipment to the Fairgrounds without special permission from Expocentre AO.

7.6. All delivered materials used during the works shall be accompanied with the papers proving compliance with the Russian Federal Law No.123-FZ on Fire Safety Regulations from 22 July 2008, and the Fire Prevention Rules in the Russian Federation (PPR); including technical specifications of the manufacturer, fire safety certificates, expert reports on fire safety, documents confirming flame retardant treatment, etc.

7.7. Only materials complying with the Federal Law No.123-FZ on Fire Safety Regulations shall be used for construction, assembly and decoration of premises, finishing of the walls and ceilings, and filling suspended ceilings in exhibition pavilions, halls and congress facilities.

Painting and varnishing with the use of flammable paints and other liquids shall be prohibited inside the premises.

7.8. The fireproof or fire-retardant materials shall be used for dressing the venue. All combustible materials and structures shall be treated with the approved fire-retardant solution. The Event Organizer shall submit the Fire Safety Certificates for all the materials and equipment to Fire Department No. 160 of the Federal Fire Control Service for approval.

7.9. Carpets and runners use in pavilions shall be securely attached to the floor along the perimeter and at the joints thereof. These shall be made of a slow-burning material.

7.10. During the build-up and breakdown of the Event, all gangways shall be kept unobstructed and clear from packaging and building structures. Packaging shall be removed from the premises immediately after unpacking.

7.11. It is prohibited to build ramps and install turnstiles on the evacuation and circulation routes. The gangways shall have the width of not less than 3 m and provide circular routes through the premises.

All stairs, emergency exits, gangways and corridors shall be kept clear and unobstructed at all times.

7.12. Use of electrical and gas appliances for cooking is only allowed on premises specially equipped for the purpose in compliance with the Federal Law No.123-FZ on Fire Safety Regulations.

7.13. During event it shall be prohibited to use naked flame (torches, candles, etc.), arc spotlights, fireworks, all types of fire effects. Display of hot work shall be allowed with permission of Fire Department No.160 only.

7.14. Fireproof or fire-retardant cables may be used for the surface wiring where it is not liable to mechanical damage. Where current collector trolleys are used, flexible cables protected from mechanical damage shall be applied. Only approved electrical products (terminal boxes, sockets etc.) shall be used for electrical installation work.

7.15. The venue shall be lit with the lamps approved for use in Class P II fire risk facilities. It is prohibited to fit light diffusers made of perspex, polystyrene and other combustible materials to the lamps at the Venue.

7.16. Smoking at Expocentre Fairgrounds is only allowed at the specially allocated places designated as Smoking Area

7.17. Any other issues arising during the build-up, open and breakdown periods of the Event may be dealt with on the spot by Expocentre AO and Fire Department No. 160 of the Federal Fire Control Service.

7.18. If the Event Organizer and/or his Contractor do not comply with the fire safety regulations in effect in the Russian Federation, Expocentre AO shall be entitled to demand from the Event Organizer and/or his Contractor that the structures, equipment, decorations, etc. not meeting the fire safety requirements be dismantled.

7.19. It is prohibited to dump into the drains (sewage) of Expocentre Fairgrounds synthetic and natural resins, oils, lubricants, paints, coatings and wastes, petrochemical products and wastes, organic chemicals, coolants, contents of fire extinguishing appliances, and other substances prohibited to be dumped by the legislation of the Russian Federation.

8. ADMISSION TO THE VENUE

8.1. Expocentre AO is responsible for the exterior security of the Fairgrounds, of its buildings and structures, for the observance of the general admission rules at the Control Stations, entrances and gates to Expocentre Fairgrounds.

8.2. Delivery and removal of the Event Organizer's and/or his Contractor's property shall be carried out on the basis of Letter Permitting Delivery/Removal and Set-Up/Dismantling of Equipment, Structures, Materials, Furniture and Decorations (Enclosure No.6 to the General Terms).

8.3. The Event Organizer shall coordinate with Expocentre AO all issues in relation to security, admission to the event, admission to Expocentre Fairgrounds of all persons involved in staging the event and the event participants (lists, badges, invitations, etc.)

8.4. Under no circumstances the number of participants admitted to and present at the Event Venue shall exceed the number set out in the Contract. If the number of participants exceeds the number set out in the Contract, Expocentre AO has the right to suspend the Event and order the participants to leave the premises.

8.5. Admission passes for Contractor's staff shall be issued according to the Application for Work Passes for Contractor's Staff at Events Held at Expocentre Fairgrounds (Enclosure No.2 to the General Terms) duly stamped and signed. The Application shall contain the list of staff qualified in fire and occupational safety with full names, passport details and addresses (if subject to applicable legal requirements, non-Russian residents shall provide copies of their Moscow registration verified by the Contractor) and full names and telephone numbers of persons in charge of fire and occupational safety.

8.6. Event Organizer shall coordinate with Expocentre AO the procedure of issuing and using vehicle passes, including paid ones, for delivery/removal of belongings of the Event Organizer and/or his Contractor or the event participants used during the event.

Parking shall be allowed only on the spots indicated by the Company. Washing and repair of vehicles shall be prohibited on the territory of Expocentre Fairgrounds. The speed limit on the territory of Expocentre Fairgrounds shall not exceed 20 km/h. The speed limit at the marked Pedestrian Crossings or Podium Zone shall not exceed 10 km/h. Movement of vehicles shall be allowed only along the marked traffic lanes. In case of violation of traffic safety rules during the event running period (including

mounting and dismantling periods) in particular speed limit, the Company shall have the right to withdraw the vehicle pass.

On demand of a security guard, the vehicle must be provided for examination.

9. DISPUTES

9.1. If any disputes and differences between the parties cannot be settled by negotiations, they shall be submitted:

- by the Russian Event Organizer to the Moscow City Arbitration Court
- by the foreign Event Organizer to the International Commercial Arbitration Court under the Chamber of Commerce and Industry of the Russian Federation in accordance with its Statute. The decision of the Court is final and binding on both parties.

9.2. The Russian Law shall be the governing law.

10. MISCELLANEOUS

10.1. The Event Organizer may use Expocentre AO's logos, signs and other promotional materials, including Expocentre AO's intellectual property, in the information materials published for the Event (booklets, programmes, invitations) only with permission from Expocentre AO. Depending on the type of the Event the permission may be issued in writing or may be granted after the signing of the License Agreement by the parties.

10.2. The Event Organizer may advertise within the boundaries of the rented premises.

Advertising outside the rented facilities is only allowed by agreement with Expocentre AO and at the expense of the Event Organizer.

It is prohibited to use at Expocentre Fairgrounds, for any purpose, any animals and birds without the written consent of Expocentre AO.

10.3. Expocentre AO reserves the right to take photos and to do filming of the venue build-up and ready for the Event. Photography and filming of the Event shall be authorized by the Event Organizer.

10.4. The Event Organizer shall, at the request of Expocentre AO, offer assistance in accrediting Expocentre AO's press service representatives and authorized representatives to the Event.

11. FORCE MAJEURE. CONFIDENTIALITY AND PRIVACY POLICY

11.1. The Parties shall be relieved of responsibility for partial or complete non-fulfilment of their obligations under the Contract (Contract for Participation, Application), due to circumstances beyond the control of the parties (fire, flood, earthquake, military operation, injunctions of the government, etc.), which prevent the Parties from fulfilling their obligations under the contract.

The affected Party shall immediately but not later than within 10 working days notify in writing the other Party of the beginning and cessation of the circumstances.

If the affected Party fails to give notice within that time, it shall not be entitled to claim Force Majeure in the future.

The certificates issued by the relevant appropriate authorities shall be a sufficient proof of the existence of such circumstances.

If the above circumstances continue to be in force for more than one month, each Party shall have the right to renounce to any further fulfilment of the obligations under this Contract (Contract for Participation, Application) and in such a case neither of the Parties shall have the right to make a demand upon the other Party for compensation of any possible damages.

11.2. Each Party shall be obliged not to disclose confidential information obtained from the other Party under the relevant Contract (Contract for Participation, Application). For the purposes of the General Terms, the confidential information shall include any documentation, scientific and technical, technological, commercial, management and organizational information, or any other information which has actual potential commercial value by virtue of its non-public nature, which the third parties could use to their benefit in case this information is disclosed, and which is not publicly available on legal grounds and which is protected by any means adequate to its value.

The Parties shall bear responsibility in accordance with the current legislation for the consequences of the actions which lead to the disclosure of the said information.

11.3. The Party, which receives personal data of the personnel of the other Party and/or other persons for the purpose of providing/receiving services under the signed Contract (Contract for Participation, Application), shall ensure its protection in accordance with the current legislation and bylaws. In accordance with the current legislation, the Party which transfers personal data shall obtain consent of the personal data owner to process and use this data, including transfer of the personal data to contractors under the Contract (Contract for Participation, Application).

13. ENCLOSURES

Enclosure No.1	Rental Rates and Rates for Services for Organizers of Events at Expocentre Fairgrounds
Enclosure No.2	Application for Work Passes for Contractor's Staff at Events Held at Expocentre Fairgrounds
Enclosure No.3	Statement of Material Damage to EXPOCENTRE AO.
Enclosure No.4	Approval Regulations for Build-up, Decoration and Equipment of Exhibition-Related and Stand-Alone Events Held at Expocentre Fairgrounds
Enclosure No.5	Regulations for Electrical Works at Events Held at Expocentre Fairgrounds
Enclosure No.6	Letter Permitting Delivery/Removal and Set-

Up/Dismantling of Equipment, Structures,
Materials, Furniture and Decorations

Enclosure No.7

Rules for the Use of Vehicles at Expocentre
Fairgrounds

Enclosure No.8

Contract for Participation in a Business Related Event
Held as Part of an Exhibition Organized by
EXPOCENTRE AO