



RULES OF OPERATION

**of the International Exhibition & Congress Centre of
TIF-HELEXPO SA
in THESSALONIKI**

during the concession of its use

to Exhibition, Congress and Event Organisers

Directorate of Congresses, Events
and Space Concession
www.helexpo.gr

PREAMBLE

TIF- HELEXPO S.A. is the largest organisation for international exhibitions, congresses and events in Greece. These Rules of Operation for Congress Centres has been approved by the Board of Directors of TIF- HELEXPO S.A.

ARTICLE 1. FACILITIES OF THE INTERNATIONAL EXHIBITION AND CONGRESS CENTRE IN THESSALONIKI (IECCT) CEDED FOR USE

These Rules regulate the terms and conditions for the concession of the premises of the International Exhibition and Congress Centre of TIF- HELEXPO S.A. in Thessaloniki (hereinafter referred to as IECCT), situated at 154, Egnatias Street, to third parties for the organisation of exhibitions, congresses or other events.

The indoor spaces of the IECCT as well as its open-air - outdoor and ancillary spaces, as depicted in the relevant charts of TIF-HELEXPO with the corresponding limitations concerning height, maximum load permitted, etc., are ceded for use.

ARTICLE 2. CONCESSION BENEFICIARIES – OPERATING PERMIT

The premises of the IECCT for use to Natural Persons or Legal Entities (such as Professional Exhibition – Congress Organisers, Enterprises, Legal Entities of Public Law and Legal Entities of Private Law, Foundations, Scientific Agencies, Organisations, Chambers, Political Parties, etc.), hereinafter referred to as ‘ORGANISERS’.

‘ORGANISERS’ must fulfil the terms and conditions set out in the provisions in force concerning the organisation and operation of their events. When organising an exhibition or concert, the ‘ORGANISER’ must have obtained all the permits required and submit them to TIF-HELEXPO S.A.

ARTICLE 3. CONCESSION PROCEDURE

3.1. Application submission

The premises of the IECCT are ceded following the submission of a written application for the use of the premises and separately for each exhibition, congress or other event.

The application must list, in detail:

- the corporate name of the ‘ORGANISER’
- a summary description of the exhibition, congress or event
- the desired date, plus an alternative proposal
- preparation and dismantling dates
- estimated gross area (in m²)
- estimated number of participants in the case of a congress

3.2. Approval or rejection of the application

An application submitted by a debtor shall be assessed only after the repayment of the debt. An application that contains terms or restrictions shall not be accepted. The application is approved or rejected by TIF-HELEXPO S.A., having considered and taken into account – without assessment grading – the following criteria, listed by way of indication and not restriction: scale and degree of utilisation of the IECCT, earnings from the concession of use, organiser profile, competition to exhibitions organised by TIF-HELEXPO S.A., age / repeatability of the exhibition, promotion of a specific sector / production class, consistency with past transactions with TIF-HELEXPO. Rejection of the application requires no justification and shall give rise to no claim whatsoever against TIF-HELEXPO S.A. and is arrived at with no obligation for further explanations towards the ‘ORGANISER’.

3.3. Alternative dates for realisation

TIF-HELEXPO retains the right to counter-propose an alternative date to the 'ORGANISER' for the realisation of the event, within the framework of facilitating its exhibition or congress schedule.

3.4. Concurrent operation of events

More than one exhibition, congress or event can be held concurrently at the IECCT, even with the same or similar object. Should numerous events be held concurrently at other IECCT premises, the 'ORGANISER' is obligated to follow all the instructions issued by TIF-HELEXPO for the smooth and uninterrupted operation of these events.

ARTICLE 4. CONCESSION HINDRANCES

TIF-HELEXPO S.A. shall not cede the IECCT for use by third parties when the object of the event, at its absolute discretion, is contrary to public feeling, undermines its reputation, or could cause commotion and/or damage or provoke local residents, or when the applicant has infringed the terms of this document or of any contract with TIF-HELEXPO in the past. The 'ORGANISER' is obligated to provide any information required of it for the concession decision to move forward. Should it be found that the aforementioned reasons apply following the approval of concession or the signing of the Private Agreement, TIF-HELEXPO S.A. shall have the right to permanently cancel the concession or even to terminate the event, at no cost for TIF-HELEXPO S.A, with no financial obligation towards the 'ORGANISER' with regards to any expenses they have incurred. It is at the absolute discretion of TIF-HELEXPO to refuse to concede certain buildings of the IECCT for specific events and recommend to the ORGANISER that it uses a different building for its event. Lastly, TIF-HELEXPO is entitled, at its absolute discretion, to refuse to concede spaces, if the Exhibition to be organised by the 'ORGANISER' has the same subject as a trade fair being organised, co-organised, or hosted at TIF-HELEXPO within less than 5 months.

ARTICLE 5. APPROVAL OF CONCESSION – SIGNING OF PRIVATE AGREEMENT

Following the approval of the application and its written notification by TIF-HELEXPO S.A., when the remuneration for Use is for less than €5000, less VAT, the interested party, 'ORGANISER', is required, within twenty (20) days from the written notification of the concession approval, to sign a Letter of Acceptance-Confirmation and pay the advance set out in Article 6 of the agreed Remuneration for Use. If the Remuneration for Use is for an amount of more than €5000, less VAT, the interested party, the 'ORGANISER', is required, within twenty (20) days, to sign a relevant **Private Agreement (P.A.)**, while also paying the amounts provided for therein, which, in any case, shall include the advance payment of the Remuneration for Use. Should the twenty (20) day deadline expire without action, TIF-HELEXPO S.A. shall retain the right to revoke the approval for the realisation of the exhibition, congress or other event applied for, at no cost for TIF-HELEXPO S.A. The related concession PA or Letter of Confirmation for amounts below €5000, less VAT, constitute a single item with these **Rules of Operation** of the IECCT and its supplementary documents (appendixes, plans-floor plans, price lists, any new instructions, etc.).

Specific agreements formulated in writing in the Private Agreement shall prevail over the provisions of the Rules of Operation.

Should the Organiser not arrive within the above deadline to sign the Private Agreement, TIF-HELEXPO shall revoke the concession of the spaces at no cost to TIF-HELEXPO, and any advance payment made shall be withheld by TIF-HELEXPO in full.

Non-observance or infringement of any term of the PA, the Letter of Confirmation, or of these Rules shall provide TIF-HELEXPO with the right to permanently cancel the concession at no charge for TIF-HELEXPO, with no liability for any damages the 'ORGANISER' may incur, to withhold the advance payment, and to claim compensation for any incidental and consequential losses.

Furthermore, in cases where the 'ORGANISER' has received the space and/or commenced its exhibition or event, but has violated any of the terms of these Rules, of the PA, or of the Letter of Confirmation or any of the safety rules outlined by TIF-HELEXPO or which derive from legislation in force, then TIF-HELEXPO has the right to terminate its contract with the 'ORGANISER' and to move to the immediate expulsion of the 'ORGANISER' and removal of any equipment and other movable objects from its spaces by its own means, without any liability for their damage or loss and with the 'ORGANISER' being correspondingly charged. In this case, they shall be entitled to withhold any amount paid by the 'ORGANISER' and to claim compensation for any incidental and consequential losses.

ARTICLE 6. REMUNERATION FOR USE OF SPACE – PAYMENT METHOD

6.1. Indoor exhibition areas

The remuneration for the concession of the premises for use is calculated in EUROS (€) per square metre (sq.m.) per day of the space ceded for use (gross exhibition area) for each day of preparation, operation and dismantling, correspondingly with and according to the price list of TIF-HELEXPO in force (hereinafter 'Remuneration for Use'). The Remuneration for Use to be paid by the 'Organiser' shall in no case be considered rent, but a consideration for the concession of the right to temporary and temporally limited use of the premises and services. The concession of part of a Pavilion or part of the Congress Centre is possible. The 'ORGANISER' shall be charged for the square meters covered, following measurement of the occupied area. In this case, the Organiser shall be charged with the operating costs of the entire pavilion or the Congress halls, if the space its event will occupy cannot be isolated. (heating or cooling, electricity consumption).

The abovementioned Remuneration for Use of premises, according to the corresponding terms of the PA in force, shall solely and exclusively include the use of the premises and WC sanitation. General lighting (electricity consumption of ceiling lighting fixtures and external spotlights), general sanitation, air-conditioning (heating-cooling-ventilation), electricity consumption of event exhibitors and all the provisions requested by the Organiser (guarding, etc.) shall be costed based on consumption/use after the completion of the event or Congress, as noted below.

As regards the use of the spaces within the Congress Centres, if the event organised by the 'ORGANISER' is an exhibition, the above charges and measurements are in force. If, however, the event is purely a Congress, then the current Congress Centre price list is implemented.

A. The amount for the Remuneration for Use the is paid to TIF-HELEXPO S.A. as follows:

Upon the signing of the Private Agreement:

20% of the total amount of the Remuneration for Use, plus the corresponding VAT, shall be paid as an advance payment, by deposit at one of the bank accounts of TIF-HELEXPO, 15 days after it is signed, at the latest. The remaining 80% of the total amount of the Remuneration for Use, plus the corresponding VAT, is payable at the same bank account, two (2) days, at the latest, before the commencement of the event, exhibition, or Congress.

Should the payment for Remuneration for Use be untimely or incomplete, TIF-HELEXPO shall revoke the concession of the spaces at no cost to TIF-HELEXPO, and any advance payment made shall be withheld by TIF-HELEXPO in full, and TIF-HELEXPO shall be entitled to freely dispose of the conceded spaces to other interested third parties.

B. The remuneration for exhibition provisions and services shall be paid to TIF-HELEXPO S.A. as follows:

The exhibition provisions and services amounts are paid by the 'ORGANISER' to TIF-HELEXPO S.A. within ten (10) days of the week after the issuance (within five (5) days from the conclusion of the event) of the 'exhibition provision clearance note' by TIF-HELEXPO S.A., by bank deposit, and concern:

- electricity consumption of exhibitors and general lighting
- compensation for wear or damage to IECCT premises
- guarding for the event
- sanitation
- night-time guarding during preparation and dismantling
- additional days for preparation or dismantling
- additional exhibition area
- additional use of congress centre halls
- any other amount concerning the provision of services and/or provisions not included in the remuneration for use, as well as any amount attributed to the 'ORGANISER'.

D. The 'ORGANISER' is exclusively , responsible for covering all taxes, duties, rights or amounts withheld in favour of the Greek State or any third party (VAT etc.).

6.2. Outdoor exhibition premises-event areas

Specific outdoor premises of the IECCT can be used by the organisers of exhibitions and other events as exhibition premises, following the aforementioned procedure concerning indoor premises or as event spaces with the corresponding pricing, following the approval of a relevant request submitted by them to TIF-HELEXPO. **Outdoor premises under three hundred square metres (300 sq. m.) are not ceded.**

6.3. Loading-unloading areas

The outdoor premises of the IECCT can be used by the 'ORGANISERS' of exhibitions and other events on the days of preparation and dismantling only for the parking of cars, trucks, cranes, forklifts, etc. to facilitate the loading and unloading of exhibition structures and exhibits, at the care of the 'ORGANISER'.

The 'ORGANISER' is fully responsible for the management, guarding, safety, security and the organisation and operation of the loading-unloading areas, in general, as well as for the observance of relevant legislation (necessary supporting documents, insurance coverage, etc.) by the vehicles entering / moving within the premises and by its drivers. Therefore, TIF-HELEXPO shall bear no responsibility for the non-observance of the legislation in force and for any losses, wear or damages caused to persons and objects.

6.4. Parking areas

During the event and if possible without causing operational problems for the IECCT, parking spaces shall be ceded to the 'ORGANISER', the number of which will be set by TIF-HELEXPO, following the submission of a written request by the 'ORGANISER'.

The Organiser is responsible for the management, guarding, safety, security and the organisation and operation of the parking areas, in general.

6.5. Congress Centres

The concession of the 'Ioannis Vellidis' and 'Nikolaos Germanos' Congress Centre Foyers, and of the and the 'EMILIOS RIADIS' multi-use hall, is governed by the Articles of these rules, and the remuneration for use is set out in the attached annex. If they are to be used for exhibition purposes, the terms of Par. 6.1 of this document.

ARTICLE 7. OBLIGATIONS OF THE CONTRACTING PARTIES

The concession is governed by the following terms and specific conditions:

7.1. Event

The organisation and preparation-dismantling of the exhibition/Congress/event shall take place at the exclusive expense, responsibility, and care of the 'ORGANISER', with TIF-HELEXPO SA bearing no liability or obligation regarding the success of the exhibition/Congress/event, the attraction of exhibitors, participants, or visitors, etc., unless otherwise agreed.

The obligation of TIF-HELEXPO is discharged upon the concession of the premises agreed upon for use. The 'ORGANISER' then provides these premises, the suitability and technical characteristics-particularities of which it has ascertained and accepted, to its clients.

The 'ORGANISER' is not entitled to alter the logo, theme, object, and exhibits of the event (exhibition, congress, or other), as set out in the approval for the concession for use of the IECCT and in the PA or Letter of Confirmation or to hold another exhibition/Congress/event at the IECCT — at the same time as the first event — without having submitted the relevant application and without the written approval of TIF-HELEXPO, which is granted at the absolute and sole discretion of TIF-HELEXPO S.A.

The Organiser is obligated to ensure, in any way possible, the avoidance of damage to the conceded spaces, infrastructure, and facilities of TIF-HELEXPO.

Throughout the duration of the concession, the Organiser is obligated to make good use of the ceded spaces and to faithfully observe these Rules. The Organiser is solely liable for any malfunctions or damage caused to the spaces ceded, its facilities, and the outdoor area by itself, its employees, its suppliers, its associates, its agents, its customers, or its visitors. More specifically for the 'IOANNIS VELLIDIS' and 'NIKOLAOS GERMANOS' Congress Centres, as well as the 'Aimilios Riadis' hall, the 'ORGANISER' must follow the safety regulations with regard to the number of people allowed to participate in the event within specific premises (as noted in the annex), as liability for any problems that arise from exceeding these numerical limitations, burdens solely and exclusively the 'Organiser'.

7.2. Exhibits

TIF-HELEXPO S.A. has the right to refuse the participation of exhibitors of the 'ORGANISER' whose exhibits and activities are not related to the purpose and character of the exhibition.

The placement of exhibits and advertising material is permitted only within the vicinity of the exhibition stand. **The placement or posting of exhibits and advertising materials on the walls, glazing, doors, etc. of the facility is not permitted.**

7.3. Event signs and promotion (exhibition, congress, or other)

The specific event may only be promoted and advertised within IECCT premises.

The posting of banners and signs, as well as the placement of audiovisual materials promoting the event at areas specifically designated for this purpose within and beyond the IECCT is permitted with the approval of TIF-HELEXPO at the specific areas and in specific dimensions set by TIF-HELEXPO depending on the placement area. Models and the construction and posting/placement of the above take place at the responsibility and expense of the 'ORGANISER', taking all necessary measures for public safety and the integrity of IECCT premises. The above are dismantled by the 'ORGANISER' on the day following the end of the event, otherwise they are dismantled by TIF-HELEXPO S.A. at the Organiser's expense.

When reference is made in the advertising programme of the exhibition to its venue, the Organiser must solely and exclusively use the mark designation TIF-HELEXPO S.A. accompanied, if desired, by the explanatory title 'International Exhibition & Congress Centre of Thessaloniki' — with the corresponding logo to be set and provided by TIF-HELEXPO. In any case, the use of the mark designation TIF-HELEXPO S.A. to identify the venue of an event, must, in all cases, take place in such a way so that there is no public perception that the event is being organised by TIF-HELEXPO S.A. If the 'ORGANISER' so desires, it may also mention the exact building (Pavilion or Congress Centre) in which its event is taking place.

The use of photographs of the IECCT other than those provided by TIF-HELEXPO is only permitted after the latter's approval.

The Organiser is obligated to accept all types of advertising that is promoted or presented in any manner on behalf of TIF-HELEXPO in the specially modified areas within or outside the IECCT, even if it concerns competitive activity.

7.4. Sanitation

Sanitation shall take place at the expense of the organiser and involves sanitation of common-use areas (reception, bars, restaurants, WC, corridors, escalator, elevators, outdoor premises, etc.) throughout the duration of the concession, as well as sanitation of exhibition stands (sweeping of floors and removal of waste from waste baskets). The 'Organiser' is responsible for removing waste and any constructions outside IECCT premises. Should the 'ORGANISER' so desire, it may also undertake the responsibility of cleaning the premises, alongside the corresponding expenditure.

If the event is a Congress, cleaning is included in the price of renting the premises.

7.5. Catering

The 'ORGANISER' does not have the right to create other canteens, bars or restaurants within the premises ceded for use other than those operated by TIF-HELEXPO S.A. contractors. In any case, sale of food-drinks within the Congress Centres is prohibited. Furthermore, blocking and/or restricting access in any way to the existing bar-canteen areas of TIF-HELEXPO contractors is prohibited.

7.6. Notification of printed material

The 'ORGANISER' must provide TIF-HELEXPO with all participation documents, the rules of operation of the event (exhibition or congress), circulars and other documents for the service of exhibitors/congress attendees, as well as the expected number of exhibitors/congress attendees/visitors 2 months before the commencement of the event.

7.7. Guarding-supervision-surveillance

The 'ORGANISER' is responsible for the supervision-surveillance, guarding and security of the ceded indoor or outdoor premises, loading-unloading area and the parking area during the preparation, operation and dismantling of the event.

The Organiser is also exclusively responsible for the guarding and safety of exhibits, equipment and objects located within the ceded premises and is liable for the compensation of any damage or compensation to TIF-HELEXPO S.A. should an exhibitor/congress attendee/visitor or any third-party claim compensation directly from TIF-HELEXPO S.A. for damage, destruction or loss of exhibits, equipment or objects.

TIF-HELEXPO bears no liability for wear, theft, loss, malfunctions or damage that may be suffered by the exhibits and objects, in general (merchandise, vehicles, machinery, equipment, etc.) of any **third party** (exhibitors, clients, visitors, etc.) during the concession of use of the IECCT due to any cause or reason. During the current concession, TIF-HELEXPO provides guarding, for its own security, exclusively to the technical infrastructure of its Exhibition and Congress Centre (boiler rooms, substation, etc.). The 'ORGANISER' is not entitled to use the guarding/security personnel of TIF-HELEXPO for its own guarding and security obligations, in accordance with the provisions of these Rules.

For these reasons, the 'ORGANISER' must inform its clients and third party owners of the above exhibits, merchandise, etc. so that they take measures to insure the above mobile objects against damage, loss, theft, etc. or to take measures for additional special guarding of their exhibition stands, even on a 24-hour basis.

The 'ORGANISER' must communicate in a timely manner (at least ten (10) days before the concession of the premises) with the Technical Service Department of the IECCT in order to schedule the locations to be guarded and the number and working hours of the guards that will cover the event in question. With the aforementioned event guarding and security services, the 'ORGANISER' must contribute to the evacuation of the building, if required, extinguish fires - use fire safety equipment, manage the stopping and parking of vehicles, supervise indoor and outdoor premises, emergency exits, etc. In any case, the above guarding services cannot be considered as a guarantee against wear, theft, loss, malfunction or damage, etc.

Furthermore, in order to minimise the risk of theft etc., the 'ORGANISER' must inform exhibitors that each day they should be at their exhibition stands at least fifteen (15) minutes before the exhibition begins and leave them at least fifteen (15) minutes after the exhibition ends and to be at their exhibition stands no later than the time set for dismantling to begin.

7.8 The 'ORGANISER' must enter into a contract, at their own responsibility and expense, with a natural or legal entity for the provision of First Aid throughout the duration of the operation of the exhibition or Congress it is organising, so that in case of an emergency, those present at the event (exhibitors, associates, visitors, etc.) are served correspondingly by specialised nursing and medical staff, which will be located on the exhibition/event premises, throughout the duration of its operation.

7.9. Liability/Insurance

The Organiser is obligated to ensure avoidance of any damage to the infrastructure and facilities of TIF-HELEXPO and act towards the good use of the conceded spaces.

The Organiser is solely liable for the safety of the persons participating in any way in the organising presentation, planning, implementation, and execution of the Event, as well as for the safety of all visitors to and attendees of IECCT premises, including employees and/or partners of TIF-HELEXPO, due to the Event or because of it, and that TIF-HELEXPO bears no liability for the safety of the above individuals. The latter contracting party is exclusively liable towards TIF-HELEXPO and towards any third party for any damage to persons or objects caused by itself or its instruments, partners, workers, personnel, visitors, agents, and exhibitors during the execution of this contract with TIF-HELEXPO or due to it, and it shall be exclusively liable for compensating any incidental or consequential damage, including non-pecuniary losses of any third party.

TIF-HELEXPO bears no liability for damage, theft, malfunctions or losses that may be caused during the concession (preparation, operation, dismantling) to exhibits, merchandise, machinery, equipment, vehicles (lorries, cars, motorcycles, etc.) and in general to objects that are part of the property of the Organiser, its clients, suppliers, visitors, and any third party for any cause or reason. TIF-HELEXPO S.A. bears no liability for bodily harm or material damage that may be caused to any third party on- or off-premises at the IECCT or for any other work or other accidents during and/or due to and/or because of the concession.

The Organiser, therefore, is obligated to protect TIF-HELEXPO S.A. and its executives, agents, and employees from all liability, damage, suit, demand, court judgment, fine, or claim raised against TIF-HELEXPO S.A. and the above persons for any reason or cause arising because of and/or due to the concession. If any third party pursues remedies against TIF-HELEXPO S.A., the Organiser is obligated to provide compensation for any incidental or consequential losses of TIF-HELEXPO S.A. and to compensate TIF-HELEXPO S.A. if any claims/demands are filed against it.

The Organiser is solely liable for the implementation of the health and safety terms on the conceded premises and TIF-HELEXPO S.A. bears no liability.

More specifically, the capacity of each hall of the Congress Centres is specific and no organiser may exceed it, for safety reasons. If the organiser does not respect the instructions of TIF-HELEXPO on not exceeding the limits made known to it, TIF-HELEXPO may remove event participants that exceed the limit. In any case, the Organiser is solely liable for any malfunction and/or damage caused to persons/objects. No standing persons are allowed in any hall.

The Organiser is obligated to immediately report to TIF-HELEXPO S.A. any accident or injury of its personnel or associates, as well as any damage to the conceded premises.

ARTICLE 8. CANCELLATION OF EVENT-CONCESSION

- 8.1. Should the event be cancelled before the relevant PA or Letter of Confirmation is signed, the Organiser shall bear no financial burden.
- 8.2. Should the event be cancelled after the PA or the letter of confirmation has been signed, the following shall apply:
- If the event is cancelled up to four (4) months before the agreed-upon date of delivery of use of the premises (1st day of preparation), then TIF-HELEXPO shall withhold the advance payment, namely 20% of the Remuneration for Use.
 - If the event is cancelled three (3) months to one day prior to the agreed upon date of concession for use of the premises, then the Remuneration for Use is payable in full to TIF-HELEXPO, if it has been paid then it is withheld by TIF-HELEXPO in full, and if it has not been paid, in part or in full, then TIF-HELEXPO S.A. is entitled to its payment in full. In any case, TIF-HELEXPO is entitled to demand compensation for any incidental or consequential losses resulting from this cancellation.

Should an event be cancelled either on the part of the 'ORGANISER' or by a decision made by TIF-HELEXPO, the latter is entitled to cede the use of the specific premises on the specific date to other interested third parties without notifying the 'ORGANISER' and without affecting its rights under the previous paragraph.

The 'ORGANISER' can only cancel an Event by submitting a written statement to TIF-HELEXPO. In any other case, the event is considered to have not been cancelled and the 'ORGANISER' is responsible for fulfilling all its obligations deriving from this document and from the PA or the Letter of Confirmation, and in any case, it is obligated to pay the Remuneration for Use in full and on time.

ARTICLE 9. DELIVERY AND COLLECTION OF PREMISES AND EQUIPMENT

9.1. Delivery of premises

The delivery of the ceded premises shall take place with the signing of a protocol, by virtue of which the 'ORGANISER' undertakes full responsibility for safeguarding the assets of TIF-HELEXPO S.A. that it receives and is fully liable for any loss thereof or damage thereto.

'Ioannis Vellidis' Congress Centre as an exhibition area

TIF-HELEXPO cedes I. VELLIDIS Congress Centre to the 'ORGANISER' as an exhibition space, charging for preparation (up to 2 days before the event) and departure (1 day after the event). IVCC is ceded per hall, regardless of the coverage of the 'ORGANISER'.

TIF-HELEXPO S.A. cedes the halls of 'N. Germanos' and 'I. Vellidis' Congress Centres, or the 'Em. Riadis' multi-use hall to the 'ORGANISER' for the inauguration ceremony and press conference, when these halls are available, at a 25% discount.

The concession of the open air-outdoor premises of the IECCT on the basis of the pricelist in force is also possible.

9.2. Working hours

The working hours of the exhibition or congress event are set by the 'ORGANISER'.

During the preparation and dismantling of the event, the working hours of the IECCT are from 08.00 to 23.00, during which the 'ORGANISER' must set the working hours of crews and notify the Technical Support Directorate of TIF-HELEXPO S.A. During these working hours, TIF-HELEXPO S.A. shall retain the staff necessary, at its discretion (supervisor, electrician, air conditioning technician, etc.), to serve exhibitors and their crews, at no charge during the

working hours of services. Should more personnel be required beyond the working hours of 08.00 to 16.00, there will be an additional charge, which the 'ORGANISER' will be notified ex post facto.

After 23:00, only security lighting functions at the IECCT and all work within its premises is prohibited. Night-time work (23:00-08:00) during preparation or dismantling requires the timely submission of a request by the 'ORGANISER' and its acceptance by TIF-HELEXPO S.A., charged according to the price list in force.

The Organiser is obligated to provide TIF-HELEXPO S.A., within ten (10) days before the concession at the latest, with a detailed schedule listing the working hours during the preparation and dismantling days, as well as the working hours of the Exhibition or congress event.

9. 3. Collection of premises (event dismantling)

Immediately after the end of the concession, the Event Organiser must return the ceded area to TIF-HELEXPO in time and without commotion, free of burden and in the condition received, while, at the same time, drafting a new Delivery Protocol listing any losses or damage, so that they may be assessed and collected by TIF-HELEXPO S.A. If the area is not returned in time by the Organiser, it is obligated to pay to TIF-HELEXPO S.A. for each day of delay compensation equal to twice the daily Remuneration for Use that had been agreed, and it is obligated to compensate for any incidental or consequential damage suffered by TIF-HELEXPO S.A. which may arise from the untimely delivery of the area.

The Organiser is obligated to remove of objects and materials it brought to the ceded spaces, and, in any case, removal shall take place in such a way as not to cause damage and wear to IECCT. In all other cases, the Organiser is liable for compensating any damage.

The ascertainment of damage, losses or wear and the calculation of the expenditure necessary for their restoration shall be undertaken by competent TIF-HELEXPO S.A. employees, with the participation of a representative of the 'ORGANISER'. The resulting expenditure will be covered by the event 'ORGANISER'.

At the end of the concession, if the 'ORGANISER' does not return the area unobstructed, TIF-HELEXPO S.A. may remove all types of articles of the Organiser and its customers by its own means, with no liability for any wear or loss, with the Organiser being charged accordingly.

Moreover, should the 'ORGANISER' not return the ceded area free of burden on the agreed-upon dates and in order to ensure the smooth realisation of subsequent events, upon signing the Private Agreement or the Letter of Confirmation, the 'ORGANISER' automatically gives TIF-HELEXPO S.A. the right to act on its account and return any and all articles of the 'ORGANISER' and the exhibitors that participated in the event using its own means, without bearing any liability whatsoever for damage thereto or losses thereof and with the 'ORGANISER' being charged accordingly

9.4. Additional space and duration of concession

In an application submitted to TIF-HELEXPO S.A., the 'ORGANISER' can request the concession of additional spaces for use after the signing of the PA or Letter of Confirmation, as well as the extension of the duration of the event, at a charge proportional to the one agreed upon. TIF-HELEXPO S.A. shall approve or reject the applications described in the preceding paragraph at its absolute discretion, taking into consideration and account its exhibition schedule, the availability of the IECCT, as well as any impact on the preparation and operation of other events.

Should more area be taken up than that ceded, without the submission of an application for the concession of additional spaces, in accordance with the above and without the relevant approval of TIF-HELEXPO, the 'ORGANISER' is obligated to pay TIF-HELEXPO compensation for arbitrary use amounting to double the amount of the Remuneration for Use that corresponds to the area taken up arbitrarily. Should more area be taken up that does not obstruct another scheduled event for which the space has been conceded, TIF-HELEXPO S.A. may remove all types of articles of the Organiser and its customers by its own means, with no liability for any wear or loss, with the Organiser being charged accordingly.

ARTICLE 10. CIRCULATION OF PERSONS-TRANSPORTATION OF OBJECTS

The circulation of persons and the transportation of articles that concern the Event for which the premises were ceded shall take place under the absolute responsibility of the 'ORGANISER', with TIF-HELEXPO bearing no responsibility whatsoever.

ARTICLE 11. PAID ADMITTANCE OF THE PUBLIC

In order to issue tickets, the Organiser must apply the taxation and other provisions in force (certification by the competent Public Financial Office etc.).

ARTICLE 12. HEALTH & SAFETY RULES - RESTRICTIONS - PROHIBITIONS - RESPONSIBILITIES - WEAR - DAMAGE

12.1. Health and safety / prevention of occupational accidents

At the care and under the responsibility of the 'ORGANISER', all exhibitors and associated constructors of exhibition stands, sub-contractors, technicians of all specialisations, etc. must observe the health and safety rules (as set out in the Legislation in force) and the provisions of the labour and insurance legislation in force, and must take all necessary measures to prevent occupational accidents during the preparation, operation and dismantling of the event.

The 'ORGANISER' must request that exhibitors provide plans for specially constructed exhibition stands, along with a certification issued by a certified engineer regarding the statics and safety of the construction in general. The 'ORGANISER' must also ensure that exhibitors take all necessary safety measures for persons, exhibits-machinery in operation.

Generally speaking, their equipment and exhibits must be constructed and installed in such a way that does not engender risk for public health and safety for the entire duration of the concession. All of the above also stands in the case of Congress Events.

12.2. Technical constructions / instructions & prohibitions

No amendment, alternation, restructuring and, generally speaking, intervention on the ceded areas is permitted. Furthermore, it is prohibited to carry out work and use any means that destroy, wear or alter the building floors, walls, façade, etc., its form, strength and

aesthetics or its surrounding area, such as, by way of indication, paint spray guns, the cutting of wood or plasterboards or other structural materials. It is prohibited to carry out any intervention (nailing, painting, building, posting, placing stickers, etc.) on any element of the building. Paintbrushes may only be washed in the specially designated areas of the facility and not in the public restrooms. Any paint, varnish or chemical residue must be removed, along with its packaging, by the crews that used such materials, which must not be disposed of using the building's sewerage system.

The maximum height of exhibition stands is determined by the height of each building. The minimum distance of their tallest point from the false ceilings of the IECCT cannot be smaller than thirty (30) centimetres in any case.

The exhibitors and their crews must comply with the signs posted throughout the facility concerning safety and traffic.

The operation of devices that affect the atmosphere of the premises (steam, smoke, scents, dust) is not permitted.

It is prohibited to cover electrical control panels of exhibition/congress levels, electricity supply panels of exhibition stands, water supply and sewerage provisions, telecommunications patch panels, air duct grates, fire hose cabinets, fire extinguishers, smoke detectors, safety signs, etc. and, generally speaking, locations with available provisions.

Furthermore, access to stairwells, elevators, restrooms, the clinic, restaurants-snack bars, engine rooms, offices and service operation areas, in general, must remain unobstructed for the entire duration of the concession.

All the above must be notified, in a timely manner and at the care of the 'ORGANISER', to its associated constructor of structures, its associated electrician, the exhibitors, the exhibition stand construction crews, the associated sub-contractors, technicians etc. of all specialisations.

12.3. Electrical connections / instructions & prohibitions inside pavilions and congress halls

The 'ORGANISER' must work with an electrical engineer or installer-electrician who holds the necessary licence for the total installed capacity and who is listed as the authorised Electrician of the 'ORGANISER'.

The electrician of the 'ORGANISER' must submit the following documents to TIF-HELEXPO: a) a certified copy of his licence and b) a solemn declaration stating that the connections of all exhibition stands (with or without structure), reception areas, offices, etc. were carried out in accordance with the safety and security provisions required and that the class of his or her electrician's degree covers the total installed capacity required for the event (exhibition stands, reception areas, offices, etc.) Power will be exclusively supplied to exhibition stands with standardised structure from the electrical panels installed in the building for this purpose and subsequently via switchboard (with circuit-breakers and the necessary switch fuses) that will be installed by the 'ORGANISER'S' Electrician separately for each exhibition stand.

The internal electrical installations of exhibition stands with standardised structure will be carried out by the 'ORGANISER'S' electrician. Power will be exclusively supplied to exhibition stands without standardised structure (special constructions) from the electrical panels installed in the building for this purpose and subsequently via switchboard (with circuit-breakers and the necessary switch fuses) that will be installed by the exhibitor's electrician or by the 'ORGANISER'S' electrician (if requested by the exhibitor) separately for each exhibition stand. The internal electrical installations of exhibition stands without standardised structure (special constructions) must only be carried out by professional electricians (and not by technicians of other specialisations) at the care of the 'ORGANISER' and the 'ORGANISER'S' Electrician.

The plans of the internal electrical installations and their correct application-implementation must be approved by the 'ORGANISER' and the 'ORGANISER'S' electrician.

In any case, power will be solely and exclusively supplied from the building panel to the switchboard of each type of exhibition stand by the 'ORGANISER'S' electrician.

It is strictly prohibited to supply power to exhibition stands from other points of the building e.g. control panels, ceiling lighting fixtures, etc. for safety purposes.

It is prohibited to carry out any electrical intervention or conversion on the electrical network of the building, such as alterations to the lighting fixtures of the building, installation of cabling through the false ceiling, suspension of cabling from the false ceiling, suspension of the lighting fixtures of exhibition stands from the false ceiling, etc. The following are also prohibited: covering the lighting fixtures (spots) of exhibition stands with flammable materials, placing the switchboards of exhibition stands on the floor, the existence of naked cables without clamps, etc.

The use of the Electric Control Panels of the Levels and of Telecommunications infrastructure by persons other than employees of the Technical Service of TIF-HELEXPO S.A. is strictly prohibited. The entry of the Technicians of the 'ORGANISER' or the exhibitors in the operating areas of the IECCT facilities (such as boiler rooms, engine rooms, control room, switchboard, transformers, Low Voltage Panels, sub-station, pump rooms, etc.) is strictly prohibited.

Violation of the above terms engenders a serious risk of electrocution, short-circuiting, etc. and is criminally prosecuted.

Should TIF-HELEXPO S.A. find an electrical connection that places the public or the premises at risk, it shall request its immediate restoration. Any applicable fines and penal clauses are imposed and the capacity of participation of the exhibitor and the installer electrician at a subsequent IECCT Event will be subject to control. It is noted that TIF-HELEXPO S.A. has every legal right to request the criminal prosecution of the aforementioned individuals for damage to foreign property, extraction of provisions without payment and exposure of persons and facilities to risk. TIF-HELEXPO can also order the immediate removal of the exhibitor's Electrician who facilitated the act.

Generally speaking, the 'ORGANISER' and its electrician are responsible for the safe functioning of all the electrical connections of the exhibition and must control the loads, the

configuration, the panels, etc. of all exhibition facilities during both the preparation and the operation of the exhibition.

Should electrical connections that place employees, the public or the facilities at risk be found (e.g. lack of switch fuses, circuit breakers, configurations, etc.), then the 'ORGANISER' and its electrician must not supply the pavilions with power or must immediately stop their power supply until the deficiencies and/or defects found have been restored.

All the above must be notified, in a timely manner and at the care of the Organiser, to its associated constructor of structures, its associated electrician, the exhibitors, the exhibition stand construction crews, the associated sub-contractors, technicians etc. of all specialisations.

12.4. Insurance coverage / insurance responsibility

TIF-HELEXPO bears no responsibility for bodily harm or material damages that may be caused to individuals or articles or for occupational or other accidents that may occur during the concession of use of the premises during and due to and/or because of the Event (preparation – operation – dismantling). TIF-HELEXPO bears no liability for wear, theft, loss, malfunctions or damage that may be suffered by the exhibits and objects, in general (merchandise, vehicles, machinery, equipment, etc.) of any third party (exhibitors, clients, visitors, etc.) during the concession of use of the IECCT due to any cause or reason.

In all the above cases, the obligation of compensation is exclusively borne by the 'ORGANISER', which must compensate TIF-HELEXPO S.A. for all losses due to claims or any payment of damages to third parties.

For this reason, one month before the event, the 'ORGANISER' must provide TIF-HELEXPO S.A. with a copy of a Third Party Public Liability and Employer Liability Insurance Policy with a minimum insurance limit of €600,000. The Organiser is obligated to ensure that TIF-HELEXPO S.A. will be named as a co-insured party and beneficiary in the above insurance policy.

The Insurance Policy will cover the public liability of the 'ORGANISER' against third parties, including visitors, exhibitors, congress attendees, and their employees, constructors and their crews, as well as the liability of TIF-HELEXPO S.A. during the preparation, operation and dismantling of the event at IECCT premises.

Moreover, damages to the external facilities of the IECCT and to parking areas will be covered.

Coverage will also include third party public liability due to fire, explosion or short circuit, as well as damage resulting from the use of a forklift and/or other machinery, vehicles and damage during the loading-unloading of cargo.

Additionally, coverage will also include Employer Public Liability against claims by workers, employees, and self-employed individuals for bodily harm, death, mental anguish, moral damage, and loss of income, with an insurance limit of at least €120,000 per person.

Correspondingly, it is recommended that the 'ORGANISER' request exhibitors to take out property insurance policies that will cover their exhibits, exhibition stands and equipment, in general, as well as a public liability (general and employer) insurance policy.

12.5. Fire safety – fire protection

The 'ORGANISER' must be informed about and observe all the available fire safety and fire protection measures of the building (see plans: emergency exits, indicator lights, fire hose cabinets, fire extinguishers, etc.), as well as everything stipulated in the related provisions of the Competent Fire Service for the realisation of the event.

Throughout the duration of the concession, emergency and escape doors, cargo doors (sliding doors, shutter doors), the entrances-exits of the Exhibition, etc. shall remain free for use and the space in front of them cannot be occupied or used as exhibition space, for safety purposes. Furthermore, all smoke detection and fire safety means, such as fire hose cabinets, emergency exit indicator lights and fire extinguishers, shall remain accessible and placed in obvious locations.

Throughout the operation of the event, visitor aisles must remain unobstructed and contain no exhibits, decorative objects or obstacles of any kind.

The 'ORGANISER' must not allow the entry of flammable or other materials that can cause explosion or fire and must take care so that the exhibition stand construction materials are non-flammable, incombustible or fire-resistant to the extent set out in international safety specifications.

12.6. Representation

The 'ORGANISER' must appoint a Representative by written authorisation, who will remain at the disposal of TIF-HELEXPO S.A. for the entire duration of the concession in order to resolve any issues arising with its Services, as well as a technical director competent for the observance of legislation and Health and Safety Rules. Moreover, the 'ORGANISER' must ensure that its representatives are present at the IECCT during all working hours and for the entire duration of the concession (preparation, operation, dismantling).

12.7. Force majeure

TIF-HELEXPO S.A. bears no responsibility if it is unable to cede the agreed-upon areas to the 'ORGANISER' for the organisation of the Event for reasons of force majeure (as indicated in Law), such as, by way of indication: earthquake, floor or destruction due to natural phenomena-weather conditions, terrorism actions, pandemics, etc.

12.8. Smoking

Smoking is prohibited in all indoor areas of the IECCT. The 'ORGANISER' must ensure compliance with the relevant legislation.

12.9. Intellectual Property Rights

TIF-HELEXPO S.A. shall exclusively cede areas for use and shall not participate in any way in organising the Organiser's event. To that end, should the 'ORGANISER' or any third party, such as any exhibitor, wish to accompany the event with music or songs or present, reproduce, etc. any work under the copyright of a third party, then the Organiser or the third party unreservedly assumes the exclusive responsibility for procuring the necessary written permission in a timely manner from the Hellenic Copyright Organisation and/or any other beneficiary any fee required by the aforementioned Organisations and/or person shall

be exclusively covered by the 'ORGANISER' and TIF-HELEXPO shall in no case bear any responsibility for the infringement of the copyright held by third parties in any manner.

Additionally, the 'ORGANISER' shall be exclusively responsible for the use, projection and/or any other presentation of any trademarks, corporate names, mark designations, plans, distinctive markings and other intellectual property rights held by a third party within IECCT premises during the concession; consequently, TIF-HELEXPO bears no responsibility whatsoever for the infringement of these rights in any manner.

12.10. Permits

The Organiser is obligated to obtain all permits required by current law for the lawful operation of its event, and, in any case, should the nature of its event impose it, move forward with announcing it/notifying the competent Service of it, in accordance with Article 112 of Law 4512/2018 and in general the legislation in force.

ARTICLE 13. FINAL PROVISIONS – SCOPE OF APPLICATION

TIF-HELEXPO has the right to amend or supplement these Rules and their Appendixes in writing, while informing the interested 'ORGANISER' via its official website. Changes are binding, provided they have been notified to the interested parties three (3) days before the event.

The signing of the relevant PA (or Letter of Confirmation) shall be construed as unreserved acceptance of all its terms (all of which are deemed substantial) and of these Rules by the interested 'ORGANISER', which must observe them faithfully.

In order to address emergencies or contingencies and to safeguard the smooth, regular and safe operation of the event, the 'ORGANISER' must accept the decisions and instructions of TIF-HELEXPO services.

TIF-HELEXPO reserves the right to refuse entry or request the removal of individuals (natural persons or legal entities: exhibitors, constructors, sub-contractors, vendors, visitors, etc.) who refuse to comply with the instructions of TIF-HELEXPO and these Rules for any reason or whose activities are considered to pose-engage a risk for the safety of third parties or facilities.

It is agreed that the Courts of Thessaloniki shall be exclusively competent for any dispute arising from these Rules or the related PA (or Letter of Confirmation) and the application thereof, should it not be resolved by amicable settlement and out-of-court negotiations.

These Rules constitutes a single item with its Appendixes:

Appendix A: Congress Centre Price List

APPENDIX A:

CONGRESS CENTRE HALL RENTAL PRICE LIST				
HALL	MONDAY - FRIDAY	SATURDAY - SUNDAY	MONDAY - FRIDAY	SATURDAY - SUNDAY
	HALF A DAY OR PREPARATION	HALF A DAY OR PREPARATION	FULL DAY	FULL DAY
'IOANNIS VELLIDIS' CONGRESS CENTRE				
1	€ 800.00	€ 1,000.00	€ 1,200.00	€ 1,500.00
2	€ 1,000.00	€ 1,200.00	€ 1,600.00	€ 2,000.00
3	€ 800.00	€ 1,000.00	€ 1,200.00	€ 1,500.00
4*	€ 300.00	€ 400.00	€ 500.00	€ 600.00
5*	€ 300.00	€ 400.00	€ 500.00	€ 600.00
6	€ 600.00	€ 800.00	€ 1,000.00	€ 1,300.00
1+2 or 3+2	€ 1,500.00	€ 2,000.00	€ 2,200.00	€ 2,900.00
1+2+3**	€ 2,200.00	€ 2,500.00	€ 3,000.00	€ 3,500.00
1+2+3+4+5+6**	€ 2,800.00	€ 3,200.00	€ 4,000.00	€ 4,500.00
STAGE*	€ 150.00	€ 250.00	€ 150.00	€ 250.00
VIP *	€ 100.00	€ 100.00	€ 100.00	€ 100.00
VIP+PRESS OFF.*	€ 150.00	€ 150.00	€ 150.00	€ 150.00
ROOFTOP TERRACE	€ 500.00	€ 800.00	€ 500.00	€ 800.00

'NIKOLAOS GERMANOS' CONGRESS CENTRE				
A	€ 500.00	€ 600.00	€ 900.00	€ 1,100.00
B	€ 300.00	€ 400.00	€ 500.00	€ 600.00
C	€ 350.00	€ 450.00	€ 550.00	€ 650.00
D*	€ 200.00	€ 250.00	€ 300.00	€ 350.00
VIP*	€ 100.00	€ 100.00	€ 100.00	€ 100.00
VIP+PRESS OFF.*	€ 150.00	€ 150.00	€ 150.00	€ 150.00

'EMILIOS RIADIS' CONTRESS CENTRE				
AIMILIOS RIADIS	€ 800.00	€ 1,000.00	€ 1,200.00	€ 1,500.00

*Only ceded together with certain main halls and never on its own (except in exceptional cases with the approval of the CEO)

** There is no charge for the stage

DISCOUNTS

Discount of up to 15% by the Congress Director or the General Director.

Discount of up to 25% by the CEO

Discount over 25% by approval of the BoD

Free concessions only in exceptional cases with the approval of the CEO.
30% off to Exhibitors during operation of the exhibition
20% off to organisers booking halls with a schedule of use and contract
20% off to MPs, MEPs, and Parties of the Hellenic Parliament and European Parliament, as well as candidates in primary and secondary Local Government.
Free concession to the Police Department and Fire Department.

PROVISIONS

Free Wi-Fi, 7-person (max.) panel with microphones and stand, podium, video projector & screen, cooling/heating, basic sound installation, reception desk, lighting, cleaning.
Seating based on the capacity of each room, up to three registrar tables. In case of a Π formation, tables & microphones shall be provided according to availability.

IMPORTANT INFORMATION

Half days have working hours of 08:-15:00 or 15:00-22:00
For each hour after 22:00 and up to 00:00 at the latest, as well as from 07:00 to 08:00 in the morning, there will be an additional charge of €100/hour.

Events beyond these hours will not be accepted.
No parties, student organisation events, general meetings of sports clubs, and collective body events that provide a combination of dance, drinks, and food are allowed at 'I.Vellidis' Congress Centre.

The above prices are valid for the Congress use and not the Exhibition use of the halls.
The current (prices) will remain in force for the Exhibition use of the Congress Centres.

N.B.:

The capacity of each hall of the Congress Centres is specific and no organiser may exceed it, for safety reasons. If the organiser does not respect the instructions of TIF-HELEXPO on not exceeding the limits made known to it, TIF-HELEXPO may remove event participants that exceed the limit, and, in any case, the organiser bears sole responsibility for their physical safety. No standing persons are allowed in any hall.

Capacities:

'IOANNIS VELLIDIS' C.C.

- Hall 1: 500 people
- Hall 2: 800 people
- Hall 3: 500 people
- Hall 4: 120 people
- Hall 5: 120 people
- Hall 6: 150 people

'NIKOLAOS GERMANOS' C.C.

- Hall A: 400 people
- Hall B: 100 people
- Hall C: 120 people
- Hall D: 50 people

'EMILIOS RIADIS' MULTI-USE HALL: 220 people