



STANDARD BUSINESS CONDITIONS FOR EXHIBITORS

These regulations are an integral part for the participation in the exhibition.

1. EXHIBITION LOCATION

Messe Luzern AG, Horwerstrasse 87, 6005 Luzern

In all rooms and on the whole premises, house rules of the Messe Luzern AG apply.

2. DELIVERY

Hall 1, Door Nr. 11, ground level, Messe Luzern AG, Horwerstrasse 87, 6005 Luzern

3. BOOTH ARRANGEMENT

- The exhibitor pays all costs for the arrangement of the booth. Exhibition management does not supply material for booth arrangement.
- Foyer floor: Sealed stone flags
- Costs for special cleaning are billed to the exhibitor.
- Freight-carts may only be used if they have rubber or synthetic wheels.
- generally 2,50 m; in exceptional cases and after consulting the exhibition manager the booth height may reach max 3,5 m.

4. CHANGING OF BOOTH LOCATION

The exhibition manager reserves the right to change the booth layout and location if necessary.

5. TRANSPORT OF GOODS DURING THE CONGRESS

The transport of goods from and to the halls during the congress is not allowed.

6. CONDITIONS OF PARTICIPATION for participating companies

Commercial Register Entry

Only products are allowed:

- a) That are licensed and registered for the provider/exhibitor in Switzerland
- b) Or that are offered with written permission of the registered Swiss producer or importer.

The exhibitor will produce the registration or written permission at the first request of the organizer.

Only registered companies under their own name may participate in the exhibition. Subletting is not allowed. The SAoO reserves the right to reject registration/participation of companies without justification.

7. PARKING

Information about parking for cars/pick-up trucks is described in the form (parking spaces are behind the congress building):

https://www.saoo.ch/fileadmin/user_upload/Dateien/Industrie/Bestellformular_Albisser_saoo-Kongress.pdf.

or Information Messe Lucerne:

<http://www.messeluzern.ch/images/PDF/MesseLuzern-Anreise.pdf>

8. ACCIDENT PREVENTION

When demonstrating machines and equipment, die which we recommend in the interest of advertisement and enlivening of the exhibition as a whole, neither visitors nor exhibitors may be endangered.

For damages to persons or property caused by the assembly of the booth, the organisation takes no accountability. The exhibitors are supposed to comply with SUVA (Swiss National Accident Insurance Fund) regulations.

9. FIRE SAFETY MEASURES

- Neither welding nor other fire-using activities may be done. The storing, keeping and using of combustible, explosive or easily inflammable substances is prohibited.
- The access to fire alarms and fire extinguishers must be ensured.
- Emergency exits, stairs, stair landings, hallways, passages and doors must always be accessible and must not be constricted or blocked by exhibits, advertisement articles, tables, chairs or other objects. All gateways and emergency exits must be accessible in their entirety.

The entire premises are equipped with fire extinguishers and firehoses.

The exhibitors are asked to

- Take all necessary cautionary measures to ensure that the transport of supplies damages neither the floor nor the carpeting, walls, lamps etc.;
- Nascent heat may not rise above 45°C. All accidental or intentional damages of the security system will be billed to the exhibitor.

10. INSURANCE

The following insurances are obligatory for all exhibitors:

- Insurance against fire and explosion damages
- Transport-, exhibition- and theft insurance
- Liability insurance

Proof of these insurances can be demanded at the latest a month before begin of the exhibition by the exhibition management. The exhibition management does not accept duty of care for exhibition goods and booth furniture and bars any and all accountability for losses and damages.

11. DISTRIBUTION OF FREE SAMPLES

Free samples are subject to a sales restriction in accordance with the regulations for drug promotion (see appendix „Art. 10 free samples“) **and may only be distributed in small numbers and in response to written request. They must be marked as free samples and must not be larger than the smallest commercially available original samples.** They may not be sold.

The distribution must also be documented. Psychotropic Substances are subject to additional restrictions in accordance with the Ordinance of the Swiss Agency for Therapeutic Products on Narcotics

12. PAYMENT CONDITIONS

According to payment conditions on the confirmation or bill. Payment must in all cases be done before the start of the exhibition, or else participation cannot be guaranteed. Booth rent is owed in either case.

13. WITHDRAWAL

After registration, the agreed upon area rental price must be paid even after cancellation before exhibition start.

In cases where the area can be rented out again in full, at least 20% of the cancellation fee are to be paid. If only part of the area can be rented out again, the difference between that and the original area is to be paid in addition to the cancellation fee for the re-rented space.

14. HIGHER POWER

If the implementation of the exhibition fails through unforeseen political or economic events or through general higher powers becomes impossible or difficult, the exhibitor has no right to claims for compensation by the organiser or by the exhibition organisation.

These terms and conditions and the general information for exhibitors of the FORUM Messe Luzern AG are binding for all exhibitors.

Mörigen, May 2017/MD