TECHNICAL REGULATIONS OF THE SHOW

1) PRELIMINARY NOTICE

“BolognaFiere” means BolognaFiere S.p.A.
“Organizer” means: SEI Srl

2) GENERAL PROVISIONS

2.A - Dates, venue and opening hours of the Show

The Show will take place from 19 to 21 February 2027 at the Bologna Exhibition Centre, with the following visitor opening hours:

Friday 9.30 - 18.30
Saturday 9.30 - 20.00
Sunday 9.30 - 18.30

Exhibitors may access their stands on 19 February from 8.00 to 19.00, on 20 February from 9.00 to 20.30 and on 21 February from 9.00 to 19.00.

2.B - Availability of stands – handover

Free exhibition spaces will be made available to Exhibitors from 15 February 2027 at 8.00 and must be completed by 19.00 on 18 February 2027.
The Exhibitor must ensure that its chosen stand builder undertakes to meet the above deadline, by including a clause on completion times in the contract.
Pre-fitted stands will be available to exhibitors on 18 February from 8.00.

2.C - Access to the Exhibition Centre during stand set-up

In order to access the Exhibition Centre during set-up and dismantling, the Exhibitor must log in to the website www.befair.eu following the instructions provided by BolognaFiere.

From the PASS page, the Exhibitor may authorize access to the Exhibition Centre for any appointed contractors (stand builders, suppliers, couriers, etc.) by assigning them a file. The appointed contractors will receive an automatic e-mail from the system with their login credentials for the Pass portal. Please note that in Pass both the Exhibitor (with its own account) and the appointed contractor (with its own account) may enter the names of their staff and the number plates of their vehicles in order to print the passes required to access the Exhibition Centre on set-up and dismantling days.

For further information, please refer to Chapter 2 of the Bologna Exhibition Centre Regulations.

Persons/vehicles without badges/admission passes are never allowed to enter the Exhibition Centre.

During the stand set-up period, persons and vehicles may access the Exhibition Centre during the following hours:

from 15 to 18 February, from 8.00 to 18.00

with the possibility for stand builders already inside the Exhibition Centre to continue working for one more hour, i.e. until 19.00, on 15, 16 and 17 February only.

On 18 February, the day before the opening of the Show, from 8.00 to 18.00, stand construction work will not be allowed, only the arrangement of samples, graphics or other activities requiring the use of hand tools only.

2.D - Removal of samples and stand fittings. Return of stands

Access to the Exhibition Centre for the removal of samples and stand fittings will be as follows:

Sunday 21 February from 19.00 to 20.00 for the removal of samples only.
From 20.00 to 23.00 the exhibition area may be dismantled.

Pre-fitted areas must be cleared of samples by 20.00. Any exceptions must be agreed with the pre-fitted stand contractor.

Monday 22 February from 8.00 to 19.00
with the possibility for stand builders already inside the Exhibition Centre to continue working for one more hour, i.e. until 20.00.

Any early access before the set-up days or any extension of the scheduled hours must be authorized by the Venue/Sales Office and purchased through the Sales Office – Service Centre Block D. No extensions are allowed on the days for sample set-up

Vehicle access to the areas and halls will be regulated as for set-up work (see art. 2.C).

On 21 February, from 8.00 to 19.00, no materials may be taken out of the Exhibition Centre. From 19.00 to 20.00 on 21 February, only the removal of samples with hand trolleys is permitted.
Stands, wherever located, must be completely cleared by 20.00 on 22 February 2027.
If the dismantling deadlines are not met and/or the Exhibitor fails to clear the area, the Exhibitor irrevocably consents to the area being cleared ex officio, with anything left on the stand being treated as waste to be sent to public landfill, and the Exhibitor shall reimburse all direct and indirect costs incurred for clearing, with a minimum of €700.00 for every 16.00 m² of floor space, without prejudice to compensation for any further damages.
The Exhibitor shall bear sole liability for any damage or theft that may occur during the Show, during set-up and afterwards.

2.E - Payment terms

Payment of the amounts due for participation in the Show must be made within the time limits and in the manner set out in the application for participation.

Art. 2.F - INSURANCE – RELEASES, ASSUMPTION AND LIMITATION OF LIABILITY

During hall opening hours, the Exhibitor must supervise its stand either directly or through its own staff. Although BolognaFiere provides a general day and night security service within the Exhibition Centre, outside the hours open to the public and to exhibitors, for the entire duration of the Show and for all days scheduled for stand set-up and clearance, it shall be released from any and all liability for theft and/or damage suffered by the Exhibitor.

The Exhibitor shall also be liable towards BolognaFiere for all direct and indirect damage, for whatever reason, attributable to it or to staff working on its behalf (including damage caused by stand fittings or systems built by the Exhibitor itself or by third parties appointed by it, even if tested by BolognaFiere).

Compensation for damage resulting from theft or damage suffered by the Exhibitor, including outside hall opening hours (and including all days scheduled for stand set-up and clearance), shall be provided only through insurance cover and within the limits/conditions set out therein.

The Exhibitor shall benefit from the following insurance policies taken out by BolognaFiere and agreed with the Organizer:

a) All Risks cover (including fire and theft) for material and direct damage to furnishings, stand fittings, equipment and goods on the stand, excluding cash, securities, valuables and the like, excluding software installed on computers and excluding damage from loss of use of furnishings, stand fittings, equipment and goods during the Show: cover of €40,000.00 on a first absolute loss basis (including fire and theft), with an absolute deductible of €300.00 per claim, increased to €600.00 for damage occurring after the close of the Show.

b) Third-Party Liability cover, including fire damage: single limit €50,000,000.00;

c) Employer's Liability cover: limit per claim €3,000,000.00, with a limit of €2,000,000.00 per person;

d) waiver by the Insurer of any right of recourse against all Exhibitors, BolognaFiere and the Organizer.

The above insurance cover is subject to the terms and limitations that the Exhibitor may request from the Show Organizing Secretariat, and which will be included in the Show documentation. Such cover does not exclude the Exhibitor's liability for all risks which, in the Exhibitor's own assessment, are not covered or exceed the above limits of cover. The Exhibitor shall take out suitable supplementary cover.

In particular, in view of the existence of a video surveillance system, the Exhibitor acknowledges that, in the event of theft, the related report to the Public Authorities must reach the Insurer within seven days of the end of the Show, and that failure to meet this deadline may result in loss of the right to compensation.

The Insurer will also handle claims and settlement procedures after the Show.

In any case, the Exhibitor undertakes to include in its supplementary cover the insurer's waiver of any right of recourse against the Exhibitors, BolognaFiere and the Organizer; failing this, it shall hold them harmless from any action brought against them.

Having acknowledged the above, the Exhibitor (for itself and for its collaborators or contractors) expressly releases BolognaFiere and the Organizer from any liability for loss

or damage that may occur, for any reason, in the exhibition space allocated to it, during the Show or during stand set-up and dismantling, and to anything located there, and assumes liability for any damage caused, including to third parties, by the management of the exhibition space or by anything brought into it, and not covered under the terms and conditions set out above or by cover taken out by the Exhibitor itself.
BolognaFiere and the Organizer accept no liability for consequential damage, damage to image, loss of turnover, etc. With regard to direct damage too, the Exhibitor accepts that BolognaFiere and the Organizer limit their liability to the limits and maximum amounts of the insurance cover set out above. The Exhibitor accepts these limitations of liability.

3) STAND FITTINGS AND PROHIBITIONS

FORM 0 (Zero)
Form 0 is used to declare the type of stand fitting to be built or to submit a request for authorization to build a Non-Standard stand fitting.
Form 0 can be downloaded from the reserved forms area of the platform **www.befair.eu**
Each exhibitor must send Form 0 by 01/02/2027 to tecnico2@bolognafiere.it and to the Organizer at marco.zilianti@eudishow.eu

3.A - Definition of stand fitting type and approval procedures

Stand fittings, regardless of their size, are classified as:

- PRE-FITTED stands
- STANDARD stand fittings
- NON-STANDARD stand fittings

The following documents must be submitted for approval to the Technical Office - Venue Management of BolognaFiere, at the e-mail address given in chapter 3 of the Show regulations (tecnico2@bolognafiere.it) and to the Organizer marco.zilianti@eudishow.eu by 1 February 2027.

1. Form 0
2. Stand design (for Non-Standard stand fittings, the design must be stamped and signed by a qualified engineer or architect)
3. Other required documentation (see Form 0)
4. Declaration of correct assembly (to be submitted at the end of the work, before the start of the Show)

For Non-Standard stand fittings, a structural inspection is compulsory and will be carried out exclusively by BolognaFiere. The Exhibitor will be charged the amount corresponding to the type of stand fitting, as indicated in Form 0, which can be downloaded from the reserved forms area of the platform www.befair.eu.
If the above documents are not sent by the set deadline, or are sent late, the exhibitor will be charged the amount specified in Form 0.

3.B - Stand fitting

The construction requirements for stand fittings are set out in Chapters 3.4 and 3.5 of the Bologna Exhibition Centre Regulations. In particular, for Eudi Show:

Maximum height
The maximum permitted height of standard stands is 3.5 metres
Any exceptions may be requested with Form 0 and authorized by the Show Secretariat.

Rigging and suspended loads
Rigging is possible only in halls 14-15-16-18-19 and partially in halls 28-29-30-36-37.
Rigging points on hall structures may be installed exclusively by BolognaFiere, which will also inspect them.
Therefore, in order to install rigging, a feasibility request must be sent by e-mail to the BolognaFiere technical offices as set out in Form A, copying the Organizer (marco.zilianti@eudishow.eu) by 01/02/2027

3.C – Compulsory forms

Below is the list of compulsory BolognaFiere stand fitting forms and their deadlines.

FORM	DESCRIPTION	DEADLINE
FORM A	Suspension points (for quotation requests)	01/02/2027
FORM B1	Declaration of correct installation of the electrical system and stand fitting (Compulsory for space-only areas only)	12 February 2027, before the start of set-up
FORM B2	Declaration of conformity of the electrical system (Compulsory for space-only areas only: if the company installing the electrical system is not Italian, this form is not required; instead, complete Form B5 and purchase the electrical system inspection at www.befair.eu)	before requesting the electrical connection
FORM B3	Declaration of correct assembly (Compulsory for space-only areas only)	17 February - by the last day of set-up
FORM B4	Declaration of correct installation of stand materials (Compulsory for space-only areas only)	17 February - by the last day of set-up
FORM B5	Declaration of correct installation of the electrical system, only for companies not registered with the Italian Chamber of Commerce (Compulsory for space-only areas only: if the company installing the electrical system is Italian, this form is not required; instead, complete Form B2)	before requesting the electrical connection
FORM H	Compulsory Import Notice form for non-EU countries (Compulsory for space-only areas only)	12 February 2027 - before the start of set-up
FORM M	Information on the prevention of accidents at work (Compulsory for space-only areas only)	12 February 2027 - before the start of set-up

FORM SR	Waste management declaration (Compulsory for waste management during set-up and dismantling. BolognaFiere will carry out checks at the stand)	12 February 2027 - before the start of set-up
FORM 0 (Zero)	Stand fitting declaration (Compulsory for pre-fitted stands and space-only areas)	01/02/2027
Form D demonstrations	Indemnity for demonstrations and vehicle display (Compulsory for anyone carrying out demonstrations or displaying combustion, electric or hybrid vehicles)	17 February 2027 - by the last day of set-up

PENALTIES FOR LATE SUBMISSION OR NON-SUBMISSION

The deadlines listed above cannot be extended, and in the event of late submission or non-submission of the forms, the exhibitor will be charged a late fee as shown in the following table:

FORM	**DELAY < 24 hours**	**DELAY > 24 hours**	**NOT SUBMITTED**
Forms B1 and B3	**€100**	**€300**	**€500**
Form B4	**€100**	**€500**	**€1,000**
Form D demonstrations	**€100**	**€500**	**€1,000**
Forms B2 and B5	**The stand will not be connected to the electrical supply**		
Form SR	penalties as set out in the form itself;		

In the event of serious breaches, BolognaFiere reserves the right to close the stand in whole or in part.
Failure to submit Form D Demonstrations will result, in addition to the penalty, in the immediate interruption of the demonstration or display.

3.D - Warnings

BolognaFiere reserves the right to have stand fittings and systems that do not comply with the above provisions modified or renewed, having first necessarily verified compliance with the said requirements. Should BolognaFiere find even a single deficiency, it may request that it be promptly remedied, and the Exhibitor shall be required to comply.

The Exhibitor shall bear sole responsibility for the structural stability of stand fittings and for the compliance of fitting materials with current fire-prevention regulations, and expressly releases BolognaFiere from liability for damage resulting from design and construction defects, including dimensions taken from the detailed drawings of the areas occupied.

Any work involving changes to BolognaFiere's buildings and movable equipment (reinforcements, modifications, excavations, drilling of fixtures, walls, structures, columns or floors) may only be carried out with BolognaFiere's prior written authorization, at the participants' care, expense and responsibility. The Exhibitor shall remain responsible for

the entire duration of the Show and until the stand is returned to BolognaFiere. Before work begins, the participant must pay the Organizer the cost of restoring the original condition, which will be carried out directly by the Organizer.

4. GENERAL AND TECHNICAL SERVICES

Within the limits of the systems available to it, BolognaFiere may supply individual stands with electricity, water and compressed air, and connect stands to the telephone and data networks.

4.A - Exhibitor Services Assistance

Through its Show Secretariat, the Organizer is available to provide Exhibitors with all technical information on the general services provided within the Exhibition Centre.

For the services listed below, BolognaFiere's e-commerce channel is available for purchasing services directly online at: www.befair.eu

- video equipment rental
- audio equipment rental
- plant and greenery rental
- electrical systems
- plumbing
- compressed air
- stand cleaning
- catering
- goods handling / porterage
- telephone lines and Wi-Fi

Please note that transport, loading and unloading of goods and porterage services within the Exhibition Centre are organized exclusively by BolognaFiere's official logistics service provider.
Goods from outside the EU may be displayed as samples subject to compulsory prior notice, with a description of the goods, to the e-mail address customs@marconiffm.it

The following services are also available at the Exhibition Centre:
• à la carte restaurants, self-service restaurants, bars
• on request, customized coffee break, cocktail and bar services and/or delivery of products directly to stands.
• travel agency
• insurance company

Please note that for the **serving of food and beverages, whether directly or through a third-party caterer,** the procedure set out in Chapter 4 of the Exhibition Centre Regulations must be followed. **Direct sale is forbidden**. Authorization for this activity requires payment of €600 (payable by the Catering Company) to cover the related checks.

4.B - Liability for services

BolognaFiere regulates but does not directly provide the services and therefore accepts no

personal liability for their performance.
Any complaints must be sent in writing directly to vendite@bolognafiere.it .

5) SPECIAL SERVICES

5.A - Exhibitor passes and car park permits

Exhibitors will be issued, free of charge, with admission passes in the following quantities:

- 1 exhibitor pass for every 8 m² of exhibition space

- 1 car pass per exhibitor (the Exhibitor will also be issued with a car park permit, regardless of the size of the stand. This permit entitles the holder to park in the car parks provided by BolognaFiere, subject to availability). The Exhibitor is responsible for the correct use of these documents and for the conduct of those who use them.

Furthermore, for safety reasons, parking vehicles inside the Exhibition Centre outside its opening hours is strictly forbidden.

5.B – Activities on exhibition stands

Exhibitors must at all times refrain from using common areas outside their own stand to display promotional material. BolognaFiere shall be entitled to remove such material from common areas and/or charge for the additional space used. Failure to comply with this rule may result in the closure of the Exhibitor's stand.

5.C - Online catalogue

The online catalogue will contain the information provided by Exhibitors.
The Floor Plan will be distributed free of charge during the Show and will contain the list of Exhibitors and their locations, if provided at least 45 days before the Show.

5.D - Sound broadcasting, copyright fees

Exhibitors are not normally allowed to use equipment for reproducing music and sound. Exceptions may be authorized in writing. Authorization may be revoked with immediate effect at any time by simple written notice.
Any authorization does not exempt the Exhibitor from using the equipment in such a way as not to disturb other Exhibitors and visitors, paying particular attention to noise pollution regulations (maximum limit permitted by law), nor from fulfilling, at its own care and expense, the obligations laid down by current legislation on copyright (authors and publishers) and related rights (producers and performers), by completing the relevant procedures with the competent collecting societies. The same applies to the distribution of audio-video or multimedia media containing works or parts of works protected by law, for which the costs of media authentication are added to the above.
For the necessary procedures, those concerned may contact S.I.A.E. directly at Via Orfeo 33/a, 40124 Bologna, Italy, Tel. +39/051/4290311 – Fax +39/051/307280 – e-mail bologna@siae.it

6) BOLOGNAFIERE'S SUPERVISORY AND INTERVENTION POWERS

BolognaFiere ensures compliance with its regulations and with the general terms and conditions of the participation contracts; anyone entering the Exhibition Centre must comply with the provisions and instructions issued by BolognaFiere at the entrance and inside the Centre by means of signs, written notices, public address announcements, service staff or any other means, it being understood that public address announcements

and instructions given by service staff prevail over other notices.

The Exhibitor's attention is drawn to the fact that non-compliance with the rules or breach of the prohibitions may result in the immediate closure of the stand by BolognaFiere's officers or agents, or the withdrawal of admission passes and car park permits, without the Exhibitor being entitled to any refund whatsoever

7) AMENDMENTS TO THESE REGULATIONS

Any legislative or regulatory provision amending the rules of these regulations shall be deemed automatically and immediately applicable, even if the regulations have not been amended or changed on those points.

Furthermore, BolognaFiere may at any time adopt any measures it deems appropriate, which the Exhibitor must immediately apply, concerning fire prevention, occupational health and safety, prevention of accidents and damage, and the safety of participants and visitors.

Such measures may be brought to the Exhibitors' attention by any means and shall prevail over the general provisions previously adopted.