

REGLEMENT GENERAL

OBJECTIVES

General Economic or specialized shows organized by the Algerian Fairs and Experts Company (SAFEX) aims especially:

- To reflect the picture of the national economic activity and its development.
- To allow the foreign exhibitors to promote their products and services.
- To promote a particular section of the national economy.
- To seek and promote partnership between Algerian and foreign companies.

PARTICIPATION

Economic shows are open to Algerian and foreign products and services. Those allowed to participate in these shows are :

- National and foreign companies and organizations.
- Foreign countries and international organizations.

PARTICIPATION CONDITIONS

1- Application forms for participation should be filled and signed by the exhibitor or the authorized representative and sent to the SAFEX.

2- It is expressly forbidden to exhibit products other than those listed on the application form for participation.

Non-observance of this banning will involve removing of such goods from the fair.

3- The products must be exhibited by the name of the producer or his sole agent.

4- Registration for participation must be done at least one month before the official opening of the exhibition.

5- Applications for participation made after this deadline can't be accepted only according to the availability of exhibition spaces: in such a case, the exhibitor risks of not being mentioned in the official catalogue of the exhibition or in any other advertising.

6- SAFEX gives its approval for the application forms made by exhibitors.

It has the right to reject the application forms for non-compliance with this General Regulation.

The confirmation by the exhibitor of his participation is definitive and irrevocable.

Conditions of payment and commercial tariffications:

1- The written participation approval by SAFEX involves the obligation for the exhibitor to pay 50% of the total amount its participation.

The payment will be effected according to these methods:

- Within 10 days for national exhibitors.
- Within 15 days for foreign exhibitors.

2- The second payment of balance will be made at least 15 days prior the official opening of exhibition, and before the sites are allotted. After this deadline, the SAFEX will dispose of stands and sites without notice; the participation will be cancelled and the SAFEX will keep the paid up sums without having to pay any compensation.

3- Foreign exhibitors must pay registration fees according to their currency.

4- It is forbidden for exhibitors to cede part or whole of the site allotted to him by the SAFEX, either against payment or free of charges Non-observance of this clause will involve immediate closure of the stand.

5 - If the exhibitor cancelled his participation, the SAFEX will keep the paid up sums only for exceptional reasons.

Cases of force majeure:

- The death of the owner of the company
- Riot, war
- Natural disaster, epidemic

If the event is postponed by the organizer for reasons of force majeure beyond its control, the sums already paid remains acquired at SAFEX and the confirmed reservations are postponed for the later edition.

6- The amount of the rental of locations is calculated per full square meter

Each square meter, even if it is not fully occupied, counts as one occupied square meter. All the spaces allocated by SAFEX must be completely paid, even if they are not fully occupied. The application form given to the exhibitors includes the entire pricing element.

SITES ALLOTMENT •STANDS ARRANGEMENT •SECURITY

1- The SAFEX allots the sites to exhibitors according to the necessities and the exhibition's nature, without giving reasons to its decisions.

2- The SAFEX has the right to reduce the allotted sites and to change their positions as exhibition circumstances require.

3The locations available to exhibitors are three kinds:

* The fitted out covered space which remains the main form of Participation of the exhibitors.

* The non fitted out covered space which remains the exception and in the following conditions:

3.1- The stand which can be built on the non-fitted out place has to belong to the exhibitor in any property.

3.2- It should not be similar to the modular mounting means of Safex.

3.3- It can exceptionally be tolerated only if it is specific. Before designing and building its specific stand for use at the Palais des Expositions, it is imperative to ask and to obtain the prior approval of Safex on all plans: (architectural, design, size, etc. ...)

4- No exhibitor can plead because of his ownership of a specific stand of the automaticity of his installation in the Palais des Expositions during fairs and exhibitions of SAFEX.

5- No exhibitor can require a particular area due to the fact that the specific stand that belongs to him covers this same area.

5-1 Outdoor space: it is a place outside of pavilions reserved only for products which

cannot be exposed in a covered space because of their nature (heavy, exceptional aircraft, heavy equipment for public works, natural products whose volume is important, booths of all kinds etc....)

5-2 Safex keeps the right to judge which products are not allowed in an outdoor exhibition

5-3 Except a reception shelter limited on these proportion (between 9 and 12 sqm), no structure housing an exhibition of products, services or any activity related to the current exhibition is permitted in areas reserved for the outdoor exhibition.

5-4- Empty sites, are placed at exhibitors disposal, 04 days prior the opening of the exhibition.

6 - Covered sites, open-air locations shall successively have a minimum area of 9 square meters and 30 square meters.

7- According to points 1, 2, 3, 4 and 5 of the paragraph 3 of the chapter « SITES ALLOTMENT - STANDS ARRANGEMENT - SECURITY », stands builders acting on behalf of third parties, in the installation of specific stands, are required to pay a fee and a deposit as well as for bilateral agreements relative to modular stands.

This fee shall be defined according to the exhibition spaces made by them at a same event.

In addition, exhibitors who install their own specific stands (belonging to them in any property) are also required to pay a fee and a deposit which will be determined by Safex.

8- According to points 1, 2, 3, 4 and 5 of the paragraph 3 of the chapter « SITES ALLOTMENT- STANDS ARRANGEMENT- SECURITY », The exhibitors proceeding to the construction of their own stands are required to pay a fee in return for the use of the services of the site, equipment, other networks as well as a deposit which will be determined by Safex.

This fee will be defined according to the concerned exhibition space and include in the invoice issued by Safex at the time of the registration of the exhibitor.

In addition, exhibitors who act for the account of third part in the installation of their specific stand are required to pay a fee and a deposit in the same way and with the same formulas as those arrested with them on bilateral agreements relative to modular stands the present general regulations are applicable to third party organizers and partners of the safex for all events organized on the exhibition center as well as to their exhibitors.

The stand arrangement and decoration must be carried out by the exhibitor at his own expenses; the plan of his arrangement should be dropped off at the SAFEX to obtain a previous consent from its services.

9- All articles to be exhibited must be put in place and well stocked for the fair at least 24 hours before the official opening of the fair.

10- Under any pretext the stands should be dismantled, even partly, before the closure of the fair.

11- Exhibitors have to equip their stands with fire extinguisher in working order.

All inflammable materials used in stand's arrangement and decoration must be according to safety rules.

12- Electrical installations must be conforming to standards and all safety regulations. In case of any defective electrical installation, the supply of current will be stopped until repair.

13- The SAFEX takes on no responsibility in case of any loss or damage caused by power cuts.

14- The exhibitor bears all expenses due to electricity, water and telephone tapping as well as water consumption.

15- Installations requiring the use of gas cylinder must be conformed to all safety regulations. The exhibitor must assume complete responsibility.

Exhibitors shall allow a free access for electricity and water installations as well as any ether conduit during the stand erection.

16- All works inside pavilions, stands or on open-air grounds which could make modifications to the exhibition sites may not be carried out without a prior authorization from the SAFEX.

17- It is strictly forbidden to erect structures and carry out works that can hinder Fire fighting or the internal monitoring network

18- Under no circumstance exhibitors must not settle in areas other than those allotted by the SAFEX. They will take a particular care to remove any article or good that could lifter lawns and passages, either inside or outside pavilions.

19- The maintenance and cleaning of the stands are the exclusive responsibility of the exhibitors who must carry out these operations after the opening hours of the event in order to allow the specialized services to collect the garbage cans before the doors open to the public.

20- Exhibition materials must be remained on view during ail the fair period.

21- The stands where it will proceed to the tasting must be provided with water during the whole period of the fair.

They must also conform to hygiene and any instruction SAFEX will issue in this field.

22- It is forbidden to exhibit any kind of explosives or other material considered as dangerous by the SAFEX and of a nature to incommode exhibitors and visitors, as well as products unworthy of exhibition.

23- Sales can be authorized for some shows according to conditions set by SAFEX, each case apart.

24- The exhibitor may organize tasting and distribute free samples after a prior authorization from the SAFEX. This authorization may be withdrawn at any time in the event of a finding of abuse or of the occurrence of facts which are injurious to the safety, public order or the

good circulation of visitors

INSURANCE, GUARDING, VARIOUS PROVISION

1-Safex supports insurance alleys, passages, pavilions and infrastructure for civil liability.