

2-Exhibitors are required to insure themselves the installation of their stands or pavilions. All the material exposed as well as the staff against fire, theft with or without infraction are in civil liability.

3-This insurance must be contracted with the insurer approved by Safex. A copy of this insurance policy must be sent to Safex.

4-The guarding of pavilions (third organizers) and stands is in the exclusive responsibility of the exhibitors and the organizers who have to communicate to Safex the identities of the guards before their commitment. Safex keeps the right to disqualify any person without having to justify its decision.

When the guarding is provided by the services of SAFEX, a suited device will be set up under the responsibility of Safex. When it is about an event organized by a third, this measure is completed by an internal guarding of stands under the responsibility of the organizer.

5- Under no circumstances the exhibitors have to leave on paths and other access the empty packaging.

The empty packaging, intended to be reused after the exhibition, must be necessarily forwarded and stored in a park with packaging designated by Safex.

-SAFEX puts at the disposal of his customers a list of intervening partners authorized to exert within the Exhibition centre in construction and booth design, transit, caterers, photographers, reporters and videos...

It is forbidden to appeal to partners other than those listed on the mentioned list without the written permission of Safex.

6- Entrance tickets will be delivered to Exhibitors by Safex in proportion to the attributed spaces.

- Exhibitors card: delivered to the responsible of the stand or stand manager

- Macaroon parking lots: attributed to the exhibitor. These cards are valid for all the duration of the event and have to contain the name of the beneficiary and the stamp of the exhibitor.

- Buyer's card: delivered to the exhibitors on their request and against payment. It is valid only for one entry.

The cards are put at the disposal of the exhibitors from the opening of the Single Window to the eve of the opening day.

• Crossed this deadline, SAFEX would not be considered as responsible for some failure in this domain.

Applications received after this deadline will be treated according to the deployment of human and material resources on the exhibition including the day of inauguration.

7- Exceptionally, exhibitors' vehicles are allowed in the Palais des Expositions in order to supply their stands, according to schedules and conditions established by Safex.

## CATALOGUE - ADVERTISING

1- The SAFEX issues an official catalogue of fair including the exhibitor's name, addresses and phone number as well as their exhibits and services list, no obligation is assumed by SAFEX which declines all responsibility in case of any mistake or omission.

2- Exhibitors will send to the SAFEX at the same time than their participation form, a special form including all the items mentioned above.

3- In addition to the free insertions mentioned previously, exhibitors can require advertising insertion against payment.

4- The SAFEX will use loudspeakers for all oral advertising requested by exhibitors.

5- The SAFEX reserves the right to photograph stands and/or to film, pavilions, sites or exhibits and to use the plates in its leaflets and pamphlets.

## TECHNICAL SERVICES

1- Exhibitors have to assume at their expenses, water, electricity and telephone installations required for their pavilions or stands. They will send with their participation form a request for the technical services expected

2- Exhibitors have to conform to all the safety rules.

3- It is strictly forbidden to build on sites, to make holes on floor, ceiling and walls as well as pavilions pillars.

In case of non-compliance with this clause, the SAFEX will immediately stop the works; the offender exhibitor will assume repairing, at his own expenses, otherwise his participation will be cancelled without any compensation.

4- Maximum height authorized on covered sites is 3 meters. The late exhibitor should line up his stand conforming to the nearest exhibitor stand alignment; however, exceptions in connection with acronyms and symbols can be admitted after having an authorization from the SAFEX.

5- It is forbidden to lean construction, decoration or exhibits material against pavilion walls, pillars or windows. The backs of stands, visible through windows, must be decorated.

6- Fireplugs must be visible and accessible.

7- Open-air sites are allotted to exhibitors uncovered. The authorized height is five (05) meters.

8- Exhibitors shall not at all make directly the electrical and water connections that are exclusively undertaken by the SAFEX technical services.

9- It is forbidden to stick carpets directly on the pavilions grounds.

Electrical wires must not be visible. Any violation will involve a bill proportionally to damages.

10- The pavilions signs must be in Arabic first, then in any other language.

## CLOSURE OF THE FAIR

1- The dismantling of the installations and the removal of the exhibited material can be carried out at the end of the event.

2- Exhibitors shall have two (02) day at their disposal to carry out such operations. In case of non-observance of this rule, safex will proceed automatically to the removal at the expense, risk and peril of the exhibitor and will apply, in addition, an invoice of a penalty of delay(1000DA/HT/M<sup>2</sup>/Day).

3- Exhibitors bear the responsibility of guarding their sites, stand and exhibits from the closing day of the Fair until their leaving. The SAFEX declines all liability for any damage or theft caused by non observance of the proceeding clause.

4- Goods may leave the fair enclosure only upon presentation of a «voucher» Issued by the SAFEX, after payment of all participating rights and fees.

5- This «voucher» will list all the goods to be removed and must be given to the control service when leaving.

6- Of course, this «voucher» will be given to exhibitors once all fees of registration have been paid. The SAFEX considers as a pledge all exhibits towards all the exhibitor's obligations stated in this General Regulation.

## SPECIAL PROVISIONS

1- The exhibitor must insure the intellectual protection of its material and exhibits before their presentation, according to the legislation in effect.

The SAFEX assumes no responsibility in this respect.

2- The SAFEX declines all responsibility in case of violation by the Exhibitor of rules concerning copyrights.

3- The exhibition will be open to visitors according to hours established by the SAFEX. No compensation will be paid to exhibitors in case of schedule changes

4- Any claim must be notified to the SAFEX through registered letter, within eight (8) days from the closure of the fair.

5- Exhibitor will take up residence in Algiers under the sole jurisdiction of Algiers law courts.

6- if for any reasons, the exhibition is not held, participation application forms will be cancelled and exhibitors reimbursed after deduction of SAFEX expenses.

7- Exhibitors must comply with this General Regulation and all instructions issued by safex.

This general regulation is included in the participation file; it will be read and approved by the exhibitor, when signing participation application form, as well as any new provision required by circumstances and adopted, in the interest of the fair, by the SAFEX which reserves the right to information.

The present General Regulation is applicable to third party organizers and partners of the SAFEX for all events organized in the Palais des Expositions as well as to their exhibitors.