HORSE EXPO
— MARKET & HOBBY HORSE —

Commercial and Technical Terms and Conditions for Exhibitors at the Trade Fair HORSE EXPO, 2-4 April 2027, PVA EXPO PRAHA

> This is a translation of the Czech original. In the event of any discrepancy, the Czech version shall prevail.

Organiser

Urban Elements s.r.o.

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hereinafter the "Organiser"

Commercial Terms

Article 1 - Basic Conditions

1. The basic condition for participation in the trade fair is the delivery of a duly completed and signed Application for a company's participation in the trade fair (hereinafter the "Application") in electronic or written form. The contract for participation in the trade fair is concluded at the moment when the Organiser confirms to the Exhibitor in writing or electronically the acceptance of the Application (hereinafter the "confirmation of participation"). The Organiser is not obliged to accept the Application.
2. By signing the Application, the Exhibitor undertakes to comply with the Organiser's Commercial Terms and Technical Terms for the participation of exhibitors in the trade fair and with the Instructions for Assembly and Dismantling of the trade fair. The Instructions for Assembly and Dismantling specify the dates and organisation of assembly and dismantling; they may not impose new payment obligations on the Exhibitor.
3. The exhibits displayed and the services offered must be in line with the focus of the trade fair (the so-called sectoral classification of the trade fair - nomenclature). Should a displayed exhibit not

correspond to the nomenclature, the Exhibitor shall, at the Organiser's request, remove the exhibit concerned without undue delay.

4. The Exhibitor orders the services associated with participation in the trade fair by means of the Service Order.
5. The Exhibitor is entitled to exhibit, sell or otherwise make available to the public only those products which it is entitled to offer and sell and the making available of which to the public does not infringe copyright or other rights of third parties.
6. The Exhibitor must not dismantle its exhibits and exhibition stand before the end of the trade fair.

Article 2 - Payment Terms

1. Upon receipt of the Application, the Organiser shall send an invoice for the rent for the ordered exhibition space and the registration fee.
2. After the deadline for ordering technical services, the Organiser shall send the Exhibitor an invoice for the ordered services associated with the rental of the exhibition space, on the basis of the Service Order. Payment of this invoice is a condition for the performance of the order for technical services.
3. Invoices are payable within 14 days of issue, but no later than before the start of assembly. If the Exhibitor is in default of payment for more than 14 days, the Organiser is entitled to withdraw from the contract and allocate the exhibition space to another exhibitor; in such a case the Exhibitor shall pay a contractual penalty in the amount of the cancellation fee under point 6, as if it had cancelled its participation on the date of withdrawal. In the event of default, interest on late payment of 0.05 % of the amount due for each day of delay is agreed.
4. The basic rent and registration fee include:
    a. rent for the exhibition space for the duration of assembly, the trade fair and dismantling
    b. inclusion in the trade fair orientation system
    c. five exhibitor passes for an exhibition space of up to and including 30 m²
    d. for an exhibition space larger than 30 m², the number of exhibitor passes is determined by the Organiser individually by agreement with the Exhibitor
    e. assembly/dismantling passes for construction teams allowing entry (vehicle entry) to the premises (the Organiser is entitled to require a deposit)
5. The basic rent and registration fee do not include:
    a. perimeter walls of the stand and other equipment
    b. the registration fee for a co-exhibitor
    c. additional company entries - i.e. branches, divisions, sales representations, etc.
6. Cancellation terms If the Exhibitor cancels its participation in the trade fair, it shall pay the Organiser a cancellation fee in the amount of the registration fee and, in addition, a cancellation fee of:
    a. 30 % of the total rent if the Application is cancelled 91 or more days before the opening of the trade fair
    b. 50 % of the total rent if the Application is cancelled 31 to 90 days before the opening of the trade fair
    c. 100 % of the total rent and of the ordered stand construction, including graphic work, if the Application is cancelled 30 or fewer days before the opening of the trade fair

7. The cancellation fee also applies if the Exhibitor reduces the size of the ordered exhibition space; in such a case the cancellation fee under point 6 (a) to (c) is calculated from the rent for the cancelled part of the space. For ordered services which the Organiser has already arranged or ordered from third parties, the Exhibitor shall, upon cancellation of participation or reduction of the space, always pay the demonstrably incurred costs, unless these are covered by the cancellation fee under point 6 (c). An Exhibitor with whom a contract has been concluded under Article 1 point 1 is obliged to pay the cancellation fee even if it has not paid the invoice.
8. Cancellation of the Exhibitor's participation in the trade fair must always be made in writing. The date of delivery of the written cancellation to the Organiser is decisive for calculating the cancellation fee.
9. Force majeure means in particular a natural disaster, epidemic, animal disease and related veterinary measures, war, terrorist attack, a decision of a public authority, unsuitability of the premises or cancellation of the event by the operator of the premises for reasons not attributable to the Organiser. If the trade fair cannot take place as a result of force majeure and/or regulatory measures of state authorities, the Organiser shall notify the Exhibitor without undue delay and is entitled to:
    a. move the trade fair to a substitute date within 12 months, in which case the payments made shall be credited to the substitute date, or
    b. cancel the trade fair; in such a case it shall refund to the Exhibitor within 60 days the paid rent and prices of services after deducting the registration fee and the costs demonstrably incurred by the Organiser in connection with the Exhibitor's participation; the deducted costs may not exceed 30 % of the paid rent and prices of services.

    If the substitute date under (a) does not suit the Exhibitor, it may withdraw from the contract in writing within 14 days of its notification; the Organiser shall refund the payments to it under the conditions of (b). Neither party is entitled to compensation for damage caused by force majeure.
10. For each additional company that the Exhibitor presents at its exhibition stand (by demonstrating exhibits, a panel, a company logo, the company name, brochures, a video programme, etc.), the Exhibitor is obliged to pay the co-exhibitor registration fee. In the event of a breach of this rule, the Exhibitor shall pay the co-exhibitor registration fee and a contractual penalty in the amount of the registration fee, at any time during the trade fair.
11. All prices are stated exclusive of VAT.

Article 3 - Exhibition Space

1. The Organiser rents covered exhibition space according to the Application without equipment, with the possibility of a supply of electricity, water with drainage, telephone and cleaning, or other services on the basis of an order. Handover of the ordered exhibition space is conditional upon payment of all payments due so far in connection with participation in the trade fair.
2. The minimum sizes of exhibition spaces are stated in the Application.
3. The Organiser is entitled, for operational, safety or organisational reasons (in particular on the instruction of the operator of the premises or the fire brigade), to change the location, shape or dimensions of the exhibition space, provided that its area is maintained with a deviation of no more than 10 % and that it remains of a similar type (row, corner, head, island). The Organiser shall notify the Exhibitor of the change without undue delay. If the new space is smaller, the rent shall be reduced proportionately. If the change is material for the Exhibitor, the Exhibitor may withdraw from the contract within 7 days of the notification without being obliged to pay a cancellation fee. If the agreed exhibition space is not available to the Exhibitor for reasons attributable to the Organiser, the Exhibitor is entitled to a refund of the registration fee, the paid rent and the paid price of the

ordered services. The Exhibitor is not entitled to compensation for any related damage; Article 10 point 9 is not affected.

4. If the Exhibitor neither provides a stand itself nor orders its construction from the Organiser, it will receive an undelimited exhibition space without perimeter walls. The Exhibitor may order perimeter walls from the Organiser but is not obliged to do so. The Exhibitor must observe the grid of the exhibition space, i.e. must not exceed the measured space in ground plan, not even in the case of projecting high-rise features.
5. The Exhibitor will receive the grid of exhibition spaces showing its location after payment of all payments due and after final processing of the Applications.
6. The architectural concept in the exhibition halls provides for a classic rectangular exhibition grid, in which the following spaces for exhibition stands will be available:
   a. row stands, with an open front side
   b. corner stands, with two open sides accessible from the aisles
   c. U-shaped (head) stands, with three open sides accessible from the aisles
   d. island stands, with all four sides open
7. The Exhibitor must observe the dates and instructions for assembly and dismantling set out in the Instructions for Assembly and Dismantling, which the Organiser will send to the Exhibitor no later than 14 days before the opening of the trade fair, and must leave the exhibition space after dismantling in the condition in which it was before the start of assembly. If the Exhibitor does not vacate the exhibition space by the end of the dismantling period, Article 3 point 16 of the Technical Terms applies.
8. The Exhibitor shall pay for any destruction, damage or excessive soiling according to the costs actually incurred in remedying the damage (soiling).
9. The Exhibitor is not entitled to sublet the rented exhibition space to a third party.
10. Exhibitors must observe the times of arrival at and departure from the exhibition areas.

Article 4 - Insurance

1. The Organiser is not liable to exhibitors or their co-exhibitors for the loss, destruction or any damage to items brought by the Exhibitor into the rented premises (i.e. exhibits, stand furnishings and equipment, packaging, packing materials, etc.), regardless of whether the loss, destruction or other damage occurred during assembly, dismantling, transport or during the trade fair. This does not apply to damage caused by the Organiser intentionally or through gross negligence or to harm to natural human rights.
2. Participation in the trade fair is at the Exhibitor's own risk. The Exhibitor shall compensate the Organiser for all damage, costs (including the costs of legal representation) and sanctions imposed by public authorities or claimed by the operator of the premises or third parties, which the Organiser incurs in causal connection with a breach of the Exhibitor's obligations or with the activities of the Exhibitor, its employees, suppliers and animals at the trade fair.
3. We recommend that the Exhibitor be insured against liability for damage for the entire duration of the trade fair, including assembly and dismantling.
4. The Organiser does not provide any liability insurance for the benefit of exhibitors. The recommended limit of indemnity for insurance of liability for damage caused to third parties is at least CZK 30,000,000.
5. The Organiser has its own liability insurance, which in some cases may also cover damage caused by an Exhibitor. In such a situation, however, the insurer may claim reimbursement of the amount paid directly from the Exhibitor who caused the damage.

6. Exhibitors may take out insurance of their own set of exhibits, stand equipment and furnishings against the risks of theft or robbery and natural hazards for the duration of the trade fair. The Exhibitor arranges this insurance itself with an insurance company of its choice.

Article 5 - Safety, Health Protection and Fire Protection

1. During assembly, throughout the trade fair and during dismantling, the Exhibitor must comply with the safety, hygiene, fire protection, environmental and other generally binding legal regulations and internal rules applicable at the PVA EXPO Premises and with the principles of handling all technical equipment and flammable substances. It must further observe the relevant fire protection regulations applicable to the individual exhibition areas and the instructions of the responsible staff of the fire assistance service and of the Organiser's staff.
2. Without the prior written consent of the Organiser, the Exhibitor may not store or use flammable liquids and gases, explosives, pyrotechnics, poisons and other substances hazardous to health at its exhibition stand or on the premises. Flammable materials necessary for the operation of the exhibition stand (e.g. feed, bedding, decorations) may be kept by the Exhibitor at the stand only in the quantity necessary for one exhibition day and in accordance with the fire regulations of the operator of the premises.
3. During the trade fair as well as during its assembly and dismantling, smoking and the handling of open fire are prohibited in all covered areas of the PVA EXPO Premises.
4. The Exhibitor is responsible for the condition of the electrical installation of the relevant stand (exhibition stand), including the condition of electrical appliances. Electrical installation work may only be carried out by a person holding a valid authorisation for such activity.
5. The Exhibitor must use the designated paths and routes for walking. The Exhibitor must keep escape routes and the areas at electrical switchboards, water shut-off valves and internal hydrants clear.
6. The Exhibitor must observe the main safety rules of conduct in the vicinity of handling trucks.
7. The Exhibitor declares that it has become acquainted with the risks of possible danger to life or health and with the protective measures, which are published at www.pvaexpo.cz.

Article 6 - Basic Conditions for Stand Construction

1. Stand construction is offered and carried out by the Organiser. An Exhibitor who arranges the construction of its stand itself, and not through the Organiser, must submit the ground plan and front view of the stand, showing the high-rise features and dimensioning the location of the energy supplies, for approval by the Organiser no later than 30 days before the opening of the trade fair.
2. Perimeter walls of the exhibition stand are not mandatory. If the Exhibitor builds them on the sides adjoining other exhibition stands, they must be at least 2.5 m high. The Exhibitor is not entitled to use the walls of a neighbouring exhibitor without that exhibitor's consent.
3. The Exhibitor is responsible for the structural and technical execution of the stand and is thus liable for any damage to property and health caused by inappropriate execution of the stand.

Article 7 - Exhibitor's Presentation

1. The Exhibitor is entitled to promote its products or services only at its own exhibition stand and must not disturb or restrict the surrounding exhibition stands.
2. The placement of any advertising or promotional materials outside the Exhibitor's own exhibition stand is permitted only after prior written discussion with the Organiser and for a fee.

3. The Organiser is entitled to prohibit, or remove at the Exhibitor's expense, any advertising which does not comply with the above conditions or which promotes fascism, racial, religious or other intolerance or which degrades human dignity.
4. During the trade fair, the operation of audiovisual, musical, dance and other performances is permitted only provided that other exhibitors are not disturbed by such performance and the Organiser has given its written consent to it. For such a performance, the Exhibitor must obtain the consent of the relevant collective copyright management organisation (in particular OSA, INTERGRAM). The noise level beyond the boundary of the stand must not exceed the value permitted by legal regulations.
5. The Organiser is entitled to prohibit any performances causing excessive noise, dust, fumes or vibrations, endangering the safety of visitors or other exhibitors or disturbing the operation of the trade fair, and to require the Exhibitor to pay a contractual penalty of CZK 5,000.
6. In view of the exclusive position of the catering supplier of the PVA EXPO PRAHA premises, the sale and serving of refreshments and beverages at the exhibition stand is possible only with the prior written consent of the Organiser.

Article 8 - Deadline for Applications and Orders

1. The Application, the Service Order and any other order forms must be sent to the Organiser's address stated in the Application and, in the case of electronic applications, to the e-mail address provided for that purpose, by the set deadlines.

Article 9 - Processing of Personal Data

1. The Organiser processes the personal data of the Exhibitor (hereinafter also the "data subject") in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 (General Data Protection Regulation), hereinafter the "GDPR".
2. The Organiser acts as the controller of personal data and the Exhibitor may contact it in connection with the personal data processed at the address of its registered office.
3. The Organiser processes the personal data of the Exhibitor provided to it in connection with the signing of the application or contract on the grounds that this is necessary for the performance of the contract, necessary for compliance with legal obligations and necessary for the protection of the Organiser's legitimate interests. The Organiser processes and collects personal data for the purpose of concluding the contract, providing performance under the contract and terminating it, and for the purpose of any enforcement of claims arising from the contract.
4. Personal data provided by the Exhibitor are processed in written or electronic form by means of the contract and the application, and are further entered into the Organiser's computer system; the Organiser has taken such measures as to prevent unauthorised or accidental access to personal data, other unauthorised processing thereof and other misuse of personal data. Only responsible persons have access to the personal data.
5. Detailed information, including the Exhibitor's rights in relation to personal data, is available at www.horse-expo.cz.

Article 10 - Final Provisions

1. The Organiser reserves the right to refuse or cancel the Exhibitor's participation in the trade fair if the Exhibitor's conduct is contrary to good morals or to the rules for concluding contracts with consumers, or if the Exhibitor fails to comply with technical and safety regulations and instructions. If the Organiser cancels the Exhibitor's participation for this reason, the Exhibitor shall pay a

contractual penalty of 100 % of the rent and of the price of the ordered stand construction; the Organiser shall set it off against the payments made. The Organiser is entitled to expel the Exhibitor and its staff from the premises.

2. All requests and changes on the part of the Exhibitor must, after prior agreement with the Organiser, be sent in writing or electronically to the Organiser's address. All complaints by the Exhibitor against the Organiser during assembly and the trade fair must be submitted to the Organiser in writing or electronically by the end of the trade fair, and during dismantling by the end of dismantling.
3. These Commercial Terms form an integral part of the Application and of the Service Order for a company's participation in the trade fair.
4. The Organiser may send the Exhibitor commercial communications concerning its own similar events and services to the e-mail address stated in the Application. The Exhibitor may refuse such communications at any time free of charge, including via the link in each communication sent.
5. The Organiser is entitled to take photographs and audiovisual recordings of exhibition stands during the trade fair and to use them to promote the trade fair and other events of the Organiser, including on websites and social networks. The Exhibitor grants the Organiser free-of-charge, non-exclusive consent to use its name, logo and recordings of its exhibition stand to promote the trade fair. The Exhibitor shall inform its employees and collaborators that recordings will be made at the trade fair; details on the processing of personal data are available at www.horse-expo.cz.
6. Legal relations between the Organiser and the Exhibitor are governed by the laws of the Czech Republic, in particular Act No. 89/2012 Coll., the Civil Code. The written form requirement is also met by communication by e-mail to the addresses stated in the Application.
7. Disputes arising from this contractual relationship shall be decided by the courts of the Czech Republic having subject-matter jurisdiction; the court with territorial jurisdiction is the court competent according to the registered office of the Organiser.
8. These terms may also be provided in translation. In the event of any discrepancy between language versions, the Czech version shall prevail.
9. Provisions of these terms which exclude or limit the Organiser's liability do not apply to damage caused intentionally or through gross negligence or to harm to natural human rights. Otherwise, the Organiser's total liability for damage is limited to the amount paid by the Exhibitor to the Organiser for participation in the trade fair. The Organiser is not liable for the Exhibitor's loss of profit or indirect damage.
10. Payment of a contractual penalty under these terms does not affect the Organiser's right to compensation for damage in full.

Technical Terms

Article 1 - Technical Services

At the Exhibitor's request, electricity supply, water supply and drainage, internet connection, cleaning and, where applicable, other services can be provided to all exhibition stands. The electricity, water, drainage and internet supplies are routed from floor ducts, the location of which is marked on the grid showing the location of the Exhibitor's exhibition stand. Services are paid for according to the Organiser's current price list, which the Organiser will send to the Exhibitor on request.

1. **Electricity Order**

   For stands not ordered from the Organiser, the Exhibitor is obliged (save for exceptions permitted by the Organiser) to have its own switchboard - adapted to a 5-wire distribution system, i.e. a TN-S 3L

+ N + PE, 50 Hz voltage system. Single-phase connection of the exhibition stand is via a standard 230 V/16 A plug - L + N + PE; three-phase appliances must be fitted with the recommended round 400 V/32 A plug - 3L + N + PE. Connection of higher power inputs by agreement with the Organiser. Electrical equipment of exhibitors which does not have a separate working N and protective PE earthing conductor, or does not have a protective conductor without having the character of double insulation, or the wiring of which does not correspond in cross-section, will not be connected for the purpose of protecting trade fair visitors against electric shock and for fire safety reasons. If necessary, the work of an electrician may be ordered before the assembly period; such work is paid according to the Organiser's price list on the basis of an invoice issued by the Organiser. The price for the electricity supply includes a supply to the stand of 230 V or 400 V, with the possibility of using it during assembly and dismantling (maximum consumption 2 kW/230 V for electrical tools). It further includes, during the trade fair, the rental of the relevant part of the hall switchboard, electricity consumption and the electrical inspection. The supply to the stand itself consists of the installation of 1 to 2 sockets - 230 V (without distribution around the stand) or 1 socket of 400 V, or a combination of 230 and 400 V.

The power input to the stand requested by the Exhibitor must include the sum of the power inputs of all electrical appliances at the exhibition stand, i.e. lighting, cooker, coffee machine, kettle, instantaneous water heater, computer, television and video, exhibits, etc. For a more accurate order, we give the following examples: lighting of a 9 m² stand approx. 0.5 kW, kitchen unit approx. 3.5 kW, coffee machine (drip) approx. 0.8 - 1.2 kW, electric kettle approx. 2 kW, two-plate cooker approx. 2 kW. These power inputs are indicative only - they always depend on the specific appliance connected.

The company constructing the stand is responsible for the electrical inspection. A non-compliant electrical installation will not be connected, to the detriment of the Exhibitor.

ATTENTION! If a refrigerator is used, we recommend ordering a separate refrigerator circuit (with a maximum power input of 0.4 kW), which will not be switched off overnight. A refrigerator circuit can only be ordered in addition to the main electricity power input, i.e. to a minimum power input of 2 kW.

2. **Water and Drainage Order**

   The connection of a sink, i.e. of a standard mixer tap to the shut-off valve and of a standard siphon outlet with a 5/4" hose, is included in the price of the "water supply and drainage". The price of the water supply and drainage does not include the loan of a sink. More extensive plumbing work beyond the connection of the sink included in the price will be charged according to the Organiser's price list. Payment for this service is due on the basis of an invoice issued by the Organiser.

3. **Daily Cleaning**

   Includes vacuuming of the carpet of the Exhibitor's stand once a day and emptying of the waste bin after the end of the exhibition day, i.e. in the evening, or, at the special request of the Exhibitor, in the morning before the opening of the trade fair. Any additional requirements beyond the above scope will be charged to the Exhibitor separately.

4. **One-off Cleaning**

   Cleaning of the exhibition stand after the completion of assembly before the opening of the trade fair. Includes removal of the protective film from the carpet, vacuuming and emptying of the waste bin.

5. **Other Services**

   The Organiser shall provide free of charge working lighting, fire and medical services and the trade fair protocol. Further, for a fee, regular cleaning of exhibition stands, promotional and photographic services.

6. **Internet Connection**

   Two types of connection are available in the trade fair premises - a fixed cable connection and a wireless Wi-Fi network.

   a) The fixed cable connection is provided via a connection to the local Ethernet network 10/100/1000 Mbit/s. The connected device must be equipped with an Ethernet 10/100/1000 Mbit/s network card with the possibility of connecting an RJ-45 connector. The standard connection speed is 5 Mbit/s. This type of connection is recommended where connection stability is required.

   b) The connection to the wireless Wi-Fi network may be used where the Exhibitor does not require high connection stability. It is not recommended for VPN connections. The quality is affected by the number of clients currently connected. In the event of unauthorised use of a Wi-Fi transmitting device by the Exhibitor, interference and a reduction in connection quality may occur. In such a case, the Organiser does not guarantee the full functionality of the connection. The standard connection speed is 3 Mbit/s. The connected device must be equipped with a Wi-Fi network card. The Wi-Fi network is broadcast only in the 5 GHz band (standard 802.11a,n,ac). After connecting to the network (for both types of connection), it is necessary to set the IP address to be obtained from a DHCP server. To connect to the network, a unique code must then be entered in the web browser; this code will be handed over to the Exhibitor at the technical dispatch office during exhibitor registration.

   To connect devices which do not allow a unique code to be entered (payment terminals, routers, etc.), it is necessary to additionally order the device configuration service. The device configuration service means that a technician will set up internet access on the given device on the WAN interface. It does not constitute a complete configuration of the device, for example of the LAN interface, any Wi-Fi and the like.

   For a Wi-Fi connection, 3 devices are included in the basic price of the connection; for a fixed cable connection, the connection of one device. If a router is used and the device configuration service is ordered, an unlimited number of devices may then be connected to the router. The speed of a connection with the device configuration service is 10 Mbit/s. If the unique code is used on another device, the previous device will be automatically logged out - i.e. the unique code is transferable between devices.

   An Exhibitor with an ordered fixed cable connection may additionally order a discounted connection of a further device. The internet connection will be active no later than 6 p.m. on the day preceding the first day of the event.

   The Organiser shall ensure availability of the connection during the operating hours of the trade fair of at least 98 %, calculated over the entire duration of the trade fair. In the event of lower availability, the Exhibitor is entitled to a discount on the price of the connection in proportion to the period of unavailability; other claims arising from unavailability or limitation of the connection are excluded, unless the damage was caused intentionally or through gross negligence. The Organiser bears no responsibility for any misuse of the internet connection.

   Requirements for a higher connection speed must be discussed by the Exhibitor with the Organiser. The Exhibitor is responsible for protecting the connected device against viruses, spyware, adware and other malicious software. If any of the above malicious programs is identified on the Exhibitor's connected device, the Organiser is entitled to disconnect the connection without compensation until such programs have been removed by the Exhibitor.

   To prevent interference with the Wi-Fi network in the trade fair premises, the use of own Wi-Fi transmitters is prohibited. Where the operation of such a device is necessary, consultation with and the consent of the Organiser's technician is required. A DHCP server service must not be running on the WAN interface of the connected device.

Article 2 - Stand Construction

1. On the basis of an order received, the Organiser shall provide the construction of a stand (rental) on covered space. Standard stands for covered space in the OCTANORM system are available, with dimensions according to the Standard Stand Order. ATTENTION! Electricity consumption for standard stands must be ordered separately. Furniture for standard stands may be ordered additionally.
2. The Organiser further offers the construction of individually designed stands (rental) for covered space according to the Exhibitor's special requirements, including furniture (rental).
3. If the construction is carried out through the Organiser, a free 3D visualisation may be requested. However, if the visualisation is prepared and the construction is not carried out through the Organiser, the Organiser shall charge a fee for the creation of the design according to the Organiser's price list.

Article 3 - Technical and Operational Conditions

1. The architectural design and operation of the exhibition stand or advertising displays must not disturb or restrict other exhibition stands. A company whose exhibition stand walls (side and rear) exceed a height of 250 cm and adjoin the rear or side of neighbouring stands is obliged to finish such a wall above the height of 250 cm in a structurally and graphically neutral manner. The use of these raised walls for the company's own advertising purposes is not permitted - if they are so used, the company will be required to remove the advertisements and finish the walls in a graphically neutral manner at its own expense. Advertising displays exceeding a height of 250 cm must be placed by the company at a distance of at least 1.5 m from neighbouring stands.
2. The outline of the Exhibitor's exhibition stand must not exceed the outline of the exhibition space rented by the Exhibitor, not even above the level of the stand's ceiling structure. Any overhang of the stand's fascia or display into the aisle is permitted subject to prior approval by the Organiser, provided that the minimum height of the lower edge is 3 m, and for a fee according to the Organiser's price list.
3. With the exception of handling trucks, the entry of any means of transport of the exhibitors into the covered exhibition areas is prohibited. In the event of damage to the hall floor, the Exhibitor shall pay for the damage caused in full. Motor vehicles, including vehicles powered by electricity or hydrogen, may be exhibited as exhibits provided that they are secured against moving off (battery disconnected, switched to display mode, use of a special device, etc.) and the tank contains no fuel.
4. Forwarding services and handling equipment (forklift trucks, etc.) in the PVA EXPO PRAHA premises are provided exclusively by the partner of the premises, CENTRUMSPED. The use of own handling equipment is not permitted on the premises.
5. Smoking and the handling of open fire are strictly prohibited in all covered exhibition areas; failure to observe this prohibition will be sanctioned by a contractual penalty of CZK 5,000 for each breach, payable at the Organiser's request.
6. No electrical appliance may be left in operation unattended. On leaving, the appliance must be disconnected from the mains.
7. Hanging any displays and flags of exhibitors on the hall structure is prohibited, except in cases agreed with the Organiser for a fee.
8. During assembly, the cutting and grinding of building elements causing excessive soiling and dust (plasterboard, cladding materials, chipboard, or others) is prohibited in the covered exhibition areas.
9. No part of the stand may touch the structure, walls or roof of the exhibition halls. The highest point of the stand must be at least 70 cm from the ceiling structure.

10. The technical parameters of the exhibition halls (usable height, dimensions of the entrance gates, slope and load-bearing capacity of the floor) are stated at www.pvaexpo.cz. The construction of two-storey stands, high-rise features and floor loads exceeding the hall parameters must be discussed with the Organiser in advance.
11. The following procedure must be followed for laying carpets at exhibition stands in the halls: first stick masking paper tape onto the concrete floor and then any double-sided carpet tape. Masking tape can be purchased directly on the premises.
12. It is prohibited to pour residues of paints and other toxic substances that would pollute or otherwise endanger the environment into drains, washbasins and sinks. The Exhibitor (or a company authorised by it) shall remove and dispose of such unused substances at its own expense.
13. The storage of any material in the technical aisles (in particular behind the rear wall of the stand) is not permitted for fire, safety and operational reasons. Storage of packaging, including its removal and return to the stand, may be ordered from the Organiser.
14. Exhibits that are demonstrated in operation may only be operated by persons authorised to do so. Exhibits being demonstrated must be secured by the Exhibitor so as to prevent arbitrary handling by unauthorised persons.
15. Outside the set opening hours of the trade fair and the permitted time slot for supplying the stands, presence in the exhibition areas is prohibited. Please therefore respect the instructions of the Organiser's staff and the security service.
16. If the Exhibitor does not vacate the exhibition space by the end of the dismantling period set out in the Instructions for Assembly and Dismantling, it shall pay the Organiser a contractual penalty of CZK 50 for each m² of space not vacated and each commenced hour of delay. The Organiser is further entitled to clear the space and store the items at the Exhibitor's expense and risk; to secure its claims, the Organiser has a right of retention to these items. The Organiser shall call on the Exhibitor to collect the stored items. If the Exhibitor does not collect them within 30 days of the call and does not pay its debts to the Organiser, the Organiser is entitled to sell the items and set the proceeds off against its claims, including storage costs; items of obviously no value may be disposed of at the Exhibitor's expense.
17. By the end of the dismantling period, the Exhibitor shall hand over the rented exhibition space completely empty and clean, in the condition in which it took it over, i.e. it shall also remove the floor coverings (carpets, PVC) and remove the adhesive carpet tapes at its own expense, and shall return all movable items rented from the Organiser in undamaged condition. In the event of damage to or soiling of the exhibition space or of the rented movable items, the Exhibitor shall pay for the damage caused in full. In the case of damaged OCTANORM system panels, the Exhibitor will be charged, on the basis of photographic documentation, an amount of CZK 900 for each damaged panel. The Exhibitor shall have no entitlement to have the damaged panels handed over to it.
18. Any changes concerning the order for technical services, construction and equipment of stands requested by the Exhibitor subsequently after the deadline for technical services may be charged with a surcharge of up to 15 % in the period from the deadline for technical services until the 8th day before the start of assembly, up to 30 % in the period of 7 or fewer days before the start of assembly and up to 100 % during assembly. Additional orders during assembly will be dealt with only after the duly ordered work and services for other exhibitors have been completed.

Article 4 - Submission of Documents for the Realisation of Technical Connections and Stands

1. Exhibitors who order the construction of their stand from the Organiser shall send their orders by the deadline stated in the application documentation.

2. Exhibitors who arrange the construction of their stand by their own means, or through an advertising or construction company, shall send to the Organiser, no later than 30 days before the opening of the trade fair, for approval, a binding design of the stand (in front view and ground plan) showing and dimensioning all high-rise features and displays, including the orientation of the stand within the ordered space and dimensioning the location of the electricity, water and drainage supplies. If the Exhibitor fails to send the relevant documents to the Organiser by the required deadline, it exposes itself to the risk of possible complications in the construction of the stand and possible additional financial costs associated with relocating the electricity, water, drainage or other service supplies.
3. The Exhibitor is fully responsible for the activities of the advertising or construction company it has engaged within the exhibition premises.
4. These Technical Terms form an integral part of the Application and of the Service Order.

Article 5 - Animals

1. The Exhibitor may bring animals only with the prior written consent of the Organiser and under the conditions set by the Organiser, the operator of the premises and the competent regional veterinary administration.
2. The Exhibitor shall provide, at its own expense, valid veterinary documents, continuous supervision by a responsible person, safe stabling and restraint, floor protection, bedding and ongoing removal of excrement.
3. The Organiser is entitled to require the presentation of veterinary documents before an animal enters the premises and to refuse entry to the animal without them.
4. The Exhibitor is liable for all damage and harm caused by an animal. The Organiser recommends taking out liability insurance with a limit of at least CZK 30,000,000 for the entire duration of the event.
5. The Organiser is entitled to exclude an animal from the trade fair if it endangers the safety of persons or if the conditions of its keeping do not comply with legal regulations.

In Prague on 26 October 2026

Jakub Kopecký
Urban Elements s.r.o.
Managing Director (jednatel)