

Application Form

1. Exhibition Information:

Company Name:	
Directing manager:	Person to contact:
Production:	Name of Brand:
Country:	Tel:
Fax:	P.O. Box:
Website:	E-Mail:

2. Participation Tariffs: Please note that 9% VAT will be added to the following rates.

Type of Space	Minimum Per sqm	Rate/Sqm Required Space Euro	Required Space	Total Cost
Equipped	12	200		
Unequipped	12	180		
Open Space (Unequipped)	20	110		

Equipped space including: surrounding partitions, fascia, floor covering, spotlights, electricity outlet, 1 table, 2 chairs for each 12 sqm.

* Advertising costs 50 euros per company on the website of the Iran international Exhibition company, plus a 9% tax.

* Additional services fee of square meter 10 euros + payment of 9% value added tax in euro to the organizer in due time.

NOTE: The cost of electricity is 40 cents per kilowatt for foreign companies.

With this contract we accept all the general terms & conditional of the exhibition.

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Date

.....

legally binding name & Signature

.....

Company Stamp

Identification Card

The number of ID card based on sqm to any booth:

To 12 sq.m: 2 ID Card

13-24 sq.m: 3 ID Card

25-50 sq.m: 4 IDCard

51-100 sq.m: 6 ID Card

100-150 sq.m: 8 IDCard

151-300 sq.m: 10 IDCard

300 -500 sq.m:12 ID Card

Company Name:

No	Name	surname	Passport Number	Nationality
1				
2				
3				
4				
5				
6				
7				
8				

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Date

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Company Stamp

Personal Information foreign exhibitors form

This form specifically pertains to the participants who participate in the exhibition directly from foreign countries or the participants whose exhibitors are from foreign countries.

Company Name:

Name:

Surname:

Nationality:

Passport Number:

Telephone:

Fax:

E-mail:

Cell phone number:

Position: Hall no:

Both no:

Signature:

Date:

Note: Send a copy of the passport for the issuance of ID cards for foreign participants to the event organizer is required.

Official Catalog Form

Exhibition Information:

loading the company's information to be printed in the exhibition book maximum to 23 September 2023 In the company's user panel.

Company Name:

Directing manager:

Address:

Tel:

Cell phone:

E-mail:

Fax:

Website:

Products:

Instagram:

Telegram:

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Date

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legally binding name & Signature

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Company Stamp

The stands holders' undertakings
Management of guarding

Greeting,

Respectfully, the instruction of guarding management of Islamic Republic of Iran Exhibitions Company have regulated in 21 paragraphs. Hereby, it has submitted in order to observe the rules and regulations therein.

- 1- The dresses of women under any titles (stand holder and or in charge person) must include veil and mantle strictly official and uniformed, therefore using short, tight, and sticky and body showing mantles, such as shawls and hair covers and abnormal make-ups out of the tradition strictly forbidden.
- 2- Any men personnel of stand holder too are forbidden to wear unsuitable suits, which in any cases whether dress, and the hair modeling be opposed to Islamic ethics.
- 3- Showing films and CDs of advertising companies could broadcast if they confirmed by the public relations of guarding staff and its sound volume must be tuned to the stand interior surroundings.
- 4- Installation of any equipment's or advertising devices should be by the coordination of the relative in charge persons and in the case of creating any disturbances to other stands, the guarding staff would prevent the continuation of the activities of the same stand.
- 5- The number of present personnel in display stands (in the form of stand holders) should be in accordance with the regulation of the exhibitions company and with the confirmed identity cards authorized by the guarding staff; and therefore, the guest of the stand has no right to stand at the counters and to answer the visitors' questions.
- 6- Doing advertisings whether by CDs showing, tracts, and brochures outside the stand is strictly forbidden.
- 7- Selling the exhibition articles during the fair holding strictly is strictly forbidden.
- 8- The working hours and visitors attending is from 9 a.m. Therefore, the stands holders and personnel should before the plump break that is 8 a.m. should be present at their hall location.
- 9- The responsibility of watching stand properties during the halls activities is upon the participant.
- 10- Holding any matches (competitions), lotteries and or other disperse ceremonies is forbidden the coordination of guarding and public relations.
- 11- The stand holders are bound to not leaving before the emergence of visitors during the ending hours of the exhibition and at least one of them should stay at the stand until the time of plumping the hall.
- 12- During the exhibition working hours, preservation and taking care of the personal properties such as: filming and photo cameras, videos, lap tabs, cell phones, cashes, documents and records, hand bags etc. is upon the individuals themselves and they should strictly avoid putting them on counters.
- 13- In the event of any incident such as theft and individual's inconveniences, fire outbreak, quarreling etc. inform promptly the proceedings to manager of hall or police personnel and the resident disciplinarians in the hall.

- 14- While the opening the doors at the beginning of entering to stand, in the case of observing any thefts, breakage and . . . in the first instance and before the entrance of visitors (between 8 to 8.30 hours) inform in written the manager of the hall and physical guard personnel.
- 15- Keeping and using flammable appliances and devices such as heaters, gas cylinders, candles, and lamps inside the stands strictly forbidden.
- 16- Avoiding buying food from the unauthorized visitors without identity cards due to hygienic and safety cautious; moreover, in the case of need to prepare food out of the fair complex it is necessary to provide a written request confirmed by the relative managements.
- 17- Commuting into complex by personal automobiles during the stands construction or picking up is forbidden and only cargo trucks are permissible for having commutation; in the meantime, if any cars parked without permissions they will be moved to outside of fair yard by lift trucks.
- 18- To transport any articles other than stipulated instances will depend on pertaining articles permit papers.
- 19- If the related show stands are to be in open air their guarding and watching is upon the holders during days and nights, therefore from the first day of fair opening it is necessary to appoint a guard by filling up the request form the management of physical guarding.
- 20- It strictly forbids to have and to carry any kinds of weapons, wireless talkies, handcuffs, and such like tools and instruments.
- 21- Display stand personnel must avoid misconducts leading to disturbances, non-disciplinary and convulsions in the space yards of international fairs. Otherwise, the stand holder will be responsible and he might deprive or divest himself to claims of any further protests from judiciary and disciplinary resources.

- At the end, we would like to appreciate for the attendance of that respectful management of that company for more magnificent managing and holding the concerned fairs causing incentives for non-oil exports and self-sufficiency in the global markets. It is obvious by considering the

above — mentioned matters and signing the undertaking form below you declare your consent to comply completely with the rules and regulations of fairs. Otherwise, it is needless to mention that the guarding authorities of the fair complex may take actions to cut off the power and close any non-observant display stands and the responsibility shall be upon it.

Completing the following form is mandatory:

Name and surname:

The authorized representative of the company:

Stand number:

Hall number:

Position:

After studying the executive instructions, safety and guarding affairs, it undertakes to careful observation of the above —mentioned paragraphs during the days of fair holding; otherwise, it will expose to taking actions according to the exhibitions regulations.

Signed and stamped