Business Company: ABF, a.s.
Registered office: Beranových 667,
199 00 Prague 9 - Letňany, Czech Republic
Company ID: 63080575, VAT number: CZ63080575
Registered: at the CC in Prague, section B, insert 3309
Bank connection: Česká spořitelna, a.s., account number: 10665962/0800
IBAN: CZ59 0800 0000 0000 1066 5962, SWIFT: GIBACZPXXXX
Tel.: +420 739 003 144
E-mail: motocykl@abf.cz, Internet: www.motocykl-praha.cz, www.pvaexpo.cz

Binding Application Form for Participation of the Firm - General Agreement

MOTOCYKL PRAHA

PVA EXPO PRAGUE, 4–7 March 2027

1

Forms can be completed on a PC and downloaded from www.motocykl-praha.cz

EXHIBITOR

Company name _____ Reg. No. _____

Registered office* - street _____ Tax ID. No. _____

Town _____ Postal Code _____ Country _____

Company telephone no. _____ Company e-mail address _____

Internet www. _____

Contact person _____ Position _____

Tel./mobil _____ E-mail** _____

Mailing address, if different from the registered office _____

Email for sending invoices electronically _____

REPRESENTATIVE OF THE EXHIBITOR

(To be completed only in the case when the Exhibitors ask assurance of their participation through a representative, including all invoicing and correspondence)

Company name _____ Reg. No. _____

Registered office* - street _____ Tax ID. No. _____

Town _____ Postal Code _____ Country _____

Company telephone no. _____ Company e-mail address _____

Internet www. _____

Contact person _____ Position _____

Tel./mobil _____ E-mail** _____

Mailing address, if different from the registered office _____

Email for sending invoices electronically _____

* For natural persons (individuals) please state the place of business.

** This must be filled in for the sending of the position, assembly instructions, etc.

I grant permission to ABF, a.s. to send me commercial information in an electronic form, in accordance with Act no. 480/2004 Coll. This permission can be withdrawn anytime in the future by sending a text „stop" to stoplist@abf.cz.

_____
signature of exhibitor/ representative of the exhibitor

EXHIBITION AREA			Price in EUR/m² according to the application date		Fill in dimensions in whole metres		
			until 31 December 2026	from 1 January 2027	**width** - length	depth	total m²
Indoor exhibition area (min. 9 m²)	Row	up to 29 m²	90	100			
		30–50 m²	75	85			
		51–100 m²	63	73			
		100 m² and more	50	61			
	Corner	up to 29 m²	95	105			
		30–50 m²	80	90			
		51–100 m²	67	77			
		100 m² and more	55	65			
	U-shape	51–100 m²	70	80			
		100 m² and more	61	67			
	Island	51–100 m²	75	85			
		100 m² and more	65	75			
Outside exhibition area (any shape)			37	43			
Expositions height (including dominant - in cm). In the case of not stating the stand weight we suppose the area-wide height of the stand of 250 cm.							
Registration fee							**275**
Assurance of damage liability insurance							**55**
Construction of expositions through ABF ☐ YES / ☐ NO			Stands and exhibits heavier than 800 kg / m² must be reported in writing to the manager of the fair.				
PRICE TOTAL							
Other requirements:							

All prices are without VAT.

I hereby confirm that I read the Business Terms and Conditions of ABF, a.s., which are an integral part of this application form, and that I understand them and agree with them. I take into account that this is a framework agreement which will be realized in steps, based on further orders made in writing or via e-mail. If the orders are issued by a third party, the original is always required.

_____
for ABF, a.s.

_____
date, signature of exhibitor, stamp /representative of the exhibitor

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Business Terms and Conditions of ABF, a.s. for Participation of Exhibitors in the Trade Fair

MOTOCYKL PRAHA

PVA EXPO PRAGUE, 4–7 March 2027

1a

Organiser: ABF, a.s., with registered office at 667 Beranových Street, 199 00 Prague 9 - Letňany, ID No.: 63080575 (hereinafter referred to as „ABF")

Exhibitor: A legal or natural person whose participation in the fair has been confirmed by ABF or exhibition

Place of the event: PVA EXPO PRAGUE, Prague 9 - Letňany, Beranových 667 (hereinafter referred to as „PVA EXPO")

Article 1. – Basic conditions of exhibitors' participation in the fair

1. The basic condition for participation in the fair is the delivery of a duly completed and signed Binding Application for participation of the company in the fair (hereinafter referred to as the „Binding Application") in electronic or written form. Upon receipt, ABF will send the exhibitor a confirmation of its acceptance in written or electronic form.
2. By signing the Binding Application Form, the Exhibitor undertakes to comply with the ABF Terms and Conditions and Technical Conditions for Exhibitor Participation in the Fair and the Fair Assembly and Disassembly Instructions.
3. The exhibits and services offered must be in accordance with the focus of the fair (the so-called sectoral division of the fair - nomenclature). In the event that the exhibit does not conform to the nomenclature, the exhibitor is obliged to remove the exhibit without delay at the request of the ABF.
4. Services related to participation in the fair are ordered by the exhibitor by separate orders specified in the application documentation for the Binding Application.
5. The Exhibitor is entitled to exhibit, sell or otherwise make available to the public only those products which it is authorised to offer and sell and whose making available to the public does not infringe the copyright or other rights of third parties.
6. Exhibitor shall not dispose of exhibits and display before the close of the Fair.
7. The exclusive provider of gastronomic and catering services is ABF Catering s.r.o., Company ID: 21942820. Exhibitors are not authorized to operate their own refreshment services or provide food and beverages. The use of another supplier is only possible upon payment of a compensation fee.

Article 2. – Payment terms

1. Upon receipt of the Binding Application Form, ABF will send an advance invoice for the rent for the ordered exhibition space and the registration fee.
2. After the deadline for the ordered technical services, ABF will send the exhibitor an advance invoice for the ordered services related to the rental of the exhibition space. Payment of this advance invoice is a condition for the implementation of the order for technical services.
3. The final invoice with the deduction of the advance payment will be sent after the end of the fair.
4. The basic rental and registration fee includes:
   – rental for the exhibition area during the assembly, trade fair and dismantling periods.
   – inclusion in the Catalogue (Fair Guide) of the fair to the extent of the data indicated in the Order for entry in the Catalogue (Guide)
   – inclusion in the orientation system of the fair
   – five exhibitor passes for companies with an ordered area of up to 30 sqm
   – one exhibitor's pass for every 10 sqm of exhibition space exceeding 30 sqm
   – assembly/disassembly passes for implementation teams allowing access (entry) to the premises (ABF is entitled to require a security deposit)
   – Trade Fair Catalogue (Trade Fair Guide) in printed form
5. Not included in the basic rental and registration fee:
   – perimeter walls of the stand, other equipment, walls of neighbouring stands
   – registration fee for co-exhibitors
   – other company records - i.e. branches, divisions, dealerships, etc.
6. Cancellation Policy
   If the exhibitor cancels his/her participation in the fair, he/she is obliged to pay a contractual penalty of in the amount of the registration fee and the amount of the following cancellation fee:
   – 30% of the total rental fee in case of cancellation of the Binding Application within the deadline more than 91 days prior to the start of the fair
   – 50% of the total rental fee for cancellation of the Binding Application within the deadline between 31 and 90 days before the fair
   – 100 % of the total amount of the rental fee and the price for the ordered stand construction including graphic works in case of cancellation of the Binding Application within 30 days before the fair
   Contractual penalties also apply if the exhibitor reduces the size of the ordered exhibition space. The exhibitor whose participation in the fair has been confirmed in accordance with Article 1, paragraph 1, is obliged to pay the contractual penalty even if he has not paid the advance payment or any other invoice.
   Cancellation of the exhibitor's participation in the fair must always be in writing.
7. If, due to force majeure and/or regulatory measures by governmental authorities, ABF is unable to arrange the fair, it will notify the exhibitor immediately. ABF's obligations arising from the application for participation shall be extinguished and the exhibitor shall not be entitled to compensation for damages. In this case, ABF is entitled to retain the registration fee.
8. For each additional company that the exhibitor will present in its stand (by presenting exhibits, panel, company logo, company name, brochures, video programme, etc.), the exhibitor is obliged to pay the co-exhibitor registration fee. A company duly registered in this way will be fully listed as an exhibitor in the Fair Catalogue (Fair Guide). In case of violation of this policy, the exhibitor will be obliged to pay the co-exhibitor's registration fee and a contractual penalty in the amount of the registration fee, at any
9. All prices are exclusive of VAT.

Article 3. – Exhibition area

1. ABF rents an indoor exhibition area without equipment with the possibility of electricity supply, water with waste, telephone and cleaning, or other services on request. The handover of the ordered exhibition space is conditional upon payment of all payments due to date in connection with participation in the fair.
2. ABF also rents outdoor exhibition space on the designated free areas in the PVA EXPO complex. (ATTENTION - for outdoor stands it is necessary to take into account the overlap of the stand roof over the stand - the roof must not interfere with the adjacent area).
3. The minimum sizes of the exhibition areas are specified in the Binding Application Form.
4. ABF has the right, in agreement with the exhibitor, to reduce the ordered area and to change its shape. However, ABF reserves the right to change the location of the exhibition area. If the agreed exhibition space is not available to the exhibitor for reasons attributable to ABF, the exhibitor is entitled to a refund of the registration fee, the rent paid and the price paid for the services ordered. The exhibitor is not entitled to compensation for any damages related thereto.
5. If the exhibitor does not provide a stand or does not order one from ABF, he will have only an unlimited ordered exhibition area. The exhibitor is obliged to respect the grid of the exhibition area, i.e. not to exceed the measured area in plan, even in the case of protruding height landmarks.
6. The exhibitor will receive a grid of the exhibition areas with a drawing of its location after payment of all due payments and after final processing of the Binding Application Form.
7. The architectural concept in the exhibition halls envisages the realisation of a classic rectangular exhibition grid, in which areas for exhibitions will be available:
   – row, with a free front side
   – corner, with two open sides - bypassing
   – U-shaped (front), with three open sides - bypassing
   – island, with all four sides open
8. The exhibitor is obliged to comply with the assembly and dismantling deadlines and to leave the exhibition area after dismantling in the same condition as before the start of assembly. If the exhibitor fails to vacate the exhibition area by the dismantling deadline, ABF is entitled to demand that the exhibitor pay a contractual penalty of EUR 3/hour per sqm of the area not vacated.
   The exhibitor is obliged to pay for any destruction, damage or excessive pollution according to the actual costs incurred in removing the damage (pollution).
9. The Exhibitor is not entitled to sublet the leased exhibition space to a third party.
10. Exhibitors are obliged to observe the time of arrival and departure from the exhibition space.

Article 4. – Liability insurance

1. ABF shall not be liable to exhibitors or their co-exhibitors for loss, destruction or damage of any kind to items brought by the exhibitor into the leased premises (i.e. exhibits, booth equipment and furnishings, packaging, packing materials, etc.), regardless of whether the loss, destruction or other damage occurred during assembly, dismantling, transport or during the trade fairs.
2. Participation in the fair is at the exhibitor's own risk. The exhibitor will not be liable to ABF liable for any third party claims for damages arising as a result of the exhibitor's participation in the fair.
3. The exhibitor is obliged to be insured for liability at all times during the fair.
4. ABF provides liability insurance for the benefit of the exhibitors for damage caused in the PVA EXPO premises by the exhibitor's activities during the fair, assembly and dismantling up to the amount of the insurance benefit of EUR 2,300,000, with a deductible of EUR 228 and a sublimit in the event of damage caused by the exhibitors to each other of EUR 91,000 at a price of EUR 55 excluding VAT.
5. If the exhibitor has an individual liability insurance policy liability insurance up to the amount of the insurance benefit of EUR 2,300,000, he/she is obliged to submit to ABF a certificate of insurance from the relevant insurance company.
6. Exhibitors have the option to arrange insurance for a set of their own exhibits, equipment and stand furnishings against the risks of theft or robbery and natural damage for the duration of the fair. This insurance can be taken out at the PVA EXPO premises.

Article 5. – Safety, health and fire protection

1. The exhibitor is obliged to observe the following during the assembly process, throughout the duration of the fairs and dismantling, safety, hygiene, fire protection, environmental and other generally binding legal regulations and internal standards applicable at the PVA EXPO Venue and the principles of handling all technical equipment and combustibles. Furthermore, he/she is obliged to respect the relevant fire safety regulations applicable to the individual exhibition spaces and the instructions of the responsible fire assistance service and ABF staff.
2. The Exhibitor shall not store or use any flammable substances, explosives, poisons or other substances harmful to health in its stand or in the space in the PVA EXPO Complex.
3. Smoking and the handling of open flames are prohibited in all covered areas of the PVA EXPO Complex during the exhibition period and during the assembly and disassembly of the exhibition.
4. The exhibitor is responsible for the condition of the electrical installation of the respective stand (display), including the condition of electrical appliances. Wiring work may only be carried out by a person with a valid authorisation for this activity.
5. The exhibitor is obliged to use designated paths,areas connected to electrical distributord, water closures, internal offtakes - hydrants and roads for walking the exhibitor is obliged to keep clear.
6. The exhibitor is obliged to observe the main principles of safety behaviour in the vicinity of handling trolleys.
7. The exhibitor declares that he/she has familiarized himself/herself with the risks of possible danger to life or health and the protection measures, which are stored on the website www.pvaexpo.cz.

Article 6. – Basic conditions for the implementation of the stand

1. The construction of the stand is offered and implemented by ABF. The exhibitor who is building the stand himself and not through ABF is obliged to submit a floor plan and a front view of the stand with height landmarks and the location of the power supply to ABF for approval no later than 30 days prior to the opening of the fair.
2. The exhibitor is obliged to ensure the construction of the perimeter walls (except for stands with an island location) of his stand at a minimum height of 2.5 m.
3. The exhibitor is responsible for the structural and technical design of the stand and is thus liable for any damage to property and health caused by improper design of the stand.

Article 7. – Presentation of the Exhibitor

1. The exhibitor is entitled to promote its products or services only at its own stand and may not interfere with or restrict surrounding exhibits.
2. Placing any advertising or promotional material outside the stand is permitted only after prior written consultation with ABF and for a fee.
3. ABF is entitled to prohibit or remove at the exhibitor's expense any advertising that does not comply with the above conditions or that promotes fascism, racial, religious or other intolerance, or that degrades human dignity.
4. Audiovisual, musical, dance and other productions are permitted during the fair only if these productions do not disturb other exhibitors and ABF has given its written consent to these productions. The exhibitor is obliged to seek the consent of the relevant collective copyright manager (in particular OSA, INTEGRAM). The noise level outside the booth must not exceed the level permitted by law.
5. ABF is entitled to prohibit all productions causing excessive noise, dust, fumes, shocks, endangering the safety of visitors or other exhibitors or disturbing the trade fair operation and to demand a contractual fine of EUR 228 from the exhibitor.

Article 8. – Deadline for applications and orders

1. The Binding Application, Order for Technical Services, Order for Stand Construction, Order for registration of other companies co-exhibitors, and any other order forms must be sent to the designated email address by the specified deadlines.

Article 9. – Processing of personal data

1. ABF processes the Exhibitor's personal data (hereinafter also referred to as „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 referred to as „GDPR".
2. ABF acts as a data controller and may be contacted by the Exhibitor at its registered office in connection with the processing of personal data.
3. ABF processes the Exhibitor's personal data provided by the Exhibitor in connection with the signing of the application form or the contract for reasons of necessity for the performance of the contract, for reasons of necessity for the fulfilment of legal obligations, as well as for reasons of necessity for the protection of ABF's legitimate interests. ABF processes and collects personal data for the purpose of concluding the contract, providing performance under the contract and terminating the contract, as well as for the purpose of enforcing any claims arising from the contract.
4 The personal data transmitted by the exhibitor is processed in writing by means of a contract, application form, and is further entered into the ABF computer system, which has taken such measures to prevent unauthorized or accidental access access to personal data, other unauthorised processing or other misuse of personal data. Access to personal data shall be restricted to responsible persons.
5. Detailed information, including the rights of the exhibitor in relation to personal data, can be found on the website www.abf.cz.

Article 10. – Final Provisions

1. ABF reserves the right to refuse or cancel an exhibitor's participation in the fair if the exhibitor's behaviour violates good manners, the rules for concluding contracts with consumers or fails to comply with technical and safety regulations and guidelines.
2. All requests and changes made by the exhibitor must be agreed in advance with ABF be sent in writing to ABF, a.s. All complaints from the exhibitor against ABF, during the assembly and the course of the fair must be submitted in writing to ABF, until the end of the fair, and during dismantling until the end of the fair.
3. These Terms and Conditions are an integral part of the Binding Application Form for the participation of the company in the fair.