



INTERNATIONAL EXHIBITION

«Gas.Oil.Technologies»

September 15 – 18, 2020

EXHIBITION PARTICIPANT'S GUIDE

www.gntexpo.ru



EXHIBITION PARTICIPANT'S GUIDE

CONTENTS

Message to the participants of the exhibition.....	3
SECTION 1. GENERAL INFORMATION	
Organizers	4
Schedule.....	5
Deadlines.....	6
Location and venue.....	7
General conditions.....	8
Safety measures.....	16
SECTION 2. ADDITIONAL EQUIPMENT	
Photos.....	17
FORMS	
A2.1 Additional services. Construction.....	19
A2.2 Furniture.....	20
A2.3 Electricity, telecommunications, services.....	21
A2.4 Sketch of a stand.....	22
A3 / Advertising services.....	23
A3/1 Print requirements.....	26
A4 / Handling services.....	27
A5 / Badge ordering form.....	28
A6 / Official catalogue.....	30
SECTION 3. SERVICES	
Coffee breaks, business lunch.....	31
SECTION 4. LETTER SAMPLES AND DOCUMENTS	
Power of attorney.....	32
PROMOTIONS.....	33



WELCOME TO «Gas.Oil.Technologies»!

Dear exhibitors!

We welcome you as a member of international exhibition "**Gas.Oil.Technologies.**" Bashkir Exhibition Company as the Organizer of the event, will make every effort to ensure that your exposition was presented most effectively. Please contact us with questions that may arise during the preparation for the exhibition.

We present you with the **exhibition participant's guide**, which contains important information, as well as forms for additional equipment, technical and advertising services.

We kindly ask you to **adhere to the established deadlines** and the order of delivery of applications, as late orders are subject to extra charges in accordance with the rules of the exhibition center.

Special attention should be paid to the section **fire safety rules**. These rules are mandatory for all participants of the exhibition. Local fire protection agencies monitor the implementation of these rules.

If you have any problems or questions about filling out the forms, please contact us. You can find our mailing address, phone number and email address in the section "Organizers".

We wish you success and look forward to seeing you at "Gas.Oil.Technologies"!

Sincerely,
Exhibition organizing committee.



SCHEDULE

FORMS and PLANS-SKETCHES of stands must be sent to the Organizing Committee of the exhibition :

DEADLINE

20.08.20

INTERNATIONAL EXHIBITION

«Gas.Oil.Technologies» September 15 – 18, 2020

«VDNH-Expo», 450080, Ufa, Mendeleeva street 158

September 12	09.00 – 18 .00	Installation of stands ^{*1}
September 13	09.00 – 18.00	Installation of stands ^{*1}
September 14	09.00 – 19.00	Completion the installation of stands Arrival of the exhibitors
September 15-17	09.00 – 18.00 10.00 – 18.00	Working hours of the pavilion ^{*2} Opening time for visitors
September 18	09.00 – 20.00	Working hours of the pavilion ^{*2}
September 19	10.00 – 15.00 16.00 – 20.00 09.00 – 16.00 16.00	Opening time for visitors Departure of the exhibitors ^{*3} De-Installation of stands The pavilion must be vacated, the equipment and structures of the stands dismantled and removed ^{*4}

^{*1} Cost of time extension of installation/dismantling you can find out in the Organizing Committee of the exhibition or by phone at +7 (347) 246-4177, 246-41-93

^{*2} Entrance to the pavilion only for exhibitors with exhibitor badges. Installation work on the stand is prohibited.

^{*3} All materials and constructions of the Exhibitor must be removed; otherwise, further responsibility for their safety lies on the company – participant of the exhibition.

^{*4} All building materials, constructions and bulky waste must be removed from the site of the exhibition centre at the expense of the Exhibitor or its Builder. If necessary, developers/exhibitors should pre-arrange the disposal of waste in a container and storage containers.



DEADLINES

Dear participants of the exhibition!

To increase the effectiveness of participation in the exhibition and to provide the requested services on the exhibition you need to provide the following documents for timely resolution of organizational issues:

DATE	TYPE OF DOCUMENTS	CONTACT PERSON
	APPLICATION FOR PARTICIPATION IN THE EXHIBITION	Vladimir Mysin, Albina Kudasheva (347) 246-41-77, 246-41-93 gasoil@bvkexpo.ru
	CONTRACT	Vladimir Mysin (347) 246-41-77, 8-917-354-45-05, gasoil@bvkexpo.ru
	Downpayment of 30% of the amount within 10 days from the date of signing the agreement	
Till August 3	Lists of companies for invitation cards by the Organizing Committee with the address, email, phone number, full name, position	Albina Kudasheva (347) 246-41-77, 246-41-93 gasoil@bvkexpo.ru
Till August 20	INFORMATION FOR THE EXHIBITION CATALOG	Natalia Lobanova (347) 246-41-86 gasoil@bvkexpo.ru
Till August 20	REQUEST for a CONFERENCE / SEMINAR or PRESENTATION	George Yudin (347) 246-42-81 yudin@bvkexpo.ru
Till August 20	REQUEST TO ORDER ADDITIONAL EQUIPMENT AND ADDITIONAL ADVERTISING SERVICES. BUILDING PLAN OF THE STAND.(see ORDER FORMS on pages 19-30)	Albina Kudasheva (347) 246-41-77, 246-41-93 gasoil@bvkexpo.ru
Till August 20	CONTRACT FOR THE CONSTRUCTION OF AN INDIVIDUAL STAND	Evgeniy Dikushin (347) 246-41-54, gasoil@bvkexpo.ru Vladimir Mysin (347) 246-41-77, 8-917-354-45-05, gasoil@bvkexpo.ru
Till August 28	APPLICATION FORM UNLOADING/LOADING OPERATIONS LIST OF LARGE-SIZE EXHIBITS(see ORDER FORMS on pages 26-27)	Vladimir Mysin (347) 246-41-77, 8-917-354-45-05, gasoil@bvkexpo.ru
Till September 4	Send the full name and position of the company's top management to the Organizing Committee to meet the official delegation when visiting the exhibition	Vladimir Mysin (347) 246-41-77, 8-917-354-45-05, gasoil@bvkexpo.ru
Till September 7	APPLICATION FOR HOTEL BOOKING	Olga Dunyushkina (347) 216-55-26 hotel@bvkexpo.ru



LOCATION



БК «ВДНХ-Экспо», 450080, г. Уфа, ул. Менделеева, 158

DRIVING DIRECTIONS:

From the airport 27 km.

By bus No. 110 to stop "Republican exhibition center".

By bus № 101, 110 or route taxi № 101 till the stop "Melkombinat", transfer minibus № 232 to stop "Republican exhibition complex."

From bus station "South" 8 km

By minibus № 17 to the stop "Republican exhibition center".

From the train/railway station 10 km,

By minibus №. 240 to the stop "Institute of occupational diseases".

Transfer to buses: №. 110C, 54, 69 or minibus : № 17, 20, 232, 260, 262 to stop "the Republican exhibition center".

GENERAL CHARACTERISTICS OF THE COMPLEX

- * First hall - 2700 sq. m
- * Second hall - 2700 sq. m
- * Third hall - 1400 sq. m
- * Fourth hall - 500 sq. m
- * Area for outdoor space - 5500 sq. m
- * Parking ~ 1000
- * Ability to supply water and compressed air to the stands
- * Free Wi-Fi
- * Ceiling height - 4, 10 m
- * Maximum floor load 1500 kg/ m2
- * Cargo gate 4 units
- * Freight elevators 2 PCs
- * Panoramic Elevator 1 PC
- * Maximum power 300 kW
- * Crane beam g/p 5t (lift height 8 m) 1 PCs



These General conditions (hereinafter "**Conditions of participation**") are binding on all exhibitors, organizers of collective expositions, developers, participating in the activities of LLC "Bashkir Exhibition Company".

KEY TERMS USED IN the "CONDITIONS OF PARTICIPATION":

Organizer of the exhibition - LLC "Bashkir Exhibition Company".

Exhibitor – a natural or legal person who has concluded with the Organizer the contract on participation in exhibition for demonstration of their exhibits (goods, works, services).

Exhibits – products and types of services that are in accordance with the requirements of "conditions of participation" and the Russian legislation can be displayed (advertised) on the show.

Exhibition area – the area provided for temporary use by the Exhibitor to embed exhibits (expositions) of the company at the time of the exhibition.

Exhibition stand is the technical building located on the exhibition space of the Exhibitor, providing the opportunity for the submission of exhibits, implementation of the negotiations and the achievement of enterprise objectives of their participation in the exhibition.

Collective exposition (stand) – the exposition (stand), which exhibits multiple organizations. The applicant of the collective exposition (booth) signs with the Organizer the Contract on the participation in the Exhibition in the prescribed manner and has the status of the Exhibitor.

Registration fee – payment for participation in the exhibition with every Exhibitor for payment of the organizational costs of the Organizer. Payment of the registration fee is mandatory for each participant.

Official catalogue of the exhibition - electronic or printed document containing a list of exhibitors, their contact information, exhibition stands and any other information relating to exhibition and trade fair event.

Registration of participants is the completion of registration of participation in the exhibition just before its beginning. The start and end of the exhibition, the list of necessary documents and registration participants is defined in the memo to the participant sent to the participants before the show.

The developer is a legal entity, individual entrepreneur or physical person providing Exhibitor services of the assembly and dismantling of exhibition stands, structures and equipment and/or the performance at exhibition.

1. REGISTRATION OF PARTICIPATION

1.1. For registration of participation in the Exhibition the Exhibitor should in a timely manner send to the Organizer an application form established by the Organizer.

1.2. Manufacturers of Republic of Bashkortostan have preferential conditions of participation (according to official letters).

1.3. The organizer reserves the right to refuse the Exhibitor to exhibit products, works, services that may pose a danger to others.

1.4. Application for participation must be completed and signed by an authorized person. If the graphs of the application is missing required data or it is not signed by an authorized person, such application shall be deemed invalid.

1.5. Before the registration of the application the Organizer has the right: to refuse in involvement; to refuse in placing of exhibits inappropriate to the theme of the Exhibition; to change the size of the rates for the rental of exhibition space, as well as the cost of different types of services.

1.6. The application is considered registered from the moment of signing the contract by both parties.

1.7. Seven (7) calendar days prior to the start of installation works, the Organizer will stop accepting applications for additional services and equipment. In the course of the Exhibition, reception applications on additional services and the equipment is resumed (if the Organizer of the provision of data services) the cost additional services and equipment increases by 50%.

2. COLLECTIVE EXHIBIT

2.1. On Exhibitions allowed organization of collective expositions. The organizer of collective exposition bears full responsibility in compliance with the exposition of the provisions of the "conditions of participation". Before confirmation of the application the organizer reserves the right to exclude from the list of participants of the collective exposition of any organization. The organizer of collective exposition shall provide the information in the Official catalogue of the Exhibition on all its exhibitors.

3. REGISTRATION FEE

3.1. Exhibitor pays registration fee in the amount established by the Organizer for each Exhibition.

3.2. In case of failure to participate in the exhibition registration fee is not refundable.

3.3. Organizer collective the exposition must pay a registration fee for each participant of its exposition.



4. EXHIBITION SPACE

- 4.1. The exhibition area is divided into closed (in pavilion) and open (on the outdoor area in front of the exhibition pavilion). Exhibition space is available for temporary use as unequipped, and equipped.
- 4.2. The final layout and placement of participants at the exposition is carried out not earlier than 2 weeks prior to installation. The layout of the squares of the participants in the pavilion, carried out to this the term is preliminary. The organizer reserves the right to change the location of participants in the pavilion in according to from technical required, at its sole discretion.
- 4.3. Exhibition area which is not occupied prior to opening of the Exhibition (no written warning to Organizer on the reasons delay/absence) considered as free and Organizer has the right to dispose of it at own discretion. In this case, the money paid by the Exhibitor is not refunded.
- 4.4. Increase of exhibition space, provided under the Contract, and changing configuration and/or Location allowed only at agreement with the Organizer.
- 4.5. Exhibitor may use exhibition space only in accordance with the objectives and theme of the Exhibition.
- 4.6. Throughout the exhibition period at the booth/exposure needs to have representative of the Exhibitor.
- 4.7. Exhibitors must place all exhibits, including exhibits attached equipment strictly in the limits granted to them in the exhibition space. Violation this conditions entails responsibility under 13.6. of these "conditions of participation".

5. REGISTRATION

- 5.1. Registration of participants and solution of all current questions is realized in the organizing Committee of the exhibition. Registration of participants starts 1 or 2 days before the start of the exhibition or fair (individually for each exhibition or fair).
- 5.2. The organizing Committee of the exhibition, the Exhibitor may be noted travel photo identification, make payment for additional equipment and services to the accounting documents.

- 5.3. Upon registration the Exhibitor must have: signed contract for participation in the exhibition in two copies, the original or a copy (sealed) of the payment order with a Bank about payment of participation cost, a power of attorney for signing of necessary documents related to participation in the exhibition. Access of Exhibitors to the pavilion is via the badges-passes.

6. MATERIAL HANDLING

- 6.1. Handling and Assembly-dismantling work carried out with heavy lifting mechanisms, is produced by means of the Organizer. Using third-party mechanical devices is possible with the permission of the Organizer. Loading and unloading operations in General, the period of holding of the Exhibition shall be made only in certain areas.
- 6.2. Parking of trucks of the Exhibitor, the Developer, including non-resident, after holding loading and unloading works on site "VDNKH-Expo" is FORBIDDEN!
- 6.3. When unloading of vehicles from unloading gate pavilion, drivers of vehicles shall comply with the instructions and requirements of the technical Department and security.
- 6.4. Unpacking and packing of exhibits is carried out by the Exhibitor only within their exhibition stand.

7. INSTALLATION AND DISMANTLING WORK OF THE EXHIBITOR

- 7.1. The Exhibitors carrying out their own installation and dismantling and other engineering and decoration works are allowed only on condition of coordination with the technical Department of the Organizer.
- 7.2. To obtain planning permission, the Exhibitor shall provide to the technical Department: the development project of the exhibition stand and temporary structures (installation design additional equipment graphic design of the stand, the logo on the fascia Board and etc.), contact information for the person responsible for Assembly/dismantling of the Exhibitor's stand.
- 7.3. Monitoring of compliance with the applicable standards and rules during installation and dismantling, both the stand and its design, as well as compliance with safety produces Exhibitor.
- 7.4. To carry out installation of the stand, the Exhibitor must fulfill the following requirements:



- The whole stand area should be provided for floor covering with rear and side wall (according to the type of the ordered area). The stand height shall correspond to the standard exposition height - 2.5 meters. Any deviation from the specified value requires a written coordination with the technical service of the Organizer;
- It is not allowed to display inscriptions, logos, graphics on the walls and on overhead structures located on/near the border of the stand and directed towards the neighboring booths;
- All external surfaces of the stand structure and hanging designs that are visible from passages between stands and from the neighboring stands must be decorated;
- No part of the stand construction should go beyond the limits of occupied exhibition area. In case of violation of this condition Organizer leaves for the right to suspend the mounting stand;
- It is necessary to equip the stand fascia panel with the obligatory indication of the booth number and Exhibitor's name;
- all the materials used in the installation of the booth must be provided with certificates of fire safety of the established sample. All combustible materials need to be processed with fire resistant composition With the provision of the act of the carried-out treatment.
- Electrical connection is carried out only by technical Department of the Organizer and must be paid for additionally.
- Exhibitor is obliged to strictly comply with a timely installation and dismantling of exhibition equipment.
- Categorically prohibited to drill booth design, floors, walls.

8. INSTALLATION AND DISMANTLING WORK BY THE BUILDER

8.1. Invitation of Exhibitors of other organizations (developers) to perform assembly/disassembly is permitted only with the agreement of the technical Department.
You need to conclude with the Organizer the contract on accreditation as a developer of individual stands (clearance unequipped area). After passing technical accreditation the developer is given a permit to work.

8.2. The developer before any work is obliged to check with the Organizer of the relevance of the plan given to him by the Exhibitor.

8.3. The representative of the Developer accepts and leases intended for the stand construction (exposure) area under the Act of transfer and acceptance of the exhibition area. In the Act of recording all existing defects (stains, cracks, remnants of adhesive tape, adhesive tapes, etc.).

8.4. Construction of exclusive booths should be performed by components in a high degree of readiness, which have undergone preliminary assembly and painting at the manufacturing facilities. In the exhibition halls it is permitted to perform only coupling elements, sealing and painting the seams after covering the floors with protective film. Categorically it is prohibited to: use stationary circular saws; grinders that are not equipped with dust extraction; conducting of welding works; works for cutting metal; works with application of open fire.

8.5. Technical documentation of light structures suspended to the ceiling trusses of the exhibition hall must submit: a project of the stand; information letter specifying the weight, number of points of suspension, estimated load on each point, information about responsible persons for design; design of a suspension.

8.6. Imported on exhibition area equipment and property the Developer has to place on the area intended for installation of the stand (exposure). As an exception, permission is granted to temporarily (up to three hours) warehousing of property in the passage, but not farther than one meter from the layout of the stand.

8.7. Each Exhibitor must strictly comply with the requirements on the allowable loads on the floor of the exhibition halls. Maximum load is 1,500 kg. on 1 sq. m.

8.8. Installation and dismantling of the exhibition booth is made only to the extent leased by the Exhibitor area, and the walkways should be left free from crates and construction waste.

8.9. Mount construction structures (suspension) to the supporting structures of exhibition halls (beams, columns, etc.) is done by the specialists of the technical service "VDNKH-Expo" (Tel 89374762677 Ural Gareev)



8.10. Installation metal designs booths and exhibits are allowed only on linings (wood, rubber) does not allow the formation of scratches and chips flooring.

8.11. Rear walls of neighboring stands must not be attached to each other or to constructive elements of the neighboring stand.

8.12. The use of adhesive tape and adhesive tape, leaving after dismantling on a floor, adhesive strip, is strictly prohibited.

8.13. The use of hand tools not equipped with dust extraction is strictly prohibited.

8.14. For stands used only specially processed glass (laminated or tempered).

8.15. Exhibition stand and its artistic execution may only be carried out with the use of certified materials.

8.16. On the exhibition area is strictly prohibited to use gasoline-kerosene solvents and nitrocellulose wash stands and other equipment, as well as to use varnishes and colors (except latex).

8.17. Electrical engineering staff Developer, who conducts electrical installation, must be certified for electrical safety not lower than the third group and for the period works constantly to have at itself the corresponding ID copies of certificates are provided in the Technical Department (Tel 89177578389 – Maxim Lopatkin).

8.18. The connection to the system of water supply and to a compressed air line is performed only by the specialists of the Organizer. It is prohibited to open outlets for technology channels and connect (disconnect).

8.19. Connection to electric, water and sewer networks, as well as the system supply of compressed air is produced by the Technical Department of the Organizer on the basis of applications, subject to compliance with installed requirements. Connection water and sewer is available if there is a connection point on the stand or in adjacent to the booth the aisles.

8.20. Connection to Internet is made in last day Installation the event specialists of the Organizer based on the application of the Exhibitor or Builder.

8.21. Forbidden to connect telecommunications equipment to provide channels connection in the purpose of the provision of services to third parties.

8.22. During installation, minor construction debris and exhibition waste produced during the unpacking of containers and exhibition equipment, the Developer is obliged to bring in a dedicated space (containers).

8.23. Stand dismantling, the Exhibitor and the developer can start only after closing of the Exhibition (removal of exhibits before the finishing work of the Exhibition is not allowed) and have to finish it including work at bringing in the initial state of the rented exhibition area no later than the specified deadline.

8.24. The developer is obliged to remove from the exhibition area after the dismantling of the entire construction debris, fragments of stands, exhibits, fiberboard, particleboard, hardboard, carpet and clear the floors from the mounting adhesive tape and other stickers.

8.25. The developer is obliged to place at each stand information Board indicating contact information, including name of organization, responsible representative and contact phone number.

8.26. When not the end the developer of the dismantling within the established term, the organizer of the exhibition space exempt from property of the Exhibitor (including sold items) at its expense, without incurring liability for possible damage during transportation and exacts from him the expenses at the rates defined by the Organizer.

8.27. On the last day of the Exhibition the Exhibitor is obliged to hand over all rented equipment and exhibition area in good condition.

8.28. The operation time of the pavilion during installation and dismantling is set by the Organizer. Installation and dismantling in no working hours are allowed only with permission Organizer on the basis of a written application of the Developer.

9. THE PROCEDURE OF BUILDING TWO FLOORS AND BUNK STANDS

9.1. A podium for your stand must withstand the load 500 kg/m².

9.2. Elements of podium perceiving the load bearing structure of a two-storey stand, must withstand a load of 2 500 kg/m.



9.3. Inner-floor (floor of the 2nd floor) must withstand a load of not less than 350 kg/m².

9.4. Requirements for fences and walls of the 2nd floor of the stand: a) height of fence design of the second floor shall be not less than 1100 mm from the floor level of the second floor and withstand the side load not less than 100 kg/m²; b) the walls of the second floor, which use easy - fill, must have a hard insuring filling at a height of 1,100 mm from the floor level of the second floor and withstand the side load not less than 100 kg/ m² ; C) for looseness or wobbling (deviation from vertical) of walls, railings and frames must be within 5 mm.

9.5. Requirements for stairs to the second floor of the stand: a) main stairs can be only direct marching stairs; b) application screw stairs allowed only after approval from technical examination; C) the width of the stairs shall be not less than 900 mm; d) width of steps not less than 250 mm, and for spiral stairs — not less than 150 mm; d) the design load of ladders shall be 500 kg/m; e) angle of stairway should not exceed 36 relative to the horizontal axis; g) at the height of the staircase more than 450 mm shall be equipped with a fence with railings; h) the handrail shall have a height of 1100 mm and withstand a lateral load of 100 kg/m².

9.6. All the upper parts of the stands must be open to the ceiling of the exhibition space, to not to create obstacles when triggered sprinkler systems of automatic fire extinguishing.

9.7. Large two-storey stands (more than 50 m²) and stands of high complexity planning needs to be equipped with fire extinguishers type Oh (the fire extinguisher carbon dioxide), according to calculations on fire safety.

10. ACCESS CONTROL AND SECURITY

10.1. The organizer provides round-the-clock protection of public order and General security of the exhibition territory.

10.2. Exhibitor bears responsibility for ensuring the safety of their stands and exhibits on the days of Assembly, disassembly and in the hours of the Exhibition (from 09.30 hours. to 18.00 hours). The Exhibitor at the end of the exhibition day (18.00 hrs.) obliged to take his stand representative of a security company by the checklist of protection.

Security provides the safety of property for the Exhibitor from 18.00 to 09.30 hours. If after 09.30 hours. the stand is not accepted by the Exhibitor, the Exhibitor is responsible for the security of his stand and exhibits.

10.3. In case of conflict, the claims made in the presence of control sheet protection and act about the incident, signed by the representatives of the Exhibitor, protection and Organizer.

10.4. Check out the Exhibitor and (or) removal of exhibits is the end of the Exhibition are not allowed. Permission to leave in the check sheet protection exhibition stand signed by the organizing Committee and the Technical Department of the Organizer. Check out the Exhibitor from the territory of the exhibition complex without the permission of departure is not allowed.

11. TECHNIQUE SECURITY IN TIME OF INSTALLATION AND DISMANTLING WORKS

11.1. Exhibitors are obliged to observe requirements of safety and responsibility in accordance with the legislation of the Russian Federation.

11.2. High-altitude work (above 1.3 m above the floor or ground) may perform only certified staff having appropriate ID. Without identity staff Developer for high-altitude operations are not allowed.

11.3. To carry out work at height on a ladder is permitted only with a spotter.

11.4. During Assembly, dismantling of the hangers it's strictly prohibited to be in the area of installation and within 5 m of the zone installation.

11.5. Working platforms, walkways and ladders tour, the scaffolding must be fitted around the perimeter fence with a height of 1.1m in the absence of proper fencing use auxiliary funds for conduct tall work is strictly prohibited.

11.6. Used Exhibitor electrical equipment and electrical cables must comply with Russian standards of safety.

11.7. The Exhibitor shall, not later than 10 days before the start of the Assembly to provide a scheme of placement of large exhibits for compliance with their loads in the square to give information about heavy weight exhibits insufficient stability or require special mounts, which are increased requirements for safety.



11.8. Exhibitor needs to agree with Organizer installation and use on the provided outdoor space potentially dangerous equipment in order to avoid causing harm to human health and the onset of other negative consequences.

11.9. It is prohibited to carry out construction work without the necessary means of individual protection (special clothes, shoes, helmets, etc.); to carry out dismantling of booths by tilting structures stand on the floor and drop the individual items stand on the floor.

12. ADVERTISING. OFFICIAL CATALOGUE

12.1. The Exhibitor is allowed all kinds of promotional activities, but only in the limits of the rented stand and also products and of services produced or sold by the Exhibitor in strict accordance with the theme of the Exhibition.

12.2. Any types of outdoor advertising outside the stand is possible only in certain places at agreement with the Organizer and after the payment of the relevant amount, which is not included in the cost of renting booth space.

12.3. Balloons, assembled in and around the exhibition space, must have a passport of a product quality certificate (in case of filling the above products gas "helium" available certificate of quality on the gas). All the documentation is sent and agreed with the technical service of the Organizer.

12.4. Advertising with the use of technical means (audio, video and other systems) capable of providing optical or acoustic effect outside the rented exhibition space, as well as the organization of performances and show programs is only possible with the written permission of the Organizer.

12.5. For the opening of the Exhibition the Organizer publishes an Official catalogue (in print and/or CD-ROM), in which is entered the following information: name of firm, address, telephone numbers, Telefax numbers, E-mail, 6 address in the Internet, as well as the abstract, provided on a prescribed form. At the request of the Exhibitor for additional cost (for current rates of Organizer) in the Official catalogue can be placed extended advertising. The organizer of collective participation of companies (organizations) in Exhibitions are obliged to provide information on all their Exhibitors.

12.6. TV shooting is only allowed during the Exhibition and after the provisional accreditation.

13. LIABILITY OF THE PARTIES

13.1. Exhibitor bears liability, arising out of participation in the Exhibition, including liability for failure to comply with the rules equipment security and fire safety, in accordance with the current legislation of the Russian Federation.

13.2. Responsibility for operation and security of electrical equipment on provided Exhibitor the exhibition area covered by the Exhibitor.

13.3. In case excess Exhibitor consumption electricity relative to the declared capacity or unauthorized connections to the power sources is the Organizer reserves the right to disconnect the stand of the Exhibitor from the power supply until removed by the Exhibitor of such violations.

13.4. In the event of damage to or loss of the rented exhibition equipment, the Exhibitor is obliged to fully compensate the damage caused. Forbidden to produce independent wall panels, use staplers for attaching materials, drilling structures, floors, walls halls.

13.5. All losses caused by damage to any structures and details of the pavilion, emerged at fault Exhibitor or its Developer shall be compensated at the expense of the Exhibitor.

13.6. In case identify The organizer of violation of the limits of your space and placement of items and/or equipment beyond its limits Organizer in the presence of Exhibitor's representative is an act of such breach and the Exhibitor or exposes the account to pay excessively busy space that the Exhibitor agrees to pay within one day from the date of the invoice or claim for exemption too busy square.

13.7. In the case of unauthorized alterations or dismantling stand built forces of the Organizer, the Exhibitor according to the sent filled Application, the Exhibitor is obliged to pay a fine of 30 000 (thirty) thousand rubles for each converted or dismantle the stand.

13.8. The sound pressure level generated by the equipment at the stand shall not exceed 75 dB. In case of complaints from other Exhibitors at too high noise level the organizer has the right to disconnect the source of noise.



13.9. Exhibitor bears responsibility for violations of intellectual property rights, in accordance with the current legislation of the Russian Federation.

13.10. The organizer is not responsible in the days of Assembly, dismantling and opening hours of the Exhibition (from 9.30 to 18.00 h) for damage or loss of exhibits and other material values belonging to the Exhibitor.

13.11. Side exempt from responsibility for partial or complete failure obligations truly the Treaty if this failure was a consequence of circumstances of force majeure, force majeure arising after the conclusion of the contract in circumstances of extraordinary nature which the parties could not foresee or prevent.

14. SANITARY-HYGIENIC REQUIREMENTS

14.1. All participants of the exhibition process (including the Developer), in the territory of "VDNKH-Expo" needs strictly to comply with the requirements of sanitary and hygienic norms and rules to avoid actions that lead to pollution walls, floors areas of the environment and harmful to health of the person. Guilty of violating the requirements are responsible according to the current legislation of the Russian Federation.

14.2. Pour the flooring in hatches, sewers and toilets of the exhibition space oil, paint solvents, electrolytes, and any mixtures is strictly prohibited.

14.3. Delivery on territory exhibition complex of radioactive substances, chemical solutions, compounds, etc. are harmful to human health of materials is prohibited.

14.4. On the territory of the exhibition complex washing stand equipment and exhibits is allowed only with the use of household chemicals. It is strictly forbidden to use for these processes flammable liquids.

14.5. In the Exhibition center and surrounding areas washing vehicles.

14.6. The use of the exhibition x-ray machines, laser machines, high frequency devices and installations (objects) with radioactive Isotopes and other equipment with harmful for human sources of radiation is possible only by special agreement with the relevant supervisors (to provide certificates and technical documents to the Organizer).

14.7. In case of exhibition activities involving animals or involving exposure and implementation products of animal origin, the Exhibitor is obliged: to fulfil requirements veterinary legislation of the Russian Federation; to inform GBU Ufa city veterinary station of the Republic of Bashkortostan no later than 30 (Thirty) days to beginning exhibition activities; to prevent the exhibition and fair event animal without relevant veterinary cover documents and the mark of state institutions of veterinary inspection; before and after the Event to conduct disinfection of premises. Exhibitor provides in Technical service Organizer copies documents confirming compliance with standards veterinary legislation The Russian Federation and a copy of the letter of notification GBU Ufa city veterinary station of the Republic of Bashkortostan.

14.8. When exhibiting animals at the stand, the Exhibitor obliged to provide purity provided exhibition square in mandatory OK floors covered by special waterproof material.

15. FAILURE FROM PARTICIPATION. THE REDUCTION OF THE EXHIBITION AREA

15.1. Under the Exhibitor's refusal from participation in the Exhibition refers to either a written refusal from participation in the exhibition either the absence of representatives of the Exhibitor at the Exhibition.

15.2. The Exhibitor must notify the Organizer in case of reduction of exhibition area or refusal of participation in the Exhibition. The date of the notice considered day receiving Organizer written the message of the Exhibitor. In the absence of a representative of the Exhibitor at the Exhibition day failure is considered the opening day of the Exhibition.

15.3. In case of failure of the Exhibitor from participation in the Exhibition:

- in a period of more than 45 calendar days prior to the opening of the Exhibition, the Organizer returns the exponent of received payment, with the exception of the registration fee;

- in a period less than 45 calendar days before the Exhibition opening, the Exhibitor shall pay the Organizer a penalty of 30% of the price of the contract;



in a period of less than 30 calendar days before the Exhibition opening, the Exhibitor shall pay the Organizer a penalty of 100% of the price of the contract.

15.4. The refund is made in 30 calendar days from the date of receiving the Organizer's written refusal of the Exhibitor. A written waiver must contain all the details necessary for the transfer of funds. The Organizer undertakes place informational materials received from the Exhibitor in the exhibition catalogue and send to the Exhibitor one copy of the directory.

15.5. In case reduction the Exhibitor stated amount of exhibition space, the Exhibitor shall pay the Organizer a penalty in the following amounts: 30% of rental cost reducing exhibition space for cancellations received less than 45 calendar days prior to the opening day of the Exhibition;
- 100% of rental cost reducing exhibition space for cancellations received less than 30 calendar days prior to the opening day of the Exhibition.

16. INSURANCE CIVIL LIABILITY

16.1. Insurance of all possible risks associated with participation in the exhibition (losses incurred in connection with the cancellation of the exhibition, damages from the loss or damage of exhibits and other property, etc.), as well as civil liability is the Exhibitor at his own expense. The participants of the exhibition and their Developers are obliged to take care of the security of other exhibitors, visitors and third individuals on the exhibition. Organizer recommends below developers had insurance from a trustworthy insurance company covering public responsibility of the company and its employees before third parties. Considered acceptable only those insurance contracts in which it is established that the insurer, which paid the insurance indemnity, does not go to the extent paid amount right requirements to the Organizer.

17. INTELLECTUAL PROPERTY

17.1. Exhibitor undertakes to comply with all requirements legislation at issues protection objects Intellectual property.

17.2. The organizer is not responsible for the possible violation by the Exhibitor of rights of third persons to belong to those persons of objects of intellectual property.

17.3. In the case of submission to the Organizer claims from third parties in connection with a violation rights third individuals on intellectual property, Exhibitor undertakes to give Organizer a written explanation of the subject matter of such claims within three working days after discovery of such information by the Organizer.

18. CANCELLATION OR POSTPONEMENT OF EXHIBITION

18.1. If you change the dates of the Exhibition or It cancellation Organizer in writing notify the Exhibitors. The organizer is not liable for losses of the Exhibitor, associated with cancellation, deferred or a reduction of the period of the Exhibition, if the above events happened for reasons beyond its control.

18.2. In case of cancellation of the Exhibition due to circumstances that occurred through no fault of the Organizer, obligations Organizer emerging from contracts lose force. Organizer returns the exponent all of these reasons, in accordance with the concluded contract funds.

19. DISPUTE RESOLUTION

19.1. All disputes should be resolved through negotiations. In the case of not reaching agreement, the issues shall be submitted to the arbitration court of the Republic of Bashkortostan. All issues not stipulated in these "Conditions of participation" and occurring during the period of mounting, dismantling and carrying out of Exhibitions, are resolved on the spot by representatives of the Organizer and the Exhibitor and/or Builder.

ORDERS and PLANS of the stands must be sent to the organizing Committee:

DEADLINE
20.08.20



ТРЕБОВАНИЯ ПО ТЕХНИКЕ БЕЗОПАСНОСТИ

The organizer provides the exhibition space for Events in a proper condition, the relevant requirements fire and electrical safety with regard to construction norms and rules (SNiP). Exhibitors are obliged to observe Rules of fire security requirements technology security and be responsible in the event of a breach in according with the legislation of the Russian Federation. Exhibitors are obliged to appoint an officer responsible for compliance with the requirements fire security and machinery safety on the provided exhibition space to the beginning of the installation notify in writing the Organizer. Otherwise, the responsibility for observance of requirements of fire safety at the provided exhibition area shall be the head of the organization – Exhibitor of the Exhibition. Control for implementation Rules fire security performs technical service of Organizer as well as local and territorial bodies of State fire supervision of the EMERCOM of the Russian Federation.

The Exhibitor is obliged:

- to Observe the norms and rules of fire safety in accordance with the current legislation of the Russian Federation;
- to Familiarize with the rules of fire and electrical safety of their employees and other persons involved and which is on exhibition from the face of the Exhibitor; the Exhibitor is allowed to participate in the exhibition only after the passage of fire-prevention instructing. For finishing the interior of stands, podiums, ceilings and fencing needs apply non-combustible and nonflammable materials. All combustible materials must be treated fire resistant composition with the provision of the Act on the treatment. For all materials used in the construction of the booth must be provided with certificates of fire safety of the established sample. Rugs and carpets shall be firmly attached to the floor. On the perimeter and at the joints. They shall be made of flame resistant material. Installation and demonstration of exhibits and processes associated with the possibility of a fire (welding and soldering works, other kinds work associated with open flame, combustible solvents and etc.) subject written confirmation by the Organizer and must be at strict compliance existing "Rules fire security Russian Federation."

The importation of radioactive, explosive materials and exhibits to the exhibition venue is not permitted.

On the territory of the exhibition it is forbidden:

- to encumber passages and outputs furniture, exhibits, commodities;
- to move beyond the dimensions of the exhibition space;
- to smoke in the venue of the exhibition and to use open flames (candles, fireworks, firecrackers, etc.);
- keep and use flammable gases and liquids, toxic substances and drugs;
- to install containers with inflammable gases;
- to store packaging materials: chips, paper
- to store advertising materials and goods;
- to fill exhibition transport means with fuel and to drain fuel from them. Keep exposed necks of fuel tanks.

Set fire to the exhibits is only possible with the Organizer's permission and in the presence of their means of fire extinguishing (fire extinguishers). If there are signs of burning (sparks, smoke, and so on.) to inform the employee of the Organizer and to take measures to eliminate ignition. Put Exhibitor electrical equipment must have an accompanying document with the seal of the organization check and allowed it is exhibiting.

All the wires on the exhibits and their latches must comply with the General approved standards. All electrical installations must be grounded. It is forbidden to hang anything on the wires. Prohibited unauthorized break connectors the mains and to connect your adapter. Never use lamps with diffusers made of organic glass, polystyrene and other flammable materials prohibited electrical connection faulty electrical appliances, extension cords (pet).

At the end of the day, before taking the stand under protection the Exhibitor is obliged to disconnect all electrical appliances. If the design of an exposition does not meet the present Regulations, the Organizer has the right to require the participant to dismantle the exhibition.

1. Please make sure that Your employees and contractors aware of the need to adhere to these rules of safety.
2. Please sign requirements for fire safety and send a scan to the address of the organizing Committee.





















Company Name _____

Company Head _____ / signature _____ /

Responsible person _____ /



PHOTOS

 <p>24</p> <p>Wall shelf 0,25*1 м</p>	 <p>22</p> <p>Assembly panel 1000*2500 / 500*2500</p>	 <p>19</p> <p>Door with a lock 1*2.0</p>	 <p>41</p> <p>Laminated table with metal legs (0,80*0,80*h0,75)</p>
 <p>40</p> <p>Glass table (d-0,90 h-0,76)</p>	 <p>46</p> <p>Table for negotiations (150*75*h75)</p>	 <p>38</p> <p>Folding table Rivera (90*60*h75)</p>	 <p>42</p> <p>Coffee table (0,55*0,55*h0,45 white)</p>
 <p>49</p> <p>Sofa «Safari» (white 115*70*h90)</p>	 <p>50</p> <p>Leather sofa (white 180*90*h70)</p>	 <p>48</p> <p>Leather sofa (black 137*70*h94)</p>	 <p>47</p> <p>Office sofa (black 120*70*h77)</p>
 <p>34</p> <p>White stool (0.5*0.5*0.5 экокожа)</p>	 <p>35</p> <p>Plastic chair (white)</p>	 <p>33</p> <p>White leather chair</p>	 <p>36</p> <p>Chair (plastic)</p>
 <p>32</p> <p>Bar stool</p>	 <p>31</p> <p>Folding white plastic chair</p>	 <p>31</p> <p>Folding grey plastic chair</p>	 <p>30</p> <p>Office chair (soft)</p>






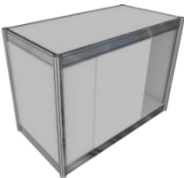

















FORMS of ORDERS and PLANS-SKETCHES of the stands must be sent to the organizing Committee:

DEADLINE

20.08.20

ATTENTION. Technical Department does not guarantee the provision of the requested services in full or in part if the order is received later than April 30 2020.

 <p>6</p> <p>Glass showcase (1*1*h2,5m)</p>	 <p>4,5</p> <p>Glass showcase (1*0,5*h2,5m)</p>	 <p>3</p> <p>Glass showcase (0,5*0,5*h2,5m)</p>	 <p>1,2</p> <p>Cabinet (0,5*1* h1m)</p>
 <p>10</p> <p>Round information stand R-1, h-1</p>	 <p>8,9</p> <p>Information stand (0,5*1*h1m)</p>	 <p>13,14</p> <p>Podium: 0,5*1*h0,75 / 0,5*1*h1 1*1*h0,75 / 1*1*h1</p>	 <p>9</p> <p>Information stand 0,5x1xh1m (with cardboard)</p>
 <p>11</p> <p>Information stand with company name (r1m)</p>	 <p>60, 61</p> <p>Metal rack, (grey 1,00*0,31*h2,00)</p>	 <p>56</p> <p>Water cooler (floor)</p>	 <p>56</p> <p>Water cooler (table)</p>
 <p>76</p> <p>TV stand (h-170 cm)</p>	 <p>52</p> <p>Hanger rack</p>	 <p>51</p> <p>Booklet holder</p>	 <p>Mirror</p>
 <p>69, 70</p> <p>Electrical connector 220 up to 7 kWt</p>	 <p>65</p> <p>Light projector 30 Wt</p>	 <p>64</p> <p>Lamp 30 Br</p>	 <p>63</p> <p>Spot (Light, 60 Br)</p>
			 <p>77</p> <p>TV gimbal</p>



Deadline: 20th of August 2020

Email: gasoil@bvkexpo.ru

ATTENTION! The price of equipped exhibition area standard booth 4 sq. m. includes: 1 table (grey top) Riviera folding, 2 chairs (folding plastic), dark blue carpet, frieze panel with inscription, waste-paper basket.

When ordering additional equipment, forms 2.1/2.2/2.3/2.4 you must print and send the signed scans to the organizing Committee: gasoil@bvkexpo.ru

NAME		Measuring unit	Price in RUB	Quantity
Display cases and cabinets				
1	Display case 0,5x1x1м (with door and lock)	PCs.	1 600	
2	Display case – pedestal 0,5x1x1м (with door and lock)	PCs.	1 900	
3	Glass display case 0,5x0,5x2,5 м (3 shelves, open)	PCs.	2 370	
4	Glass display case 1x0,5x2,5 м (3 shelves, with door and lock)	PCs.	2 810	
5	Glass display case 1x0,5x2,5м (3 shelves, with door and lock, bottom drawer)	PCs.	3 030	
6	Glass display case 1x1x2,5 м (3 shelves, with doors and lock)	PCs.	3 850	
Information stands, podiums, racks				
7	Information stand 0,5x0,5x1м	PCs.	1270	
8	Information stand 0,5x1x1м	PCs.	1500	
9	Information stand 0,5x1x1м (с нижним шкафом)	PCs.	1 820	
10	Information stand - round (r 1 м)	PCs.	3 300	
11	Information stand - round with frieze (r1м)	PCs.	3 740	
12	Drawer 0,5x1x0,75м (with doors)	PCs.	1760	
13	Constructed podium 0,5x1x0,75м	PCs.	1500	
14	Constructed podium 1x1x0,75м	PCs.	1500	
15	Constructed podium 1x1x1м.	PCs.	1820	
16	Constructed rack 0,5x1x2,5м., 3 shelves	PCs.	2600	
Constructed stands				
17	0,5x1x0,35м	PCs.	950	
18	1x1x0,35м.	PCs.	1050	
Doors, panels, purlins, carpet				
19	Door with a lock	PCs.	3 850	
20	Curtain	PCs.	400	
21	Additional installations	PCs.	250	
22	Panel (1x2,5 м)	PCs.	660	
23	Panel with plastic glass (1x2,5 м)	PCs.	1 800	
24	Shelf 0,25x1 м	PCs.	500	
25	Additional panel (1x1м)	PCs.	770	
26	Additional shelf for a display case (plastic; glass) * Allowable weight - 5 kg, Plastic – 20 kg, wall panel – 17 kg.	PCs.	400	
27	Carpeting (personal color)	Sqm	770	
28	Carpeting (dark blue)	Sqm	440	

ORDER FORM



2.2

FURNITURE

DEADLINE: August 20

Email: gasoil@bvkexpo.ru

29	White plastic chair	PCs.	220	
30	Soft office chair	PCs.	830	
31	Folding chair white/grey	PCs.	660	
32	Bat stool	PCs.	1 430	
33	Biege chair	PCs.	2 100	
34	Seating white (0.5*0.5*0.5 faux leather)	PCs.	1 500	
35	Plastic chair (white, wooden legs)	PCs.	3 000	
36	Chair (plastic)	PCs.	3 000	
37	Plastic round table (90x90 cm)	PCs.	440	
38	Folding table Rivera (90x60 cm.)	PCs.	720	
39	Glass table (d-750 mm, h-760 mm)	PCs.	3 850	
40	Glass table (d-900 mm, h-760 mm)	PCs.	3 850	
41	Table (laminated, 80x80 cm)	PCs.	2100	
42	White coffee table (55x55xh45)	PCs.	700	
43	White coffee table (55x55xh45) on wheels	PCs.	770	
44	Bar stool 60x80x120	PCs.	2 310	
45	Table for negotiations (183x76xh74) grey/white	PCs.	3 080	
46	Table for negotiations (150x75xh75)	PCs.	3 850	
47	Office sofa (black 120x70xh77)	PCs.	6 000	
48	Leather sofa (black 137x70xh94)	PCs.	6 000	
49	«Safari» sofa (white 115x70xh90)	PCs.	6 000	
50	Leather sofa (white 180x90xh70)	PCs.	8 000	
51	Booklet holder	PCs.	1300	
52	Clothes rack	PCs.	550	
53	Wall rack	PCs.	300	
54	Tent (3x3 м.)	PCs.	4500	
55	Fridge + socket 220V	PCs.	5 700	
56	Water cooler + water (18,9 л)	PCs.	2 500	
57	Coffee machine DL EN85.L	PCs.	5 000	
58	Tea pot	PCs.	440	
59	Paper bin	PCs.	200	
60	5 shelf rack (0,33x0,80xh200, metall)	PCs.	1 810	
61	6 shelf rack (0,31x100xh195, metall)	PCs.	1 810	
62	Additional stands h10x50x50/h30x30x20 h70x40x40/h110x50x40	PCs.	830	



ORDER FORM

2.3

ELECTRICITY. TELECOMMUNICATIONS. SERVICES

DEADLINE: AUGUST 20

EMAIL: gasoil@bvkexpo.ru

63	Spot (light, 60 Wt)	PCs.	500	
64	Lamo (length 1,2 м) (30 Wt)	PCs.	1050	
65	Projector 150 Wt	PCs.	1050	
66	Lighting for display case (2 spot lights) 2x60 Wt.	PCs.	1050	
67	Socket 220 V up to 3 kWt	PCs.	610	
68	Socket 220 V up to 3 kWt 24 hour	PCs.	2 420	
69	Connection of 220 V up to 7 kWt	Service	1650	
70	Connection of 380 V up to 15кВт	Service	3 850	
71	Connection on open area 220 V up to 3 kWt 220 V up to 3 kWt - 7 kWt 380 V up to 15 kWt (not more than 3)	Service	2 750 4300 5 800	
TV's				

72	TV LG 42" (rent), all exhibition days	PCs.	7 000	
73	TV LG 42" (rent), for 1 day	PCs.	3 000	
74	TV LG 49" (rent), all exhibition days	PCs.	8 000	
75	TV LG 49" (rent), for 1 day	PCs.	3 500	
76	TV stand (h-170 cm)	PCs.	4 400	
77	TV rack (up to 10 kg.)	PCs.	1 210	
SERVICES				

78	Internet 2 MB/s	PCs.	7 700	
79	Cold water supply	PCs.	5280	
80	Cold water supply for equipment	PCs.	8250	
81	Air supply	PCs.	6 050	
82	Additional character on frieze panel	PCs.	80	
83	Cleaning services	Sqm	250	
TOTAL:		RUB		

Position _____/

Company _____/

_____/

Full name

Signature

Stamp

ORDER FORM

2.4

STAND (sketch)
only for equipped stands

Deadline: August 20

Email: gasoil@bvkexpo.ru

NAME ON FRIEZE

[illegible]

City

Please draw a diagram of your stand in accordance with its location on the General layout of the exhibition. Specify the walls and open sides of the stand, furniture and equipment that are included as standard and that you ordered additionally.

Area of the stand _____ sq. m, and storage area _____ sq. m










[illegible]

If you can't find the designation of the required equipment, please write comments:

[illegible]

Area 1 square = 1 sq.m.

If the participant does not complete the construction plan, the stand is installed at the discretion of the organizer and no claims are accepted. Structural elements of the stand are attached to each other.

	Sliding door with a lock		socket 220 В до 3 кВт	П75	podium 1x1xh0,75м	B1	B 1 display case 0,5x0,5xh2,5м	BT 2	Display case- podium 0,5x1xh1м
	Spot-light		connection 220В до 7кВт	П100	podium 1x1xh1м	B1a	B 1a display case x0,5xh2,5м		Round information stand
24	24h socket 220 В до 3кВт		connection 380В до 15кВт	1П75	podium 0,5x1xh0,75м	B2	B 2 display case 1x1xh2,5м	ИС	Information stand
	Wall panels 1xh2,5 м				Open area			side without frieze filling and exhibition racks	

Position /

Company _____/

Full name _____ Signature _____

М.П.



ORDER FORM






3

ADVERTISING SERVICES

DEADLINE: August 20

Email: gasoil@bvkexpo.ru

ATTENTION! When ordering information and advertising services, please print out form 3 and send a signed scan to the organizing Committee: gasoil@bvkexpo.ru

Name	Photo	Price	Quantity
Branding of the columns (banner). Banner printing-size 270*550 cm Installation and disassembly		15 000	
Placing a banner (1*5 m) on the railing inside the building, with banner production* during the exhibition days		15 000	
Placement of the flag under the ceiling (banner production*, suspension, removal (2*5 m) during the exhibition day		20 000	
Placing a banner on the structure, 2*2 m, with the production of a banner* during the exhibition		25 000	
The railing above the Central staircase is a transition from the 1st and 2nd halls to the business zone. Self-adhesive tape 780*100 cm Or Individual elements 130 * 100 cm		25 000 10 000	



DEADLINE: August 20

Email: gasoil@bvkexpo.ru

ATTENTION! When ordering information and advertising services, please print out form 3 and send a signed scan to the organizing Committee: gasoil@bvkexpo.ru

Banner placement on the second floor (outer wall of conference hall No. 2), with banner production* during the exhibition days size 18.8*3.8 m – 1 banner size 8.5*3.8 m – 2 banners		18,8*3,8 м – 25 000	
		8,5*3,8 м – 15 000	
Placement of the banner on the second floor (in the direction of the Congress hall and conference hall No. 1, opposite the Networking area), with the production of the banner* during the exhibition days, the size is 3.5*2.3 m.		15 000	
Placing a banner in front of the entrance to the Congress hall, with the production of a banner* on the exhibition days on the left, 4 *4.6 m. On the right, 4*3.7 m.		25 000 20 000	
Outdoor advertising* ("footprints", arrows with the company name leading to the stand) during the exhibition days, 5 pairs (10 tracks, size 10 * 40 cm)		10 000	
Placing a banner (0.70 m*20m) on a railing (street), with banner production* Placing a banner (0.70 m*10m) on a railing (street), with banner production* Placing a banner (0.70 m*5m) on a railing (street), with banner production		25 000 18 000 15 000	



ORDER FORM

3

ADVERTISING SERVICES

DEADLINE: August 20

Email: gasoil@bvkexpo.ru

Broadcast of the company's advertising video on the screen of the VC "VDNKHEXPO" (18m*10m) During the EXHIBITION days, a 10-second video clip is shown 15-second video clip		1 day – 15 000 More than 3 days – 12 000 1 day – 18 000 More than 3 days – 15 000	
Placement of TICKETS at the Central entrance to the exhibition (self-adhesive) during the exhibition days, the size is 217*209 cm		50 000	
Placement of STICKERS on self-adhesive paper to the right and left of the entrance group during the exhibition days the size is 135*205 cm		40 000	

Placement of advertising materials on the information stand (service)	6 000	
Permission to conduct a promotional event (all days)	12 000	
Services of a stand-up artist, promoter (1 person /1 day)	3 000	
Services of a stand-up artist, promoter (model appearance) (1 person/ 1day)	5 000	

ADVERTISING IN PRINTED MATERIALS

Logo in the catalog (monochrome)	1 500	
Advertising module in the catalog 1 page A 5 vertical, black and white	6 500	
Advertising module in the catalog 1 page A 5 vertical, color	11 500	
Advertising module in the catalog 1 page A 5 vertical, color on the 2nd, 3rd, 4th page of the cover	25 000	
Placement of the logo on the layout in the guidebook	5 000	
Placement of the logo on the "list of participants" banner (banner 2x3 m)	5 000	

BRANDING OF ADVERTISING AREAS

Logo on frieze, pasting	2 500	
Logo for additional equipment, full color, pasting	2 500	
The logo on the radial rack, full-color, pasting	3 500	
Production of full-color printing, pasting, sq. m.	1 700	
Wrapping with film, orakal sq. m	1 300	
Branding of the plane (banner production according to the customer's layout, tension on the chipboard surface) sq. m.	2 500	
TOTAL:	RUB.	

Position _____ /
 Company _____ /
 _____ /
 Full name Signature

М.П.

Attention. Banner design layouts and other advertising and informational materials are provided by the customer.

You must provide a scheme for pasting the stand (which layout should be pasted on which panel).

PRINTING REQUIREMENTS



3/1

Deadline: August 20

Email: gasoil@bvkeexpo.ru

Technical requirements for layouts:

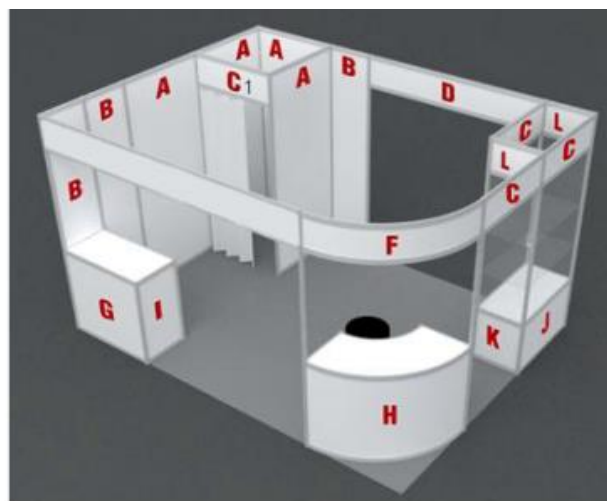
- 1) Size 1:1
- 2) Color model-CMYK
- 3) The layout is accepted in vector format (CDR, AL, EPS) or raster (TIFF, in some cases JPEG with maximum quality is possible).
- 4) The resolution for interior printing is 75-150 dpi.
- 5) It is NOT ADVISABLE to place the text too close to the edges.
- 6) Bring the total area of the sticker with the background stock up to its maximum size.

The size of the fillings for closing the interior seal:

	Максимальные габариты			ширина (видимая зона)	Высота (видимая зона)	На рис.
	ширина	высота	площадь			
Листы						
Лист	990	2420	2,5	960	2389	A
Половина листа	490	2420	1,25	463	2389	B
Фризы						
Фриз 1 м,	990	320	0,3	960	295	C
Фриз 2 м	1990	320	0,6	1955	295	D
Фриз радиальный 1,5 м	1560	320	0,5	1529	295	F
Подиум						
Подиум прямой	990	920	1	960	899	G
Подиум радиальный(угловой)	1560	920	1,5	1529	899	H
Подиум боковина	490	920	0,5	463	899	I
Витрина						
Витрина (низ)	990	670	0,6	960	644	J
Витрина боковина (низ)	490	670	0,3	463	644	K
Витрина боковина (верх)	490	320	0,15	463	295	L
Дверное заполнение						
Фоновое одноцветное изображение	990	420	0,3	980	400	C ₁

ATTENTION. Banner design layouts and other advertising and informational materials (RIMS) are provided by the customer.

You must provide a scheme for pasting the stand (which layout should be pasted on which panel).



ORDERING FORM



П4

LOADING/UNLOADING

Deadline: September 1

Email: gasoil@bvkexpo.ru

Attention! When ordering loading and unloading operations, please print out form 4 and send a signed scan to the organizing Committee: gasoil@bvkexpo.ru

Company name _____

Responsible person _____

Date of arrival _____ Time of arrival ☐ _____ ☐

Location of exhibits:

Pavilion

Open area

Delivery of cargo to the stand with unloading from vehicles/with loading into vehicles					
Type of work	Measuring unit	Price in RUB. (VAT not applicable)	Please tick		Quantity
			Unloading	Loading	
			Unit	Unit	
Unloading (loading) by truck on an open area (up to 16 t)	1 piece.	3 300			
Rigging operations with a loader (up to 2 t)	1 piece.	2 500			
Rigging operations with a loader (from 2 to 5 t)	1 piece.	4 000			
Ordering a cart (up to 200 kg)	30 min	350			
Order of hydraulic trolley (up to 1500 kg)	30 min	500			
Auxiliary worker (up to 15 kg per unit)	30 min/1 person.	400	___ / ___ person.	___ / ___ person.	

Tare and packaging		
Name	Price in RUB. (VAT not applicable)	Quantity
Delivery of containers to the warehouse, storage and return of containers to the stand for 1 cubic meter (period of holding)	2 000	

Дополнительная/повторная расстановка грузов/экспонатов на стенде					
Виды работ	Measuring unit	Price in RUB. (VAT not applicable)	Please tick		Quantity
			Unloading	Loading	
			Unit	Unit	
Placement of goods/exhibits on the stand (including removal of packaging) up to 1000 kg	piece.	2 500			
Placement of goods/exhibits on the stand(including removal of packaging) up to 2000 kg	piece.	4 000			
TOTAL	RUB				

• Prices for services during the exhibition are increased by 50% of the basic cost of services.

** Unloading of large-sized exhibits (for organizations that have ordered the rental of a crane and a forklift) will only be carried out according to a pre-developed schedule. An Exhibitor who does not submit information in the unloading schedule is allowed to carry out work at the last stage.

*** Dimensions of the cargo Elevator for lifting to 3 Halls: Width -2.1 m; Depth 3.2 m; Height 2m; load Capacity up to 300 kg.

**** Floor load of 1500 kg per 1 sq. m.

Position _____/

Company _____/

_____/

Full name

Signature



ORDERING FORM



4

LIST OF LARGE-SIZE EXHIBITS

Deadline: September 1

Email: gasoil@bvkexpo.ru

Exhibits for unloading						
№ п/п	Name of an exhibit	Depth, mm	Width, mm	Height, mm	Power consumptions	Weight, kg
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						
16.						
17.						
18.						
19.						
20.						
21.						
22.						
23.						
24.						
25.						
26.						
27.						
28.						

Position _____/

Company _____/

_____/

Full name

Signature

М.П.



ORDERING FORM

5

BADGE ORDERING FORM

Deadline: September 1

Email: gasoil@bvkexpo.ru

The registration fee includes 4 badges, 2 invitation cards for the official reception on the occasion of the opening of the exhibition, hotel booking and transfer, city tour, participation in business events.

Surcharge for additional participants:

Name	Price in RUB (VAT not applicable)	Quantity
Hotel ordering service and transfer	500	
Badge	250	
Gala dinner	4950	

Please fill in the table below to order badges correctly:

№	Organization	City	Full name
1			
2			
3			
4			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

Position _____/

Company _____/

_____/

Full name

Signature



Gas.Oil.Technologies



**Deadline: August 20**Email: gasoil@bvkexpo.ru

The official exhibition catalog is published for the opening of the exhibition. Publication of information in the official exhibition catalog about each Exhibitor company is included in the registration fee.

In the **ALPHABETICAL LIST** enter under the letter

Company _____

Postal address _____
(PO Box, Country, Republic, Area, City, Street, House)

TELEPHONE (with code) _____

E-mail _____ **Http://** _____

Company description (not more than 9 line of 12 Pt font)

*Additional information about the company 110 rubles per line of text

** Advertising layouts and logos are accepted electronically in Adobe Illustrator, CDR (version 12) vector formats, or in JPG, TIFF (natural size with an extension of at least 300 dpi).

Position _____/

Company _____/

_____/

Full name

Signature





Deadline: September 1

Email: gasoil@bvkexpo.ru

I. COFFEE-BREAK

1. ORGANIZING A COFFEE BREAK

(table rental, tablecloth decoration, electricity connection, logistics, etc.)

20 000 RUB.

2. COFFEE BREAK SERVICE

(waiter service)

1400 RUB./person

3. TYPES TO CHOOSE FROM:

SALUTATORY

Boiled coffee

Fresh cucumber canape with cream cheese

Mini uchpochmak

Mini tacos with chicken, chili pepper and corn

Muffins in assortment (chocolate, lemon)

for 1 345 RUB.*

HOME

Boiled coffee

Fresh cucumber canape with cream cheese

Mini uchpochmak

Mini tacos with chicken, chili and corn

Kystybyi with potatoes

Mini puff pastry pies (chicken, mushrooms)

Profiteroles in assortment (vanilla cream, condensed milk, jam)

for 1 450 RUB.*

EUROPEAN

Boiled coffee

Fresh cucumber canape with cream cheese

Canapes with salami and pickled cucumber

Mini tacos with chicken, chili and corn

Mini beefburgers (beef Patty and fresh vegetables)

Mini uchpochmak

Mini puff pastry pies (chicken, mushrooms)

Profiteroles in assortment (vanilla cream, condensed milk, jam)

for 1 550 RUB.*

II. DELIVERY OF BUSINESS LUNCH

Salad, main dish, bread

Quantity

Days

13.00 – 14.00

For 1 - 380 RUB*

III. LUNCH IN ASHTAU CAFE

Salad, soup, main dish, bread, pastry

Quantity

Days

12.30 – 14.00

For 1 - 500 RUB*

*Prices may change (347) 285-55-18

Position _____/

Company _____/

_____/

Full name

Signature

М.П.

SECTION 4.

EXAMPLES OF LETTERS AND DOCS



POWER OF ATTORNEY TO REPRESENT THE COMPANY'S INTERESTS

Organization _____

ATTORNEY № _____

Issue date " ____ " _____ 20__.

The power of attorney is valid for " ____ " _____ 20__.

(indicate the last day of dismantling of the exhibition)

This power of attorney, the Exhibitor

(name of organization)

in the face

(Full name of the Manager)

acting on the basis of _____, trusts

(Name, position),

hereinafter referred to as "Attorney", passport _____ № _____
issued _____ date of issue " ____ " _____ G.
registered address _____.

perform the following actions on behalf of the Exhibitor:

1. Represent the interests of the Exhibitor at the exhibition " Gas.Oil.Technologies-2020", held by LLC Bashkir exhibition company in Ufa from 15- 18 September 2020
2. Receive documents, submit documents, applications, claims, conduct business the principal, related to his participation in the Exhibition, to receive the amount due to the principal the property (including exhibition space, stands, additional equipment, exhibition documents), return the received property, sign the documents and perform all actions and formalities related to the execution of this instruction.

Powers under this power of attorney may not be transferred to third parties.

Signature of the person who received the power of attorney

Certifying it _____ / _____

(position, signature, seal) (signature transcript)



Deadline: August 10

Email: gasoil@bvkexpo.ru

For comprehensive promotion of YOUR company, please provide the following information:

SPECIFY THE TYPE OF ACTIVITY OF YOUR COMPANY	
Production	
Trade	
Service	
Other (please specify)	

INFORMATION ABOUT COMPANY ACTIVITIES		
	Geology and Geophysics, oil and gas production	Collection, transportation and storage of oil, petroleum products and gas
	Design and construction of facilities for the oil, petrochemical and gas industries	Pipeline fittings, shut-off and control valves and components, Pump installation
	Control and measuring equipment; non-destructive testing equipment	Other (please specify) _____

If you represent products from other companies and countries, please list them	
Company name	Country

LIST of EXHIBITS and PROJECTS PRESENTED at the STAND	
1.	5.
2.	6.
3.	7.
4.	8.

NEW PRODUCTS PRESENTED AT THE STAND	
1.	5.
2.	6.
3.	7.
4.	8.