

PARTICIPATION RULES OF HISPACK 2024 SHOW

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1. Name

Hispack, International Show: Packaging, Process & Logistics

2. Type of event

Professional and International

3. Frequency

Triennial

4. Organization

Fira de Barcelona - Avda. Reina M^a Cristina s/n
08004 Barcelona
Tel.: +34 902 233 200 / +34 93 233 2000
Email: hispack.ventas@firabarcelona.com
Website: www.hispack.com

5. Venue, dates and opening hours of the Event

Location: Gran Via venue – Hall 2 and 3
Event: From 07 to 10 may 2024
Exhibitors: 9.00 am – 7.00 pm
Visitors: 9.30 am – 6.30 pm. Friday 10 may. 9.30 am – 4.00 pm.
Assembly: From 01 may to 06 may 2024
Dismantling: From 11 to 14 may 2024

Fira de Barcelona reserves the right to modify assembly periods and times if it so deems fit.

6. Sectors

01. Packaging machinery and accessories
02. Bottling machinery and accessories
03. Machinery for labelling, coding and marking
04. Machinery for manufacturing products for packaging to be packaged

05. Industrial packaging. Raw materials. Consumables.
06. Brand packaging. Containers. Point of Purchase (POP) advertising.
07. Logistics: Intralogistics, handling, storage and transport
08. Recovery, treatment and recycling
09. Consulting, engineering and services companies
10. Automation, robotics and digitalisation
11. Technical journals and publications
12. Associations and official organisations
13. Premiumpack

The Organization reserves the right to immediately withdraw any products that do not fit in with any of the sectors included in the Exhibition.

7. Participation

Once the company has expressed an interest in taking part in the show, an Account Executive will contact you to send the participation proposal that best meets your needs.

Once the proposal has been accepted, you should sign the corresponding Participation Contract electronically, which the Organization will send by email.

In every case, in order to take part in the show you need to pay the registration fee of € 625 per client and show to cover organizational formalities.

You cannot enter into a contract to take part in the show if you have any outstanding debts pending payment to Fira de Barcelona.

8. Participation fees

8.1 REGISTRATION FEES

The cost of opening a client dossier is € 625 per client to cover organizational formalities.

The registration fee includes: Opening and processing the dossier, Wi-Fi, exhibitor passes, inclusion in the online catalogue, inclusion in the Visitor's Guide, invitations.

Prices do not include VAT.

8.2. RENTAL OF EXHIBITION SPACE/STAND PACK/EVENT PARTNER

The fees for exhibition spaces are as follows:

From 29 to 49 sq. m - €209/sq. m
From 50 to 99 sq. m - €198/sq. m
From 100 to 200 sq. m - €184/sq. m
More than 200 sq. m - €175/sq. m

*Up to 28 sq.m you must take out the Stand Pack option.

The stand pack rates are shown below:

STANDARD Stand Pack (from 16 to 40 sq. m)

Price: €4,518 Price per additional sq. m: €253

ADVANCED Stand Pack (from 20 to 40 sq. m)

Price: €5,923 Price per additional sq. m: €272

PREMIUMPACK Stand Pack (from 16 to 40 sq. m)

Price: €4,915 Price per additional sq. m: €272

Exclusive stand for the Premiumpack sector

For exhibitors participating in the Premiumpack specialized area, it is required to contract the Stand Pack Premiumpack modality.

Event Partner rates (Visibility/Networking/Additional Services)

From 60 sq. m

Price: €4,950

It is obligatory to contract free space

The above prices do not include VAT.

8.3 CO-EXHIBITORS

Exhibitors may authorize other companies to join their stand as co-exhibitors, in which case a registration fee of € 625 will apply. Co-exhibitors should also complete the form provided by the show which details the rights of co-exhibitors.

8.4 CONTRACTOR SERVICES

Before starting assembly, the stand contractor must pay Fira de Barcelona the sums detailed in the Online Services Catalogue corresponding to services to contractors. These fees are based on the following types of structure:

- Carpet or platform..... € 2,90/sq. m
- Modular Stand..... € 5,80/sq. m
- Designer Stand..... € 8,90/sq. m

The above prices do not include VAT.

Should a stand be hired from SERVIFIRA, the latter shall cover the cost of Contractor Services.

Any exhibiting/assembly/decorating companies that have outstanding debts with Fira de Barcelona, regardless of the Fair/Edition/Event to which the debt corresponds, will not be allowed to start assembling a stand.

Staff who access the Venue, and are not employed by the exhibiting company, must provide the Customer Services Department with their full names and ID card/passport so that passes can be issued to assemblers.

The rules for stand assembly are available at the Hispack website/Exhibitor area/3 Assembly, celebration and disassembly/Fira de Barcelona-Gran Via technical regulations

8.5 WASTE MANAGEMENT

All decorating companies must take charge of the waste removal during the assembly period, and leave their space clean and clear, once dismantling is finished. Exhibitors may request the waste removal service through the online services catalogue.

In the event that once the dismantling period is finished, any sort of waste is left, the exhibitor Company will be penalized with a fine of up to 50€/m² occupied, per day.

8.6 COMPULSORY INSURANCE

Property Damage and General Liability Insurance is mandatory, and in this sense, Exhibitors adhere thereto by their participation in the fair, through the insurance policy arranged by FIRA DE BARCELONA for all Exhibitors. The referred insurance includes the following Property damage and General liability insurance coverages.

8.6.1. PROPERTY DAMAGE INSURANCE COVERAGE

- Includes material damages suffered by insured property, which are subject to exhibition, because of covered risks, with insured limit of 20.000,00 € at First Loss per Exhibitor.
- Includes attendance costs to the fair, understood as duly justified expenses of transfers, advertising, hotels, care staff rental and maintenance of stand, in which incurred the Exhibitor, with the insured limit of 10,000,00 € at First Loss per Exhibitor. These expenses are compensable when participation is definitely canceled by the occurrence of a covered property damage incident, before the start of participation.
- Covered Risks:
 - Fire, Lightning and Explosion
 - Extensive Risks: Vandalism, rain, wind, hail or snow, water damages, smoke damages, impact of land vehicle, fall of aircraft or spacecraft, sonic waves, accidental leakage of automatic firefighting equipment.
 - Complementary Guaranties: measures taken by the authority, salvage, debris removal, filling fighting equipment, replacement of files and extinction expenses.
 - Additional Guaranties: Assets in the open, Glass Breakage and electrical damage to electrical and/or electronic equipment.
 - Catastrophic Risks: Flood, Earthquake, windstorm, hurricane, tsunamis, volcano eruption, terrorism, popular riot, acts of the military forces and security forces in peacetime.
- Excess: Exhibitor assumes be in charge a deductible of 300,00 € per loss of Property Damage and 300,00 € per loss of Attendance Costs.
- Are excluded from coverage all damage and losses arising from acts of theft, robbery, larceny and crime (infidelity of employees).

8.6.2. GENERAL LIABILITY INSURANCE COVERAGE

- Includes claims arising from material and/or bodily injury and its consequences caused to third parties, of which the exhibitor resulting liable.
- FIRA DE BARCELONA has considered a third party with respect to the Exhibitor, so the coverage includes property damage and/or bodily injury and its consequences caused to FIRA DE BARCELONA, of which the Exhibitor resulting liable.

- Includes claims arising from personal injury by accident suffered by Exhibitor employees, of which the Exhibitor resulting liable (Employers Liability).
- Includes personal injury claims arising from food poisoning, of which the Exhibitor resulting liable.
- It establishes a limit of 300.000,00 € per claim and per Exhibitor, and a sublimit of 150.000,00 € per victim in case of accident of an employee (Employers Liability).
- It establishes a global limit per incident and fair of 1.500.000,00 € for all Exhibitors of each fair.
- Excess: Exhibitor assumes be in charge a deductible of 300,00 € per claim.

8.6.3. ARRANGEMENTS

- Processing of Incidents
- In case of an accident, the Exhibitor should contact the Service Manager of Pavilion, who will assist and process the management to our Risk Control Service.
- In the event of vandalism damage, communication of loss must be accompanied by the original of the corresponding police report that must be filed within a maximum of 24 hours after the occurrence of the incident.
- Excess
- Deductibles are fully assumed by the Exhibitor with complete indemnity of FIRA DE BARCELONA.
- Main assets excluded
- Goods that are not subject to exhibit, except property owned by employees.
- Goods that are not within the fairgrounds.
- Money, securities, jewelry, art objects, artworks and valuable objects.
- Premium and Coverage
- Every year coverage and premium are subject to variation depending on the outcome of the annual renewals or modifications that may suffer the conditions of the policy.
- Existence of other insurances
- This policy operates in excess or defect of any policy that may have contracted and in force each Exhibitor at the time of the accident.
- Documentation
- Exhibitors may request FIRA DE BARCELONA a document certifying insurance coverage and insurance premium, issued by the insurance company.

8.7 ACCESS CONTROL (GRAN VIA SITE)

In order to ensure the security of facilities and monitor mobility and vehicle entry to the Gran Via site, the entrance fee will depend on the type of vehicle and length of stay.

The aforementioned pricing and terms of entry to the site will be available to users prior to admission.

8.8 V.A.T

All prices listed are subject to the applicable VAT based on European Regulations. According to these Regulations, as of 2011 rules on the localization will apply whereby services provided between companies (B2B) related to participation in trade fairs and any ancillary services will be subject to tax in the country where the exhibitor has its registered office.

9. Distribution and allocation of spaces

Distribution and allocation of space is the exclusive responsibility of Fira de Barcelona. As from 23 October 2023, the process of distributing and allocating the space will start among companies that have submitted applications. Space will be allocated according to the technical or sector criteria associated to the craft show as a whole and the materials to exhibit. However, the trade show history of the company, the date the application form was sent, and the number of metres requested will be considered.

10. Participation contract

The Organization will send the company the Participation Contract. There are two kinds of contract, depending on the client's request:

- a) Contracts with a specific location: These indicate the proposed location and square metres allocated.
- b) Contracts without a specific location: These only refer to the number of square metres contracted or the type of Stand Pack chosen by the client.

By signing this Contract, you acknowledge and accept the space, the location (if applicable), the Participation Rules of the show and Fira de Barcelona's Participation Regulations for exhibitors. The Participation Contract is valid solely for the Company named in the registration document and for a single event.

For both types of contract, three invoices will be issued with the following payment deadlines:

- Payment deadline 1: 30 days from the date the contract is signed for an amount corresponding to 50% of the participation.
- Payment deadline 2: 135 days before assembly starts (December 16th 2023), for an amount corresponding to 25 % of the total.
- Payment deadline 3: 45 days before assembly starts (March, 15th 2024), for an amount corresponding to 25 % of the total.

Should the contract be signed within either of the deadlines mentioned above, the amounts will be regrouped into two invoices or even one invoice (depending on the date) for 100% of the amount corresponding to the company's participation and services. In all cases, invoices must have been paid in full before assembly of the show starts.

In the case of contracts without a specific location, the issue of the participation contract will automatically generate the issue of the invoice corresponding to the Registration Fee. Once the contract has been signed, the first invoice corresponding to the full participation fee will be generated.

In contracts with a specific location, exhibition space will be allocated once the invoice corresponding to the Registration Fee has been paid. Once payment of the Registration Fee has been

received, the Organization will generate the Participation Contract showing the specific location and square metres allocated, as well as, if applicable, the stand pack selected, and any additional services booked. Once the contract has been signed, the first invoice corresponding to the company's participation will be issued.

11. Payment terms

Invoices must be paid to Fira de Barcelona - The Hispack Show 2021, by any of the following means:

- Direct debit (for bank accounts in Spain only). If you choose this option, all invoices issued by Fira de Barcelona for any trade show will be processed by this payment method.
- Cash deposit or payment with credit card at Fira de Barcelona's customer service offices.
- Bank transfer into any of the following accounts:

Catalunya Caixa BBVA

IBAN: ES19 0182 6035 4302 0160 9244
BIC/SWIFT: BBVAESMMXXX

Caixabank

IBAN: ES49 2100 0927 5602 0001 7660
BIC/SWIFT: CAIXESBBXXX

Banco Popular:

IBAN: ES30 0075 0002 2506 0442 2331
BIC/SWIFT: POPUESMM

Banc Sabadell

IBAN: ES19 0081 5084 0400 0129 0030
BIC/SWIFT: BSABESBB

IMPORTANT:

To ensure that your payment is correctly processed, you should indicate the **client code and invoice number** that appears on the invoice on the bank transfer, in favour of the FIRA INTERNACIONAL DE BARCELONA.

12. Servifira Services contract

Servifira (www.servifira.com) makes the Fira Store in the Exhibitor's Area (accessible through the trade fair website). Through the aforementioned Catalogue, exhibitors will be able to hire all the services they need to participate in the trade fair:

- Services: Internet, electricity, compressed air, anchor points...
- Decoration: furniture, landscaping, carpeting...
- Visual impact: graphic services, advertising, merchandising...
- Audiovisuals
- Personnel: hostesses, security, translators and interpreters...
- Cleaning
- In-stand catering

You can also book a custom-designed stand through www.buildupfira.com, the stand design and construction department, through which the exhibiting company can hire any service they need for the preparation of their stands: audiovisuals, catering, hosts/hostesses, rigging, etc.

Through the Exhibitor's Area, exhibitors can also:

- View their invoices.
- Check the trade show policies of participation.
- Check the technical sheet of their space.
- Manage passes and invitations.
- Manage all the requirements regarding your participation.

Private access to the Exhibitor's Area is through the use of the passwords sent by email to the exhibiting company's contact person as specified on the trade fair application form.

Exhibiting companies must ensure that they provide their assembly company with all the information relating to their stand (stand technical sheet, and Fira de Barcelona's technical regulations relating to the corresponding venue).

Telephone support: (+34) 902 233 200

Email: clientes@firabarcelona.com

Timings: It is recommended to allow enough time for the hiring of services, checking invoicing data and sending any technical specification for your space and/or design. If you place orders before 19 th of April, 2024, you can ensure the availability of utilities and take advantage of discounts of up to 30%. The general delivery of the stand pack will be made 48 hours before the start of the fair. The general delivery of the services will be carried out during the whole period of assembly (the furniture will be delivered on the last two days of assembly) *. In the event that the exhibiting company requires special delivery conditions, it must contact Servifira for these purposes.

Handling of incidents during assembly: The exhibiting company should contact the telephone number (+34) 932 332 000, with the free telephone numbers for exhibitors located in the halls near the office of the hall manager of the fair or in the customer service department.

All the material of the stand is on hire, so it must be returned in the same condition in which it was delivered. All graphics or signs installed by the exhibitor must be removed on the last day of the trade show days. In the event that they have not been withdrawn, the organization reserves the right to bill the exhibitor for any removal costs.

13. Changes to location

In the interests of the event, Fira de Barcelona reserves the right to change the space booked by exhibitors within the exhibition centre without having to reimburse any money to said exhibitors. Exchange, transfer or sub-letting booked spaces to third parties is expressly forbidden.

If, for any reason beyond the organization's control, it cannot provide the exhibitor with the hired space and allocates another space on the same site with similar characteristics, but smaller, the

exhibitor will be given a refund, where applicable, for the difference between the amount paid for the hired space and the cost of the space finally allocated, without the exhibitor being entitled to claim any compensation for this reason and waiving at that time any further claim for this reason. In this case, the Parties are required to formalize the corresponding Annex to the Participation Contract.

If, for reasons beyond the control of Fira de Barcelona, including the existence of building work in the exhibition centre intended to host the event, it becomes impossible to hold it in any of the premises or halls of this exhibition centre, Fira de Barcelona reserves the right to change the venue to another exhibition centre, and any participation applications and contracts signed up to that date will thereby be terminated.

Nonetheless, Fira de Barcelona will maintain exhibitor status for all companies that do not submit written cancellation of their participation in the new event venue and will transfer the amounts paid by exhibitors up to that date to the new contracts.

If written notice is received from an exhibitor stating that it is no longer interested in taking part in the event in this new location, Fira de Barcelona shall refund the exhibitor the amounts paid up to that date in accordance with the participation contract, without the exhibitor being entitled to any compensation for this reason; nevertheless, the exhibitor hereby waives any further claim in this respect. The participation contract between the Parties shall be cancelled with immediate effect on receipt of the notification by the exhibitor.

14. Amendment to surface area

Exhibitors requesting a reduction in space will lose the right to the entire space but will be able to request a new location from among available spaces. Should exhibitors request a larger space, Fira de Barcelona will comply provided that there is an availability of space. In both cases, the new exhibition space contract must be formalized in writing between the Organization and the exhibitor. Should the requested space be unavailable, the contract will remain unalterable.

15. Cancellation by the Exhibitor

Exhibitors may cancel their participation in the Hispack 2024 event in writing via any verifiable means that allows sending and receipt to be recorded. Once the communication has been verified, the organisation will close the exhibitor's account showing the detail of the invoices in respect of the participation and services.

- a) If the cancellation is sent before 16 December 2023 (more than 135 days before assembly starts), the amounts paid up to that date will be refunded to the exhibitor.
- b) If the cancellation is sent before 17 December 2023 (more than 134 days before assembly starts) and 15 March 2024 (45 days before assembly starts), the exhibitor is bound to pay 100% of the amounts invoiced and overdue, as a penalty, as a consequence of the cancellation of the participation.

- c) If the cancellation takes place after 16 March 2024 (less than 44 days before assembly starts), the penalty will be 100% of the final payment.

Under no circumstances shall the amount in respect of the registration fees be refundable.

In the event that the exhibitor has not paid the full amount before build-up commences or has not occupied the contracted space, its participation shall be deemed cancelled, leaving the organisation free to allocate the space or stand to a third party without any obligation to compensate or return the amounts paid in advance for this item.

This clause will not apply to the terms set out in clause 16.

16. Force majeure

Fira de Barcelona reserves the right to reduce or increase the duration of a certain event, as well as to delay build-up, holding of the event and breakdown as long as special circumstances so require or due to causes of Force Majeure. These circumstances do not involve the cancellation of the participation contract, neither do they constitute sufficient grounds for damages.

16.1

If, as a consequence of COVID'19 or any of the limitations generated by it, it was impossible to hold the Event on its scheduled dates, the exhibitor, as long as he does not want to maintain his participation in the new dates, will have the right to be refunded in regards with the amounts he has paid for his participation, including the registration fees. Regarding the contracted services, and whenever the exhibitor does not want to maintain his contract for the new dates of the Event, the Organization will return to the exhibitor the amount charged for this concept, after deduction of the incurred costs, duly justified. In no case will the exhibitor have the right to claim any compensation for damages.

17. Dress Code at the Event

The staff present in the stands must be dressed appropriately for the function they perform in each case. It will not be possible to use clothes or accessories that involve the objectification of the person or that may offend other exhibitors or attendees for ethnic, religious, sexual, political or social reasons.

It is the exhibitors' responsibility to ensure that all the staff present at their stand (whether they are the direct employees of the exhibitor or employees of their suppliers) are dressed professionally and appropriately. If any transgression of this rule occurs, and being the decision adopted by the Organization unappealable in this respect, the staff will have to leave the venue.

18. Health& Safety Measures

According to the recommendations and standards established by the World Health Organization and/or by the national authorities for the control of diseases with an infection risk, including epidemics and/or pandemics, the exhibitor agrees to strictly comply with the protocols implemented by the Organizer at all times for the health and safety guarantee at its events. The protocols are accessible on the Fira Barcelona website.

<https://www.firabarcelona.com/es/protocolo-de-seguridad-y-prevencion-contra-la-covid-19/>

19. Contract terms and conditions and acceptance of the Participation Rules

The foregoing Participation Rules are constituted as standard conditions and contract terms. Those matters not expressly contemplated in these Participation Rules shall be governed by the Fira de Barcelona Exhibitor General Participation Regulations that you can check in www.firabarcelona.com and to which they expressly submit themselves.

Should there be any contradiction or discrepancy between these two documents, the provisions of these Participation Rules shall prevail.