

TERMS OF PARTICIPATION

1. PARTICIPANT APPLICATION

- 1.1. MTP accepts participant application (original A1 form, completed and signed) provided that the exhibition space lease deposit (as referred to below) is paid.
- 1.2. According to the provisions of the "Regulations for Trade Fair Participants", applicants shall be obliged to pay the registration fee and the co-exhibitor application fee, as referred to below.

2. REGISTRATION FEE

- 2.1. The registration fee covers:
 - handling costs connected with exhibitor's registration and exhibition space lease order;
 - exhibitor cards allowing to enter the fairgrounds (for entry card rules see the Specific Provisions);
 - exhibitor's catalogue entry (company name, address and phone/fax data) in the catalogue and/or the Internet;
 - exhibitor's entry in "Exhibitor directory as per Thematic Scope" (up to 10 product groups) in the catalogue and/or the Internet;
 - 1 catalogue (printed and/or electronic version);
 - 15 invitations for fair guests;
 - participation of representative of an exhibitor in the branch evening (invitation 1 pcs).
- 2.2. The registration fee is PLN 600 + 22% VAT.
- 2.3. The Exhibitor should pay the registration fee against a relevant invoice issued by MTP after completing exhibitor registration.

Exhibitors applying for participation at least 30 days prior to the assembly commencement are required to pay the registration fee within 14 days from the invoice issuance date or 5 days from the date invoice receipt. Exhibitors applying for participation later than 30 days from the assembly commencement are required to pay the registration fee within 7 days from the invoice issuance date or 3 days from the date if invoice receipt, however not later than on the last working day preceding the commencement of assembly.
- 2.4. The registration fee to be paid by foreign exhibitors will be invoiced at the average EUR exchange rate announced by the National Bank of Poland on the last workday preceding the invoice issuance date.
- 2.5. The registration fee shall be due and payable and shall not be reimbursed where a participation offer is cancelled or a participation agreement is rescinded.

3. EXHIBITION SPACE LEASE, TERMS OF PAYMENT

- 3.1. Exhibition space prices related to the participation in the trade fair include the following:
 - space rent for the trade fair period and construction and dismantling period;
 - for space with a booth, additionally standard stand construction and equipment as per MTP's design.
- 3.2. In the calculation of stand area, the space is mathematically rounded off to a full square meter.
- 3.3. EXHIBITION SPACE LEASE DEPOSIT
 - 3.3.1. Deposit in respect of exhibition space lease is required for participant application registration by MTP.
 - 3.3.2. Deposit rate:
 - 20% of total gross charge for the space ordered – for payments made by 05.02.2010
 - 20 % of total gross charge for the space ordered – for payments made between 05.02.2010 – 07.05.2010
 - 100% of total gross charge for the space ordered – for payments made after 07.05.2010
- 3.4. A deposit paid by Orderer will not be invoiced. It will be credited to the space lease payment on the day a contract is concluded (Confirmation of Participant Application). An invoice for the payment will be issued within 7 days from the date of contract conclusion (i.e. Confirmation issuance date).
- 3.5. Should payment for exhibition space lease be made in the amount lower than 100% of gross space ordered, the remaining payment required for space lease will be invoiced by MTP (final invoice) not earlier than 30 days before the space is made available (beginning of stand construction period).

The remaining amount due as per a space lease invoice should be paid within 14 days from invoice issuance date or within 5 days after invoice receipt.
- 3.6. All settlements of accounts with foreign fair participants for space rent are carried out at the average EUR exchange rate announced by the National Bank of Poland on the last workday preceding the application deadline.
- 3.7. By invoicing the space rent 22% VAT will be added.

4. CO-EXHIBITOR APPLICATION FEE

- 4.1. Exhibitors indicate co-exhibitors on the A2 form. MTP shall charge exhibitors a co-exhibitor application fee per each co-exhibitor.
- 4.2. The co-exhibitor application fee covers:
 - handling costs connected with co-exhibitor's registration;

- exhibitor cards allowing to enter the fairgrounds (within entry card allocation acc. to "Specific Provisions");
 - co-exhibitor's catalogue entry (company name, address and phone/fax data) in the catalogue and/or the Internet;
 - co-exhibitor's entry in "Exhibitor directory as per Thematic Scope" (up to 10 product groups) in the catalogue and/or the Internet;
 - 1 catalogue (printed and/or electronic version);
 - participation of representative of a co-exhibitor in the branch evening (invitation 1 pcs).
- 4.3. The co-exhibitor application fee is PLN 300 + 22% VAT for each co-exhibitor.
 - 4.4. MTP shall issue an invoice for the co-exhibitor application fee within 7 days from the fair conclusion date. The exhibitor shall make a relevant payment within 14 days from invoice issuance date or within 5 days after invoice receipt.
 - 4.5. The co-exhibitor application fee to be paid by foreign exhibitors will be invoiced at the average EUR exchange rate announced by the National Bank of Poland on the last workday preceding the first day of fair.

5. TERMS OF PAYMENT FOR THE REMAINING SERVICES

- 5.1. Terms and conditions of payment for the stand construction and furnishing are regulated a separate agreement.
- 5.2. Amounts due for ordering other trade fair services (catalogue advertisement, advertising structures, additional invitations and entry cards, electricity and water supply, hire of furniture and other equipment or staff, stand cleaning, etc.) will be invoiced by MTP within 7 days from the fair construction date. Applicable 22% VAT will be added at invoicing.

All settlements of accounts with foreign fair participants for the remaining services are carried out by MTP at the average EUR exchange rate announced by the National Bank of Poland on the last working day preceding the first day of fair.

6. ELECTRICITY CHARGE

- 6.1. MTP shall charge customers a fee for use of electricity during the fair. The rates depend on the power supplied and are as follows:

Power supply	Net fee [in PLN]
3 kW (1x16A)	46
9 kW (3x16A)	137
14 kW (3x25A)	214
18 kW (3x32A)	275
36 kW (3x63A)	550
2,3 kW (1x10A) 24 h	27
9 kW (3x16A) 24 h	105

- 6.2. An invoice for use of electricity shall be issued within 7 days from the fair conclusion date. By invoicing 22% VAT will be added.
- 6.3. All settlements of accounts with foreign fair participants for use of electricity are carried out by MTP at the average EUR exchange rate announced by the National Bank of Poland on the last workday preceding the first day of fair.

7. WASTE DISPOSAL FEE

- 7.1. MTP shall charge stand constructors a fee for waste disposal. The rates depend on the size of the space area (rented area) and are as follows:

Space area (rented area)	Net fee [in PLN]
up to 30 m ²	51
31 m ² - 70 m ²	152
71 m ² - 120 m ²	304
more than 120 m ²	610

- 7.2. An invoice for waste disposal shall be issued within 7 days from the fair conclusion date. By invoicing 7% VAT will be added.
- 7.3. All settlements of accounts with foreign fair participants for waste disposal are carried out by MTP at the average EUR exchange rate announced by the National Bank of Poland on the last workday preceding the first day of the fair.

8. PAYMENTS AND BANK CHARGES / COMMISSIONS

All payments for participation in the exhibition and exhibition services as well as all bank charges and commissions related to the same shall be covered by the payer.

* „Regulations for trade fair participants” are available on the website www.machtool.mtp.pl. On Exhibitors' request Regulations will be sent by post.