



VAKBEURS VOOR DE FRUITTELER

www.fructura.be

E-mail: info@fructura.be

Organisatie: Fruittelers Zuid-Limburg vzw

TRADE FAIR RULES FRUCTURA EXPO 2024

Article 1 - General

1. Fructura Expo, trade show for the professional fruit grower, is held every three years by vzw Fruittelers Zuid - Limburg. Its Board of Directors is the organizing Committee of the trade show.
2. These rules apply to **Fructura Expo 2024**. This edition will take place in the Trixxo Arena exhibition centre in Hasselt (Belgium) on Wednesday 4 en Thursday 5 December 2024.
3. By submitting an application to participate, each exhibitor undertakes, expressly and unconditionally to accept and abide by the trade fair rules.
4. In cases of imperative necessity, *force majeure* or unforeseen circumstances, the organizers reserve the right to shorten, postpone, restrict or cancel the trade fair without such decision entitling the registered participants to compensation.
5. Any dispute of whatever nature shall be submitted to the sole jurisdiction of the courts of Tongeren, Belgium.
6. When registering as an exhibitor, please state your preference for the location of your booth(s). You can do this by consulting the trade fair floor plan which can be viewed and downloaded during the registration procedure. The final allocation of stands however remains actually at the discretion of the Committee. The Committee also decides on any changes. The special requirements of prospective exhibitors regarding the booths they have requested are not binding for the Committee. The Committee will try to take full account of requests, but reserves the right to decide the allocation of stands in the best interests of the trade fair.
7. The Committee reserves the right to change the location of the booths and exhibition plan if this is desirable for the organization of the trade fair. The exhibitor will be informed of this personally. Under no circumstances shall such a change confer any right to compensation.
8. The exhibitor may not sublet or transfer the booth space, or allow it to be used wholly or partially by other companies or organizations without the express consent of the organization.

Article 2 - CONDITIONS OF PARTICIPATION

1. Fructura is open to domestic and foreign companies offering products or services related to fruit growing.
2. The application to participate must be submitted online using the registration module provided. The application must be properly completed and is only valid if the field "I have read the rules and accept them" is checked.
3. The request to participate must be received by the Fructura secretariat by 10 November 2024. The time the online registration is logged serves as proof of mailing.
4. Late registrations will only be processed if there is any free stand space available, and this will be allocated in chronological order of receipt.
5. Upon receipt of the request to participate, the prospective exhibitor will receive a registration confirmation and an invoice for payment. Registration is not complete until the invoice is paid, and registration as an exhibitor has been approved.
6. Changes to the surface area of the booth space after the application to participate can only be requested through the Secretariat. The Committee shall decide whether or not to accept the request for amendment. Any authorized modification is also subject to a fixed administration fee of 80 €.
10. If the authorized exhibitor wishes to cancel his participation, it should be done by registered letter to the Fructura secretariat. When cancelling before 1 November 2024, half of the registration fee remains payable. For cancellations from 1 November 2024 onward, the full registration fee will be charged.

Article 3 - PRICES & PAYMENT

1. **Administration fee:** for every application to participate, a fixed administration fee of 80€ is charged.
2. **Booth space:** The price for booth space is 30 €/m², except for the main corridor. Here a rate of 40 €/m² i.e. the corridor from the entrance to the fair square. In the event of late registrations from 10 November 2024, the registration fee will be increased by a supplement of 250 €. The minimum area for each stand is 15 m². The stand space can be increased to the requirements of the exhibitor, in as much as this is possible within the plan of the trade fair layout (by combining booths or parts of booths). The organisation offers a surface discount of 10% from 50 m² (27 €/m²) and 20 % from 80 €/m² (24 €/m²). This discount doesn't apply to the four central corridors connecting to the fair square. The planned layout is provided as a guide and may be changed within the scope of the available space. The standard height of a stand is 2.5 metres.
3. **Supplements:** a supplement of 180 € is charged for a corner stand (two open sides). For an aisle header stand (three open sides) a supplement of 300 € is charged.
4. **Other services:** All exhibitors are obliged to have an electricity supply. As standard, we provide a 16 Amp connection. When registering, the exhibitor has the option to change the electricity supply to 32 Amps or 64 Amps. The rates for the various options are: 50 € for 16 Amps, 100 € for 32 Amps and 250 € for 64 Amps. The exhibitor can also request a water supply and this includes waste water disposal. This costs 250 €. You can also order extra exhibitor's passes on top of four already included. You can further order tickets for your customers and parking tickets online at the advertised prices, using the registration module.
5. **Invoices:** all invoices will be transmitted digitally to the exhibitor. They will be sent by e-mail to the address given in the application to participate. The exhibitor is required to download every invoice, and may print it if desired. Invoices are to be paid in time.
6. **Invoice on registration:** after registration of the application to participate, the exhibitor will receive an invoice by e-mail for the total requested stand space, facilities and tickets. An application to participate only becomes final after payment of this.
7. **Payment:** all invoices must be paid no later than the due date shown. If an invoice is not paid by the due date, interest will be charged automatically and without notice, at a rate of 1% per month. Moreover, by way of fixed - rate compensation, the invoice amount will be increased by 10%, with a minimum of 125 €.

All payments should be made to the account of vzw Fruittelers Zuid - Limburg:

- IBAN BE07 7330 5594 3566
- BIC: KREDBEBB

8. **Exclusion of participation:** No exhibitor will be able to use their stand space unless they have paid the full participation fee. Only exhibitors who have paid all invoices in advance and on time will be allowed to take part in the trade fair.

Article 4 - INSURANCE

1. Every exhibitor is required to have **civil liability** insurance for its participation in the Fructura expo 2024 trade fair.
2. If the exhibitor wishes to cover himself against damage, theft, vandalism, etc. ... of his exhibited materials, exhibition stand and the like, he must take out insurance himself for **all risks**.
3. Under no circumstances shall Fructura or the Committee be held liable for thefts, losses or any damages that may arise during the period of the trade fair.
4. Any claim must be reported within 24 hours to the Fructura Secretariat. In addition, theft should be reported immediately to the police. The Committee may in no case be held liable for any loss of compensation incurred due to delayed reporting.

Article 5 - TRADE FAIR DAYS

1. **Access:** Fructura is accessible to the public on Wednesday 4 December 2024 from 10.00 to 20.00 hrs., and on Thursday 5 December from 10.00 to 20.00 hrs. The admission price for visitors is 10 € at the box office. And 15 € for a two-day ticket. Under 18, admission is free of charge. Exhibitors have access to the trade fair each day 1 hour before the exhibition opening and must leave no later than 1 hour after closing. Exhibitors receive 4 free exhibitor tickets (access exhibitor entrance and parking during the exhibition days). A maximum of 6 additional exhibitor tickets may be ordered at € 20 per ticket. This can be done via the online registration module

Invitation cards for your business contacts, which entitle the holder to free admission, may be ordered also during the process of application as an exhibitor via the online registration module. These business contact tickets can be purchased at a price of 5 € per piece. Each exhibitor will receive a package free invitation cards : 15 pcs for booths up to 40 m² and 30 for larger booths.

2. **Stand building:** The structure of the exhibition stand must occur on Monday 2 December and Tuesday 3 December 2024, between 08.00 and 18.00 hrs. Large equipment and machinery should arrive on Monday 2 December. Smaller equipment can be supplied until Tuesday 3 December afternoon. In order to heating the exhibition hall, we close the gates on Tuesday 3 December at 12.00hrs.

Stand dismantling: The dismantling of the exhibition stand must occur on Friday 6 December 2024, between 08.00 and 14.00 hrs.

The Committee reserves the right to change these dates and times if necessary for smooth running of these operations.

Stand features: The stand has to have a back wall, a floor covering (hard-wearing carpet) and lighting. The stand should be properly set up. Paint, stickers, fixing materials, etc. are not allowed on the walls, floor or other permanent parts of the Trixxo Arena.

At the end of each day of the trade fair, you must turn off all lighting and electrically powered equipment (except refrigeration) on your stand. If this has not already been done, then the Committee will do this. After this, the Committee cannot be held liable for any damage to any equipment or materials.

The exhibitor is obliged to leave the space rented at the trade fair in the same state that they found it. This means that all adhesive residues will be removed from where glue has been used to affix the floor covering. If this has not been done, the Committee will charge a flat fee of 250 €.

During the opening hours of the trade fair, any movement of materials is prohibited. Machinery, engines and equipment may only be operated electrically. At the end of each exhibition day, everything must also be switched off. Display of advertising, banners, etc. is only allowed within the exhibitor's own booth space. The Committee has the right to have unauthorized, disruptive installations, exhibited material or products to remove or to change.

3. **Waste:** All waste must be deposited by the exhibitor in the designated containers. All remaining waste, rubbish, packaging, etc. that is not cleared on Friday 6 December at 15.00hrs. will be removed at the exhibitor's expense.
4. **Catering:** The Trixxo Arena has a central catering point that is open for visitors and exhibitors during the trade fair.
5. **Provision of refreshments:** The exhibitor is allowed to offer refreshments to his visitors. However, this should be done inside the exhibitor's own booth. In no circumstances may beverages be offered outside the opening hours of the trade fair. The exhibitor is also responsible for maintaining order. Excessive alcohol consumption must not be tolerated.
6. **Toilets:** The Trixxo Arena has various toilet facilities. Exhibitors and visitors can use these free of charge.
7. **Miscellaneous:** Any form of immediate sales, raffles and other contests may not be set up except with express written consent of the Committee.

SECRETARIAL OFFICE

Fructura Expo 2024
Vredestraat 2A/001
3500 Hasselt

AN ORGANIZATION OF

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