

PRESS ACCREDITATIONS ISSUE REGULATIONS

A. General Provisions

1. The regulations define the rules of issuing press accreditations by Międzynarodowe Targi Poznańskie sp. z o.o., with its registered office at ul. Głogowska 14, 60-734 Poznań, Poland, registered with Poznań – Nowe Miasto and Wilda District Court, 8th Business Division of National Court Register (KRS), under KRS number 0000202703, shared capital PLN 42,310,200.00, hereinafter referred to as the MTP.
2. Accreditations are issued to journalists and other press representatives interested in obtaining information on the fair and other events organized or co-organized by the MTP on the MTP premises or at a fair or event venue and passing the information to the mass media.
3. The regulations are available at the MTP headquarters, at a fair or event venue as well as online at www.mtp.pl in the form of a downloadable PDF document.

B. Types of press accreditations

1. The MTP uses two kinds of press accreditations:
 - **periodical accreditations** – which allow entry to a fair or other event on a specified date only, **permanent accreditations** – which allow entry to the MTP fairgrounds for the fairs and other events in the whole calendar year.
2. The accreditation is valid solely with an ID document.

C. Rules for issuing press accreditations

1. Both periodical and permanent accreditations are issued free of charge. The periodical accreditations are issued on the basis of accreditation applications submitted in one of the following ways: electronically by means of the online form available at <http://www.mtp.pl>, directly at the accreditation point at the fair or other event venue. The permanent accreditations are issued by the MTP at their discretion to the press representatives that have actively participated in the fairs and other events in the preceding season. No accreditation application is required to obtain the permanent accreditation.
4. The press accreditations are issued only to professionally active press representatives registered in court and having a legal personality as well as to official online services. The periodical accreditations are issued on the basis of an accreditation application. For the application authentication purposes the press representative should present a valid press pass, a certificate confirming cooperation with an editorial board or sample articles they are the author of. It is not sufficient to document membership in a journalist association or organization to have the accreditation issued.
6. The press accreditation and the entry card can be collected solely in person in one of the accreditation points. The periodical accreditations can be collected in the accreditation point on the days of the fair for which they were issued. The permanent accreditations are sent by post to the journalist's direct address, or they can be collected in the MTP Press Center by prior appointment. While performing journalist's activities the accreditation must be visible for the security staff. The press representatives bear full responsibility for the veracity and accuracy of the data provided by them, which are necessary to obtain the accreditation, including the consequences of providing incomplete or wrong data.

D. Benefits stemming from the accreditation

1. The periodical accreditation allows the press representative to enter the MTP fairgrounds or any other event venue clearly specified in the accreditation card,

subject to certain events (e.g. business evenings, conferences, seminars) which may require separate invitations issued by the organizer or the issue of which by the MTP depends on the organizer / co-organizer's approval. Journalists holding the permanent accreditation are allowed to enter the MTP fairgrounds or other event in the course of the fair/event itself (i.e. during the fair's/event's opening hours) as well as on other dates. The permanent accreditation is valid throughout the calendar year.

3. The holders of the periodical and permanent accreditations are allowed to enter the MTP premises or other fair/event venue by car free of charge, unless the event organizer should decide otherwise. Accredited journalists can obtain free-of-charge materials about the fair (e.g. a catalogue, schedule, press releases, CDs with photographs – available not earlier than on the second day of the fair) or other events in the Press Center located in pavilion 10 on the MTP premises or in an accreditation point at another fair/event venue. In order to facilitate work performed by journalists, the MTP provides access to computers with an Internet connection in its Press Center located on the premises in pavilion 10 or in an accreditation points at a fair/event venue. Press representatives can also refer to the employees of the Press Center, located on the premises in pavilion 10 or in an accreditation point at a fair/event venue, who will provide assistance with contacting the exhibitors and share information concerning the relevant exposition. The MTP provides assistance for the accredited press representatives with booking a hotel, subject to prior notification of such a need at least 14 days in advance.

E. Safety regulations

1. The MTP accredited journalists are obliged to comply with the safety regulations and the other provisions of the "Regulations of participating in fairs and visiting the fair for the press representatives accredited by the MTP".
2. The regulations are available at the MTP headquarters, in the Press Center or in the accreditation point as well as online at www.mtp.pl in the form of a downloadable and printable PDF document.