

SPECIFIC PROVISIONS HAPPY BABY 2019

1. APPLICATION DEADLINE:

28.06.2019

Applications submitted after this date shall be considered provided exhibition space is still available.

2. TRADE FAIR OPENING DATES AND TIMES

2.1. Trade fair dates: 14 - 15.09.2019

2.2. Opening times:

- for exhibitors:

Saturday 9:00 a.m. - 6:00 p.m.

Sunday 10:00 a.m. - 11:00 p.m.

- for visitors:

Saturday 10:00 a.m. - 6:00 p.m.

Sunday 10:00 a.m. - 6:00 p.m.

3. STAND ASSEMBLY AND DISMANTLING PERIODS

3.1. Assembly: 14.09.2019, 7:00 a.m -10:00 a.m

3.2. Dismantling: 15.09.2019, 6:00 p.m -10:00 p.m

3.3. Pavilions and fairgrounds opening times: 7.00 a.m. to 11.0 p.m.

4. ENTRY CARDS

4.1. An **exhibitor card** will be required from exhibitors to enter MTP grounds during the trade fair, stand construction and dismantling periods.

4.2. Exhibitor cards are provided depending on the size of exhibition space ordered, according to the following rules:

- for a stand of up to 10 m², 2 cards
- for a stand of up to 20 m², 4 cards
- for a stand of up to 50 m², 6 cards
- for a stand of up to 75 m², 8 cards
- for a stand of up to 100 m², 10 cards
- for a stand of up to 200 m², 12 cards
- for each 50 m²over 200 m², 1 card.

4.3. Any **additional exhibitor cards** over the numbers stated above shall be ordered online in the Exhibitor Zone till 14.09.2019 or purchased on-site at the Exhibitor's Reception Desk at the MTP. Payment is made by cash or credit card.

4.4. **Entry cards for stand constructing teams** for stand assembly and dismantling periods shall be provided by MTP based on a written order from an exhibitor or stand constructor. The cards can be collected at the Exhibitors' Reception Desk.

5. CAR ENTRY CARDS AND PARKING CARDS

5.1. **Fair participants** are entitled to enter the fairgrounds:

a) **by passenger cars** or delivery cars with additional passenger space - during the fair, stand construction (except last day of stand construction*) and dismantling period - upon the **permanent car entry cards**.

b) **by delivery cars** - on the last fair day, when the grounds are closed to the visitors or during stand construction (except last day of stand construction*) and dismantling period - on the basis of **car entry cards for stand constructing teams**.

Permanent car entry cards for whole event can be ordered online in the Exhibitor Zone till 13.09.2019 or purchased on-site at the Exhibitor's Reception Desk at the MTP. Payment is made by cash or credit card.

The number of car entry cards may be limited depending on the exposition size.

5.2. **Stand constructors** and **deliverers / recipients** of exhibits are entitled to enter the fairgrounds by car during stand construction (except last day of stand construction*) and dismantling period, on the basis of assembling/ dismantling car entry cards or delivery / receipt order.

Car entry cards for stand constructing/ dismantling teams are issued on the basis of written order at the Exhibitor's Reception Desk.

5.3. On the last fair day, i.e. 15.09.2019 after 4 p.m., **for stand dismantling purposes** the car entrance will be allowed for passenger cars and trucks.

5.4. It is not allowed to:

- enter the fairgrounds without valid, authorized car entry documents,
- park vehicles at escape routes and walking areas,
- leave vehicles on the fairgrounds during the trade fair - after 7 p.m.,
- leave vehicles on the fairgrounds in the stand construction and dismantling periods - outside the fixed hours *(see point 3. Specific provisions)*

Entering the fairgrounds without valid, authorized car entry documents, parking vehicles at escape routes and walking areas or leaving the vehicle at the fairgrounds after the time

specified herein without MTP's permission and at a place other than the designated one will be wheel clamped and a fine of PLN 200 will be imposed. The fine will not be invoiced.

5.5. There is a possibility to use MTP's car park located near the fairgrounds (Matejki Str.). On 14 - 15.09.2019 (trade fair period) **permanent or single-use parking cards** are obligatory.

Permanent parking cards are sold at the car park in Matejki Street 63. **Single-use parking cards** are available by drive-in to the MTP car park. Payment by cash or credit card.

6. VALUE ADDED TAX (VAT)

6.1. MTP shall issue an invoices **with the value added tax (VAT)** on:

a) admission and car entry services and connected auxiliary services (tickets and entry cards, invitations, car entry cards, parking cards, etc.),irrespective of where the fair contractors has a seat or permanent place of business activity;

b) other trade fair services provided to the contractors with a seat or permanent place of business activity **in Poland**.

6.2. MTP shall issue an **invoices without the value added tax (VAT)** on trade fair services other than mentioned at p. 6.1.a), for contractors ordering those services whose seat or permanent place of business activity is situated in the EU Member State or in the country outside of EU, provided that **the recipient of the service is not an exhibitor/co-exhibitor who has a seat or permanent place of business activity in Poland**.

6.3. An invoice without the value added tax (VAT) shall be issued to foreign contractors with a seat or permanent place of business activity in the EU Member State provided that **EU VAT ID is given** in the forms for ordering trade fair services.

7. SALES

During the trade retail sale is allowed at the exhibition space.