

GENERAL REGULATIONS

1	The organizer reserves the right for acceptance or rejection of the applications and will not be liable.
2	The registration will be approved only after receiving the receipt of 50% of the rental charges along with the application form, otherwise the application will not be considered by the organizer.
3	The organizer is fully authorized to determine or (if necessary) change the location of the stands.
4	A “first come, first serve” basis will be applied in the registration process and stand allocation.
5	Should there be any Iranian agent responsible for the participation procedures, the agent should be introduced in an official capacity by the original company.
6	Any delay in the payment of rental charges will entitle the organizer to withdraw the entire allocated space from the contract.
7	To avoid any future difficulties regarding the payment, please pay the rental fee in “Euro”.
8	Exhibitor is not allowed to sublet or share his allocated space with other applicants.
9	Exhibitor wishing to cancel his participation or reduce the requested space should inform the organizer at least 2 months prior to the exhibition. In this case 10% of the rental charges will be deducted by the organizer and the remaining will be refunded to the exhibitor. Any cancellation or space reduction during the 2 months before the exhibition will be rejected and no reclamation will be accepted.
10	General monitoring of the halls and pavilions will be provided for the whole period of the exhibition. Exhibitors are obligated to safeguard their stand and exhibits during the visiting hours. The halls will be duly locked and sealed after the closing hours.
11	To avoid any probable loss of property during the show, exhibitors are advised to insure their goods and equipment.
12	The exhibitors are obliged to be present in their stand until the last day – 4 p.m. – and not allowed to pack the exhibits.
13	Exhibitors are not allowed to put their exhibits or equipment in the aisles. Otherwise, the occupied space will be calculated.

14	Sales of goods are strictly prohibited.
15	Extra furniture and equipment are available upon the exhibitor's request. The rental charges for these extra facilities should be paid to the organizer according to the relevant price list.
16	Construction, decoration and arrangements of the stands and goods should be completed a day before the opening (2:00 p.m.), all unnecessary materials and empty cases should be removed from the exhibition ground.
17	If the stand is constructed in 2 floors, the second floor space will be charged based on 50% of rental charges per each square meter.
18	Exhibitors should vacate their space no later than 48 hours after the end of the exhibition; otherwise the organizer will remove the items left directly. In this case the exhibitor is responsible for any damages to his belongings and should pay the expenses for transportation and store keeping of the goods as well.
19	If the payments are not acted completely by the exhibitors, the organizer is allowed to confiscate the exhibitors' exhibits. If the value of the exhibits is less than the assigned charges, the organizer is entitled to take legal action for the settlement.
20	Advertising material such as; brochures, pamphlets, posters audio-visual cassettes or CDs should be checked by the organizer before displaying or distributing in the exhibition.
21	Notifications outside of the stand such as slogans, placards, and wall writing, will be subjected to additional charges and prior approval of the organizer.
22	Alcoholic drinks; weapons, narcotics, pictures or films contrary to the rules of Islamic Republic of Iran are strictly prohibited.
23	Importing goods and machineries should be sent to the customs warehouse after the end of the exhibition.
24	Flammable materials and empty cases are not permitted to be stored in the bank of the stands.
25	The exhibitor or his designee should be actively present in the stand during visiting hours.
26	Exhibitor's banners or signs must be placed within the their allocated sites.
27	Exhibitors not willing to construct their stands by our team should send a layout of their stand, along with the internal electric extension at least 30 days prior to the exhibition. Their layouts have to be approved by the technical department of the exhibition.
28	Exhibitors requiring additional water supply, Internet, telephone connection or 3-phase electricity should apply at least 30 days prior to the exhibition. Charges will be calculated and should be paid before the end of the exhibition.

29	Exhibitors whose machinery consumes more than 5kw/h electricity should notify the organizer at least 30 days prior to the exhibition. Any extra charges should be paid by the exhibitor.
30	Exhibitors wishing to display heavy, high or voluminous machines or products should inform the organizer at least 45 days prior to the event.
31	Exhibitor is responsible for any damages to the equipment and furniture and should compensate the losses according to the organizer's regulations.
32	The organizer will inform the exhibitor about the details and instructions by announcements. The organizer will not accept the consequences of disregarding these notifications.
33	Verbal agreements are only valid after they have been confirmed in writing and signed.
34	In case of the occurrence of an unexpected event or force majeure, such as war, anarchy, natural disasters etc. which may postpone the exhibition or cause its cancelation, the organizer is not liable for any losses and claim on damages or refund.
35	Any claims by the exhibitors against the organizer will be accepted within 30 days after the end of the exhibition. All complaints must be initially brought to the attention of the organizer before they are taken to any other legal bodies.

These regulations are adjusted in accordance with the UFI laws and regulations and are current & utilized in all international big exhibitions. So the exhibitors are requested to read and follow them accurately.