

GENERAL EXHIBITION TERMS FOR «AUTO ZÜRICH MOTOR SPORTS, TUNING, AUTOMOTIVE TECHNOLOGY AND ACCESSORIES 2024 SECTORS»

1. Organizer/Venue

Organizer: Auto Zürich AG

Hermetschloostrasse 77

8048 Zürich

Venue: MCH Messe Schweiz (Zürich) AG

Wallisellenstrasse 49

8050 Zürich

2. Acceptance

Individual and group exhibitor whose exhibition program fits into the event will be accepted. After reviewing all submitted registrations, the organizer alone decides which companies and exhibits will be accepted.

3. Registration

«Auto Zürich» rents out space for sales and information booths as well as advertising space during the exhibition. The registration has to be submitted to the organizer within the specified registration period using the official form that has been legally signed.

Any conditions or reservations stated by the exhibitor in documents are not considered. Particularly space requests, we might or might not fulfil, do not present a condition for a participation. Exclusion of competition cannot be granted.

By submitting the signed registration form, the exhibitor accepts the terms of participation and the valid prices. The exhibitor is liable for consequences arising from inaccurate, incomplete or erroneous entries into the registration form.

As a formal confirmation of the agreement, the exhibitor company will receive a registration confirmation (bill and order confirmation) (as of being mailed by of organizer) thus concluding an exhibition rental agreement between the organizer and the exhibitor. There is no legal right to a registration confirmation.

The organizer has the right to cancel any registration confirmation that has been granted under false pretences or facts or if the conditions have changed at a later point in time.

4. Date, duration and opening hours

The organizer determines the duration and the opening hours of the exhibition that are published in the exhibition brochure and identical with the exhibitions New Cars and CLASSIC.

The exhibitors, who can identify themselves using their exhibitor badges, have the right to stand by their booths 30 minutes before the exhibition gates open and 30 minutes after the exhibition closes.

The point in time for arrival (installation) and leaving (dismantling) will be announced in time in the instructions for installation & dismantling logistics.

5. Billing and terms of payment

50% of the stand rental fee within 30 days of receipt of invoice, the 2nd half by 13 September 2024 at the latest.

Extra services will be billed directly by the organizer or supplier and are considered an integral part of the contract.

In cases where the exhibitor forgoes the participation in the exhibition after closing the contract, the exhibitor is still liable to pay the booth rental fee and extra costs in full. Should the organizer be able to rent out to somebody else without any damages, the exhibitor who withdrew from the contract has to pay 10 % of the booth rental fee as compensation, but a minimum of CHF 2.500 (excl. VAT).

6. Booth design, booth furniture, attending to the booth

The booth should be designed in a fashion that is as open as possible. The overall booth design specifies a maximum height of the booth side walls of 1.50 m.

Booths are assigned in the order of the incoming registrations by the organizer alone who also has the final decision. Exhibitors will be notified in writing of their booth allocations by 13 September 2024 at the latest.

all prices are without VAT

Any possible objections to booth assignments have to be submitted within 3 days after receiving the organizer's notification. However, the organizer reserves the right to issue a final decision. If for compelling technical and organizational reasons, it should be necessary, the organizer reserves the right to assign the exhibitor a new booth at a different location deviating from the former booth assignment, change the square footage of the exhibition space, change or close exits and entrances to the exhibition halls.

The organizer is not liable for any consequences affecting the exhibitors that might arise from the special location and the environment of the assigned booths.

The organizer will try to assign the exhibition space that was requested in the registration form. However, it is the organizer's right to assign either less or more exhibition space for reason of arranging booths. Any partial square meter of assigned space is considered a whole square meter.

Projections, columns, stanchions as well as installation connections are considered part of the assigned exhibition space. The exhibitor is obligated to take the condition and bearing capacity of the floor into consideration accordingly. If they fail to do so, the exhibitors are liable for any consequences.

Every exhibitor is responsible for their own design and furnishing of their booth and its equipment. The organizer is only tasked with basic assignment of the spaces and booths. Normally there are no dividing walls available on at the exhibition spaces. The exhibitors have to procure those dividers themselves or contract a booth installation company for that.

The exhibitors are obligated upon the organizer's request to submit a design draft or model of the booth decoration and booth structures. **Special requests regarding the height of the side and back booth walls have to be submitted to the organizer not later than 30 September 2024.**

Booth furniture and elements have to be made of fire-retardant or fire-resistant materials. Not allowed are explosive substances or in general any materials that might pose a hazard.

Activities leading to noise emissions require the expressed and prior approval by the organizer. **Any sound and/or product presentation (e.g. hifi) is permitted only if the sound volume does not disturb neighbouring booths.** Auto Zürich will approve of screens as long as they are facing the booth interior or are positioned well inside the booth and are positioned in a way that allows visitors to stay within the booth.

7. Setting-up

Setting up the booth requires the prior payment of the booth rental fee in full. Installing the booth has to be done in a fashion that allows other booth installation at the exhibition to proceed unhindered. When setting up the booth, the exhibitors have to adhere to the specified dates and instructions issued by the organizer. If a longer installation time is needed, the exhibitors need to obtain approval from the MCH Messe Schweiz (Zürich) AG Zürich. The organizer will notify the exhibitors when the booth is ready to be occupied. All booths have to be completely installed and set up not later than **06 November 2024 at 4 p.m.** with the exhibits displayed in an optimal fashion. Any transport or packaging material has to be removed by this point in time as well.

The organizer can dispose of booths that have not been occupied by 10 a.m. on the day of the opening at their own discretion and without losing claim to the entire amount stipulated in the contract. This amount is owed even if the exhibitors cannot participate in the exhibition for any reason they either caused or did not cause. Any transport of goods to and from the exhibition spaces during opening hours is prohibited. The exhibitor is liable for any damages to the hall floors and any other damages or dirt. Exhibition items, structures or decoration that exceed the normal booth back wall height of 2.50 m are only permitted with the expressed approval from the organizer. Any possible extra cost will be decided upon after reviewing the plans and models. Letterings, message boards or cut-out decorative pieces attached to the walls may under no circumstances exceed the wall height and overreach. If needed, any light or power installation requires a separate technical form. The relevant order forms will be provided together with the registration confirmation by the organizer. All standard connections for light and power can only be installed by a company contracted by the organizer. Billing goes directly to the exhibitor by the respective installation company or supplier.

8. Price and selling principles

The exhibitors are in principle free in creating their own price policy. The exhibitors have to follow the requirements issued by Auto Schweiz and the rules of fair competition. In particular, they have to refrain from using any means that would violate good faith or the idea of fair competition. The exhibitors have to label their exhibits with clear and legible sales price tags per sales unit and in Swiss Francs (VAT and possible other details).

all prices are without VAT

9. Safety measures regarding fire and technical matters

Electric appliances and installations used by the exhibitor need to be in perfect working order. If these appliances cause failure of the residual current circuit breaker, the organizer can demand the removal of such appliances.

Storing or keeping of substances and/or materials that are a fire hazard, or explosives or easily flammable substances, such as gasoline benzene, acetone, petrol, fuels, butane gas, is prohibited. The use of such substances requires a separate approval by the organizer. Oily rags or rags soaked with floor wax have to be removed from the exhibition halls.

Decorations that are easily flammable or pose a fire hazard are prohibited. It is prohibited to bring, sell or hand out advertising, or game or entertainment balloons that are filled with noxious gases into the exhibition halls.

Fire alarms, wall hydrants, mobile fire extinguishers must not be blocked or even partially blocked by decorations, booth walls or exhibition elements. They need to be clearly visible and easily accessible for use.

Any emergency exits, stairs, stair landings, corridors, doors etc. must not be blocked by any items.

10. Organizer's disclaimer of liability

The organizer is insured against legal liability. However, it assumes no duty of care for exhibition items or booth furniture. Any kind of liability for damages or loss is excluded.

The booth staff has to be instructed about their duty of care. Moreover, precautions have to be put in place to prevent loss of exhibition items. Outside of the exhibition opening hours, the exhibits need to be covered and, if need be, locked up or away. Security measures by the organizers do not limit the liability disclaimer.

11. Insurances

Insuring exhibition items inside or outside exhibition spaces against fire or natural disaster is obligatory. We recommend an additional insurance against theft or burglary and damages caused by visitors and damages sustained during transport to and from the exhibition. It is the exhibitor's responsibility to take out insurance in time.

Every exhibitor is liable for any damages caused by the ex-

hibitors or third parties acting on their behalf, no matter the reasons, to other booths, to the property of the exhibition or to the life and property of third parties.

The exhibitor must purchase a special liability insurance for the participation in the exhibition or, where necessary, review their company liability policy and, if need be, extend its coverage to include the risk of participation in the exhibition.

The exhibitors bear full consequences arising from the legal liability, even if they have no third-party liability insurance.

The organizers and their staff are not liable for any exhibits; that applies to the time exhibitors are present on the exhibition grounds and during the transport to and from the venue, during the exhibition and also transport of exhibits to and from the venue. Therefore, it is recommended that the exhibitors purchase a transport insurance.

12. Organizer's services

The organizer assumes responsibility for planning and executing the entire exhibition. Booth rental fees cover the following services provided by the organizer:

- Advertising and PR activities within the communication concept
- Support of media and VIPs
- Publication of an exhibition magazine with publication from all main exhibitors (see relevant form)
- Organizing and paying for the special exhibitions and special shows
- Follow-up work and evaluation

13. Extras

All extras are directly billed through the suppliers:

- Basic connection of every booth
- Extra power outlets
- Repair work, caused directly by the exhibitor, as needed
- Posters and board advertising outside the rented booth space

14. Cleaning

The exhibition cleaning service takes care of the general cleaning of corridors, staircases, toilets etc.

Daily cleaning of the booths and disposal of dust and waste is the responsibility of the exhibitor.

15. Clearing the booths

Clearing the booths is the responsibility of the exhibitors. Removal has to follow the dismantling schedule. Clearing the booth cannot start before the end of the exhibition on the final day. Increased alertness is recommended at the clearing of the booths and at closing time since theft and loss is a higher risk during this time.

16. Householder's right

During the installation, the duration of the exhibition and dismantling of the respective exhibition, the organizer has the householder's right on the entire exhibition grounds. The organizer has the right to issue instructions to staff, third parties and exhibitors.

Anyone that does not follow the organizer's instructions can be expelled from the participation through a warning. The party affected by this or any third parties cannot construe any claim to a refund of booth rental fee etc, or even damages.

17. Force majeure

The Exhibition Management Board reserves the right to postpone, cancel, shorten or extend the exhibition on account of compelling reasons it is not responsible for.

The exhibitor cannot claim any damages where unpredictable, political, economic or war-related events, or operational downtime due to fire, natural disaster, water damage, power outages, pandemics or any other such causes renders the execution of the exhibition impossible or more difficult.

In case where the exhibition cannot take place due to political, economic or war-related events, the booth rental fees and rental fees for space remain forfeited.

It is recommended that the exhibitors purchase a business interruption insurance to cover their losses caused by fire, natural disaster, water damages, pandemics, and such.

18. Measures by the organizer for an orderly operation

The organizer has the right to take any measure seen suitable to ensure an orderly operation of the exhibition. To enforce compliance with their regulations, the organizer can take the necessary measures at the risk and cost of the non-compliant exhibitor or, if any warning is of no avail, close the booth with no costs incurred. The non-compliant party has no claim to refunds of booth rental fees, extras, fees etc. or even damages.

19. Accepting participation terms

By way of signing the registration, the exhibitor, for themselves and their staff or third parties acting on their behalf, accept the exhibition regulations as well as any possible special agreements and commit themselves to full compliance with all regulations in their totality.

Venue: Venue for all disputes is Zurich.