

STAND DESIGN AND INSTALLATION REGULATION

I. SCOPE OF REGULATION

1. Stand design and installation regulation (hereinafter – the Regulation) for the exhibitions organised by Agricultural Science and Technology Park of Vytautas Magnus University Agriculture Academy (hereinafter – the Organiser) is an integral part of the Rules of Participation in the Exhibition. The Regulation shall define rights and obligations of the Organiser and the Participant or his authorised stand installation contractor. The Regulation shall only apply when the Participant's stand (hereinafter – Stand) is designed and installed by the Participant himself or third person in accordance with the Participant's order.

II. TERMS AND CONDITIONS FOR STAND DESIGN COORDINATION WITH THE ORGANISER

2. If the Participant orders an empty area of the exhibition and employs other company or person for Stand installation, the authorised stand installation contractor shall present the Organiser a free-form authorisation letter signed by the Participant which shall include contacts of persons responsible for Stand installation.
3. The Participant or his authorised stand installation contractor shall agree on Stand design with the Organiser within 10 working days before the start of the exhibition.
4. Stand installed shall not exceed the limits of the area ordered by the Participant.
5. The maximum height of the Stand shall be 6 m.
6. The Participant or his authorised stand installation contractor may attach, hang or lean Stand materials or structures only on those structures which belong to the Participant.

III. STAND DESIGN COORDINATION MATERIAL

7. Stand design shall be presented to the Organiser. The design shall include:
 - 7.1. A title page which includes the following: name and date of the exhibition; name and other details of the company which has bought Stand area; Stand installation contractor, his details; Stand design submission date.
 - 7.2. Authorisation for Stand installation contractor.
 - 7.3. A plan of the Stand from above and on the facade side with the main dimensions, axonometric or perspective views, diagram of electronic devices.
 - 7.4. Description of the main materials used in Stand installation and certificates (if necessary).
 - 7.5. A valid copy of civil liability insurance policy for business activities issued for Stand installation contractor. A list of employees who shall work on Stand installation and disassembly.

IV. REQUIREMENTS FOR STAND INSTALLATION AND DISASSEMBLY

8. Stand installation and disassembly contractor shall be prohibited:
 - 8.1. To obstruct passages with materials, goods or exhibits, impeding other Participants of the exhibition or authorised stand installation contractors perform their work.
 - 8.2. To damage (hammer, drill, paint or mark with paint, use advertising film, etc.) walls and floor as well as structures of other Stands.
 - 8.3. To arbitrary use the material valuables that are owned by Vytautas Magnus University.
 - 8.4. To carry out planing, welding, cutting of metal structures and sanding inside the exhibition premises. Measures must be undertaken to avoid the spread of dust and harmful chemical vapours inside the exhibition premises.
 - 8.5. To obstruct access to electrical inlet cabinets and fire water systems.
 - 8.6. To smoke inside the exhibition premises or in the premises not designated for that purpose.

9. After the end of the exhibition, the Participant or authorised stand installation contractor shall leave their exhibition area without rubbish and tidy. Otherwise, the Organiser may impose a fine on the Participant of EUR 150 including VAT, while the authorised stand installation contractor may be prohibited to carry out activities in the exhibitions held by the Organiser.

V. REQUIREMENTS FOR ELECTRICAL INSTALLATION

10. Electricity is supplied in accordance with the established electricity quality parameters.
11. All connections to power lines (distribution cabinets) shall be made only by the employees of the Organiser. Participants or authorised stand installation contractors shall be prohibited to arbitrary connect to power lines.
12. Power lines equipped by the Participant or authorised stand installation contractor shall be supervised by the employees of the Participant or authorised stand installation contractor during the installation and the exhibition. The Participant or authorised stand installation contractor shall assume all responsibility for those power lines and their safety.
13. Power lines and equipment shall be grounded. In case of necessity, the Organiser may request Participants or authorised stand installation contractors perform insulation and grounding measurements.

VI. FIRE SAFETY REQUIREMENTS

14. Stands installed shall comply with the requirements of the General Fire Safety Rules.
15. The Participant or authorised stand installation contractor shall be responsible for the fulfilment of fire safety during Stand installation and disassembly.
16. Storing containers, packaging materials, goods, exhibits and other materials and structures between the stands and other areas of the exhibition shall be prohibited.

VII. RESPONSIBILITIES OF THE PARTIES

17. Stand installation without design coordination with the Organiser shall be prohibited. The Organiser shall have the right to reject Stand design if it is prepared improperly or presented too late.
18. In case of breach of this Regulation, all responsibility shall be assumed by the Participant or authorised stand installation contractor. The Participant or authorised stand installation contractor shall be liable for occupational safety violations during Stand installation.
19. Having agreed on Stand design, the Organiser shall issue permits for Stand installation for the Participant in the intended area of the exhibition. During Stand installation, the Participant or authorised stand installation contractor shall have distinctive signs on the work clothes during the entire period of installation and disassembly.
20. The Organiser shall not assume responsibility for safety of structures of authorised stand installation contractor and exhibits during Stand installation and disassembly.

VIII. FINAL PROVISIONS

21. All disputes between the Organiser and the Participant shall be solved by mutual consent. If the parties do not agree, disputes shall be settled under the procedure prescribed by laws of the Republic of Lithuania. Judicial determination shall be based on the location of Vytautas Magnus University registered office.