

**EXHIBITIONS ORGANIZED BY THE BUSINESS AND SOCIAL PARTNERSHIP CENTER OF THE  
AGRICULTURAL ACADEMY OF VYTAUTAS MAGNUS UNIVERSITY  
REGULATIONS FOR THE DESIGN AND INSTALLATION OF STANDS**

**I. GENERAL PROVISIONS**

- 1.1. The regulation of exhibitions organized by the Business and Social Partnership Center (hereinafter - BSPC) of Vytautas Magnus University (hereinafter - the University, the Organizer) (hereinafter - the Regulation) regulates the special conditions for the participation of the exhibitor (except the Retailer) in the exhibitions, related to the independent stand of the exhibition space design and installation in internal expositions (hereinafter - the Stand) and determines additional rights and obligations of the exhibitor and/or related third parties who set up the exhibitor's stand (hereinafter - the Contractors).
- 1.2. This Regulation is applicable only in cases where the Stand of the exhibitor (hereinafter - the Exhibitor) is designed and installed independently by the Exhibitor and/or the Contractor according to the separate order of the Exhibitor.

**II. TERMS AND CONDITIONS FOR STAND PROJECT COORDINATION WITH THE ORGANISER**

- 2.1. The exhibitor, following the procedure and terms established in the rules of the exhibitions organized by the Business and Social Partnership Center of the Vytautas Magnus University Agricultural Academy, by ordering an empty area of the exhibition space and independently setting up the Stand and/or ordering the services of a Contractor to set up the relevant Stand, the Exhibitor undertakes to submit the Stand project in writing to the Organizer (e-mail [vspc.zua@vdu.lt](mailto:vspc.zua@vdu.lt))
- 2.2. The Exhibitor must submit the final Stand project agreed with the Organizer to BSPC no later than 10 (ten) working days before the start of the exhibition.
- 2.3. The Stand project shall include:
  - 2.3.1. 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 project submission date.
  - 2.3.2. A plan of the Stand from above and on the facade side with the main dimensions, axonometric or perspective views, diagram of electronic devices.
  - 2.3.3. Description of the main materials used in Stand installation and certificates (if necessary).
  - 2.3.4. A valid copy of civil liability insurance policy for business activities issued for Stand installation contractor.
  - 2.3.5. A list of employees who shall work on Stand installation and disassembly.
- 2.4. The fact of coordination of the stand project is recorded by e-mail. After coordinating the project, the Exhibitor has the right to set up the Stand in the area of the exhibition space allocated to him.
- 2.5. The organizer has the right not to coordinate the Stand project if it is improperly prepared or delivered after the deadline set in point 2.2 of the Regulation.
- 2.6. If the exhibitor does not submit and/or coordinate the Stand project, it is prohibited to set up and install the Stand at his exhibition place.

**III. STAND SETUP AND (DIS)ASSEMBLY CONDITIONS**

- 3.1. The stand may not exceed the limits of the exhibition area ordered by the Exhibitor.
- 3.2. The maximum height of the Stand shall be 6 m.

- 3.3. The Participant or Contractor may attach, hang or lean Stand materials or structures only on those structures which belong to the Participant.
- 3.4. For the Exhibitor and/or the Contractor to set up and/or dismantle the stand shall be prohibited:
  - 3.4.1. To block the exhibition paths and other shared spaces with materials, loads or exhibits, obstructing the Organizer and/or other exhibition participants.
  - 3.4.2. Hammer, drill, paint, mark with paint, advertising films or otherwise damage the property of the Organizer and/or other Exhibitors.
  - 3.4.3. To arbitrary use the material valuables that are owned by Organizer and/or other exhibition participants.
  - 3.4.4. Arbitrarily connect to electricity networks.
  - 3.4.5. 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.
  - 3.4.6. build emergency exits, accesses to electrical inlets and fire panels.
- 3.5. The exhibitor additionally undertakes:
  - 3.5.1. To familiarize the Contractor in writing with these Regulations and other internal documents of the Organizer, as well as the legal acts of the Republic of Lithuania regulating participation in the exhibition.
  - 3.5.2. To supervise the electrical lines installed by the Exhibitor and/or the Contractor during installation and/or disassembly and during the exhibition and take full responsibility for them and their safety.
  - 3.5.3. Ensure that the power lines and devices installed by the Exhibitor and/or the Contractor are properly grounded, and if necessary, give the Organizer the right to perform insulation and grounding measurements.
  - 3.5.4. To ensure that the Exhibitor and/or Contractor complies with all general fire safety regulations during installation and/or disassembly of the Stand, and in case of non-compliance, compensate the Organizer and/or other third parties for all losses incurred as a result.
  - 3.5.5. To ensure that during the installation and/or disassembly of the Stand, the Exhibitor and/or the Contractor will be wearing distinctive signs on the clothing of the employee(s) during the entire installation and/or disassembly.
  - 3.5.6. To ensure that the Exhibitor and/or Contractor complies with the legislation of the Republic of Lithuania, occupational safety and general health and hygiene requirements when setting up and/or disassembling the Stand, and in case of non-compliance, compensate the Organizer and/or other third parties for all losses incurred as a result individual.
  - 3.5.7. After ordering Stand design and installation services from other third parties, immediately inform BSPC about such circumstances in writing, providing all necessary information without violating the provisions of this Regulation. If the Exhibitor fails to comply with the obligations of this point, the Organizer has the right to remove third parties and/or their property from the exhibition area, without ensuring the protection of this property, and to immediately unilaterally terminate the Agreement with the Exhibitor (if signed). The exhibitor undertakes to compensate the Organizer for all losses caused by non-compliance with this point.
  - 3.5.8. to ensure that after the Exhibitor and/or Contractor completes the installation and/or disassembly of the Stand, the exhibition space is left in order and in the same condition as it was handed over to the Exhibitor and/or Contractor.

#### IV. RESPONSIBILITIES OF THE PARTIES

- 4.1. All responsibility for property of the Organizer and/or other third parties damaged by the Exhibitor and/or Contractor intentionally and/or due to negligence during the installation and/or disassembly of the Stand is assumed by the Exhibitor, who must compensate for all resulting losses.
- 4.2. The Exhibitor assumes full responsibility for the safety of his Stand and the exhibits/goods left in it, accidents, violations of the Stand, theft, natural or technical disasters, water or electricity technical interruptions (occurring through no fault of the Organizer) during the installation and (dis)assembly of the Stand.
- 4.3. The Exhibitor undertakes to indemnify the Organizer and/or third parties (including, but not limited to, other Exhibitors or visitors, as well as employees of the Organizer, Exhibitor and/or Contractor) for all losses related to health disorders, injuries and accidents caused by the Stand during installation and/or disassembly due to the Exhibitor's and/or Contractor's fault.
- 4.4. The Exhibitor is responsible for complying with the requirements of the legislation of the Republic of Lithuania regarding worker safety and general health and hygiene requirements and general fire safety rules when setting up and (dis)assembling the Stand.
- 4.5. The Exhibitor undertakes to indemnify the Organizer and/or third parties for other losses, not discussed in these Regulations and/or the Agreement, which are caused by the Exhibitor's and/or the Contractor's fault.
- 4.6. If the Exhibitor and/or Contractor violates the provisions of this Regulation, the Organizer has the right to fine the Exhibitor - EUR 363,00 (*three hundred and sixty-three euros and zero cents*) (the amount is indicated with VAT) and to demand that the Organizer and/or other Exhibitors losses suffered by the participants. In the case provided for in this point, the Organizer reserves the right to immediately unilaterally terminate the contract for the provision of services (participation in the exhibition) with the Exhibitor, and the Contractor may be prohibited from performing activities at exhibitions organized by the Organizer.

#### V. FINAL PROVISIONS

- 5.1. This Regulation, its amendments and/or additions are approved by order of the University Rector.
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