

RULES OF PARTICIPATION ALIMENTARIA BARCELONA 2022

CONTENTS

1. NAME
2. NATURE
3. FREQUENCY
4. ORGANISATION
5. VENUE, DATE AND HOURS OF THE TRADE SHOW DAYS
6. SECTORS
7. PARTICIPATION
8. PARTICIPATION FEES
 - 8.1 REGISTRATION/BADGE FEES
 - 8.2 SPACE RENTAL
 - 8.3 CO-EXHIBITORS
 - 8.4 STAND ASSEMBLY SERVICES
 - 8.5 WASTE MANAGEMENT
 - 8.6 MANDATORY INSURANCE
 - 8.7 GOODS ACCESS CONTROL
 - 8.8 VAT
9. LAYOUT AND SPACE ALLOCATION
10. PROJECT VALIDATION PROCESS
11. PARTICIPATION CONTRACT
12. PAYMENT CONDITIONS
13. SERVIFIRA/BUILDUP: CONTRACTING FOR SERVICES/DESIGNER STAND
14. CHANGE OF LOCATION
15. CHANGE OF SURFACE AREA
16. CANCELLATION OF PARTICIPATION BY THE EXHIBITOR
17. FORCE MAJEURE
18. DRESS CODE AT THE EVENT
19. HEALTH & SAFETY MEASURES
20. COMMERCIAL TRANSACTIONS (REGULATIONS REGARDING SALES)
21. REGULATION ON PRIZE DRAWS OR GAMES OF CHANCE
22. ACCEPTABLE SOUND LEVELS
23. RULES FOR VISITING THE TRADE SHOW
24. CONTRACTUAL DOCUMENTS AND ACCEPTANCE OF THE RULES OF PARTICIPATION

1. Name

Alimentaria. International Food, Beverage and Food Service Trade Show.

2. Nature

Professional and international

3. Frequency

Biennial

4. Organisation

Alimentaria Exhibitions, S.L.U.
Fira de Barcelona- Avda. Reina M^a Cristina s/n
08004 - Barcelona
Tel: +34 93 233 20 00/ +34 93 452 18 00
Email address: comercial@alimentaria.com
Website: www.alimentaria.com

5. Place, date and time of held

Alimentaria will run simultaneously with the Hostelco, International Restaurant, Hotel and contract Catering Equipment Trade Show, to create one of the largest international platforms for the food industry, gastronomy and hospitality industry equipment. Together they will offer the most complete and cross-sectoral offering both for distribution and for Horeca.

Location: Gran Via Venue. Fira Barcelona.
Alimentaria: Halls 1,2,3,4, 5, 6 and 7 and connection P4-P7.
Hostelco: Hall 4, 6 and 7.

Assembly: From 24th March to 3rd April 2022
From 24th March to 2nd April, 7:00 AM-8:00 PM.
3rd April, 7:00 AM-11:00 PM.
No vehicles allowed inside the hall from 1st to 3rd April.

Trade show days: From 4th to 7th April 2022

Opening hours for Exhibitors:
Monday 4th-Wednesday 6th April: 8:30 AM-8 PM.
Thursday 7th April: 8:30 AM-6:30 PM.

Timetable for Visitors:
Monday 4th-Wednesday 6th April: 10 AM-7 PM.
Thursday 7th April: 10 AM-6 PM.

Dismantling: From 8th to 12nd April 2022

Thursday 7th April, 7 PM-11 PM, goods can be removed and vehicle access to Las Ramblas from the venue will be managed through the Sot del Migdia platform.

From 8th to 12nd April: 8:00 AM-8:00 PM.

Exhibitors should note that for the good image of the Trade Show to the buyers attending, **on Thursday From 7th April it is strictly forbidden to leave their stand, leave it unattended or empty of products, except in cases of force majeure, before the scheduled end of the show, i.e. 6 PM.**
The Organiser may impose a fine of €3,000.

The Organiser may modify assembly times if considers it necessary.

6. Sectors

The organisers reserve the right to immediately withdraw any products that do not qualify in one of the sectors represented at the Trade Show.

LANDS OF SPAIN
GROCERY PRODUCTS
INTERNATIONAL HALLS
SNACKS, BISCUITS & CONFECTIONERY
MEDITERRANEAN FOODS
INTERCARN
INTERLACT
EXPOCONSER
ALIMENTARIA TRENDS - ORGANIC FOODS
ALIMENTARIA TRENDS - FUNCTIONAL FOODS
ALIMENTARIA TRENDS - FINE FOODS
ALIMENTARIA TRENDS - FREE FROM
ALIMENTARIA TRENDS - HALAL FOODS
RESTAURAMA
THE ALIMENTARIA PREMIUM
FOODTECH

7. Participation

Once the participation application form has been received, the Organiser will issue a first invoice for the registration/badge fees for the opening of the participation dossier.

The Exhibitor will be entitled to be allocated a space in the event once their application has been completed and the invoice for the registration/badge fees has been paid.

Once the Exhibitor has been allocated their space, the Organiser will issue the corresponding electronic contract for review and subsequent electronic signature, followed by the invoice for the space or stand package depending on the service contracted. At that point they will become an Exhibitor in the Trade Show.

It is not possible to register for the Trade Show if you have due and outstanding debts to Fira Barcelona/Alimentaria Exhibitions SLU.

8. Participation fees

8.1. REGISTRATION/BADGE FEES

The registration/badge fee for a direct exhibitor for the opening of the participation dossier is €970 per company.

The opening of the participation dossier includes the following items and minimum services: opening of the participation dossier, administration, insertion in the Exhibitors and Products Catalogue, access to the Alimentaria Matchmaking System to arrange meetings with buyers, Wi-Fi connection, 5 Exhibitor badges and 20 one-day electronic invitations, and basic cleaning of the stand (floor and emptying of waste paper baskets).

Prices do not include VAT. Businesses domiciled for tax purposes outside Spain are exempt from paying VAT.

For reasons of security and access control, we would like to remind you **that it is compulsory to customise Exhibitor badges. Entrance badge is individual and non-transferable** for all assistants to access to the venue. It will be **obligatory** to have the badge/entrance always available. For more information see the section "Rules for visiting the Trade Show".

8.2. SPACE RENTAL

The fees by floor surface area are as follows:

1 Street	€198 per m ²
2 Streets	€215 per m ²
3 Streets	€ 225 per m ²
Island	€240 per m ²
Outside: (open air)	€170 per m ²
Supplement double floor	€95 per m ²

Prices do not include 10% VAT. Businesses domiciled for tax purposes outside Spain are exempt from paying VAT.

Check with your sales agent for participation options through packages.

8.3 CO-EXHIBITORS

Exhibitors can authorise other businesses to share their stands as co-Exhibitors by paying €120 in registration/badge fees and filling out the form provided by the Trade Show which describes the rights of co-Exhibitors.

The payment of this fee is required to enable the co-Exhibitor to have access to publication of their information in the Exhibitors and Products Catalogue and to the Alimentaria Matchmaking System tool for arranging business meetings, have Exhibitor badges and be able to contract additional services during the Trade Show.

8.4. STAND ASSEMBLY SERVICES

The company in charge of the assembly of the stand must pay Fira de Barcelona the fees described in the Online Services Catalogue for stand assembly services before beginning assembly. These fees are set according to the following types of assembly:

- Carpet or wooden floor.....	€2.50 per m ²
- Modular Stand.....	€5.20 per m ²
- Designer stand	€8.10 per m ²

Prices do not include 10% VAT. Businesses domiciled for tax purposes outside Spain are exempt from paying VAT.

If purchasing a stand package from **SERVIFIRA** (www.servifira.com), or **BUILDUP** (www.buildupfira.com), the customer will not be charged for the Assembly Service Fee.

All Exhibitors/assemblers/decorators **with due and outstanding debts** to Fira Barcelona and/or Alimentaria Exhibitions, SLU., regardless of the Trade Show/Year/Activity the debt relates to, **will not be allowed to assemble any stand.**

Assembly Service Fees must be paid for before assembly as a condition of issue of assembly badges. If payment is not made, the badges cannot be collected.

Each stand has a single Assembly Service Fee and this cannot be billed to two businesses or decorators. (1 contract = 1 stand = 1 service fee).

Any personnel entering the Venue who are not employed by the Exhibitor must provide the Customer Services Department with their full name and ID/Passport for issue of their assembly ID badges.

8.5 WASTE DISPOSAL AND MANAGEMENT

The company responsible for stand construction or decoration will be responsible for removing waste generated daily, during both assembly and dismantling periods.

The fire prevention policy prohibits the accumulation of waste in the stands and their storage areas, as well as in the corridors and shared spaces. For this purpose, the assembly companies may have a bin inside the venue. Waste must be removed at the end of each day. The collection of material is only permitted within the limits of the stand.

The management of waste removal may be carried out by the Exhibitor itself or by contracting the service through the Services Catalogue (e-Commerce) in the Exhibitors' Area or at the CIS – Exhibitor Service Centre counter during assembly, trade show days and dismantling.

In the event that waste of whatever nature is left behind at the end of the dismantling period, the Exhibitor will incur a fine of up to €50 per m² occupied.

Other waste management companies unrelated to Fira de Barcelona must be accredited in order to offer their services at the venue and must pay the relevant fees to gain access.

The use of bathroom sinks is not permitted for assembly and dismantling work; the indicated industrial sinks must be used for these activities.

Remember that batteries, oils, light bulbs, paints, solvents and any other toxic or chemical product, in general, must be properly recycled.

At the end of the dismantling period, the contracted surface area must be completely clean, including the removal of adhesive tapes from carpets and any other materials. At the end of this period, Exhibitors who leave waste will be responsible for the cost.

8.6 OBLIGATORY INSURANCE

Multi-Risk Insurance for Material Damage and Civil Liability is obligatory, and as a result all Exhibitors are subject to it as a result of their participation in the show, through the insurance policy contracted by FIRA BARCELONA for all Exhibitors. That

policy includes the following cover for Material Damage and Civil Liability insurance.

8.6.1. MATERIAL DAMAGE INSURANCE COVERAGE

- This includes physical damage to ensured goods that are on display as a result of one of the covered risks, with the limit of the sum insured at € 20,000.00 for a First Risk per Exhibitor.
- This includes attendance costs at the exhibition, understood as duly justified costs of travel, advertising, hotels, fees for staff involved in attending to the public and maintenance of the stand incurred by the Exhibitor, with the limit of the sum insured at € 10,000.00 for a First Risk per Exhibitor.

These expenses will be compensable when participation is definitively cancelled because of an occurrence covered by the Material Damage Insurance, before the start of the said participation.

Risks Covered:

- Fire, lightning and explosion
- Extensive Risks: vandalism, rain, wind, hail or snow, water damage, smoke damage, terrestrial vehicle impact, falling aeroplanes or spacecraft, sound waves, accidental leakage from automatic fire suppression systems.
- Complementary Guarantees: measures adopted by the authorities, salvage and removal of rubble, filling of fire extinguishing equipment, replacement of files and fire extinguishing expenses.
- Additional Guarantees: goods exposed to the elements, breakage of windows and glass and electrical damage to electrical or electronic equipment.
- Catastrophic Risks: flood, earthquake, atypical cyclonic storms, hurricane, tsunami, volcanic eruption, terrorism, civil unrest, actions by armed forces and security forces in times of peace.
- Excesses: the Exhibitor accepts an excess of € 300 per claim involving Material Damage and € 300 per claim involving Attendance Costs.
- Damage and loss resulting from burglary, robbery, theft and employee disloyalty are excluded from the coverage.

8.6.2. CIVIL LIABILITY INSURANCE COVERAGE

Includes all claims derived from material damage and/or bodily harm and their consequences to third parties, for which the Exhibitor may hold civil liability.

FIRA BARCELONA holds the status of a third party in relation to the Exhibitor, and as a result coverage includes material damage and/or bodily harm and any consequences thereof to FIRA BARCELONA, for which the Exhibitor is assigned civil liability.

It includes any claims resulting from bodily harm as a result of workplace accidents suffered by the employees of the Exhibitor, for which the Exhibitor is held civilly liable.

It includes any claims resulting from bodily harm due to food poisoning, for which the Exhibitor is held civilly liable.

A limit of € 300,000.00 is established per claim and Exhibitor, with a sub-limit of € 150,000.00 per victim in case of workplace accident.

An overall limit per claim and Trade Show of € 1,500,000.00 is established for all Exhibitors.

Excesses: The Exhibitor accepts an excess of € 300 per claim.

8.6.3. LEGAL PROVISIONS

➤ **Processing Incidents**

Should an incident occur, the Exhibitor must contact the Head of Services for the Hall, who will help them and will handle the incident together with our Risk Control Service.

In the event of vandalism, the reporting of the incident must be accompanied with the original report to the police, which must have been presented within 24 hours of the occurrence of the said incident.

➤ **Excesses**

Any excess will be covered exclusively by the Exhibitor, with FIRA BARCELONA having complete indemnity.

➤ **Main Excluded Goods**

- Goods that are not part of the exhibition, except for goods belonging to employees.
- Goods that are not located within the premises of the Trade Show venue.
- Money, deeds, jewels, works of art and objects of value.

➤ **Premiums and Coverage**

The indicated coverage is subject to change according to the result of annual renewals or modifications which may be made to the terms of the policy.

➤ **Existence of other insurance policies**

This policy serves in excess or defect of any policy that each Exhibitor may have at the time of the incident.

➤ **Documentation**

Exhibitors may ask FIRA BARCELONA for an Insurance Certificate certifying the premiums and coverage of the policy, provided by the insurance company.

8.7. GOODS ACCESS CONTROL

In order to ensure the security of the facilities and to allow **appropriate ease of transit within the Gran Via venue entry of vehicles and goods to the venue will be subject to an access fee** depending on the type of vehicle and the time in the venue.

Those fees and conditions for access to the venue will be made available to users prior to access through the Services Catalogue (e-Commerce) in the Exhibitors' Area or at t2e CIS – Exhibitor Service Centre during assembly, trade show days and dismantling.

8.8. V.A.T.

VAT will be added to all prices stated as required by EU Law. In accordance with that **Law, from 2011 the new rules on the localisation of services have been applied such that services between businesses (B2B) related to Trade Shows and any complementary services are taxable in the country in which the recipient is based.**

Businesses domiciled outside Spain for tax purposes are exempt from paying VAT.

9. Layout and Space Allocation

The distribution and space allocation is the exclusive responsibility of Alimentaria Exhibitions. **The process of distribution and allocation of space among businesses that have duly booked a space will run progressively and for the respective sectors from June.** Allocation will be based on technical and sectoral considerations related to the event as a whole and the products to be exhibited, and will take into account the following evaluation criteria when setting priority in the choice of spaces: the requested size of stand, how long/often the business has attended the event and the date of booking (sending application plus payment of registration/badge fees).

Prior to allocation of spaces, the Organiser will publish in the Exhibitors' Area the relevant Trade Show policies and notify companies of the process.

A company may not choose a stand with a surface area which is less than 90% of the surface area booked. To have a larger reduction in surface area, the company will be put into the next tranche of allocations.

The planned dates of allocation of spaces may be changed according to the needs of the organiser.

10. Project validation process

In order to be able to assemble your stand it is essential **to get your project previously validated by the Organiser.**

The validation will be issued following receipt and approval of your proposed stand design **by the Operations and Logistics Department of the Organiser, (e-mail: operations.alimentaria@firabarcelona.com and phone: (+34) 93 233 20 00** The validation will be sent together with your project.

The project validation will be sent via email before assembly to the Head of Services for the Hall where your stand is located. In case of the **project validation has not been issued, the Organiser may stop or make appropriate changes to the assembly of the stand** to ensure compliance with applicable provisions.

Projects that have not been approved must be changed as requested.

Once completed, the new design will be sent to the Department of Operations and Logistics for review and approval.

One Validation will be issued for each project. The organiser will send the validation to the person who submitted the design, whether Exhibitor or Designer. **Without the validation no space may be constructed.**

IMPORTANT: Remember to send this document to your decorator as Assembly Rules.

The Organiser guarantees a CETAC connection (from 16 A) for each stand at least. If a client has more than one CETAC in use and that any of the adjoining stands that must be fed from the same box does not have the minimum connection guaranteed by the show, the Organiser may be forced to demand the removal of one of the existing electrical panels to guarantee the minimum connections for each stand and this may incur extra costs for the affected exhibitors.

11. Participation contract

The Organisation will send the Participation Contract to participating companies. There are two types of contract the client may request:

- a) Contracts with a specific location: In which the proposed location and m² allocated will be indicated on a rental basis.
- b) Contracts without a specific location: Reference will only be made to the m² allocated on a rental basis, or the type of package requested by the client.

The signing of this contract entails the acknowledgement and acceptance of the space, of the assigned location, the Rules of Participation in the Trade Show and Fira Barcelona's Regulations on Participation by Exhibitors.

The Participation Contract is only valid for the registered company and for the event on one occasion.

In either of the two types of contract, 3 invoices will be issued with the following dates for payment:

- **1st due date:** within 30 days of the invoice date, **25%** of the cost of participation.
- **2nd due date:** 135 days before the assembly date, **25%** of the cost of participation.
- **3rd due date:** 45 days before the assembly date, **50%** of the cost of participation.

In the event of default of payment deadlines, the Organiser may cancel the participation contract, and have no further liability under the contract and will be free to allocate the space to another company.

If the contract is made nearer to the event than those periods, the payments will be regrouped into 1 or 2 invoices (depending on when the contract is signed), for 100% of the cost of participation and services. From February 7th, 2022 (45 days before assembly) all the participations will be invoiced for 100% with date for payment: invoice date. In any event, all invoices must have been paid in full before the start of stand assembly for the Trade Show.

In contracts without a specific location, the issuance of the participation contract will automatically generate the invoice for the registration/badge fees. Once the contract has been signed, the first invoice for participation will be generated.

In contracts which include a specific location, the space will be allocated as soon as the invoice for the registration fees has been paid.

Once the registration/badge fees have been paid, the Participation Contract will be generated by the Organiser, with the specific location and the m² allocated, as well as the type of package selected and any additional services contracted, as applicable. Once the contract is made, the first invoice for participation fees will be issued.

Remember that the printing or collection of exhibitor and parking passes and other documents will not be possible where there are due and outstanding balances.

12. Payment conditions

All invoices must be paid to FIRA INTERNACIONAL DE BARCELONA -Alimentaria Barcelona Trade Show 2022, in one of the following ways:

- Direct debit (only for bank accounts in Spain). If this option is selected, all invoices issued by Fira Barcelona for any Trade Show will be processed using this means of payment.
- Certified cheque.
- Cash or credit card, paid at the Fira de Barcelona Customer Service offices.
- Bank transfer to:

CAIXABANK, S.A.
IBAN: ES49 2100 0927 5602 0001 7660
SWIFT: CAIXESBBXXX
Av. Diagonal, 530, ground floor. 08006 - Barcelona

For your payment to be registered correctly, you must indicate the **client code and the invoice number**, which appear on the invoices, on your transfer or banker's/certified cheque, made out to **FIRA INTERNACIONAL DE BARCELONA**.

13. Servifira/BuildUP: contracting of services/designer stand

Servifira (www.servifira.com) provides the Services Catalogue (e-Commerce) in the EXHIBITOR AREA, where you can book all the services you need to fit out your stand or space:

- Services: Internet, electricity, compressed air, anchor points...
- Decoration: furnishings, landscaping, carpeting...
- Visual impact: printing services, advertising, merchandising...
- Audiovisuals
- Personnel: hostesses, security, translation and interpreters...
- Cleaning
- In-stand catering

You can also book a custom-designed stand through www.buildupfira.com, the stand design and construction department. It offers a well-rounded service for turnkey solutions which includes any service needed for the set-up of your stand: audiovisuals, catering, hostesses, rigging, etc...

On the same platform you can:

- View your invoices
- Check the Trade Show policies of participation
- Check the technical sheet of your space
- Manage badges and invitations
- Manage all the requirements regarding your participation

Private access to the platform is made through the use of the passwords sent by email to the company's main contact person, the name given on the Trade Show application.

If you prefer to delegate the booking of services for your stand to your own assembly company, it can request its own access codes and manage its own invoices and payments.

Ensure that you provide your assembly company with all the information regarding your stand: technical sheet, architectural features of the hall, access to supplies (boxes) and rules for construction.

Telephone support: (+34) 93 233 20 00

Email: Alimentaria.servifira@firabarcelona.com

Timings: Allow enough time for the contracting of services, checking invoicing data and sending any technical specification for your space and/or design. If you place orders before March 17th 2022, you can ensure the availability of services and enjoy reductions of up to 30%.

The general delivery of the stand package will be made 48 hours before the start of the Trade Show. The general delivery of the services will be carried out during the whole period of assembly (the furniture the last two days)*. If special delivery conditions are required, please contact Servifira.

Management of incidents during assembly: Incident management during assembly: contact the customer service department closest to your location.

All the material of the stand is on hire, so it must be returned in the same condition in which it was delivered. All graphics or signs installed by the Exhibitor must be removed on the last day of the Trade Show days. In the event that they have not been withdrawn, the Organisation has the right to invoice the Exhibitor for any removal costs.

14. Change of location

In the interests of the event, the Organiser may change the space booked by the Exhibitor within the Trade Show venue for the Trade Show and the Exhibitor will not be entitled to a refund in consequence. The exchange, transfer or sublease of the rented space to third parties is expressly prohibited.

If, for any reason beyond the Organiser's control, it is unable to provide the Exhibitor with the reserved space and another of similar characteristics or of a smaller size is allocated within the same premises, the Exhibitor will be refunded the amount corresponding to the difference between what was paid for the booked space and the cost of the space finally allocated, and the Exhibitor being entitled to any compensation, and waives the right to make any claim in that regard. To this end, all parties must formalise the corresponding Annex to the Participation Contract.

If, for any reason beyond the Organiser's control, including the existence of construction or maintenance activities within the Trade Show venue in which the event is to take place, it proves impossible to hold the event at any of the Halls of the venue, the Organiser may change the location of the event, transferring it to its other venues and any participation contracts signed before this date will be of no further effect and will be treated as terminated.

Notwithstanding the above, the Organiser will maintain all customers as Exhibitors except where they state in writing that they do not wish to participate in the event in its new location. Any amount paid by continuing Exhibitors until that time will be applied to the new contracts made.

If written notice is received from an Exhibitor stating its intention not to participate in the event at its new location, Fira Barcelona will refund the amounts paid by that Exhibitor under the participation contract and the Exhibitor will not be entitled to any compensation as a result and waives the right to make any claim in that regard.

The participation contract between the parties will be automatically cancelled as soon as the notification from the Exhibitor is received.

15. Change of surface area

Should the Exhibitor ask for a reduction in space, they will lose their right to the entire previously contracted space, although they may request a new location within the available spaces. Should the Exhibitor request an increase in space, the Organiser will fulfil their request providing that additional space is still available. In either case, a new contract for the space must be made between the Organiser and the Exhibitor. In the event that no additional space is available, the existing contract may not be changed.

In the event of choice of location in a central aisle end and need for additional space, the customer must purchase adjacent areas behind it and not sideways to extend the central aisle.

16. Cancellation of participation by the Exhibitor

Exhibitors may cancel their participation in **Alimentaria Barcelona 2022 PROVIDED IT IS** in writing by any means that provides proof of delivery and receipt of the notice. Once the notice has been verified, the Organiser will cancel the Exhibitor's account and issue a detailed account of the invoices for participation and services.

a) a) **If cancellation takes place before 9th November 2021** (135 days before assembly) any payments made will be returned to the Exhibitor, with the exception of the amounts in respect of services provided up to that date. Registration fees will not be refunded under any circumstances

b) **If cancellation takes place between 10th November 2021** (134 days before assembly) **and 7th February 2022** (45 days before assembly), the Exhibitor must pay 100% of the invoiced outstanding amounts, as a penalty for having cancelled its participation.

c) **If the cancellation takes place from 8th February, 2022** (44 days before assembly) the penalty will be 100% of the final cost. **Registration fees will not be refunded under any circumstances.**

Should the Exhibitor fail to make any payment before the start of assembly or should it fail to occupy the space booked, the Organiser may transfer the space or stand to a third party and will not be obliged to pay any compensation or refund any fees paid for the use of the space.

However, if as a consequence of COVID'19, the exhibiting company cannot attend the event, due to the restrictions adopted by the authorities of its country of origin and/or destination, the following procedure will be followed:

- If the notification is sent before **9th November 2021** (more than 135 days before assembly starts) the amounts paid by the exhibitor up to that point will be refunded, except for the registration fee.
- If the notification is sent after the above-mentioned date, the Organization will keep as a deposit for the next edition of the Event, the amounts paid up to that point corresponding to its participation.

Regarding the contracted services, in case of cancellation of participation, the provisions of the Terms and Conditions established in: <http://www.servifira.com/online-catalogue>

This clause will not apply to the terms set out in clause 17.

17. Force majeure

Fira de Barcelona reserves the right to reduce or increase the duration of a certain event, as well as to delay build-up, holding of the event and breakdown as long as special circumstances so require or due to causes of Force Majeure. These circumstances do not involve the cancellation of the participation contract, neither do they constitute sufficient grounds for damages.

If, as a consequence of COVID'19 or any of the limitations generated by it, it was impossible to hold the Event on its scheduled dates, the exhibitor, as long as he does not want to maintain his participation in the new dates, will have the right to be refunded in regards with the amounts he has paid for his participation, including the registration fees. Regarding the contracted services, and whenever the exhibitor does not want to maintain his contract for the new dates of the Event, the Organization will return to the exhibitor the amount charged for this concept, after deduction of the incurred costs, duly justified. In no case will the exhibitor have the right to claim any compensation for damages.

18. Dress Code at the Event

The staff present in the stands must be dressed appropriately for the function they perform in each case. It will not be possible to use clothes or accessories that involve the objectification of the person or that may offend other exhibitors or attendees for ethnic, religious, sexual, political or social reasons.

It is the exhibitors' responsibility to ensure that all the staff present at their stand (whether they are the direct employees of the exhibitor or employees of their suppliers) are dressed professionally and appropriately. If any transgression of this rule occurs, and being the decision adopted by the Organization unappealable in this respect, the staff will have to leave the venue.

19. Health& Safety Measures

According to the recommendations and standards established by the World Health Organization and/or by the national authorities for the control of diseases with an infection risk, including epidemics and/or pandemics, the exhibitor agrees to strictly comply with the protocols implemented by the Organizer at all times for the health and safety guarantee at its events. The protocols are accessible on the event's website.

20. Commercial transactions (regulations regarding sales)

The direct sale of articles to be taken from stands during the course of the Trade Show is not allowed.

However, exceptionally, Exhibitors in the Food Truck and Gastrobooks category will be allowed to sell products directly.

Any exceptions will be subject to the Law affecting Trade Shows and its implementing Regulations.

21. Regulation on prize draws or games of chance

Any prize draws or contests Exhibitors wish to hold require prior authorisation by the Organiser.

In any event, any prize draw, lottery or game of chance requires prior authorisation from the Directorate-General for Gambling and Performance and is subject to the Regulations on Raffles, lotteries and games of chance and any other applicable law.

22. Acceptable sound levels

For the benefit of other Exhibitors, please restrict as much as possible demonstrations that produce noise while the Trade Show days.

- **Maximum permitted noise level.**
All product demonstrations that may produce noise inside the halls during Trade Show days opening hours will be limited to the maximum permitted noise volume of three (3) dB above the background level. In any event, the maximum permissible noise level in the exhibition zone must never exceed sixty (60) dB.

If the permitted noise level is exceeded, Fira de Barcelona will require the customer to reduce it to appropriate levels.

The Organiser may restrict demonstrations which breach these requirements.

23. Rules for visiting the Trade Show

As an exhibitor, you should be aware of and promote the following restrictions on visitors to the show with the aim of guaranteeing a high level of quality and professionalism throughout.

Access to the Show implies the automatic acceptance of the following rules and acceptance of the return and cancellation policy of Fira de Barcelona:

- **Access to the Alimentaria Barcelona trade fair is exclusively for professionals from the agri-food, beverage and Food Service sector**, which includes the production, distribution and marketing of all types of products in these sectors.
- Visitors under 18 years of age (alone or accompanied) are not permitted.
- Notwithstanding the above, professional exhibitor workers who are under 18, may enter the trade fair in order to carry out their professional activity. However, the sale and consumption of alcohol to minors under the age of 18 is strictly prohibited.
- Exceptionally, and only while the event is being held, the Organisation will allow the entry of breastfeeding women with babies of up to one (1) year of age, in order to facilitate the work-life balance of women working in the sector.
- **Registration/badge is individual and non-transferable**, and it will be obligatory to have the badge always available. In case of any incident related to the badge, the attendee must go to the registration front desk (with the corresponding identification) in order to have their badge resent.
-

- **Alimentaria Barcelona** has an access control system with **Anti-Passback technology**, which prevents a badge from being used on more than one occasion to access the trade show venue without having previously left it. Any attempt of fraud shall result in the withdrawal of the said registration/badge by the Organisers.
- **Verification of attendees' professional activity:**
 - **Official identification.** For security reasons and at all times, attendees must carry their official identification document with a photo (National ID Card or Passport), as well as the corresponding registration/badge for the trade show.
At any time, the Organization may carry out identity checks and will be able to request both visitors and exhibitors to show their required official identification. These checks may be carried out, among other cases, at the time of collecting the official registration/badge, at the access controls to the fairground and even inside the venue both during the assembly and dismantling phase and during the trade show days. In the event that having made the relevant checks the identity of the holder of the official registration/badge does not match his or her identity document, the Organisation reserves the right to withdraw the badge, and the said person must therefore leave the trade show venue immediately.
 - **Professional activity.** The Organisation may at any time request documentation to be provided which demonstrates that professional visitors to the trade fair carry on their professional activity for the agri-food sector, beverages and Food Service sector. For this purpose, professional visitors may prove their commercial/professional activity, using the following items, such as, but not limited to:
 - Business cards.
 - The company's Tax Identification Number (NIF) or their intra-community VAT number.
 - The Tax on Economic Activities, document accrediting the constitution of the company, and/or any other document demonstrating the activity within the sector.
 - **- Compliance with health measures:**
Based on recommendations and standards established by WHO and/or national authorities for the control of diseases at risk of contagion, including epidemics and/or pandemics, the assistant is committed to strict compliance with the protocols that the organization implements at all times to ensure health and safety. These protocols are accessible on the event website and on the Fira website.

Miscellaneous

- **The Organiser reserves the right to admit** participants and to withdraw their registration/badge for non-compliance with the Rules of Participation and the Rules of Access to the Trade Show, without reimbursing the amounts paid for the registration/badge purchase.
- **Street vending and distribution of unauthorised advertising is not permitted.** In the event of non-compliance, the Organisation may withdraw the badge and the person affected must therefore leave the venue.
- **Access with animals is not permitted**, except as provided by law.
- **In the interest of general security**, access to the Trade Show is not allowed with **suitcases** larger than 45x35x20cm (briefcase type), **trolleys or backpacks**. A cloakroom service will be provided at the venue.
- **Smoking is prohibited** inside the halls and in enclosed areas.
- **Limited capacity.** Access to the venue is conditioned according to visitor-capacity limits.
- The processing of your personal data by Alimentaria Exhibitions S.L.U., as the organiser of **Alimentaria Barcelona**, will be carried out in strict compliance with the provisions of GDPR 679/2016 of 27th May and the Organic Law on the Protection of Personal Data and Guarantees of Digital Rights 3/2018 of 5th December. For more information about our Privacy Policy, you may consult our website www.alimentaria.com "[Privacy Policy](#)" section.

24. Contractual documents and acceptance of the Rules of Participation

Any matters not expressly covered in these Rules of Participation will be covered by Fira de Barcelona's General Regulations governing Participation for Exhibitors, to which all Exhibitors expressly submit. These regulations can be viewed at www.firabarcelona.com or in the Exhibitors' Area.

In the event of contradictions or discrepancies between these two documents, whatever is established in these Rules of Participation shall apply.