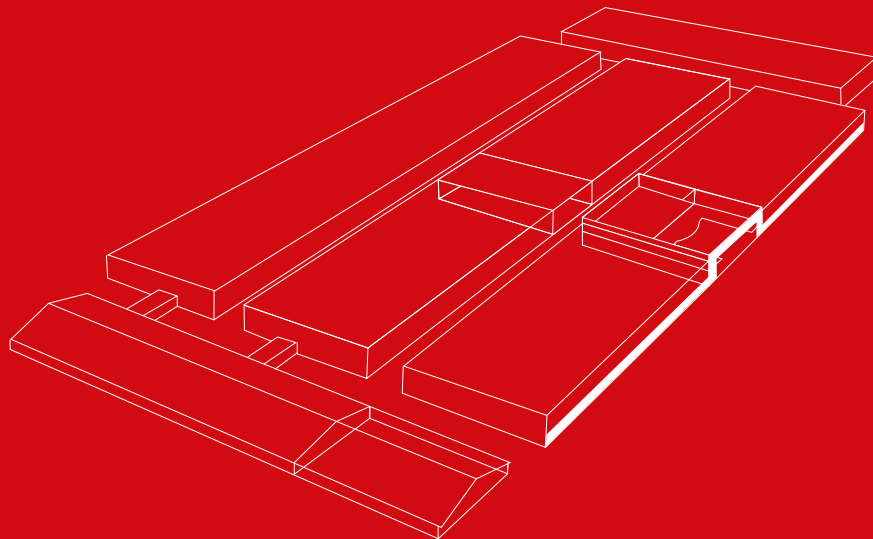


ORDER  
**CATALOGUE OF SERVICES**  
FOR EXHIBITORS



**FOR HABITAT  
FOR INTERIOR  
FOR GARDEN  
DESIGN SHAKER**

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CLOSING DEADLINE:  
**28 February 2020**

Exhibitor (commercial name) \_\_\_\_\_

You can download a form which you can fill in by using a computer from [www.forhabitat.cz/vystavovatel](http://www.forhabitat.cz/vystavovatel)

**MULTI-DAY PARKING CARD - TRANSFERABLE**

**closing deadline for orders: 28 February 2020**

The multi-day parking card is intended for passenger cars of the exhibitors. Its validity is MARCH 26-29, 2020 inside the PVA EXPO PRAGUE area in reserved sites. It must be placed, for all the time of staying within the Exhibition Centre area, in a visible place behind the windscreen and properly marked (in such a manner that it can be possible to identify the exhibitor- stand number). With regard to the limited number of parking cards, the individual orders will be managed (chronologically) according to the delivery dates. **The multi-day parking card is transferable.**

* MULTI-DAY PARKING CARD	price: 33 EURO /pc	Quantity:
--------------------------	--------------------	-----------

**MULTI-DAY PARKING CARD - NON-TRANSFERABLE**

**closing deadline for orders: 28 February 2020**

The multi-day parking card is intended for passenger cars of the exhibitors. Its validity is MARCH 26-29, 2020 inside the PVA EXPO PRAGUE area in reserved sites. It must be placed, for all the time of staying within the Exhibition Centre area, in a visible place behind the windscreen and properly marked (in such a manner that it can be possible to identify the exhibitor- stand number). With regard to the limited number of parking cards, the individual orders will be managed (chronologically) according to the delivery dates. **The multi-day parking card is non-transferable.**

* MULTI-DAY PARKING CARD	price: 25 EURO/pc	Quantity:
--------------------------	-------------------	-----------

**PARKING CARD - ONE DAY CARD**

**closing deadline for orders: 28 February 2020**

The one-day parking card is intended for passenger cars of exhibitors and can be used on 26, 27 and 28 MARCH, 2020. It enables its holder to park inside the PVA EXPO PRAGUE area in reserved sites. It must be placed, for all the time of staying within the Exhibition Centre area, in a visible place behind the windscreen and properly marked (in such a manner that it can be possible to identify the exhibitor - stand number). With regard to the limited number of parking cards the individual orders will be managed (chronologically) according to the delivery dates. The one-day parking card is non-transferable and it serves for one vehicle only (one plate number). **The one-day parking card cannot be bought for the last day of the trade fair, i.e. 29 MARCH 2020.**

* ONE-DAY PARKING CARD	price: 8 EURO/pc	Quantity:
------------------------	------------------	-----------

**PARKING VOUCHER FOR YOUR GUESTS**

**closing deadline for orders: 28 February 2020**

The exhibitors can buy parking vouchers for their guests, which enable them to park their vehicle free of charge on the reserved parking place outside PVA EXPO PRAGUE. These parking vouchers can be ordered by the exhibitors free of charge; the exhibitors must only imprint the stamp of their firm on them and send them to their partners together with an invitation to visit their stands. Parking vouchers will be charged after the end of the trade fair. You will be charged only for those parking vouchers that were actually used.

PARKING VOUCHER	price: 5 EURO/pc	Quantity:
-----------------	------------------	-----------

**OVERNIGHT PARKING**

**closing deadline for orders: 28 February 2020**

For overnight parking must be also daily parking card purchased.

Overnight parking up to 3,5 t	price: 10 EURO/night	Quantity:
Overnight parking over 3,5 t	price: 20 EURO/night	Quantity:

**ASSEMBLY VEHICLE ENTRY CARD**

**closing deadline for orders: 28 February 2020**

During MARCH 23-25,2020, a free vehicle entry into the Exhibition Centre for the exhibitors who show the Assembly Card and Assembly Vehicle Entry Card is available. The Assembly Vehicle Entry Card must be completely filled in and placed, for all the time of staying within the area, in a visible place in every vehicle. On MARCH 25, 2020 there is a deposit in the amount of CZK 1000 for 3 hours (including VAT). This amount is refundable at the vehicle exit in case that the time of stay does not exceed the period of authorized stay (3 hours) or according to the instructions of the organiser. If this time period is exceeded, there is no entitlement for the refund of the deposit, and the administration of the PVA EXPO PRAGUE Exhibition Centre will issue, upon request, a document confirming the payment of the sanction fee.

* ASSEMBLY VEHICLE ENTRY CARD	Included in the registration fee	Quantity:
-------------------------------	----------------------------------	-----------

**EXHIBITOR / ASSEMBLY CARDS**

**closing deadline for orders: 28 February 2020**

The exhibitor cards authorise their holders to enter the PVA EXPO PRAGUE area to the trade fair on MARCH 26-29,2020. Each exhibitor will receive a standard number of exhibitor cards according to the size of the area ordered (see the Table "Standard number of assembly and exhibitor cards"). Fill in the order only in the case that you require exhibitor cards beyond the framework of the standard number.

* EXHIBITOR CARD	price: 8 EURO/pc	Quantity:
* ASSEMBLY CARD	price: CZK 0/pc	Quantity:

**STANDARD NUMBER OF ASSEMBLY AND EXHIBITOR CARDS**

	up to 30 m <sup>2</sup>	31 – 99 m <sup>2</sup>	100 – 199 m <sup>2</sup>	200 m <sup>2</sup> and more
Assembly card	5	10	15	20
Exhibitor card	5	One card for each 10 m <sup>2</sup> commenced		

\* You will receive directly at the PVA EXPO PRAGUE Exhibition Centre in the business department in the Entrance Hall I on registration of exhibitors. The documents for entry into the exhibition area and vehicle access to the centre will be issued after the checking of the invoice payments. All prices are stated as VAT exclusive.

Exhibitor (commercial name) \_\_\_\_\_

**VOUCHERS - COMPLIMENTARY TICKETS - ELECTRONIC (FREE OF CHARGE)**

We send you an Internet link a unique code might be sent to your business partners. After the registration via code your business partner receive a voucher (ticket) to the fair. Complimentary electronic ticket can be distributed up to 300 partners of your company.

**RESERVATION OF CONFERENCE ROOMS**

**closing deadline for orders: 28 February 2020**

Within the framework of the trade fair, the exhibiting companies can lease a conference room for their conferences, seminars, lectures, etc. The PVA EXPO PRAGUE Centre offers two conference rooms with a maximum capacity of about 30 persons, one conference room with a maximum capacity of about 150 persons (the above mentioned capacities are valid at a theatre arrangement of the rooms). The conference rooms are situated in the Entrance Hall I. All of them are equipped with basic presentation technologies (screen, data projector and in the case of the large room with an acoustic system as well). PVA EXPO PRAGUE has also recently opened a congress hall that seats up to 650 people.

Conference Room no. 3 (max. 30 persons) - Entrance Hall I	60 EURO/hour	<input type="checkbox"/>
Conference Room no. 1 (max. 150 persons) - Entrance Hall I	99 EURO/hour	<input type="checkbox"/>
Congress Hall (max. 650 persons) - Entrance Hall II	individual offer	<input type="checkbox"/>
Date of lease:	Time period of lease:	from to

**ORDER OF MEETING ROOMS**

**closing deadline for orders: 28 February 2020**

Conference Room no. 2 (max. 40 persons) - Entrance Hall I - private meetings, press conferences, etc. 39 EURO/hour

**INDIVIDUAL SAFEGUARDING OF EXPOSITIONS**

**closing deadline for orders: 28 February 2020**

During the assembly, trade fair organisation and dismantling, the organiser ensures basic safeguarding of the Exhibition Centre and security service. The security service operating in the centre is authorised to make random checks relating to all vehicles entering or exiting the Exhibition Centre, as well as visible identification of persons authorising them to stay in the Centre. Within the meaning of the General Conditions for Participation in the Trade Fairs of ABF, a.s., the organiser is not liable, towards the exhibitors or their co-exhibitors at the Exhibition Centre, for any loss, destruction or any damage to exhibits, equipment and accessories of stands, goods, packages, packaging materials, regardless of the fact whether the loss, destruction or other damage arose during assembly, transport or in the course of the trade fair. The exhibitors can order individual safeguarding of their expositions.

INDIVIDUAL SAFEGUARDING OF EXPOSITIONS	9 EURO per hour	Total number of hours:
Date of safeguarding:	Time of safeguarding:	from to
Date of safeguarding:	Time of safeguarding:	from to

The price of 9 EURO per hour is only valid if the security service is ordered **by February 29, 2020**. In case of later orders the price is 11 EURO per hour.

\* You will receive directly at the PVA EXPO PRAGUE Exhibition Centre in the business department in the Entrance Hall I on registration of exhibitors.

You can download a form which you can fill in by using a computer from [www.forhabitat.cz/vystavovatel](http://www.forhabitat.cz/vystavovatel)

All prices are stated as VAT exclusive.

\_\_\_\_\_  
Date, signature for the Client, stamp

Exhibitor (commercial name) \_\_\_\_\_

**PROMOTION OF EXHIBITORS OUT OF THE EXPOSITION**

**closing date for orders: 28 February 2020**

The PVA EXPO PRAGUE Exhibition Centre offers a number of other opportunities for making your company visible even out of the expositions. This concerns both traditional and untraditional forms of advertising which you can order in the term of the trade fair or for the term of the entire month. We will be pleased to consult any details with you.

The photographs and plans with placement of advertising areas in the Exhibition Centre are a part of the separate Offer Catalogue of Advertising Areas and Services at PVA EXPO PRAGUE, which is available from [www.pvaexpo.cz](http://www.pvaexpo.cz).

**Campaign term for the event: MARCH 26-29, 2020**

**Campaign term for the month: MARCH 2020**

You can download a form which you can fill in by using a computer from [www.forhabitat.cz/vystavovatel](http://www.forhabitat.cz/vystavovatel)

Order	Advertising area/service	Time period event/day/month	Number of pcs/days/people	Price pc/person	Price, total
1.	Triboard - area w. 294 cm, h. 530 cm, including curtain production	event		985 EURO/pc	
2.	Triboard - area w. 294 cm, h. 530 cm, including curtain production	month		1 378 EURO/pc	
3.	Fixed billboard - w. 510 cm, h. 240 cm, including the print and gluing of the paper poster	event		472 EURO/pc	
4.	Fixed billboard - w. 510 cm, h. 240 cm, including the print and gluing of the paper poster	month		669 EURO/pc	
5.	Mobile billboard - w. 510 cm, h. 240 cm, including the print and gluing of the paper poster	event		472 EURO/pc	
6.	Mobile billboard - w. 510 cm, h. 240 cm, including the print and gluing of the paper poster	month		669 EURO/pc	
7.	Flags - poles in front of the Entrance Hall I or II (a set of 5 pieces) w. 150 cm x h. 100 cm or w.80 cm x h. 200 cm	event		315 EURO/ 5pcs	
8.	Area on the Centre fencing a) - w. 400 cm, h. 100 cm	event		472 EURO/pc	
9.	Area on the Centre fencing a) - w. 400 cm, h. 100 cm	month		630 EURO/pc	
10.	Area on the Centre fencing b) - w. 200 cm, h. 100 cm	event		399 EURO/pc	
11.	Area on the Centre fencing b) - w. 200 cm, h. 100 cm	month		590 EURO/pc	
12.	Area on the railing in Entrance Hall I - w. 100 cm, h. 100 cm	event		197 EURO/pc	
13.	Area on the railing in Entrance Hall I - w. 200 cm, h. 100 cm	event		399 EURO/pc	
14.	City Light Outdoor - w. 118.5 cm, h. 175 cm, including the print	event		315 EURO/pc	
15.	City Light Outdoor - w. 118.5 cm, h. 175 cm, including the print	month		590 EURO/pc	
16.	City Light Indoor A - w. 118.5 cm, h. 175 cm, including the print	event		315 EURO/pc	
17.	City Light Indoor A - w. 118.5 cm, h. 175 cm, including the print	month		590 EURO/pc	
18.	A1 poster - Information, including the print	event		118 EURO/pc	
19.	A2 poster - ticket offices, including the print	event		236 EURO/pc	
20.	A3 poster - toilets (set of 10 pcs), including the print	event		315 EURO/10pcs	
21.	A3 poster - toilets (set of 10 pcs), including the print	month		708 EURO/10pcs	
22.	Double-sided sticker on the doors of Exhibition Halls - w. 50 cm, h. 50 cm including print	event		118 EURO/door	
23.	Double-sided sticker on the doors of Entrance Halls I and II - w. 45 cm, h. 27 cm including print	event		158 EURO/door	
24.	A4 sticker on mirrors - toilets including printing * (at least 14 pcs)	event		551 EURO/flat rate	

Exhibitor (commercial name) \_\_\_\_\_

Order	Advertising area/service	Time period event/day/month	Number of pcs/days/people	Price pc/person	Price, total
25.	Floor advertising in the Exhibition Hall - 1m <sup>2</sup> space including print of sticker	event		158 EURO/pc	
26.	Area for placing a roll-up stand in Entrance Hall I and II - w. 85 cm, h. 200 cm	event		198 EURO/pc	
27.	Distribution of promotional materials at ticket offices	event		0,12 EURO/pc	
28.	Distribution of promotional materials on information counters	event		0,10 EURO/pc	
29.	Permission to distribution of promotional materials by a hostess, paperboy or mascot	day		79 EURO/person	
30.	News on the Homepage of www.pvaexpo.cz, 2nd position - max.1,000 characters including spaces, 1x picture in jpg (minimum width 800 px)	week		315 EURO/pc	
31.	Brand in the background www.pvaexpo.cz Web, 190 px from the vertical sides (max. 250 kB) of web content (Web content: width of 970 px)	month		1181 EURO/pc	
32.	Facebook Post PVA EXPO PRAGUE - 200 characters max. incl. spaces, 1x picture - jpg, 940 x 788 px	week		59 EURO/pc	
33.	Video on the ORION screen in EHII - 16:9 video, full HD, AVI or MPG, DivX codec, 25 frames per second, up to 200 MB, up to 30 seconds	day		118 EURO/pc	
34.	Emails sent to the Visitors database (up to 200,000 addresses) within the required deadline	day		0,06 EURO/pc	
35.	Advertising on a paper placemat of PVA EXPO PRAGUE restaurant, width 45 cm, height 27cm including print	event		1181 EURO/flat rate	
36.	Logo on the neck cords distributed with exhibitor cards, including production - 4,000 pcs*	event		315 EURO	
	Price, total, VAT exclusive				

Notes concerning clarification of the campaign

\* We guarantee exclusivity

The prices of advertising areas are stated including installations. The prices of advertising areas and services apply to exhibitors of the event (trade fair, exhibition) in question, at which they have ordered exhibition area and at which they order, at the same time, the above mentioned selected advertising areas and services.

All prices are stated without VAT.

2b

You can download a form which you can fill in by using a computer from [www.forhabitat.cz/vystavovatel](http://www.forhabitat.cz/vystavovatel)

1. ABF, a.s. (hereinafter referred to as "the Lessor") is the operator of the PVA EXPO PRAGUE Exhibition Centre, Beranových 667, Praha-Letňany (hereinafter referred to as "the PVA EXPO PRAGUE").
2. The Client is interested in presenting its firm, products or services, by way of lease of the advertising area or an order of advertising services at the PVA EXPO PRAGUE with which the visitors coming to the PVA EXPO PRAGUE will have an opportunity of getting themselves familiar.
3. The Lessor undertakes to provide to the Client the advertising area ordered for use according to the Binding Order of lease of advertising areas and advertising services. The Lessor has the right to approve the visual and text forms of the advertising, i.e. whether the advertising area content is in conformity with legal regulations. The Lessor undertakes to ensure or enable advertising services according to the Binding Order of lease of advertising areas and advertising services. Deployment of fixed advertising areas in the Exhibition Centre is stated in the Offer Catalogue of Advertising Areas and Services at the PVA EXPO PRAGUE. The exact deployment of other areas for advertising will be specified by the Lessor according to the terms required. The Lessor shall decide about the final deployment of the advertising.
4. The Client is obliged to pay the price for the lease of the advertising area and assurance of advertising services to the Lessor in an amount stated in the Binding Order of lease of advertising areas and advertising services, plus Value Added Tax within 14 days from the issuing of the invoice.
5. In case that the price of the advertising area includes costs of production of advertising eye-catchers (print of posters, curtain production), The Client will send graphic backgrounds to the Lessor according to technical specification sufficiently in advance at least 14 days before the campaign beginning. If the price of production is not included in the price of the lease of the advertising area, the Client will ensure the advertising eye-catcher production at its own expense in accordance with technical requirements obtained from the Lessor. In case of use of its own advertising eye-catchers and materials, the Client is obliged to ensure their delivery to PVA EXPO PRAGUE at least 4 business days before the campaign commencement. Then, after the end of the campaign, it shall ensure their removal at its own expense within 2 days.
6. The Client is authorised to perform exchange of visual materials of the advertising area provided that the Client is only authorised to make any change in or exchange of the advertising area after the Lessor's approval.
7. In case of exchange of advertising visual materials, the Client shall pay all further costs for each exchange of the advertising visual materials.
8. The Client undertakes to use the advertising areas fully in accordance with legal regulations, especially in accordance with the Act no. 40/1995 Coll. on regulation of advertising, as amended, Act no. 89/2012 Coll., Civil Code, as amended, Act no. 121/2000 Coll., on copyright and rights related to the copyright and on amendment to certain other Acts (Copyright Act), as amended, i.e. especially in accordance with legal regulations regulating advertising, legal regulations governing copyright and intellectual property rights, legal regulations for protection of personality and name and commercial name of legal entities and legal regulations governing the so-called unfair competition. The Client further undertakes not to damage the interests of the PVA EXPO PRAGUE or ABF, a.s. in any manner.
9. In case of enabling distribution of advertising materials to visitors, the Client undertakes to observe the following principles: to have the Distribution Permission attached on the clothing for the entire time of the distribution agreed upon, and to identify themselves with it on the entry into the PVA EXPO PRAGUE Centre, to respect the Organisational Instructions of the event in question, to hand over the advertising materials directly to the hands of the visitors, not to place them on the information counters or behind the car windscreen wipers.
10. The Lessor and the Client have agreed that the facts which the Client has learnt in connection with execution of the present Agreement are confidential and the Client is not authorised to disclose them to any third person, to use them in contradiction with their purpose for their needs or to enable their use in any manner on the part of third persons.

By signing the Binding Order I provide, in accordance with the Act no. 101/2000 Coll., my consent with the processing of personal data for internal needs of ABF, a.s., and I also provide my consent, in accordance with the Act no. 480/2004 Coll., with the sending of business announcement by electronic means. The consent can be withdrawn at any time by sending an e-mail message with the text "nezasilat" (Do not send) to [stoplist@abf.cz](mailto:stoplist@abf.cz)

I declare that I have made myself familiar with the ABF, a.s. Conditions for Lease of Advertising Areas and Advertising Services at PVA EXPO PRAGUE, forming an integral part of the present Order, and I understand their content and I agree with them.

\_\_\_\_\_  
Date, signature for the Client, stamp

Exhibitor (commercial name) \_\_\_\_\_

**BONUS PROMOTION ON THE WEB SITE**

**closing date for orders: 20 February 2020**

The sections entitled “**Showcased products**” on the website [www.forarch.cz](http://www.forarch.cz) is an ideal space for the publishing of interesting exhibits, new technologies or information on the offered services which you are to present in your expositions. As exhibitors or co-exhibitors you can introduce your innovations and exhibits still before the commencement of the trade fair. The information provided will be used within the framework of the PR campaign as well. We will publish the background materials sent after we receive them, the texts being subject to editorial processing.

Example:

[Příklad Porotherm KP XL - novinka na domácím a proveditelné i na světovém trhu](#)



**Výrobek přihlížen do soutěže GRAND PRIZE.**

**Vytvářetel: Wienerberger národní podnik a.s. - Pátek 1 - A 1P**

Pro jednoduché a rychlé vytvoření sadprůtí a otvorů se světlostí nad 3 m lze použít příklady Porotherm KP XL s prostornými výztuži. Díky prostorné výztuži lze keramické příklady KP VARIO například kombinovat a vytvářet tak libovolně dlouhé prostory o světlosti až 5 m. Realizace probíhá na stavbě jednoduše doplněním prefabrikátů bílou výztuží. Po zabalení a zatavení a zatvornosti vnitřně železobetonový průřez s výškovou 25 litry, což je pro běžné domky dostatečná tloušťka i pro složení stropů. Navíc není třeba je ručně manipulovat. Účasně pro nejpočetnější tloušťky světlých stěn 440 a 400 mm. Příklady Porotherm KP VARIO se na trh dostávají od srpna 2009, doplňkový prodej výztuže byl zahájen v červenci 2013. Více na [www.wienerberger.cz](http://www.wienerberger.cz)

**Name of the presented product / technology / service** (max. 80 characters):

**Description of the exhibit / technology / service** (max. 800 characters) – characteristics of properties, marketability, strengths:

**Web** (reference to a detail page with the product):

**Picture / photograph:** please send in an attachment - jpg format, min. width 800 px

Consent with the use of the picture/photograph

The sender of the contribution confirms, by sending the picture/photograph that the publishing will not infringe any copyright or other rights or authorised interests of third parties in an unauthorised way. The sender grants to ABF, a.s., Company Reg. No. 63080575, a non-exclusive licence to use the picture /photograph to all manners of their use, in an unlimited extent and with the right to provide a sublicense. The licence is provided for the territory of the Czech Republic, for the term of property copyright and without any quantitative limitation. Within the framework of the use of the picture/photograph, ABF, a.s. is authorised to use them as a whole or in a part, not only in their original form but also in a modified form, in combination of other author works as well as with a text, picture, photograph, image record or audio recording. In case that the use of the picture/photograph infringes any rights of third parties, the sender undertakes to indemnify any claims of third persons arising on the basis of such infringement.

**Contribution sender**

Contact person \_\_\_\_\_

Tel./mobile \_\_\_\_\_ E-mail \_\_\_\_\_

Please fill in the form electronically and send it to [fernandez@abf.cz](mailto:fernandez@abf.cz) including the attachment (picture/photograph).

You can download a form which you can fill in by using a computer from [www.forhabitat.cz/vystavovatel](http://www.forhabitat.cz/vystavovatel)

Exhibitor (commercial name) \_\_\_\_\_

You can download a form which you can fill in by using a computer from [www.forhabitat.cz/vystavovatel](http://www.forhabitat.cz/vystavovatel)

Dear Exhibitors,

Thank you very much for paying high attention to the construction of your expositions, and at the same time we would like to ask you to remove the waste arising during the subsequent dismantling (debris, chipboard, plasterboard, metal scrap, packaging materials, etc...). Please remember to order waste containers according to the dimensions of the waste planned by you.

Thank you for your understanding. We are looking forward to our future cooperation.

For the Trade Fairs Implementation Team

**Jan Trnka**  
Technical Department Director  
M: +420 739 003 151  
T: +420 225 291 239  
trnka@abf.cz

**WE ORDER THE BELOW SPECIFIED CONTAINERS FOR WASTE REMOVAL DURING DISMANTLING**



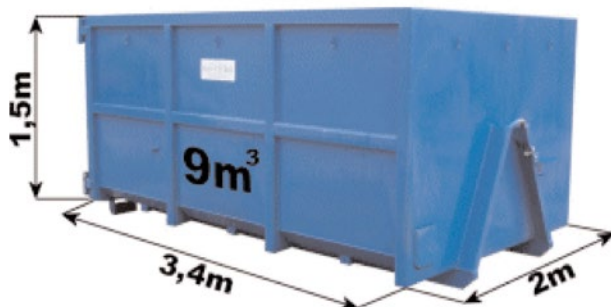
Capacity 1 100 litres  
Price 32 EURO  
(VAT not included)

We order  items



Capacity 3 m<sup>3</sup>  
Price 98 EURO  
(VAT not included)

We order  items



Capacity 9 m<sup>3</sup>  
Price 213 EURO  
(VAT not included)

We order  items

All prices are stated without VAT.

\_\_\_\_\_  
Date, signature for the Client, stamp



4

GRAND PRIX - COMPETITION FOR THE BEST EXHIBIT / TECHNOLOGY

closing date for applications: 15 MARCH 2020

You can download a form which you can fill in by using a computer from [www.forhabitat.cz/vystavovatel](http://www.forhabitat.cz/vystavovatel)

Applicant (commercial name): \_\_\_\_\_

Contact person: \_\_\_\_\_

Mobile phone no.: \_\_\_\_\_ E-mail: \_\_\_\_\_

insert a number

We register  exhibit(s) in a binding manner in the GRAND PRIX competition for the registration fee amounting to 20 EURO/item + VAT.

1.

Exhibit name: \_\_\_\_\_

Manufacturer and country of origin: \_\_\_\_\_

Description of the exhibit (functionalities, technical parameters, material, price, delivery term): \_\_\_\_\_

\_\_\_\_\_

Characteristics of the product properties for which we register the exhibit: \_\_\_\_\_

\_\_\_\_\_

Existing application on the market (prototype, series production, initial series, etc.): \_\_\_\_\_

\_\_\_\_\_

2.

Exhibit name: \_\_\_\_\_

Manufacturer and country of origin: \_\_\_\_\_

Description of the exhibit (functionalities, technical parameters, material, price, delivery term): \_\_\_\_\_

\_\_\_\_\_

Characteristics of the product properties for which we register the exhibit: \_\_\_\_\_

\_\_\_\_\_

Existing application on the market (prototype, series production, initial series, etc.): \_\_\_\_\_

\_\_\_\_\_

Please attach the documentation according to the Terms and Conditions of this competition to your application (please send the pictures/photographs of the exhibits in the jpg. format).

**The documentation and samples are not returned without request.**

\* If you are interested in registering more exhibits please copy this form

All prices are stated without VAT.

\_\_\_\_\_  
Date, signature for the Client, stamp

**Article 1. Characteristics of the GRAND PRIX competition**

1. The organiser of the competition for the best exhibit/technology (hereinafter referred to as "the exhibit") known as GRAND PRIX is ABF, a.s., the organiser of the trade fairs. The exhibits will be presented by exhibitors at their respective stands throughout the duration of the Set of trade fair in PVA EXPO PRAGUE.
2. The GRAND PRIX award of the Trade Fair can be granted to those exhibits that bring progress in the production base of civil engineering, architecture, building technologies and in such fields as heating, alternative energy resources, air handling systems, wood buildings, swimming pool technologies, swimming pools and saunas, waste handling, recycling, cleaning and ecology. With their parameters, the exhibits shall be comparable with the top level of the world or shall determine the development trends in their sector.

**Article 2. Application for registration in the GRAND PRIX competition**

1. The applicant shall deliver the application form with technical characteristics of the exhibit with decisive parameters and the below listed documentation no later than by MARCH 15, 2020:
  - a) Valid declaration of conformity according to applicable legislation, documents of quality and eligibility of the exhibit or materials used; evaluation by testing laboratories, certificates.
  - b) High-quality photographs in an electronic form in jpg, min. 1 item
  - c) Folder in an electronic form (in PDF) or printed
2. The applicant confirms, by sending the picture/photograph that the publishing will not infringe any copyright or other rights or authorised interests of third parties in an unauthorised way. The applicant grants to ABF, a.s., Company Reg. No. 63080575, a non-exclusive licence to use the picture /photograph to all manners of their use, in an unlimited extent and with the right to provide a sublicense. The licence is provided for the territory of the Czech Republic, for the term of property copyright and without any quantitative limitation. Within the framework of the use of the picture/photograph, ABF, a.s. is authorised to use them as a whole or in a part, not only in their original form but also in a modified form, in combination of other author works as well as with a text, picture, photograph, image record or audio recording. In case that the use of the picture/photograph infringes any rights of third parties, the applicant undertakes to indemnify any claims of third persons arising on the basis of such infringement.
3. The seller or dealer which is the trade fair exhibitor can register a product in the competition in place of its manufacturer, subject to the manufacturer's consent.
4. If the valid documentation is not delivered, the product cannot be assessed by the Expert Jury, and for this reason it cannot be nominated for the GRAND PRIX award either.
5. The applicant is obliged to ensure a high-quality presentation and demonstration of the exhibit to the Expert Jury at their own exhibition stand, in the course of the first day of the trade fair - MARCH 26, 2020.

**Article 3. Presentation of the exhibits registered**

1. The exhibits registered will be presented on the event web site, they will be automatically inserted among the INNOVATIONS presented in the Trade Fair Guide. The list of the exhibits registered will be printed in the Trade Fair Catalogue.
2. The background materials to the exhibits registered will be used for the PR needs of the trade fairs and will be handed over to journalists registered in the Press Centre of the trade fairs.
3. The exhibits registered must be exhibited at the respective stands of the applicants throughout the duration of the 2020 set of the trade fairs, and they will be marked with labels supplied by the competition organiser. The exhibits awarded will be marked on the next day after announcement of the competition results.

4. The organiser guarantees publishing of the competition results by way of a Press Release, on the web sites of the trade fairs and within the framework of the PR events after the trade fairs.

**Article 4. Assessment criteria**

1. The assessment criteria are technical design, progressive technology, untraditional idea, extraordinary quality at an affordable price, environmental aspects, chemical and biological harmlessness, energy consumption efficiency and general properties characterising a friendly relation to the environment.
2. Five GRAND PRIX awards without a specific order will be granted by the jury, as well as honorable mentions.
3. The GRAND PRIX award on the trade fair can be awarded to a registered exhibit only once.

**Article 5. Assessing Jury**

1. The Jury consists of professionals in the branches in question. The members of the Jury are independent persons; they are not in a labour-law relation with the trade fair organiser's company. The Assessing Jury works under the leadership of its Chairperson. The competition secretary is in a labour-law relation with the trade fair organiser's company.
2. The Jury assesses the parameters of products/technologies on the basis of the timely delivered documentation (attestations, certificates, catalogue sheets, folders, specialised documentation, price lists, etc.). Directly at the trade fair, the Jury further verifies fulfilment of the criteria and visual aspects of the exhibits. The Jury has the right, during the assessment process, to require additional information about the exhibit assessed from the exhibitor as well as from other sources. While assessing the exhibits, the Jury takes into consideration also the level of the exhibit presentation, completeness and level of the documentation attached. The Jury members themselves determine the manner of assessment and seriousness of individual pieces of available information about the exhibit registered.
3. The course of the Jury assessment is not public and it is not possible to make an appeal against the Assessing Jury's decisions. The competition organiser is not obliged to justify the Jury's decisions.

**Article 6. Announcements of the competition results**

1. The results of the competition will be officially enunciated and the GRAND PRIX awards will be granted on the MARCH 27, 2020 - Friday at the Galaevening.

**Article 7. Final provisions**

1. The organiser reserves the right to respond to technical or organisational circumstances which can lead to changes in deadlines or in the course of the competition. It guarantees timely information to all the participants registered.
2. The contact person for the organiser is

Milena Fernandez  
Trade Fair Manager  
T: +420 225 291 246  
M: +420 739 003 135  
fernandez@abf.cz

**5**

**Dear Exhibitor,**

The insurance company “**Slavia pojišťovna, a.s.**” is pleased to offer you insurance of your exposition within the framework of the Insurance Contract **no. 5900002770** for exhibitors at PVA EXPO PRAGUE in Letňany.

The organiser recommends the exhibitors, besides obligatory liability insurance, **to order also the insurance of the set of their own Trade Fair exhibits, equipment and accessories of the exposition for the following risks:**

Scope of the insurance contracted:

**1. Comprehensive insurance against natural hazards**

It covers all risks insured in a standard manner (fire, explosion, lightning stroke, flood, inundation, fall of aircraft, trees, poles and others), including damage caused by liquid or steam leaking from water main systems, air conditioning, heating and fire extinguishing system.

The maximum limit of the insurance benefit amounts to as follows (the limit being derived from the exposition value)::

Group A) **CZK 5,000,000**

Group B) **CZK 1,000,000**

Group C) **CZK 500,000**

The deductible to be borne by the insured is determined at CZK 5,000, for group C) CZK 3,000.

**2. Thieving (theft, robbery)**

The maximum limit of the insurance benefit amounts to as follows:

Group A ) **CZK 1,000,000**

Group B) **CZK 500,000**

Group C) **CZK 500,000**

The deductible to be borne by the insured is determined at CZK 5,000, for group C) CZK 3,000.

The loss of an exhibit shall not be considered as a theft if the offender takes possession of the thing in an unidentified manner, without any traces of violence.

Any exhibits with dimensions smaller than 30x30x10 cm are only covered with the insurance provided that they were placed in locked glass or other display boxes, and other insured things of this size must be placed in locked cabinets or boxes, in order to be covered.

**This insurance furthermore applies also to the cases of a “simple theft”**

This means a situation when there has not been overcome any obstacle preventing thefts from occurring or when no violence or no threat of violence has been used. It applies to the exhibits presented and to the equipment in the stand. The insurance is valid provided that the damage event occurred in the course of the official business hours of the exhibition and at presence or the exposition staff.

The maximum limit of the insurance benefit amounts to as follows:

Group A) **CZK 50,000**

Group B) **CZK 25,000**

Group C) **CZK 15,000**

The deductible to be borne by the insured is determined at CZK 5,000, for group C) CZK 3,000.

The insurance shall apply to the entire term of the exhibition event, including the assembly and dismantling of the exposition, max. 120 hours before the official beginning of the actual exhibition and max. 48 hours after the official end of the actual exhibition event.

**Amount and method of the payment of the insurance premium**

**Group A) CZK 4,500**

**Group B) CZK 2,200**

**Group C) CZK 1,400**

The insurance premium for the duration of the trade fair is payable on the day of underwriting, the exhibitor will receive a document of insurance and payment of the insurance premium.

The handling and processing of insurance interests of exhibitors at the PVA EXPO PRAGUE Letňany have been entrusted to the insurance broker:

**TOTAL BROKERS, a.s.**

Registered office: Za Skalkou 421/10, Prague 4, Postal Code 147 00, Czech Republic

Company Reg. No.: 273 79 345

T: +420 731 424 709, +420 244 400 838

The insurance broker will be present in the **PVA EXPO PRAGUE Letňany in the Entrance Hall I.**

In case of interest representative of TOTAL BROKERS will visit you directly at your stand.

Dear Exhibitor,

The insurance company "Slavia pojišťovna, a.s." is pleased to make you familiar with the scope of obligatory insurance ensured within the framework of the services provided to you by the organiser of the exhibitions and Trade Fairs - ABF, a.s.

**Scope of the insurance contracted:**

**Liability insurance**

The coverage shall apply to damage caused to property, health and life of third persons.

The maximum limit of the insurance benefit is the amount of **CZK 1,500,000**.

The deductible from the damage borne by the insured is determined as **CZK 5,000**.

**The insurance shall apply to the entire term of the exhibition event, including the assembly and dismantling of the exposition, max. 120 hours before the beginning of the actual holding of the trade fair and max. 48 hours after the end of the actual holding of the trade fair.**

SLAVIA POJIŠŤOVNA a.s. WISHES YOU A SUCCESSFUL AND TROUBLE-FREE COURSE OF THE EXHIBITION EVENT

**Steps in case of damage event:**

Dear Exhibitor,

If a damage event occurs, it is necessary for the insured (which is at the same time the aggrieved party as well) to take the following steps:

1. To address an insurance broker and on the basis of the broker's instructions to fill in a damage report form in writing; in the printed form, in a letter, by telephone, by fax, by email.
2. Written claim for damage compensation exercised by the aggrieved party against the party causing the damage, with evidence of the extent of the thing damaged through photograph documentation, acquisition document, document for the repair and number of the account where possible insurance benefit is to be sent.

**Please state always the Insurance Contract number in the form – 5900002769**

**Insurance Broker:** Total Brokers a.s.,  
Za Skalkou 421/10, 14700 Prague 4  
T: +420 244 400 876, M: +420 731 424 709  
F: +420 244 400 838  
likvidace@totalbrokers.cz  
www.totalbrokers.cz

If the damage event has been reported by phone, fax or e-mail, the policy holder (the insured) is obliged to report the damage event additionally, without any unnecessary delay, in writing as well. The reporting of a damage event is considered as delivered at the moment when it has been delivered on the form prescribed or through a letter signed by the policy holder or the insured, to the above mentioned address.

**Please report any damage event at the same time to ABF, a.s., directly at the Exhibition Centre in the registration department or in the technical control workplace.**

If you are interested in more detailed information **about insurance or if you consider additional insurance of the exhibits for the risks of natural hazard and theft**, please contact directly the TOTAL BROKERS company, sufficiently in advance before the event or at the PVA EXPO PRAGUE Exhibition Centre.

The insurance broker (TOTAL BROKERS, a.s.) will be present at the event during the assembly and on the first two days of the trade fair at the stand in the Entrance Hall I in the following terms:

25 March 2020 (Wed)	01.00 p.m. – 06.00 p.m.
26 March 2020 (Thu)	09.00 a.m. – 12.00 a.m.

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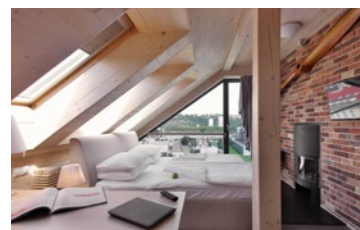
We offer our customers discounted accommodation in the following partner facilities:

**Aquapalace Hotel Prague 4\***

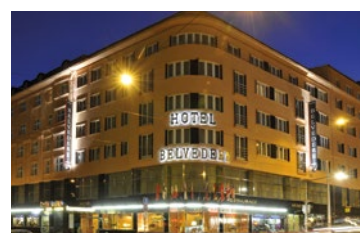
The luxurious **Aquapalace Hotel Prague** offers an ideal combination of business meetings with relaxation, rest and entertainment, all this in the immediate vicinity of one of the most beautiful European metropolises. The Aquapalace Hotel is part of the AQUAPALACE PRAHA area, the largest Central European water park. The services offered include a large modern conference centre, fine dining, direct access to the water park and a wide selection of individual, family and wellness packages. Whether you travel on business or for pleasure, a wide range of hotel and wellness services combined with a visit to the water park and Prague sights will make your stay unforgettable.



The **Absolutum Boutique Hotel 4\*** is a designer hotel suitable for both demanding corporate clients and families with children. The hotel is located right at the Nádraží Holešovice station on metro line C, with excellent access by car and public transport to the exhibition grounds in Letňany. The hotel offers accommodation in 48 air-conditioned double rooms and 2 suites with free high-speed Wi-Fi internet access, excellent breakfast and parking at the hotel. During your stay, you can enjoy specialities and excellent signature drinks in our Salut restaurant and relax in the Infinit wellness centre. Get accommodation at our hotel at discounted prices during trade fairs and at any time of the year with the password "PVA 2020" on +420 222 541 406 or at booking@absolutumhotel.cz.



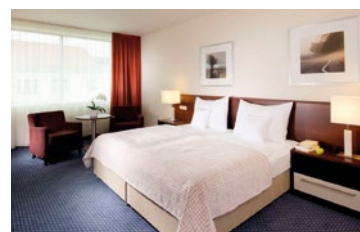
The **Hotel Belvedere Praha 4\*** is located near Prague Castle, with direct and quick connection to the historical and business centre of Prague. The functionalist building from the early 20th century has 149 rooms with modern equipment. The Executive Floor, with a separate entrance and its own lobby, offers newly renovated suites and spacious business rooms, all provided with high-speed Wi-Fi internet access. The pleasant lobby bar with a wide range of drinks is an integral part of the hotel. Parking is available in the hotel's underground garage. The Belcredi Bistro à la carte restaurant with up to 60 seats and fine international cuisine is located on the ground floor. A special discount of 10% applies to participants in PVA EXPO PRAHA trade fairs.



The **Blue Orange Business Resort Prague 4\*** is a unique centre with a friendly environment, providing high quality services related to fitness, wellness, relaxation, gastronomy, hospitality, conferences and entertainment. The hotel is located 5 minutes from the Letňany Exhibition Grounds, near the motorway towards Teplice. The modern, manager-type four-star hotel with 32 rooms and one luxury suite with a terrace offers high quality services and comfort. All rooms are equipped with a bathroom, a plasma-display TV, Wi-Fi, an office desk, a telephone, a safe, a minibar and manually-controlled air conditioning. A special 10% discount applies to visitors of PVA EXPO PRAHA trade fairs upon presentation of the corporate code "PVA 2020".



The **Clarion Congress Hotel Prague 4\*** is located just 10 minutes by car or direct bus line 136 or 195 from PVA EXPO PRAHA in Letňany. The Vysočanská station on metro line B interconnected with the hotel provides convenient and fast transport to the city centre. Our hotel offers accommodation in modern air-conditioned rooms with a satellite smart TV and free Wi-Fi. With a capacity of 559 rooms including 25 spacious suites, we are ready to offer you our services during and outside trade fairs. If you are interested, please contact us at obchod.cchp@clarion-hotels.cz or call +420 211 131 144, presenting the password PVA 2020. We will be happy to send you a discounted special offer.



The **Hotel Duo 4\*** has 645 air-conditioned rooms in 7 different categories, including the Presidential Suite. In the pleasant and friendly atmosphere of the Formanka restaurant, guests can enjoy selected Czech and international specialities. Sport, relaxation, beauty and other services are provided by the fully equipped Sport Centre of the hotel. Guests can use a swimming pool, a gym, a sauna, Thai and classic massage, table tennis and a 12-lane bowling centre. We offer a 15% discount to PVA EXPO PRAHA exhibitors on all available offers, as well as free parking in the hotel car park. The discount can be used after entering the corporate code "PVA 2020" on the hotel reservation website.



The **Centrum Mariapoli 3\*** is a pleasant modern congress and accommodation facility in a quiet environment, only 10 minutes by car from PVA EXPO PRAHA in Letňany in the direction to Stará Boleslav. There are 20 single to quadruple en suite rooms. Rooms come with a minibar and telephone, free Wi-Fi in all rooms and a TV in most rooms. Some rooms have direct access to the garden, others have a private balcony. We offer a 10% discount to PVA EXPO PRAHA exhibitors.



The **Hotel Arko 3\*** is located in the quiet district of Prosek, Prague 9, just a 2-minute walk from the Střížkov metro station. The hotel offers en suite rooms with free Wi-Fi internet access. The bathroom comes with free toiletries, with a hairdryer available at the hotel reception. Guests can enjoy an on-site snack bar or use the services provided by the bicycle rental. We offer a 15% discount to PVA EXPO PRAHA exhibitors. The discount can be used upon presentation of the discount code "PVA 2020".



**For more information and contacts, go to the Accommodation section at [www.abf.cz](http://www.abf.cz).**

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# stones

FINE CATERING



**Professional full-servicing in the field of gastronomy** is available to you in the **PVA EXPO PRAGUE in Letňany**. The services offered include:

- Issuing of discount gastronomic cards on registration of exhibitors
- Advantageous price conditions for exhibitors in two restaurants and in two cafés situated in Entrance Halls I and II
- Delivery of refreshment to your stands on the basis of a previous printed or electronic order
- Complete delivery of catering services in your stands, including service and assurance of bartender's services
- Possibility of additional orders of both hot and cold drinks to the stands during the day
- Assurance of complete catering services (buffet parties, business lunches, cocktails, conferences) in the premises of PVA EXPO PRAGUE, as well as out of the Exhibition Centre
- Lease of gastronomic equipment according to your requirements
- Lease of furniture and equipment of your stands (chairs and tables) according to your requirements

We are looking forward to cooperating with you.

Karolína Reichman Čiháková  
M: +420 773 635 856  
info@stonescatering.cz,  
karolina@stonescatering.cz

STONES CATERING, s.r.o.  
Oderská 333  
190 00 Praha 9 - Čakovice  
www.stonescatering.cz  
**www.gastropva.cz**



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**Ing. Lenka Rohlíková Svatošová – LS Production  
Hostesses and promoters agency  
Suchý vršek 2133, 158 00 Praha 5**

We would like to offer you the service of our specially trained hostesses and interpreters, speaking in several world languages that will create the right atmosphere and shine for you and your clients during the trade fair. In our database we register hostesses and promotional teams working in all major cities in the Czech Republic and in Slovakia. Girls are selected for events according to your specific requirements to meet your ideas and in order to independently and efficiently perform the assigned tasks. Their great advantage is not only language skills, but also refinement, professionalism and long-term trade fair experience. LS Production is a hostesses and promoters agency that provides hostesses and interpreters at trade fairs and its over 15 years of experience is a guarantee of rich experience and high professionalism.

We offer hostesses for print distribution to interpreting services in the Czech Republic as well as abroad. Billing is based on your confirmed job report. Our great advantage is a wide range of costumes and gala dresses. We are able to match our clothing with your company logo or with colors of your stand.

Except the hostesses we are glad to fully prepare for you the accompanying program at your stand.

LS Production is looking forward to cooperation with you!



Hostess without language skills, presentation and welcoming guests, preparation of simple refreshment, providing basic information about the company.	1 hour	180 CZK
Hostess with CZ/EN or CZ/DE intermediate skills, presentation and welcoming guests, preparation of simple refreshment, providing basic information about the company.	1 hour	200 CZK
Hostess CZ + EN, DE - intermediate skills EN and DE, presentation and welcoming guests, preparation of simple refreshment, providing basic information about the company.	1 hour	240 CZK
Interpreter CZ/EN or CZ/DE - accompanying interpreting during the business meetings at the stands	1 hour	300 CZK
Interpreter CZ/EN,DE - accompanying interpreting during the business meetings at the stands	1 hour	360 CZK
Interpreter CZ + another language (russian, spanish, italian, french, another) accompanying interpreting during the business meetings at the stands	1 hour	360 CZK
Hostess for the distribution of prints during the fair (Hostess can be ordered for at least 1 day)	1 day	1,300 CZK
Rental of the costume according to your choice	trade fair	600 CZK

LS Production, Ing. Lenka Rohlíková Svatošová  
tel: +420 603 286 243  
svatosova@hostesky-online.com  
**www.hostesky-online.com**

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Organiser:

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M: +420 773 635 856  
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**Hostesses and promoters**

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