

12th INTERNATIONAL ENERGY AND INVESTMENT DAYS

Energy efficiency and renewable energy sources in buildings

1st and 2nd / 11 / 2023



Green housing energy

APPLICATION – CONTRACT FOR PARTICIPATION

COMPANY NAME		COUNTRY	
FIRST NAME AND LAST NAME OF DIRECTOR / PRESIDENT / MAYOR		CONTACT PERSON	
POSTAL CODE, TOWN		ADDRESS	
TELEPHONE		CELLULAR PHONE	
E-MAIL		www.	
APPLICATION DEADLINE	25 th October 2023		

AVAILABLE PACKAGES		PRICE IN EUR
<p>PACKAGE I</p>	<p>12 m²</p> <ul style="list-style-type: none"> Lease and standard arrangement and decoration of given area (Octa system, carpet, 1 table, 4 chairs, information desk, floodlights, company name in block lettering) Electrical connection with electricity meter Catalogue entry WiFi connection Parking in fair parking lots 	<p>460</p> <input type="checkbox"/>
<p>PACKAGE II</p>	<p>15 m²</p> <ul style="list-style-type: none"> Lease and standard arrangement and decoration of given area (Octa system, carpet, 1 table, 4 chairs, information desk, floodlights, company name in block lettering) Electrical connection with electricity meter Catalogue entry WiFi connection Parking in fair parking lots 	<p>550</p> <input type="checkbox"/>
<p>PACKAGE III</p>	<p>18 m²</p> <ul style="list-style-type: none"> Lease and standard arrangement and decoration of given area (Octa system, carpet, 1 table, 4 chairs, information desk, floodlights, company name in block lettering) Electrical connection with electricity meter Catalogue entry WiFi connection Parking in fair parking lots 	<p>640</p> <input type="checkbox"/>
<p>PACKAGE IV</p>	<p>21 m²</p> <ul style="list-style-type: none"> Lease and standard arrangement and decoration of given area (Octa system, carpet, 1 table, 4 chairs, information desk, floodlights, company name in block lettering) Electrical connection with electricity meter Catalogue entry WiFi connection Parking in fair parking lots 	<p>730</p> <input type="checkbox"/>

NOTE

- ALL PRICES LISTED ABOVE EXCLUDE V.A.T. WHICH WILL BE INCLUDED IN THE INVOICE, ACCORDING TO THE LEGAL REGULATIONS IN POWER AT THE TIME WHEN THE SERVICE IS PROVIDED. V.A.T. IS COVERED BY THE BUYER.
- BY SIGNING THIS APPLICATION-CONTRACT, EXHIBITOR AGREES WITH GENERAL TERMS AND CONDITIONS OF CONTRACTING, WHICH MAKE CONSTITUTENT PART OF PRESENT APPLICATION-CONTRACT, AS WELL AS WITH MANNER OF PAYMENT SPECIFIED IN GENERAL TERMS AND CONDITIONS.
- IN CASE OF LEGAL DISPUTE, THE RESOLUTION SHALL FALL WITHIN THE RESPONSIBILITY OF A COURT IN NOVI SAD.
- IT IS POSSIBLE TO ARRANGE LEASE OF PREMISES, AS WELL AS OTHER SERVICES, NOT INCLUDED IN ABOVE PACKAGES.
- PLEASE CHECK BOX FOR CHOSEN PAKAGE.

FILLED BY NOVI SAD FAIR Novi Sad, _____ Date _____ Seal _____ Signature of Novi Sad Fair		FILLED BY EXHIBITOR Seal _____ Name and surname of the authorized person _____ Signature	
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CATALOGUE DATA - EXHIBITOR

APPLICATION DEADLINE 25th October 2023

- The information to be included in the Catalogue, as well as your company logo, should be sent by mail or to katalog@sajam.net
- Such information, submitted with the application for exhibiting, are an integral part of the application

THE EXACT NAME OF THE EXHIBITOR			
COUNTRY, ZIP CODE, CITY/TOWN, STREET AND NUMBER			
TELEPHONE		FAX	
E-MAIL		www.	
NAME OF THE CONTACT PERSON IN CHARGE OF THE CATALOGUE LISTING		TELEPHONE	

EXTRACT FROM REGISTER OF FAIR PARTICIPANTS:

ENERGETICS

Energetics agencies
Energy efficiency agencies
Alternative or renewable energy sources
Distribution of energy generating products
Machinery and equipment for renewable energy sources
Manufacturing of energy generating products
Manufacturing of solar panels
Storage of energy generating products
Software solutions in the field of energetics
Transport of energy generating products
Environmental protection

INVESTMENT

Agencies for development of small and medium enterprises
Foreign investment agencies
Banks
Economic development departments
Funds
Cities and municipalities
Investment funds
Local economic development offices
Insurance companies
Districts

CONSTRUCTION INDUSTRY

Manufacturers of:
Materials for finishing works in construction
Materials for plastering in construction
Materials for external plastering in construction
Materials for electrical installations in construction
Materials for painting in construction
Installation equipment
Construction materials
Prefabricated houses

SERVICES

Design, consulting and engineering offices
Construction works execution

INSTITUTIONS

State and provincial institutions
Government and non-government organizations (agencies)

INFORMATION FOR THE CATALOGUE DATA CHAPTER (not necessary to be stated). The data are also used in informative public relations.

NEW PROJECTS/PRODUCTS YOU ARE PRESENTING AT THE FAIR	
IF YOU CELEBRATE AN ANNIVERSARY IN 2023, PLEASE STATE.	

Seal

Name and surname of the authorized person for the exhibitor

Signature

GENERAL TERMS AND CONDITIONS OF CONTRACTING

1. TERMS AND CONDITIONS OF CONTRACTING

A signed application form and the General Terms and Conditions comprise a contract concluded between the applicant (hereinafter: the Exhibitor) and the Novi Sad Fair (hereinafter: the Fair).

Application is irrevocable and obliges the Exhibitor unless cancelled in writing form (official letter) 10 days before the opening of the event.

Should the Exhibitor cancel his appearance within a period of less than 10 days prior to fair event opening, the Exhibitor is obliged to pay the entire amount specified in the last pro forma invoice, as principal debt, for made reservation of exhibition area and other services, regardless of whether he will be exhibiting in the area he registered for or not, whereas Fair reserves the right to designate the relevant area to another exhibitor, or to arrange and decorate the area not used by the above exhibitor in a manner suited to the concept of the event, to be encumbered to the above the Exhibitor.

Should the Exhibitor cancel his appearance within 15 to 10 days prior to fair event opening, Novi Sad Fair shall keep the previously paid 20% of the total amount specified in the last pro forma invoice, for obligations stemming from contractual relation and made reservation of exhibition area, due to given notice of cancellation within the specified period.

Should the Exhibitor abandon the contract – registration within 15 to 10 days prior to fair event opening, without having paid the arranged advance amount, he shall pay to Novi Sad Fair 20% of the total amount specified in the last pro forma invoice, for obligations stemming from contractual relation and made reservation of exhibition area, due to given notice of cancellation.

Upon completion of the event, the Exhibitor will be sent a final invoice for the services that have been used. The Exhibitor is obligated to pay the remaining debt according to the final invoice within the specified period.

The Fair reserves the right to:

- a) approve or reject the application
- b) determine the location and size of the exhibition space
- c) modify the already assigned location
- d) cancel the accepted application 15 days before the opening of the event
- e) registered exhibitors by commodity groups.

The minimum size of the exhibition space that can be leased is 12 m² of the indoor space. The Fair reserves the right to increase or decrease the exhibitor's space depending on possibilities for determining location. The Fair will notify in writing the Exhibitor of the location of the allocated exhibition space and will submit the Space Plan.

Without the approval of the Fair, the Exhibitor may not transfer the right to use the leased space to another user.

All complaints for the exhibition space and technical services may be submitted only for the time of the event in writing (official letter).

It is forbidden to take exhibits and disassemble the stand before the official closing of the fair event. Exhibitors are obliged to ensure that their representatives are present on the stand until the official end of the fair event. Packaging can begin after the official end of the fair event (after the gates of the Fair have been closed for visitors).

The Exhibitor is required to upload their property from the area of the Fair within two (2) days after the end of the event. After this period, the Fair has the right to charge the cost storage of the Exhibitor's assets in its space for the price by the current price list of the Fair Services. If the Exhibitor at the expiration of the period of 15 days from the date of completion of the event does not upload their property, it becomes the property of the Novi Sad Fair.

2. PAYMENT TERMS AND CONDITIONS

On the basis of signed application, the Fair will deliver a pro-forma invoice, based on which is required that the Exhibitor settle the payment in advance of 20% of the total amount of the invoice within 5 days of the date of invoice, and the remaining 80% no later than 35 days before the event. Additional services ordered by the exhibitor according to the offer will be invoiced in accordance with the request.

3. STAND CONSTRUCTION

Design of exhibition area includes structural design of booth, work on booth (erection of aluminum construction and electric power supply), expert and technical supervision.

Standard booths have aluminum construction in natural aluminum color OCTANORM, with duplex interior, white, floor covered in floor covering, booth has lighting, small floodlights, sign on booth in block letters (logotype charged additionally), furniture – as per applicant's choice.

The Exhibitor may order additional equipment, the prices of which are not specified in the registration, by completing an order form, all in line with the current Fair price list. The complete price list is available on the Novi Sad Fair website at www.sajam.net.

Terms and conditions for renting stand construction and furniture:

Stand elements must not be covered, painted, dismantled or appropriated. The Exhibitor is responsible for maintenance of elements at the stand during the fair event.

The Exhibitor shall compensate for any possible loss or damage of any rented element in accordance to its market value.

The Fair retains the right to make minimal changes in the project.

The Fair guarantees that all elements shall be delivered, provided there are enough items on stock, which depends on the time of application for exhibiting. If the Exhibitor chooses not to use all elements belonging to the particular stand type, the price of stand construction shall not be lowered.

It is possible to order a construction of a customized stand at the request of the Exhibitor.

The Exhibitor may carry out the construction and the arrangement of the exhibition area in the manner as follows:

- Engaging Novi Sad Fair, in which case design certification is not charged;
- If applicant independently carries out work or engaging other contractors will be charged design certification in the amount of 3,5 EUR/m² (VAT not included).

The attestation of the project and the project attestation fees are solely the obligation of the contractor.

The Exhibitor may take over the obligation of paying for the project attestation fee, in case, before the assembly has been started, he provides a certified document wherein he confirms such obligation.

In case the Exhibitor executes the construction himself or contracts his own constructor, works cannot start until the Novi Sad Fair acknowledges the project of the stand.

If applicants independently decorate leased area or enlist the services of a decorating company, they are obliged to submit the design to the Fair for APPROVAL, including the following attachments, namely:

1. Specification of materials for setting up booth
2. Specification of furniture
3. Registered own blank bill of exchange (signed by authorized person) and proof of bill of exchange registration (for contractors from Serbia)
4. Vehicle license plate number
5. List of workers who will be carrying out works.

If any of the above is missing, they will not be able to access exhibition space of the Fair.

Contractor is obliged to pay the invoiced amount or to deposit a bill of exchange upon design certification and prior to commencing works.

Works not mentioned in the application, but wanted by the Exhibitor to be done at his stand in the hall or outdoors, can be ordered, in writing, in an order form, not later than two days (48 hours) before the beginning of the event.

For all timely extra orders of the Exhibitor, the current pricelist will be used.

4. OTHER TECHNICAL INFORMATION

Upon arrival at the Fair, each applicant shall report to the organizer of event, in order to receive precise information regarding the location and dimensions of the designated premises. Should an applicant occupy a location other than the one designated to him, he shall bear all costs of relocating to his designated exhibition area.

The Exhibitor is obliged to be present during pavilion opening and closing during preparations for the fair event and during the fair event itself. **Fair shall in no way be liable for any disappearance of or damage to exhibition materials or exhibits.**

The sound equipment at the exhibition stand can be tolerated only within the space covered by the stand.

The Exhibitor may use the exhibition space to organise demonstrations of equipment, provided it does not disturb other exhibitors and visitors. During the demonstration, all safety and precaution measures should be taken by the Exhibitor, who takes the whole responsibility for possible damage.

The Exhibitor may begin arranging and decoration of the exhibition area, as well as delivery of merchandise to Fair premises two (2) days prior to fair event opening in the closed area, respectively, but no later than 24 hours prior to the opening. Activities may commence earlier than stated above, subject to special approval of the Fair. Otherwise, Fair shall not be liable for untimely arranging and decoration of the exhibition area.

The Exhibitor is obliged to complete arranging and decoration of the exhibition area 24 hours prior to fair event opening, as well as to remove any packaging and other materials which will not be exhibited, by the same deadline.

The exhibitor obligate to fully apply and respect all regulations on health care, instructions of the organizers as well as the measures of the Emergency Situations Headquarters of the City of Novi Sad at the territory of Novi Sad.

The Exhibitors obliged to provides the application of required measures of safety and healthcare at work in accordance with the law and other bylaws for all his employees, other persons engaged or for the company he engages for assembling stands or other activities. The Exhibitor is obliged to empower the engaged employees for the above mentioned jobs for safe and healthy work, to provide equipment for work, i.e. material and equipment for personal safety at work to which safety and healthcare measures have been applied.

Pursuant to the Law on Protection of the Population from Exposure to Tobacco Smoke in Facilities, it is forbidden to smoke in the halls of the Novi Sad Fair.

Novi Sad Fair will supply electrical power for installations in exhibition areas.

If applicant (exhibitor or his contractor) will be doing electrical wiring from the main power supply, he is obliged to submit the wiring diagram to Novi Sad Fair for inspection prior to commencing works.

Applicant (exhibitor or contractor) shall be liable for correct electrical wiring from the main power supply.

The Exhibitor shall pay for the damage done by the Exhibitor's workers or third parties hired by the Exhibitor to perform works at the Fair. The amount shall be determined by a committee established by the Fair.

5. COMPULSORY CATALOGUE LISTING AND PASSES FOR EXHIBITORS

EXHIBITORS - economic entities who present their own products or services, rent a designated exhibition space and who are obliged to be listed in the official Catalogue. If the Exhibitor lists its representative offices (outside of headquarters) pays the registration fee that applies to indirect exhibitors for each of the specified representative office.

Compulsory Catalogue listing for EXHIBITORS includes the following:

- publishing of information about the Exhibitor (exact name, address, phone and fax number, e-mail address, http, logo) in the list of exhibitors in the Catalogue
- publishing of up to 20 words about the products or services in the list of exhibitors in the Catalogue, in accordance with the commodity groups published in the Catalogue
- entering data in the list of exhibitors on the Fair website
- entry in the Fair information system (a multimedia information centre)
- a copy of the Catalogue
- the passes for a fair event.

The Catalogue is printed in Serbian. The Exhibitors are responsible for correctness of the information published. The Fair retains the right to adjust the names of products listed in the Catalogue application form in accordance with the commodity groups, which are integral part of the Catalogue.

The Catalogue application form is submitted with the application for exhibiting and the two forms are regarded as the same application. **The information received after 25th October 2023 shall be printed in a supplement for late-entries.**

6. INSURANCE

The exhibitor shall be obliged to arrange insurance for the property and persons who will be exposed to or who will be present at the premises of the Fair in the duration of the fair. During the fair, the exhibitor shall be directly liable and obliged to compensate for all damages caused to employees and/or to property of the Fair, to third parties and/or to property of third parties and to the environment by the exhibitor's activities or by owned property.

The Fair shall not be liable for the loss of or for the damage to the property of the exhibitor at the Fair.