



XVII TARGI WYDAWCÓW KATOLICKICH

8-10 kwietnia 2011

ARKADY Kubickiego na Zamku Królewskim, adres: Plac Zamkowy 4, Warszawa

THE RULES AND CONDITIONS OF PARTICIPATION THE 17TH FAIR OF THE CATHOLIC PUBLISHERS

ORGANIZER

THE ASSOCIATION OF THE CATHOLIC PUBLISHERS

Correspondence address: Stowarzyszenie Wydawców Katolickich, ul. Kawęczyńska 53, 03-775 Warszawa
tel. +48 501 027 218; fax +48 22 300 17 27; e-mail: swk@swk.pl

CO-ORGANIZER

THE ROYAL CASTLE IN WARSAW

PLACE of exhibition:

Kubicki Arcades at the Royal Castle, address: Plac Zamkowy 4, 00-277 Warszawa

PLACE of accompanying events:

Rooms of authors' meetings: chosen rooms (given in the participation form) near the Royal Castle

Concert and Feniks 2011 Award Ceremony: Basilica of the Holy Jesus' Heart, Warsaw, Kawęczyńska 53

1. The Exhibitor may be a natural or legal person, presenting an offer consistent with the thematic scope of the fair, accepted by the Organizer – the Association of Catholic Publishers.
2. Written application of participation is equal to an agreement between the Association of the Catholic Publishers and the Fair participant according to the conditions given in this Rules.
3. Time:
 - a. April 8th 2011 - 10.00 a.m. - 6.30 p.m.
The opening ceremony with the participation of invited guests will take place on **April 8th 2011 at 12.00 a.m.**
 - b. April 9th 2011 - 9.00 a.m. - 6.30 p.m.
 - c. April 10th 2011 - 9.00 a.m. - 5.30 p.m.
4. The subject of the Fair exhibition are books, journals, audio and video plays, and other publications of the Catholic editors and publishers accepted by the Organizer of the Fair. The Organizer has also the right to limit presentation of publications and editions which are not in line with the Fair formula.
5. The Fair participant status is given to a company that accepts the Rules of Participation in the Fair and the Price List, which is an integral part of these Rules, and:
 - a. has sent the Participation Form and Order, and Application of Catalogue Information by February 15th, 2011
 - b. has received the order confirmation via e-mail,
 - c. has paid the due amount by March 31st, 2011 by money bank transfer to the Organizer bank account:
Beneficiary's name: Stowarzyszenie Wydawców Katolickich
Address: ul. Św. Bonifacego 9, 02-914 Warszawa
Bank name: PKO S.A.
Account number: PL 96 1240 5963 1111 0000 4799 4984

If the payment is not made in time, the Organizer can refuse to authorize the company participation in the Fair.
6. The Fair participant cannot take over the stand until the payment has been made.
7. Members of the Association of the Catholic Publishers who have paid their membership fees until 31.12.2010 have a right to a 10% discount. The discount does not include additional equipment, advertisements in the Fair catalogue nor any other form of advertising. The number of members of the Association within a particular Publishing House does not affect the amount of the discount.
8. Applications will be registered in order of their arrival. The decision on the stand location belongs to the Organizer alone. The Organizer reserves the right to change the stand location when necessary. It is not allowed to offer a stand to a third party.
9. The Fair participant will not close the exhibition before the official closing of the Fair, i.e. April 10th, 2011, 5.30 p.m.
10. A standard stand together with the Fair participant signboard is prepared by the Organizer. Letters and graphics used for a company name are to be in accordance with the standards for the whole Fair. The



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Exhibitors' signboards are standardized, and form integral part of the Fair graphic project. Any changes to the standard construction of a stand, as well as introducing additional decorative elements, like posters, racks, ornaments etc. going beyond the limits of the stand area, require the Organizer's permission, regarding safety rules. Placing any advertisements, promotion materials or any other subjects outside the paid-for stand results in charging the Fair participant with an additional fee of 100% of the basic price paid by the Fair participant.

11. Putting any exhibits or advertisements on the stand walls causing their permanent damage is forbidden. The Organizer will charge the Fair participant with additional costs.
12. Any Fair participant who wishes to have his stand set up by a company other than the one indicated by the Organizer is obliged to give its name, and submit to the Organizer the stand project and plan of electricity connections 30 days before the Fair for acceptance. The Fair participant is responsible for its constructor to observe fire and safety rules for the Fair, and for damages made to the Organizers or other participants by companies constructing stands, and by his own staff.
13. Any electric works on a stand can be done only by personnel authorized by the Organizer. Only computers and phonographic equipment can be switched to the electric sockets. The Organizer does not allow switching on any equipment requiring big power supply (electric kettles, coffee makers etc.).
14. The Organizer will give the access to the storage area and to the stands for organization on April 7th 2011 from 4.00 p.m. till 8.00 p.m., and on April 8th, 2011 from 8.00 a.m. The exhibitors are required to prepare the stands till 10.00 a.m. on April 8th and to take the cargo back from the Fair area till 8.00 p.m. on April 10th.
15. The Exhibitor is not authorized to sub-letting or licensing the use of his stand to other parties in any form. The Exhibitor is obliged to report any co-exhibitors and receive the Organizer's approval for their participation in the Fair. The Co-exhibitor is obliged to observe the Rules of the Fair and to pay the membership fee. The Expositor is responsible for its co-exhibitor's actions as for its own.
16. The Organizer ensures security of the stands and the exhibited publications when the exhibition hall is closed to the visitors. The Exhibitors are responsible for the damages caused by themselves or their representatives present at the stand when the hall is open. The Organizer is not responsible for damages on the stands. The Organizer is also not responsible for the damages resulting from burglary, fire, windstorm, thunderbolt, explosion or waterfall, electricity breakdown, and other causes not depending on the Organizer. The Organizer is not responsible for changing the Fair term, its cancellation or interruption, as well as changes of organizational or financial conditions caused by the forces' majeure activity or governmental regulation. The Organizer is not liable against the Fair participants nor visitors.
17. The Organizer ensures meeting halls for 50 accompanying events organized by the publishers, on the basis of their written applications. The event cannot last longer than 55 minutes. The meeting halls hiring is charged according to the Price List. Reservation of the date and hours shall be arranged with Father Roman Szpakowski, phone no: +48 501.027.218, on Mondays – Fridays 8.00 am – 4.00 pm. The Organizer offers advertisement of meetings with authors during the Fair. The Fair participant has a right to organize meetings with authors, books promotion, contests, etc at his own stand. The Organizer will be obliged for sending previously information concerning planned accompanying events – also at the stands – to place it in the Fair agenda.
18. Each participant of the Fair is obliged to provide information about his/her company, to enter it into the Fair Catalogue. The cost of such publication is included in the price of the stand, and is obligatory. The deadline for submitting the application forms with the catalogue information is February 15th, 2011. The Organizer is not responsible for the content of the participant information. The Fair participant receives one copy of the Fair *Catalogue*, and Entrance Cards for staff working at a stand, as follows: "A" option stand – 3 cards, "B" option stand – 2 cards. The Fair participants provide their guests and authors with entrance tickets to the Fair exhibition hall. Invitations for accompanying events do not authorize entering the Fair exhibition hall.
19. During the Fair the Exhibitor and his representatives are required to carry the ID card received from the Organizer.
20. On April 8-10, 2011 sale at the stands is allowed.
21. Storing any packages in the exhibition hall or its neighborhood is forbidden. Exhibits cannot be placed within communication routes nearby the stands. Any promotion activity of the Fair participant must be previously agreed on with the Organizer, and it should not make the running of other stands difficult or impossible, nor obstruct the traffic of the participants and the visitors.
22. The deadline for resigning from the participation in the 17th Catholic Publishers Fair is March 25th, 2011.



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- After that day the Fair participant is obliged to pay all due for the ordered stand, events, advertisements etc., according to the Fair Price List. Resignation shall be sent to the Organizer in writing.
23. The Organizer - Association of the Catholic Publishers – is obliged to organize a collective stand for interested Exhibitors. The Organizer provides the service and sales for the publications sent by Exhibitors.
 24. Each participant of the Fair organized by the Association of the Catholic Publishers are obliged to comply with the law and the announced rules, additional regulations for particular events and the Fair's building regulations. The Exhibitors not abiding to these conditions are responsible for any damages incurred by the Association of the Catholic Publishers or third parties.
 25. The Exhibitor intending to play music or reproduce any audio-visual materials is obliged to regulate all the charges relating to the public performance and other rights, according to the Copyright law.
 26. Advertisements in the Fair Catalogue and other advertisements are charged according to the Fair Price List
 27. The Organizer does not provide hotel reservation for the participants.
 28. Issues not regulated by the present Rules and Conditions of Participation are subject to general legal rules. Any dispute that may arise during the Fair preparation or duration is to be judged by the court adequate for the Fair Organizer's residence.
 29. The Exhibitor and co-exhibitor agree to receive the Information and offers from The Fair of the Catholic Publishers via the e-mail address provided on the application form (in accordance to the Act on Electronic Services 18.07.2002 no 144 position 1204) and give their consent to the storage and processing their personal data in scope of the Fair's activity (in accordance to the Personal Data Protection Act 29.08.1997 no 133 position 883).



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