



EXPOSSIBLE!

Ronda de Azkue, 1
48902 Barakaldo (BIZKAIA) - SPAIN
N.I.F./C.I.F.: ES A-95135984
www.bec.eu

Tel.: + 34 - 94 404 00 31
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www.algusto.eu
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IMPRESOS FORMS

SOLICITUD DE ADMISIÓN
APPLICATION FOR ADMISSION

SOLICITUD DE INSERCIÓN DE PUBLICIDAD
PUBLICITY INSERTION ORDER

CONDICIONES DE ALGUSTO

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SPECIFIC REGULATIONS OF ALGUSTO

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FECHAS CLAVE

KEY DATES

Cierre del plazo preferente	15.09.2011	<i>Deadline for preferential admission.</i>
Vencimiento de la factura de espacio y seguros	30.10.2011	<i>Due date of invoice for floor space and insurance policies</i>
Cierre de recepción de datos para el Catálogo	15.11.2011	<i>Deadline for receipt of data for the exhibition catalogue</i>
Cierre de recepción de solicitudes de servicios obligatorios	15.11.2011	<i>Deadline for receipt of applications for compulsory services.</i>
Comienzo del montaje	12.12.2011	<i>Beginning of stand construction</i>
Final del montaje y entrada de productos	15.12.2011 (15.00 h.)	<i>End of stand construction and entry of products.</i>



16-19.12.2011

Final del desmontaje y salida de productos	22.12.2011	<i>End of dismantling work and removal of products.</i>
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Solicitud de admisión
Application for Admission

Razón social / Company name

Dirección / Address

Apartado / P.O. B.

Código / Zip code

Población / Town

Provincia / Province

País / Country

Tel./Ph.

Fax

e-mail

CIF/VAT

www

Persona de contacto / Contact person

Cargo /Position

Tel./Ph.

e-mail

1.- INSCRIPCIÓN GRATUITA EN EL CATÁLOGO / FREE CATALOGUE ENTRY

Deberá realizarla on-line a través de nuestra página web. Una vez formalizada la solicitud de admisión le enviaremos por correo electrónico su nombre de usuario y su clave para el acceso directo a la inscripción en el Catálogo.

You will have to proceed with it online through our website. Once your application for admission has been accepted we will email to you the username and password to access directly to your Catalogue entry.

2.- SUPERFICIE / SPACE

SUPERFICIE + STAND NEGRO ALGUSTO (Productores Artesanales y Biológicos) / SPACE + ALGUSTO BLACK STAND (Artisan producers and Biological Products)

• Solicitudes recibidas antes del 15 de septiembre de 2011 / Applications received before 15th September 2011: 120 €/m²

• Solicitudes recibidas después del 15 de septiembre de 2011 / Applications received after 15th September 2011: 140 €/m²

TOTAL SUPERFICIE SOLICITADA / TOTAL SPACE REQUESTED: m²

INDIQUE EL RÓTULO DEL STAND / NAME IN THE STAND FASCIA BOARD:

SUPERFICIE + STAND MERCADO NARANJA (Productores Slow Food) / SPACE + ORANGE MARKET BOOTH (Slow Food Producers)

* A los precios indicados se les aplicará el I.V.A. (8%) / All amounts will suffer the V.A.T. (8%)

La participación queda sujeta a la aceptación por parte del Comité Organizador de ALGUSTO. Participation is subject to acceptance by the ALGUSTO Organizing Committee.

3.- GARANTÍA DE PARTICIPACIÓN / DEPOSIT (ART. 5-6)

- Se adjunta el depósito de garantía de participación de 10 €/m² con un mínimo de 200 € y un máximo de 1.500 €.
- Deposit enclosed in the amount of 10 €/m² with a minimum of € 200 and a maximum of € 1,500.

4.- SEGUROS OBLIGATORIOS / COMPULSORY INSURANCES (ART. 7)

- Seguro de responsabilidad civil. Prima: 113 € por expositor / Civil Liability insurance. Premium: 113 € per exhibitor
- Seguro de daños. Prima 9 por mil del valor concertado / Property insurance: Premium: 9 per thousand of covered value

Solicito contratar un seguro de daños por / I request insurance coverage for damage of..... € (mín. 21.000,00 €)

5.- FORMAS DE PAGO / PAYMENT (ART. 6)

- Se adjunta el depósito de garantía de participación por / Deposit enclosed in the amount of: €
- Cheque bancario a favor de Bilbao Exhibition Centre / Bank check in favour of Bilbao Exhibition Centre
- Transferencia bancaria a la cuenta de Bilbao Exhibition Centre (se adjunta justificante bancario) / Bank transfer to the account of Bilbao Exhibition centre (bank copy enclosed):
 - Expositores nacionales / Spanish exhibitors: BBVA 0182 1290 38 0201504440
BBK 2095 0611 00 9105880388
 - Foreign exhibitors: BBVA IBAN – ES29 0182 1290 38 0201504440 SWIFT CODE: BBVAESMMXXX
- Factura de alquiler de espacio y seguros a través de domiciliación en un banco español en la cuenta siguiente: / Invoice for floor space rental and insurance through direct debit on the following account at a Spanish bank:

Banco / Bank	Sucursal / Branch	D.C. / C.D.	Nº de cuenta / Account no.

Banco / Bank

El abajo firmante, después de haber examinado las Condiciones Generales de BEC y las particulares de ALGUSTO, declara aceptar todas sus cláusulas y solicita participar en el certamen / I, the undersigned, declare my knowledge and acceptance of the BEC General Regulations and the Specific Regulations of ALGUSTO and request to take part at the Exhibition.

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Solicitud de inserción de publicidad
Publicity insertion order

Fecha límite: **15 NOVIEMBRE 2011**
Deadline: **15th NOVEMBER 2011**

EXPOSITOR / EXHIBITOR

Razón social / Company		
Dirección / Address		
Aptdo. Correos / P.O.Box	Código / Zip code	Población / Town
Provincia / Province		País / Country
Tel./Ph.	Fax	e-mail
CIF/VAT		www
Responsable / Person in charge		Cargo / Position
Tel.	e-mail	

MARQUE SU ELECCIÓN (I.V.A. NO INCLUIDO)
TICK YOUR CHOICE (VAT NOT INCLUDED)

	CATALOGO OFICIAL (INCLUYE CD)	OFFICIAL CATALOGUE (INCLUDES CD)	PRECIO PRICE
	Su publicidad en nuestra página web (2 meses)	Publicity to our web page (2 months)	250 €
	Logotipo/marca en b/n (15 x 40 mm) en el índice alfabético de expositores	B/w logo/trademark (15 x 40 mm) inserted in the alphabetical list of exhibitors	160 €
	Contraportada	Back over	1.200 €
	Interior contraportada	Back cover flap	800 €
	Interior portada	Cover flap	860 €
	Página interior en color	Colour interior page	500 €

- Contratando más de una inserción se beneficiará de una bonificación del 10% sobre el importe total de su publicidad.
- Los fotolitos deben presentarse en formato digital y son por cuenta del expositor.
- Si necesita convertir su anuncio a este formato, Bilbao Exhibition Centre se lo puede hacer (coste por cuenta del anunciante)
- Catálogo (148 mm x 210 mm alto)
- By ordering more than one insertion you will benefit of a 10% discount on the total publicity amount
- The photolithographs are to be in a digital format and are for the account of the exhibitor.
- Should you need to convert your ad into required format, Bilbao Exhibition Centre can do it for you (charges payable by advertiser)
- Catalogue (148 mm x 210 mm high)

Fecha / Date

Firma y sello de la empresa / Stamp and signature

.....



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1. ORGANISERS

ALGUSTO 2011 is organised by Bilbao Exhibition Centre, S.A. and SLOW FOOD.
All communications shall be sent to:
Bilbao Exhibition Centre, S.A. (BEC)
ALGUSTO
Ronda de Azkue, 1
E 48902 Ansio – Barakaldo (Spain)
e-mail: foreign@bec.eu
www.algusto.eu

2. DATE AND VENUE OF EVENT

ALGUSTO will take place at the BEC exhibition complex in Barakaldo (Spain) on 16th-19th December 2011. Opening hours will be from 11,00 to 21,00 for visitors and 10,00 to 22,00 for exhibitors, except Monday 19th which will be from 11,00 to 15,00 h.

3. EXHIBITORS

All publicly or privately owned corporate bodies and physical persons whose activities are considered to fall within the sectors covered may apply to take part in the event. The event is open to manufacturers, agents and representatives of products and services admitted for display.

Participation is subject to acceptance by the ALGUSTO Organizing Committee.

4. PRODUCTS ADMITTED

Products meeting SLOW FOOD quality and philosophy standards will be admitted. The participation of exhibits not covered in these Regulations will be individually considered by the Organizing Committee.

Said sectors, articles or services will be included in any of the following categories:

Artisan producers and processors • Institutions: regulatory councils, regional and autonomic governments and institutes of promotion.

5. SPACE RENTAL

5.1 Space must be rented by sending a duly completed application for admission to the event Organisers, along with the catalogue entry form and the deposit as per Condition 6 below.

5.2 The deadline for special price applications is 15th September 2011. Applications will be dealt with according to demand and available space.

5.3 The minimum floor space to be rented is 9 m2.

5.4 Maximum space of the "Orange Market" booth to be rented is 18 m2. For 9 m2 modules, there will be a 3x1 m store and a 3x2 m selling area.

5.5 Fractions of m2 will be invoiced as full square metres.

6. FINANCIAL TERMS AND CONDITIONS

The amount of the DEPOSIT, which must be sent together with the application form through a cheque or banker's draft payable to BILBAO EXHIBITION CENTRE, is 10 €/m2, with a minimum of 200 € and a maximum of 1,500 €. In the event of the prospective exhibitor not receiving authorization to exhibit, the deposit will be reimbursed. Nevertheless, this amount will be forfeited should the exhibitor withdraw his/her participation. BEC reserves the right to use the deposit to cover the cost of any damage caused to the exhibition complex and to make good any debt which the exhibitor may leave unpaid. In any event, the payment of the deposit does not exonerate the exhibitor from any liability incurred as a result of such circumstances.

This deposit may be deducted from the payment of the space and the service invoices.

Hereinafter, the exhibitor's admission is finally irrevocable.

The price for the "ALGUSTO" space and booth equipment is 120 €/m2 in preferential admission.

Space rental and insurances will be payable via standing order and will fall due on 30th October, 2011.

Exhibitors presenting their application after 30th October, 2011 shall accompany payment of the amount due for space rental.

The exhibitor

Signature

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Should the exhibitor withdraw his/her participation, he/she will lose the amounts paid, except in the event of force majeure.

The location and modification of the stands assigned to the exhibitors remains reserved to the Organization of ALGUSTO with no possibility of claim.

SPECIAL CONDITIONS

- Prices applicable before 15th September 2011:
 - Stand "ALGUSTO": 120 €/m2
- Prices applicable after 15th September 2011:
 - Stand "ALGUSTO": 140 €/m2

7. COMPULSORY INSURANCES

In line with Clause 22 of the General Regulations for Participation, BEC will take out insurances for this event as follows:

7.1 Insurance for Damage

- **Basic cover:** Fire and theft of goods displayed on stands, including loading and unloading at the exhibition complex.
- **Goods insured:** All trade goods in general, with the following exceptions: corrosive, inflammable, explosive, poisonous, radioactive goods, live animals and plants, cash, commercial or bank bills, title deeds and coupons for transferable securities, jewellery, art objects and antiques, prepayment cards, machinery or other kind of goods during the building-up and dismantling operations.
- **Insured capital:** The insured capital will be that declared by the exhibitor in his application for admission. However, there is a minimum compulsory capital that is established at 21.000,00 €. If the exhibitor fails to make a declaration of capital, the Organisers will contract the minimum established, and will assume no liability for any shortfall or excess in insurance.
- **Premium:** 9,5‰ (per thousand) of the value declared by the exhibitor or on the compulsory minimum capital amount, as the case may be.
- **Deduction clause:** Its amount will depend on the insurance market conditions available at the time of contracting the policy.

7.2 Civil Liability Insurance

- **Basic cover:** Material damage and bodily harm caused to third parties as a result of the event, expressly excluding civil liability deriving from work-related accidents suffered by the dependent personnel of the exhibitor or by subcontractors of the exhibitor.
- **Limit of compensation:** 1.200.000 € per claim and for the total claims arising from the event, with a sub-limit of 150.000 € per victim in cases of bodily harm.
- **Premium: 113 € per exhibitor.**

7.3 Coverage runs from 12th to 22nd December 2011.

7.4 Exhibitors may examine the insurance policies taken out by the Organisers at the offices of the later to check the details of cover, limitations and exclusions.

8. RIGHTS OF EXHIBITORS

Rental includes the following supplies and services:

- Removal of refuse, chippings, waste and drilling fluids.

The exhibitor

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- Entry in the Official Catalogue of the Event.
- One copy of the catalogue.
- Exhibitor and stand construction passes.
- Advertising material.
- Storage of packaging, with the cost of handling, loading and unloading of same between the transport vehicle and the stand being for the account of the exhibitor.
- 30 invitation cards and 3 exhibitor cards per stand.
- 1 car park pass

UNAUTHORIZED ACTIVITIES

- Spraying of cellulose-based dyes on any kind of objects within the whole area of the venue.
- Use of liquid or gas based energy.
- Storage or exhibition of hazardous, inflammable, explosive, noisy, unhealthy or smelly materials, or any kind of items liable to disturb other exhibitors or visitors.
- Gas installations, neither at the stand nor within the whole venue.
- Image projections beyond the stand area, nor on walls or ceilings belonging to other stands.
- Any kind of display at the corridors without prior consent of the Organizers.
- Cooking or exhibiting of products generating strong and distasteful odour without prior consent of the Organizers.
- Any kind of noisy demonstration liable to disturb other exhibitors or visitors. Sound level must remain below 60 decibels measured from the stand perimeter.

DUTIES OF THE EXHIBITOR

- Exhibitors will be responsible for any kind of loss, damage or accident suffered by the items or personnel in their stand. The Organizers will not be held responsible for this kind of events under any circumstances.
- Exhibitors will be responsible for all the products exhibited at their stand and for the legal consequences of the exhibition of illegal or spoiled products.
- Exhibitors will assume the sole responsibility concerning any official permits that may be necessary for the handling and correct exhibition of goods, etc.

9. OFFICIAL CATALOGUE

- 9.1** The Catalogue entry shall be filled in by the exhibitor directly at the ALGUSTO website following the instructions given therein. Once the application form has been presented, the Organization will e-mail to the exhibitor the user name and password for direct access to the on-line Catalogue entry.
- 9.2** An Official Catalogue will be published containing the following data:
- Location of information offices, services and restaurants.
 - Repertoire of products on display.
 - List of exhibitors by products.
 - Alphabetical list of exhibitors.
- Along with the applications for admission, exhibitors shall submit the catalogue entry form duly completed according to the index of products.
- 9.3** Any change in data on the catalogue entry form must be notified in writing prior to 15th November 2011. No further changes will be admitted after this date. The Organisers will publish an Addendum with the entries received after the deadline.
- 9.4** The Organisers reserve the right to use the information thus provided for promotional purposes at any time.

10. TRADE ACCREDITATIONS AND PASSES

The ALGUSTO Organizers will provide each exhibitor free of charge with:

- 30 invitation cards
- 3 exhibitor's passes

11. STAND ERECTION, ENTRY OF PRODUCTS AND STAND REMOVAL

Building up must be finished before 3 p.m. on 15th December 2011. The exhibitor is obliged to comply with all the guidelines in force concerning the prevention of fires and accidents.

The exhibitor

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The machines in operation are to comply with current regulations regarding noise pollution. The Organisation is empowered to prohibit the operation of any machines which fail to meet these conditions.

The exhibitor is obliged to comply with the current guidelines set out in the booklet "Exhibition participation, assembly and dismantling, and Technical Regulations" enclosed with the Services Manual.

- Beginning of stand construction and entry of exhibits: **12th December 2011 (8.00 h.)**
- End of stand construction and entry of exhibits: **15th December 2011 (15.00 h.)**
- Beginning of dismantling: **20th December 2011 (8.00 h.)**
- End of dismantling and removal of exhibits: **22nd December 2011 (20.00 h.)**
- Assembly/disassembly times: **from 8.00 to 20.00 h. except on 15th December until 15.00 h.**

12. PERMITS AND LICENCES

12.1 The exhibitors are to hold the legally required licences and permits necessary to own, display or use the machinery and/or vehicles and/or any type of assets to be exhibited in the allocated space.

Also, they are to be displayed similarly to their normal use and meet current legislation regarding safety and noise while in operation, as well as having the necessary protections to avoid the projection of shavings, liquids and/or smoke.

12.2 The Exhibition organizers are empowered to ask for documentary proof of the aforementioned obligations prior to the start of the relationship and at any time during or afterwards. Also, the Organization may apply the regulations to this respect, even banning the operating of any machine that fails to comply with these conditions.

13. STAND ERECTION RULES

13.1 The exhibitor is to respect current legislation on the erection of stands as included in the Services Hire folder.

13.2 The companies who choose to erect stands to their own design must submit the project for approval to the Technical Service Department before 11th November 2011.

13.3 The following general standards are to be followed:

- The back of the panels shall be finished to a similar quality to that of the inside of the stand.
- The maximum height of separating walls is 3 m.
- Blind walls on the open sides of the stand will not be longer than half the total length of each side.
- Permission for longer walls must be requested to the Technical Services Department at least one month before the stands erection begins.
- No decorative item or sign may protrude beyond the perimeter of the stand.
- The maximum height of decorative items or signs on the open sides of the stand is 4 m. Decorative items over 4 m and under 6 m must be set back one metre inwards of the entire perimeter of the stand.
- The organizers may authorise the erection of two-storey stands for which detailed construction plans should be submitted, duly signed by a competent higher grade technician and approved by the Institute of Biscay Architects (project certificate and completion of work certificate). These plans must be sent to the Technical Services Department at least one month before the stands erection begins.
- The materials used in decoration must be fireproof and non-combustible, and suitably impregnated if necessary.
- Access to general manholes within the floor space allocated must not be blocked.

14. RIGHT OF LIEN

14.1 The Exhibition organisers reserve the right to seize and/or retain the exhibitors' property in case of non-fulfilment of their contractual obligations as stated in these Specific Regulations and in the General Regulations of the Exhibition Centre.

14.2 The exhibitor hereby undertakes to inform the owner of the goods being exhibited, if a third party, of this Exhibition organisers' right.

14.3 Under no circumstances is BEC liable for goods that are seized/retained and, if necessary, the exhibitor will be billed for the cost of handling and storage.

15. SERVICES HIRE FOLDER

The Exhibition organisers will provide exhibitors with the Services Hire Folder.

The exhibitor

Signature



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16. ENTRY OF VISITORS

The following possibilities will be available to enter the venue for this event:

Saturday 17th and Sunday 18th

- Under 11 years old: free
- Over 11 years old: 3 €
- Slow Food partners: 2 €

Viernes 16th and Monday 19th

- Under 11 years old: free
- Over 11 years old: 3 €
- Slow Food partners: 2 €
- Trade professional with accreditation: Free (Monday 19th)

17. COMMERCIAL PROPERTY RIGHTS

Bilbao Exhibition Centre, S.A. does not admit exhibitors who, in the process of producing, distributing, selling, owing or advertising their products, violate laws regarding the protection of intellectual property or commercial property rights in the broadest sense.

If a final court decision has determined that an exhibitor at one of the events organized by Bilbao Exhibition Centre, S.A. has violated any law as mentioned in paragraph 1 above, Bilbao Exhibition Centre, S.A. is entitled to bar that exhibitor from the next event of this kind after the court decision is res judicata if there is sufficient suspicion that the exhibitor will again and repeatedly violate laws for the protection of intellectual or commercial property rights.

18. PERSONAL DATA PROTECTION LAW

Pursuant to LOPD 15/1999 and LSSI-CE 34/2002, interested parties are informed that personal details which are provided voluntarily, including e-mail addresses, shall be incorporate into an automated file which is the property and the responsibility of BEC. On sending their details, the parties in question expressly authorise the use of the same for the undertaking of, periodic communications, including those made via e-mail, which BEC will use to provide information on fair business – activities, contents and services– which it undertakes itself or through collaborating companies. Likewise, the parties in question are informed that their details may be communicate, with a confidentiality obligation, to the companies which collaborate with BEC, exclusively for operational and management purposes deriving from a contractual relationship, including their background, content and development. BEC informs you of your right to access, amend, oppose or cancel these details by means of a letter addressed to BEC: Protección de datos, P.O. Box 468 - 48080 Bilbao (Vizcaya), or via e-mail to: protecciondedatos@bec.eu

The exhibitor must sign each page of these specific regulations in proof of awareness of and agreement with same.

The exhibitor

Signature
