

The Contract binding the Organiser, the "Société des Ingénieurs de l'Automobile" or "SIA" and the Exhibitor is made up of the present general conditions valid as general regulations, the stand reservation request and the technical file. These three documents can be downloaded from our website [www.sia.fr](http://www.sia.fr) on the page of the Event concerned.

The Exhibitor acknowledges having read these three documents and accepting their terms. The present general terms and conditions of sale apply to all Exhibitors at the Event.

No special conditions may, unless formally accepted in writing by the SIA, prevail over the general terms and conditions of sale. Any condition to the contrary opposed by the Exhibiting Company shall therefore, in the absence of express acceptance, be unenforceable against the SIA, regardless of when it may have been brought to its attention.

The fact that the SIA does not avail itself at a given moment of any one of these general terms and conditions of sale may not be interpreted as a waiver of the right to avail itself subsequently of any one of the said terms and conditions.

#### Article 1 - Reservation and allocation of booths

Reservations can only be satisfied if they are accompanied by a signed quotation or a firm order form and within the limit of available spaces. NO REGISTRATION WILL BE TAKEN INTO ACCOUNT WITHOUT ONE OF THESE DOCUMENTS.

In the event of demand for participation exceeding the number of booths on offer, preference will be given to companies in the order of receipt of signed quotations or firm order forms.

NO REGISTRATION FOR THE EXHIBITION WILL BE TAKEN INTO ACCOUNT IF THE EXHIBITOR HAS NOT PAID ALL OF HIS INVOICES RELATING TO PREVIOUS EXHIBITIONS.

#### Article 2 - Booth rates

Rates are available on the SIA website [www.sia.fr](http://www.sia.fr) and on each web page dedicated to the events you wish to participate in. Several packages are proposed as well as communication offers.

We accept payment by cheque, credit card (Visa, Mastercard, American Express) and bank transfer. Please note that all transfer fees must be paid by the sender.

The invoice will be issued using the billing details you provide on the quotation or order form. Please ensure that you provide us with the correct billing information. An administration fee may apply if an invoice needs to be re-issued due to changes in billing information.

**Registration for SIA events falls under the exception provided for in Article 52 of the European VAT Directive 2006/112/EC.**

The VAT rate of the country where the event takes place applies when paying for a registration. Even if your organisation is subject to VAT, the SIA must apply local VAT and pay it to the French authorities.

**The VAT number of the SIA is FR 27 352 861 561.**

#### Article 3 - Orders

Any additional orders (furniture, lighting, additional electricity, green plants, etc.) made by the exhibitor to the SIA and not falling within the strict framework of the equipped booth will be mentioned on the final invoice presented by the SIA to the participant.

#### Article 4 - Cancellation

*In case of cancellation by the exhibitor:*

- ✓ **Legal withdrawal period of 14 days after signature of the quotation**, after the legal deadline, the reservation is confirmed.
- ✓ **Up to 4 months before the start of the event:** full refund for BASIC and SHELL booth.
- ✓ **Up to 4 weeks before the start of the event:** 30% of the registration fee plus any bank transfer costs incurred by the SIA.
- ✓ **Less than 4 weeks before the start of the event:** full payment will be

due by the defaulting exhibitor.

✓ **From 7 days before the start of the event:** the SIA will be able to dispose of the unoccupied areas without any change in the payment obligation incumbent on the holder or without the SIA having to reimburse the sums already paid.

**Please note:** a special policy for Elite - Exclusive - Premium & Business exhibitors will apply, depending on advertising offers - please contact [info@sia.fr](mailto:info@sia.fr).

For any company having booked a space equal or superior to 12 sqm to which the SIA would have already advertised, the advertising would be due by the company, even if withdrawal from the exhibition without charge is possible.

A new invoice would be sent by the SIA with the current rates available on the SIA website in the space dedicated to the exhibition.

*In case of cancellation by the SIA:*

After distribution of the registration forms and whatever the cause, the SIA reserves the right to cancel the planned event when its organisation has become impossible. In this case, the sums paid by the exhibitors will be fully refunded by the SIA, to the exclusion of any additional damages.

#### Article 5 - Terms of payment

Acceptance of the general terms and conditions of sale by the exhibitor constitutes an undertaking to pay for his participation before the start of the exhibition unless an exception is granted by the SIA. In the absence of receipt of the balance of the surface area, the SIA reserves the right to reallocate the unsold surface area.

#### Article 6 - Payment guarantees

Each exhibitor, as soon as he registers, undertakes to respect and pay for his participation.

Failure to comply with this obligation shall entitle the SIA to demand immediate payment of the sums remaining due or to cancel the exhibitor's participation in the event in question.

The exhibitor is bound to inform the SIA of any change in his economic situation likely to lead in particular to his insolvency, cessation of payment or a delay in the payment of his instalments so that the SIA may consider the steps to be taken and in particular demand guarantees or cash payment before the start of the event.

#### Article 7 - Force majeure

Cases of force majeure, including national strikes, delays in supplies, wars, decisions by public authorities, boycotts of French products, pandemic, etc., or any other unforeseeable, irresistible and insurmountable event beyond the control of the SIA and hindering services, as well as any impediment arising from a change in international product regulations, constituting a definitive obstacle to the execution of these general terms and conditions of sale, shall automatically suspend the SIA's obligations relating to these general terms and conditions of sale and shall then release the SIA from any liability or any damage that may result therefrom.

#### Article 8 - Legal liability

Each exhibitor taking part in SIA events must hold an insurance policy covering him for damage caused to third parties, including other exhibitors, for which he will be held personally liable.

The surveillance of the booth organised by the SIA is carried out outside the opening hours of the exhibition areas. The SIA is in no way responsible for thefts (goods, personal objects) of which the various exhibitors are victims during the opening hours.

In the event of any accident whatsoever occurring on the booth (fire, explosion, water damage), which could lead to its closure, the exhibiting companies shall have no recourse against the SIA, in particular as regards claims for compensation for loss of revenue, commercial prejudice, etc., which may be made against the SIA.

The SIA declines responsibility for any incident, beyond its control, which may disturb the running of the event and cause any prejudice

whatsoever to exhibitors. We strongly recommend taking out repatriation and provident insurance for staff present on the booth.

#### **Article 9 - Confidentiality**

The parties consider themselves bound by professional secrecy and therefore undertake to respect the confidentiality of the information to which they would have access in the context of the execution of the present general terms and conditions of sale, throughout their execution period.

All documents belonging to or concerning the participant in the possession of the SIA shall be considered confidential, as well as all information and documents concerning the participant, its products, and services.

#### **Article 10. Material conditions**

##### *Article 10.1. Location of the booths*

The SIA draws up the floor plan of the Salon. It allocates the booths taking into account, as far as possible, the wishes expressed by the exhibitors, the nature of the products and services they present, the planned layout of the booths and, if necessary, the date of acceptance of orders.

SIA expressly reserves the right to unilaterally modify the exhibition plan if necessary. Exhibitors will be notified without delay.

##### *Article 10.2. Booth layout and decoration*

The booth layout is carried out by our general installer INTERNATIONAL MODULING. Any particular layout must be authorised in advance by the SIA and must be carried out in strict compliance with the prescriptions of the technical file.

Notwithstanding the foregoing, the SIA expressly reserves the right to modify or remove any layout which would be detrimental to the general appearance of the exhibition space or to the circulation of participants, which would hinder neighbouring exhibitors or which would not conform to the plan and model submitted to it in advance, at the exclusive expense of the exhibitor concerned.

Exhibitors are solely responsible for the specific decoration of their booth. It must comply with the safety regulations issued by the public authorities as well as the general decoration plan and signage drawn up by the SIA. The use of any sound, light or audiovisual process is prohibited without the prior written authorisation of the SIA.

The use of the sound system (music, videos, etc.) must be at a sound level compatible with the proper running of the exhibition, and with respect for the neighbourhood of the other Exhibitors.

The SIA is authorised to take photographs during the event on which the Exhibitor's products and/or employees may appear, and to use them free of charge, for an unlimited period and for the entire world, in the commercial and promotional presentations of the Exhibition (brochures, invitations, programme, etc.), whatever the medium used (in particular electronic or paper) and the method of distribution. If the exhibitor does not wish his photos to be published, please specify this in writing to the SIA before the start of the event.

##### *Article 10.3 Assembly and dismantling*

The SIA determines the periods of assembly and dismantling of the booth, this information is available in the technical file.

Before the start of the set-up period, no material may be brought into the event venue and no packages may be delivered beforehand.

During the set-up period, equipment may be freely brought into the event site under the exclusive responsibility of the exhibitors.

Each exhibitor must be represented on his booth by at least one qualified natural person when delivering or collecting his equipment. The SIA may not supervise or sign any document on behalf of the exhibitor.

Exhibitors' booth must be completed the day before the opening of the event unless otherwise specified in writing by the SIA. No installation on the day of the event will be possible.

#### *Article 10.4. Cleaning, maintenance*

The maintenance of the walkways and stairs is carried out daily by the SIA. Booth maintenance other than carpet cleaning is the responsibility of the exhibitors, who may entrust it to service providers approved for this purpose, to the exclusion of any other service provider.

#### **Article 11 - Suppliers**

The SIA gives exhibitors a free choice of their carrier. Under no circumstances may the SIA be held responsible for delays, errors, damage, or theft caused by the carrier, in its service or that of the intermediaries transporting the products.

Similarly, the SIA declines all responsibility for all services provided directly to the exhibitor by other suppliers.

The SIA thus leaves the choice of the mode of travel and accommodation of its staff to the exhibitors, who must take care of this within the appropriate time limits. The impossibility of booking a seat on a plane or a room in a hotel cannot be considered as a case of force majeure likely to relieve the company of its contractual obligations towards the SIA.

#### **Article 12. Communication**

Each exhibitor grants the SIA the right to reproduce and represent its distinctive signs (name or corporate name, trade name, brand, logo, etc.) on the event's communication media. Any reproduction, distribution and/or marketing of the event's communication media, in particular the Proceedings, is strictly forbidden without the prior written consent of the SIA.

Each exhibitor is required to provide the SIA with the information required within the prescribed time limits for inclusion in the event's communication media. Any information transmitted after the deadline will not be considered, with the exclusion of any reimbursement or compensation for this fact. The SIA expressly reserves the right to accept or refuse any communication contrary to the object and/or spirit of the event. The SIA may not be held liable in the event of reproduction, composition or other errors affecting the event's communication media. In case of omission, the exhibitor may only claim reimbursement of the corresponding sums paid, excluding any compensation.

#### **Article 13 - Modifications to the general terms and conditions of sale**

The SIA reserves the right to modify these general terms and conditions of sale at any time and to inform the exhibiting company at least 21 days before the new general terms and conditions of sale come into force.

#### **Article 14 - Disputes**

For any dispute or controversy relating to the application, interpretation, execution or termination of these general terms and conditions of sale, the parties recognize the French courts applying French law as the only competent courts.