

FAIR: _____ EXHIBITOR _____

CONSTRUCTION IS TAKING PLACE IN: Pavilion no: _____ stand no. _____ sqm _____

Outdoor space no. _____ stand no. _____ sqm _____

REQUEST FOR THE EARLY START OF STAND CONSTRUCTION

The date of construction from _____ to _____ (date)

from _____ to _____ (hours)

Date of request

CONTRACTOR'S NAME

signature of the stand contractor

(We agree to cover all costs related to the early start of exhibition space construction, after their calculation and invoicing, within 8 days.)

APPROVED BY:
PROJECT MANAGER:

RESPONSIBLE PERSON FOR ISSUING OF STAND ARRANGEMENT PERMIT:

During the stand arrangement works you should adhere to the project documentation, which is in compliance with ***the Technical instruction at the Zagreb Fair, and/or the General Conditions of Exhibiting (form B1/E) and/or the Instructions for exhibitors, decorative contractors and other participants at the fair.***

THE PROJECT DOCUMENTATION includes:

- **technical description** (incl. the description of materials or constructions that will be used)
- **layout plan** of the pavilion with the stand location
- **architectural project** – necessary ground-plans, side-views, axonometric or perspective survey
- **proof of mechanical resistance and stability**
- **technical instructions for stand dismantling in a secure way** to protect the working staff and other persons present in the pavilion during the stand dismantling works
- **project of electrical installations** – including the stand ground-plan with marked consumption devices (circle, square or sim.) and mentioned consumption device power
- **confirmation** showing that the stand contractor, the designer and the person responsible for stand construction works are certified to perform the mentioned works.

STATEMENT OF THE STAND CONTRACTOR

to confirm that the stand was arranged according to the project documentation (approved by the Zagreb Fair), in accordance to the rules of the profession and the "General Conditions of Exhibiting" of the Zagreb Fair.

After completion of the works the stand contractor also obliges to restore the space into its original state, as found before the construction of the exhibition space.

NOTE: Exhibitors are obliged to remove the waste arising from the stand assembly and dismantling works (chip wood, knauf plasters, carpets etc.) from the fair grounds themselves or the Zagreb Fair will do it for them but at their expense.