

MANDATORY CONDITIONS FOR PARTICIPATION
in the exhibitions of SIGMA EXPO GROUP LLC
in Crocus Expo IEC

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These Mandatory Conditions for Participation in the exhibitions of SIGMA EXPO GROUP (abbreviated name of «SIGMA EXPO GROUP» Limited Liability Company) (further - mandatory conditions of the participation), held in the Crocus Expo International Exhibition Center (further Exhibition Center/ IEC). Trade Fairs contain the most essential technical requirements that must be complied with by the Exhibitors in the course of preparation and holding of the Exhibitions. Additional information is set forth in the Exhibition Contract, applicable laws and other regulations.

The stated conditions are binding. Responsibility for communicating these requirements to one's own and contracted employees and organizations, as well as control over compliance therewith shall lie with the head of the Exhibitor organization.

Terms used in the MANDATORY CONDITIONS OF PARTICIPATION.

Contract — a contract made for the purpose of organization and holding of the Event by and between SIGMA EXPO GROUP LLC acting as the Organizer of the exhibition, on the one part, and the Exhibitor acting as the user of the specified resources and service customer, on the other part (including all appendices and supplementary agreements thereto);

Master Contract — a contract made by and between CROCUS AO (hereinafter referred to as “Crocus Expo”) acting as the owner of the exhibition area, conference halls and other resources and service provider, on the one part, and the Organizer acting as the user of the specified resources and service customer, on the other part (including all appendices and supplementary agreements thereto) for the purpose of organization and holding of the Event;

Exhibitor — an organization, unincorporated entrepreneur or individual that made a contract with the Organizer for participation in the Event for demonstration of its exhibits (goods, works, services);

Builder — an organization, unincorporated entrepreneur or individual that made a contract with the Organizer or the Exhibitor for performance of the entire range of works on assembly and installation of exhibition stands, structures and equipment (including disposal of construction debris after dismantling) and/or performance of decoration works in the Exhibition Area;

Participants — Exhibitors and other persons recognized as participants of the Event (promoters, advertisement distributors, participants of a forum, conference, congress, etc.), as well as Builders contracted by them;

Organizer — a person that owns all rights to the developed concept, subject matter and name of the Event, makes the list of Participants and provides them with a range of services required for participation in the Event;

Authorized Person — an employee of BuildExpo LLC entrusted with the duties of BuildExpo LLC representative regarding issues that may arise in the course of holding of events and control over compliance with the terms and conditions of the Contract for arrangement of the Event, as well as provisions of the Cooperation Agreement;

Indoor and Outdoor Exhibition Area — floors/parts of the exhibition halls and other premises of the Exhibition Centre, as well as the outdoor exhibition sites located in the territory adjacent to the exhibition pavilions, which in accordance with the terms and conditions of the contracts made are assigned to the Exhibitor for a fee with a view to holding the Event (further Exhibition Area);

Material Handling Area — for a closed exhibition area - a fenced area adjacent to the exhibition pavilions, for an open exhibition area - on a rented area and a passage adjacent to the stand up to 2.5 meters wide, allocated for loading and unloading of arriving vehicles during the installation and dismantling of the Event in compliance with all established norms and rules;

Common Area of the Exhibition Centre — floors of the exhibition halls, other premises, and outdoor exhibition sites of the Exhibition Centre that are not assigned to the Exhibitor for a fee, but will be temporarily used by it, as well as by the Builder and visitors for installation/dismantling, moving around, recreation, and similar purposes;

Event — an exhibition, fair, corporate, congress or other event held in the Exhibition Center and organized by the Organizer that concluded the Contract with the Exhibitor;

Event Period — actual time period of holding the Event (time periods for installation and dismantling of the Event excluded);

Total Event Period — entire period of time of using the Exhibition Area provided for in the Contract, including time periods for installation, holding, and dismantling of the Event;

Day — opening hours during the full day from opening to closing of the Event, except for clause 11 of the Mandatory Conditions. Pertaining to conference halls the term “conference day” is used;

Full Day — 24-hour period from the beginning of the Event;

Overtime Use of the Exhibition Area — use of the Exhibition area in excess of the time periods specified in the Contract;

Self-Propelled Exhibit — an exhibit, which according to its technical characteristics is supposed to move under its own power using its own motor (regardless of its actual ability to move on account of its technical condition).

Final cleaning - work on cleaning the aisles and garbage removal from the provided Exhibition Space, carried out after completion of all installation works before laying the carpet in the aisles and the opening of the Event;

Last cleaning - cleaning of the Exhibition Area and the subsequent removal of garbage in order to bring it to its original state, carried out after completion of all dismantling works before returning the Crocus Expo Exhibition Area.

The business program of the exhibition/fair is a program that includes a congress part, presentations of exhibitors, individual goods and services, press conferences, symposia, business meetings, festivals, competitions, tastings, master classes, seminars, other events, including buffet service (lunches, coffee break and catering service) within the framework of the main exhibition/ fairs.

Registration fee is obligatory for all exhibitors and includes: functioning of the system for registration of the Exhibitor's representatives with provision of permanent passes to the Exhibition (badge), placement of information about the Exponent in the official catalogue of the Exhibition (electronic version on the Organizer's website), participation in all programs of the Event, except for events that require personal invitation, Events to attract visitors (including production and distribution of invitation tickets, Event materials), registration and organization of the Event for the Exhibitor; including business programs, production and distribution of guides, printed versions of the catalogue, presentation of Diplomas, general advertising of the exhibition)

The registration fee is also obligatory for each sub exponent represented on the Exhibitor's stand and includes the placement of sub exponent information in an electronic catalog and in an interactive catalog on the Event's official web page.

1. EXHIBITION AREA

Payment for the Exhibition Area provided in accordance with the Temporary Use Contract shall be transferred in full to the settlement account specified by the Organizer **not later than 05.04.2024**. The Exhibitor will be allowed to exhibit only after all the bills issued by the Organizer in accordance with the Contract have been paid in full.

Cost of temporary use of the Exhibition Area includes:

- cost of General Electric lighting, ventilation, temporary use exhibition areas;
- cost of protocol arrangements for preparation and opening of the Exhibition;
- cost of the Indoor and Outdoor Exhibition Area perimeter guarding;
- cost of a fire fighting vehicle with the team for the Total Event Period;
- organization of an individual fire post (1 instructor) — irrespective of the built-up area in each exhibition hall (room) allocated for the Event;
- cost of installation of 2-meter wire mesh fencing around the Outdoor Exhibition Areas perimeter;
- cost of services provided by the hall administrators and Outdoor Site administrators;
- cost of services of ticket inspectors calculated on the basis of at least one person per hall and per gate at the Outdoor Site;
- cost of removal of garbage and construction debris from the Exhibition Area to the landfill once a day during installation and dismantling of the Event (disposal of stand equipment and removal of bulky waste and packing materials are additionally charged to the Exhibitor);
- cost of cleaning of the Common Area of the Exhibition Centre and aisles in the halls once a day during the Event Period (additional cleaning of hall aisles, cleaning of stands and offices of the Event, as well as removal of packing waste is performed at the expense of the Exhibitor);
- cost of removal of bins with solid household waste 3 times a day during the Event Period;
- cost of manufacture and distribution free of charge: of invitation tickets, official catalogues of the Exhibition (including catalogues incorporated into the registration fee of the Exhibitor); guidebooks;
- cost of services of the service personnel (aisle cleaners, fire and security post employees, sanitary and electrical technicians on duty);
- insurance of the Exhibitor's civil liability arising from damage caused to the life, health or property of the third parties in the course of performance by the Exhibitors of the Insured Activities as a result of events (listed in the Insurance Policy) occurred during the Insurance Period at the Event Location and other reasons stipulated by the civil legislation of the Russian Federation with the limit of liability of at least one hundred five million (105,000,000) Russian rubles and for each insured event — at least ten and half million (10,500,000) Russian rubles.
- provision of containers for large-sized garbage for open exhibition areas.

1.1. The Exhibitor accepts the Exhibition Area provided for the Event for the period of work, installation/dismantling of the Exhibition in good condition suitable for its use for the specified purposes.

1.2. Size and configuration of the Exhibition Area provided correspond to the agreed layout plan of the Event exposition. Increase of the Exhibition Area provided under the Contract, as well as changing of its configuration and/or location is possible only on agreement with the Organizer.

1.3. **For the Exhibitors of the Outdoor Exhibition Areas installing Exhibits with demonstration height over 17 m on their stands, the Exhibition Area is provided subject to the Organizer having:**

1.3.1. by 29.03.2024 — the signed Supplementary Agreement for the Exhibit with Demonstration Height over 17 meters;

1.3.2. by 05.04.2024 — the Exhibition layout scheme signed and agreed upon with the Organizer with location of the stand and place of the Exhibits installation (dimensions to be specified).

1.4. For the Exhibitors of the Outdoor Exhibition Areas installing tower crane(s) on their stands, the Exhibition Area is provided subject to the Organizer having:

1.4.1. by 29.03.2024 — the signed Supplementary Agreement for the Tower Crane;

1.4.2. by 29.03.2024 — the Exhibition layout scheme signed and agreed upon with the Organizer with location of the stand and place of the Exhibits installation (dimensions to be specified);

1.4.3. by 05.04.2024 — work method statement for installation-dismantling of load-lifting mechanisms exhibited (to be performed by professionals trained and certified in the area of industrial safety of hazardous

production facilities, with specialization “Developer of WMS for Crane Operation”);

1.4.4. **by 05.04.2024** — signatures of the Exhibitor's authorized representative on the General Layout Plan of the Exhibition approved by the Organizer.

1.5. Reasonable claims regarding size of the Exhibition Area are accepted up to the last day of the Event. Claims will not be accepted after the deadline specified.

1.6. The Exhibitor may use the Exhibition Area assigned to it for temporary use only in accordance with the purposes and subject matter of the Exhibition.

1.7. The Exhibitor may not transfer to the third parties its right to participate in the Exhibition without the written approval of the Organizer.

1.8. The Exhibitor shall have an authorized representative at the exposition during the entire exhibition period. The Exhibitor shall provide the full name and contact telephone number of the representative at the Exhibition to the Organizer in written form. The authorized representative shall have a power of attorney to sign the Work Completion Certificate or the company seal on hand.

1.9. Minimum sizes of exhibition areas let out for temporary use: 16 m² for indoor space (Indoor Exhibition Area) and 50 m² for outdoor space (Outdoor Exhibition Area)

2. EXHIBITION AREA BUILD-UP

In the event of presence of Exhibitor's employees and/or laborers on the Exhibition areas during the Event beyond the time specified in clauses 2 of the Contract without written agreement with the Organizer (application for the extension), **the latter pays a fine of 1 000 000 (one million) Rubles till June 2, 2024 (chapter 22, clause 10a of the Mandatory conditions of participation).**

Dimensions of machinery and equipment (including all prominent parts) shall not extend beyond the boundaries of the paid exhibition area except for tower cranes.

During each day of overtime installation from 14:00 on the last day of installation and the first two days of the Exhibition the designated representative of the Organizer will make control measurements of the exhibition area in the presence of the authorized representative of the Exhibitor. If any discrepancies between the size of the paid and actually occupied area are found, the Exhibitor shall pay to the Organizer a **penalty** in the amount of **10 000 Rubles** per each square meter in excess of the paid area, **not later than June 2, 2024**.

2.1. EQUIPPED Exhibition Area:

2.1.1. The stand construction will be made on the basis of the Octanorm system or another similar system. Equipment in accordance with the stand package according to the application for participation in the Exhibition and order per the Exhibitors manual will be provided to the Exhibitor for the period of the Exhibition;

2.1.2. All elements of the stand construction and additional equipment shall be returned in undamaged condition upon the end of the Exhibition;

2.1.3. The Exhibitor shall bear responsibility for material damage inflicted on the stand construction and additional equipment;

2.1.4. Costs of the services ordered by the Exhibitor and any elements of the stand construction or additional equipment unwanted for any reason are non-refundable;

2.1.5. Keys to the doors, locks for the cabinets, display pieces can be obtained from the representative of the General Builder against a deposit. In case of loss of the keys or locks the deposit is not returned.

2.1.6. **It is prohibited to do any of the following on the equipped stands by BuildExpo LLC**

-to change something and/or to provide full of partial mounting/dismantling works;

- to change electrical installations;

- to connect to water supply, drain, compressed air system;

-to install audio/video equipment without General Developer approval;

- to paste, design panels using tape and adhesive materials;

- to use stapler for fixing materials on the panels;

- to drill constructions;

- to place or assemble any exhibition equipment and constructions, furniture, showcase and any constructions/elements which are not included in the content of the stand(s) or zones(s) and are not exhibits of the exhibitor.

The Exhibitor shall bear full responsibility for any damage caused to the equipment of the General Builder. Damage caused to elements of the equipped stand entails a penalty for the Participant in the amount of three-fold cost of the element per the Exhibitors manual (Penalties for Violation of the Mandatory Conditions for Participation, section 22, clause 6).

2.2. UNEQUIPPED Exhibition Area:

2.2.1. The Exhibitor shall inform the Organizer of the builder company by providing its name, address, telephone number, and name of the contact person;

2.2.2. The Organizer reserves the right to exclude from installation works any builder that systematically violates applicable safety standards and fire safety regulations;

2.2.3. Building up of the office part of the stand and positioning of exhibits at the stands of the outdoor exposition is allowed **at a distance of 1.0 m** from demarcation of the stand on the side **of adjacent stands and fencing of the open exhibition area**;

2.2.4. The Exhibitor shall in advance (time limits will be provided by BuildExpo) obtain approval for any build-up projects for the exhibition area occupied by it from the General Builder of the IEC BuildExpo LLC (tel./fax: +7 (495) 727-26-71, 727-26-72):

- pavilions, tents, utility rooms, structures used by the Exhibitor as an office;
- scaffolding, formwork, containers;
- any floor covering (carpet flooring, block flooring, crushed stone, gravel, etc.);
- etc.

and submit all technical documentation to construction project compliance control.

Tariff rates for works and services rendered are determined depending on timing of submission of the technical documentation and documents for performance of works. Requirements of the General Builder can be found at <http://www.buildexpo.ru/>.

2.2.5. In the design and construction of two-level stands, stands installed on the outdoor sites, as well as load carrying structures of suspensions the Builders shall comply with the applicable legal requirements and terms and conditions of the General Builder Agreement for performance of static calculations and monitoring of quality of manufacture of the structures installed.

2.2.6. For admission to construction of the exposition on the Exhibition Centre exhibition area the Builder shall have upon arrival:

2.2.6.1. design documentation **agreed upon with the Organizer (vertical layout of the stand with suspensions, if any)**, Technical Operation Service and Fire Department of Crocus Expo. Scope of information to be provided and procedure for approval are determined by the Instruction on Fire Safety Measures during Installation (Dismantling) of Expositions and Holding of Exhibition Events in Pavilions and on Outdoor Sites of Crocus Expo IEC (20 mandatory conditions);

2.2.6.2. for admission to construction of the exposition on the Exhibition Area the Builder, upon arrival, shall have the complete package of the necessary permission documentation, exhaustive list of which is provided in the Requirements of the General Builder (http://www.buildexpo.ru/bexpo-services/tech_doc.php);

2.2.6.3. a letter for entry for installation/dismantling with a name list of working teams with specification of their passport data, a list of exhibition equipment being brought. The letter shall have the General Builder's marks allowing entry;

2.2.6.4. passes to installation/dismantling obtained from the General Builder;

2.2.6.5. fastening of structural units and decoration elements to load carrying structures of exhibition halls (ceiling beams, columns, etc.) shall be performed by specialists of Konta LLC. Method statement for these works with specification of weight of the suspended structure and suspension points shall be prepared by the Builder and agreed upon with the Builder's Technical Department not later than the deadline specified in clause 6.1.2. of the Contract.

2.2.7. After laying of the carpet flooring in the aisles - on the last day of mounting after 13:00, repositioning of exhibits and exhibition equipment with the use of wheeled vehicles along the aisles is not allowed.

2.2.8. **Surfaces of the stand construction facing the sides of the neighboring stands must be properly decorated:**

- plywood, banner, chipboard, fiberboard, MDF, etc. Only white color is allowed (only for adjacent stands, i.e. those with a common border of the stands or if the distance between the stands is

less than 1 meter), without defects, non-paints, seams, the coating must be clean and uniform;

- placement of the company's logos and advertising inscriptions is allowed only on the surfaces of the Exhibitor's stand that do not face adjacent stands (which have a common border of the stands) or if the distance between the stands is more than 1 meter.
- it is allowed to brand the sides of the stand facing the aisles and outside the exhibition.

In case of non-compliance with this requirement an Act will be drawn up in the presence of representatives of Crocus Expo, Organizer, and Exhibitor. Following which the Exhibitor shall pay a **fine** in the amount of **10 000 (ten thousand) Rubles for each square meter of undecorated area**.

2.2.9. **Requirements to individual stand build-up at the Exhibition:**

2.2.9.1. **Maximum height of objects on the Outdoor Exhibition Area:**

- no exhibits or stands (flags, balloons), inflatable forms — 6.0 m;
- 1-level stands — 4.0 m;
- 2-level stands — 5.5 m.

2.2.9.2. **Maximum build-up height of stands adjacent to walls of the exhibition halls:**

- at a distance of no more than 4 meters from the wall — up to 8.5 m;
- more than 4 meters — see clause 2.2.9.3.

2.2.9.2.1. **Maximum build-up height of stands on the rest of the exhibition hall area:**

- 1-level stands — up to 5.0 m on the first two "lines" from the entrance to the hall, others — up to 8.5 m;
- 2-level stands — up to 6.0 m on the first two "lines" from the entrance to the hall, others — up to 8.5 m;

2.2.9.2.2. **Stand build-up** along the open sides may occupy no more than 50% of length of each open side. Height of build-up along the border of the open sides of the stand may not exceed 3.0 meters (for stands that are not located along the walls of the hall). At a distance of more than 2 meters from the edge to the back of the stand — build-up may be of the maximum height (see clause 2.2.9.2.1).

Walls of stands located on the first "line" from the entrance not along the walls of the hall shall not be built-up from the side of the entrance to the hall.

2.2.9.2.3. **No part of the stand construction** (including lamps, flags, decorated elements, etc.) **may extend beyond the rented exhibition area**, including vertically, with the exception of light-weight lighting fixtures located at a height of at least 4 m from the floor.

2.2.9.2.4. Banners and other structures attached to suspensions shall not create a visual sensation of solid wall with the floor build-up and shall not obscure the view of neighboring stands. The distance between the upper point of the floor build-up and the lower point of the suspended structure must be at least 1 m.

2.2.9.2.5. **To ensure safety of visitors** of the Exhibition, utility rooms, offices, and other rooms equipped with the doors at the stands, exit from which directly faces the aisle between the stands, shall be equipped with sliding doors or **doors swinging inward** only.

2.2.9.2.6. Stands with the structures that prevent direct access to fire hydrants, stationary power switchboards, and block emergency exits, are **not allowed** for building.

2.2.9.2.7. **Before obtaining approval for the project from the General Builder the Exhibitor/Builder shall agree the stand layout (vertical layout with location of suspensions, if any) with the Organizer.**

In case of violation of these conditions the Organizer reserves the right to suspend construction of the stand during installation until such violations are eliminated.

3. **RULES OF ELECTRICAL WORKS IN CROCUS EXPO IEC**

3.1. Installation of stand wiring system shall be performed in accordance with the Rules for Technical Operation of Electric Installations of Consumers, requirements of the Occupational Health and Safety Rules during Use of Electric Installations and Instruction on Fire Safety Measures at the Premises of Crocus Expo IEC.

3.2. Each separate electric installation (stand, machine, etc.) must have an individual device for protection against short circuit and overload (electric service panel and GFCI (ground fault circuit interrupter)) with the design

installation for trip current. This device shall be installed in an accessible place at a height of 1.8 m from the floor level.

3.3. Before the Event each Individual Builder of stands shall agree with the General Builder the stand wiring schemes with specification of the required capacity and grouping within the time limits and in the manner stipulated in the Basic Requirements of the General Builder of BuildExpo LLC in Arranging Exhibition Events in Crocus Expo IEC.

3.4. All electrical works on the stands of Individual Builders shall be performed by the trained and certified electrical personnel with the third admission category or higher. Admission certificate entitles electrical personnel to maintain electric installations of the organization, where such personnel were certified and obtained admission of the respective category from the employee responsible for electrical equipment. All employees who perform electrical work during installation and dismantling must have a certificate of access and provide it at the request of the technical control staff of IEC Build Expo LLC.

3.5. Before connecting the stands to Crocus Expo IEC power supply network control electrical measurements shall be made and Certificate of Demarcation of Responsibility Zones shall be signed. All current-carrying elements of the stand must be effectively protected from accidental touch.

3.6. All electric service panels required for routing of interior electrical network on the stands of Individual Builders shall be equipped with the ground fault circuit interrupter (GFCI). Power cable from the electric service panel to the point of connection to the IEC power supply network shall be provided by the Builder. The minimum cable length is 30 m. Mandatory requirement to the cable is 5 conductors.

3.7. The power supply cable from the electrical access hole or portable panel to the protection device must be protected from mechanical damage (put in the cable channel of Legrand 90-18 type (black) or protective bridge (Adam Hall Defender III type)). Maximum length of the cable at the electrical access hole or portable panel shall not exceed 1.5 m. Excess cable shall be placed by the Individual Builder and/or Exhibitor on its stand.

3.8. Joints of wire and cable conductor branching shall be made with the use of closed plug connectors. Use in electric wiring of 2-wire system, junction boxes, making twisted joints, as well as extension (lengthening) of the wiring system with the use of terminal blocks or soldering is not allowed. Wiring system of the stand must be securely fastened and exclude the possibility of mechanical impact.

3.9. Performance of wiring works with the bus wire working slot turned "up" or "sidewise" is prohibited. The bus wire shall be mounted at a height of at least 2.5 m from the floor level with the working slot turned down. If the bus wire is mounted at a height of less than 2.5 m and/or the working slot is turned "up" or "sidewise", mounting is possible subject to ensuring protection of the bus wire from mechanical damage and foreign objects getting into it.

3.10. It is prohibited to fasten electrical equipment subject to heating-up while in operation (spotlights, lamps, etc.) with the use of nylon or plastic cable ties. Fastening shall be made with the use of metal fasteners. Lighting and sound equipment put on suspended structures shall be additionally secured with metal cables or chains. In case of non-compliance with this requirement installation of the suspended structure will be prohibited.

3.11. All metal structures of the exposition (stand), electric service panel cases, metal hoses, electrical metal tubing, etc. must be grounded.

3.12. The light switch must be accessible to the duty personnel of the General Developer.

3.13. The stand will be connected only subject to compliance with the above requirements.

4. CONNECTION TO UTILITY NETWORKS AND COMMUNICATION LINES OF CROCUS EXPO IEC

4.1. Organizer shall provide for connection of the Exhibitor's stands to utility networks and communication lines of the IEC according to the request per the Exhibitors manual submitted to the Organizer, provided that the services under this request have been paid for;

4.2. Cost of connection to electric power supplied to the Exhibitor to the standard stands (in accordance with the standard depending on the stand area) is included in the cost of build-up;

4.3. Cost of connection to electric power (including supply of additional electric power to the standard stands), water, compressed air systems, telephone lines, and Internet of individually built-up stands and standard stands is specified in the Exhibitors manual.

4.4. **To connect the Exhibits to Crocus Expo power supply network it is required to:**

4.4.1. Order and pay for the required capacity of electrical connection for the Event Period, temporary connection for the period of installation/dismantling shall be ordered and paid for separately;

4.4.2. The Exhibit must have its own (factory-supplied) electric service panel with at least 30 m 5-conductor electrical cable with the core end sleeve and with the section corresponding to the "load" connected to it. Length of the electrical cable near the point of connection to the power supply source shall not exceed 1.5 m. Excess electrical cable must be kept on one's stand or cut off, otherwise connection will be denied.

4.5. **Unauthorized connection to utility networks and communication lines of Crocus Expo is not allowed.** Unauthorized connection entails a fine (50 000 Rubles and withdrawal of accreditation for up to 3 months). **Unauthorized connection to Crocus Expo communication lines is not allowed.** Unauthorized connection entails a fine in the amount of 30 000 Rubles. In case of unauthorized connection, the stand will be disconnected from the utility networks of Crocus Expo IEC. If such actions result in infliction of material damage, the guilty person in addition to the fine shall compensate for the material damage caused. Renewal of power, water, and compressed air supply to the stand is possible only after full payment of the fine and inspection of quality of electrical and plumbing works by the specialists of BuildExpo LLC.

4.6. Participants of the Event are **not allowed to:**

4.6.1. connect mini-PABX and other equipment to the communication lines provided without approval by the respective services of Crocus Expo;

4.6.2. lay communication lines inside the exhibition halls at one's own expense and by one's own efforts;

4.6.3. connect telecommunication equipment to the communication lines provided in order to render services to the third parties;

4.6.4. take equipment rented from Crocus Expo and/or General Builder out of the Exhibition Center;

4.6.5. It is prohibited to use one's own generators during the Event Period. Use of one's own generators on the Outdoor Areas is possible only during the installation and dismantling works.

4.7. Separate water/air connection shall be ordered for each unit of water/air consuming equipment. Use of splitters, such as manifold, etc. on the stand is prohibited; stands using such equipment will not be connected to water/air supply.

4.8. Connection to water and compressed air supply is made with ½-inch hoses; drainage is performed with corrugated hoses with 32 mm inner diameter. Different diameter hoses and/or adapters must be provided by the Builder or Participant.

4.9. Connection to electric power, water, and compressed air shall be planned by the Organizer/Exhibitor/Builder with consideration of position of inputs and terminal devices in the hatches on the floor of the exhibition halls, distribution panels and cabinets installed along the walls and on supporting columns.

Connection to water and compressed air is provided, if there is a connection point on the stand or in the aisles adjacent to the stand. Requests are accepted subject to agreement with the Organizer only.

4.10. Connection of electrical equipment and electric machinery required for installation/dismantling of the stand or exhibit (compressor, charging equipment, electric winch, crane, electric motor equipment, etc.) over 220 V and 2 kW shall be ordered separately. During installation/dismantling works connection of 220 V and less than 2 kW is permitted, places of such connections (220 V euro-sockets) are located near the supporting columns of the Exhibition Pavilions and on the Outdoor Areas as agreed with the Technical Operation Department of BuildExpo LLC. Electric cable (extension cable) from the point of connection to the power supply network to the place of use is provided by the user of electric power.

5. INSTALLATION/DISMANTLING OF EXHIBITS AND AUXILIARY EQUIPMENT

5.1. All construction and installation works must be performed during the period of installation.

5.2. **Performance of construction and installation works and decoration works on the date of opening of the Event is not allowed.**

5.3. **Requirements for the Total Event Period to Exhibitors being on display on the Outdoor Exhibition Areas and in the halls, height and asphalt/floor load build-up limitations during installation:**

- Installation/dismantling of a tower crane shall be carried out in strict accordance with the Crane Installation and Dismantling Manual; on the basis of the WMS for Crane Operation signed by the Organizer and WMS of the Exhibition.

- Installation/dismantling of high-altitude Exhibits shall be performed only by licensed organizations in accordance with the Guidelines.
- for sectors **C, D** — **height not exceeding 25 m** (for **D** — **pay attention to the height of the nearest corner of pavilion No. 3**);
- for sector **E** — **height not exceeding 45 m**. Distance from high-rise structures and/or Exhibits **to LED screen** (on the right side of sector **E**) **must be more than:**
 - **height of the structure and/or an Exhibit** —by **5 m**;
 - **boom swing radius** —by **5 m**;
- for sector **F** —**not exceeding 45 m**;
- for sector **G** —**as agreed**;
- general rule for positioning of Exhibits and structures for all sectors and expositions of the Outdoor Exhibition Areas: **height of Exhibits and structures on the stand shall be less than distance to the pavilion by 5 m**;
- Permitted load on asphalt is up to **20 tons per 1 m²**, except for places with underground utility systems (storm water drainage, hatches, etc.) indicated on the Exhibition layout (up to 750 kg per 1 m²), sector **G** — **2.5 t per 1 m²**.
- Permitted load on the floor in the halls of **Pavilions 1 and 2 – up to 20 t/m², Pavilion 3 –2.5 t per 1 m²**.

5.4. During installation/dismantling, as well as during the Event Period **it is prohibited to store** goods, property, construction materials, boxing, packaging and other materials of the Exhibitor and/or Builder on the area beyond the boundaries of the stand in accordance with the Contract, clutter up portable distribution cabinets and access ways thereto. If placement of materials and structures requires additional space, Participant/Builder may deposit part of its property in a warehouse of Crocus Expo for storage (for a fee).

5.5. **Direct contact of metal parts of the Exhibit with the floor (asphalt) surface of the stand is not allowed! For crawler-mounted machines, as well as for machines with operating or attachable equipment (for example: scoops, cutters, hydraulic hammers, etc.), extensible legs that can damage the floor or asphalt surface of the Outdoor Sites of Crocus Expo IEC the Exhibitor MUST HAVE protective supports (wooden, metal or other) at least five (5) cm in thickness for wooden protective supports and two (2) cm for metal.**

Asphalt compactors can drive into the Exhibition Halls over the “used carpet flooring” brought by the Exhibitor (at least 2 pieces 1 m wider than the width of the Exhibit and at least twice as long as the Exhibit). Crawler-mounted machines (if crawler tracks are not rubber coated) shall drive in over planks (≈ 10 cm in thickness) brought by the Exhibitor.

In case of damage to asphaltic surface, lawns, water, sewerage, electrical networks, advertising, and other structures the Exhibitor shall pay a **fine** for the entire damaged area in the amount of **seven thousand (7 000) rubles for each square meter of the damaged surface** and cost of restoration of the damaged structures to their original condition. The Exhibitor shall compensate for the damage caused in full on the basis of the Act presented by Crocus Expo IEC to the Organizer in accordance with the invoice issued by the Organizer.

5.6. Each Exhibitor shall strictly comply with the requirements to permissible loads on Crocus Expo IEC Exhibition Areas. In case of violation of this requirement the Exhibitor shall in any case pay a **fine of one hundred thousand (100,000) Rubles** and, in the event of damage, all costs for restoration of damaged structures and/or surfaces of Crocus Expo IEC resulting from such violation.

5.7. Installation/dismantling of the exposition shall be performed by the Exhibitor at its own expense. In case of building of the second level of the stands on the Exhibition Area the Exhibitor shall additionally pay **80% surcharge** on the cost of 1 m² of exhibition area per square meter of the floor of the second level of the stand during the Total Event Period.

5.8. Delivery and installation of the stand and Exhibits can be commenced by the Exhibitor not earlier than the term specified in the Contract between the Exhibitor and the Organizer — **from 08:00 a.m. on 25.05.2024** (Exhibitors of Equipped Areas — **from c 16:00 27.05.2024, unless they ordered handling operations at the earlier time**). The Exhibitor shall perform dismantling of the stand and Exhibits, as well as all works on bringing the Exhibition Area assigned to it for temporary use to its original condition and remove the exhibition cargo and garbage by **19:30 02.06.2024**.

5.9. For admission into the Exhibition Area to installation of Exhibits, decoration of the stand for the Event, move-in/move-out of equipment, materials, and Exhibits, the Exhibitor upon arrival shall have the following:

5.9.1. letter for move-in/move-out (in 3 copies) sealed and signed by the head of Exhibits, materials and equipment with attachment of fire safety certificates (reports of the testing fire laboratory, declarations of conformity) for materials used for decoration of the stands;

5.9.2. the letter shall have the Organizer’s mark allowing move-in to be obtained at the Service counter of SIGMA EXPO GROUP;

5.9.3. the letter shall have the mark of the IEC Service Center allowing move-in/move-out.

5.10. Developers who have not passed the control of compliance of the design and technical documentation of the stands with the current standards and requirements are not allowed on the Exhibition Square. Carrying out installation, dismantling and decoration work by the Developers is possible only during the construction of non-standard and exclusive exhibition stands. Developers and Exhibitors are not allowed to carry out installation, dismantling and decoration work inside the mounted standard stands built up by the General developer without agreement with the General Developer.

5.11. The Exhibitor, if he has the opportunity and upon written agreement with the Organizer, may additionally use the exhibition area from 08:00 to 20:00 (overuse) before or after the end of the General Period of the Event, as well as from 20:00 to 08:00 (extension) during the installation/dismantling of the Event.

5.12. Extension of construction and installation works during installation and dismantling of the Event shall be ordered by the Exhibitor from the Organizer in advance per the Exhibitors manual.

5.13. During the extension period of construction and installation works bringing of additional goods to the exhibition area is not allowed.

5.14.

Untimely release of the Exhibition area by the Exhibitor/Developer entails payment by the Exhibitor for each overdue hour, calculated based on the size of the area of an unvacated hall or sector on the street, multiplied by the cost of overtime installation/dismantling, specified in form T6 of the List of Services (example: 14 hall, 1 an hour for installation - more than 8,000,000 rubles, for dismantling - more than 79,000,000 rubles). The Organizer shall remove the property belonging to the Exhibitor from the exhibition area at its expense without any liability for damage or loss in the course of transportation.

5.15. Entrance of motor vehicles into the exhibition halls for loading and unloading operations by the Participants is not allowed.

5.16. During installation and dismantling of the Exhibits personnel working on the stands shall also be guided by provisions set forth in the Requirements of the General Builder.

5.17. Participants, their representatives and agents shall be held fully liable for any damage caused by their actions or omissions to the areas or property of CROCUS AO and other Participants.

5.18. Crocus Expo reserves the right to deny the Exhibitor the opportunity to exhibit products that may cause harm to the life and health of others.

5.19. Projects involving use of stage smoke generator, pressurized gas cylinders, gas equipment and burning processes in any form shall be reviewed and agreed upon by the experts of the Technical Operation Service (hereinafter, the TOS), general developer of Crocus Expo and the Fire Department (hereinafter, the FD) of CROCUS AO.

5.20. **Safety rules for installation and de-installation work and requirements for the equipment and tools used:**

5.20.1. All developers who are on the construction site are required to ensure the safety of installation and dismantling works in accordance with the requirements of the “Rules on Labor Protection during loading and unloading and cargo placement”, “Rules on Labor Protection when working with tools and Devices”, approved by the Orders of the Ministry of Labor of the Russian Federation.

5.20.2. If it is impossible to use the means of support (scaffolding, towers, ladders, etc.) in the process of installation/dismantling of exhibition structures, workers are obliged to use the systems to ensure the safety of work at height. Anchor points of security systems should be installed only on the supporting structures of the building. It is forbidden to install anchor points on the elements of exhibition structures.

5.20.3. It is strictly forbidden to drink alcoholic beverages and be intoxicated on the construction site during the installation and dismantling works.

5.20.4. Dismantling of two-story structures of stands must be carried out sequentially from top to bottom. It is forbidden to disassemble buildings simultaneously in several tiers along the same vertical line.

5.20.5. It is forbidden to dismantle stands by overturning and dropping individual elements of the stand on the floor from a height.

5.20.6. When performing installation and dismantling works, it is forbidden to work with a faulty or self-made hand tool.

5.20.7. Work on a construction site is only necessary in special shoes that provide reliable fixation of the foot, as well as protection from falling objects. It is strictly prohibited to be on the site and perform work in slates and slippers!

5.20.8. The installation and operation of the towers must be carried out only in accordance with the operational documentation (the passport for the tower), the passport must be in the hands of the person responsible for the installation of the stand.

5.20.9. When operating the tower, it is allowed to use only undamaged original parts of the tower that are included in its kit.

5.20.10. Working decks must completely cover the working platform of the tower and have a flat surface. The distance between the flooring elements should not be more than 5 mm. The floorings must be positioned in such a way that they cannot be shifted.

5.20.11. After installation, tower-tour in the area of work should be taken measures to avoid inadvertent move – castors must be inhibited inventory brakes or brake pads (stops).

5.20.12. Work with random feet (boxes, chairs, ladders, and the like), races to put on the working deck of the tower, is not allowed.

5.20.13. Stationary platforms and towers that do not have wheels and inventory brakes must have tips that prevent damage to the surface on which they stand.

5.20.14. The ascent to the tower and the descent from it must be carried out only from the inside of the tower stairs.

5.20.15. During work on the tower, the hatches of the decking must be closed.

5.20.16. The fencing of the working platform of the tower must be at least 1.1 m. The distance between the horizontal elements of the fence must not be more than 0.45 m or the fence must have a mesh, mesh, etc.

5.20.17. While working on the tower, it is forbidden to work outside of its working area, to bend over the fences and to be on the outside of the stairs.

5.20.18. It is not allowed to create bridges from boards between towers and parts of the structure. Towers cannot be used as a ladder, with the help of which the ascent to other structures or descent from them is carried out.

5.20.19. It is not allowed to mount lifts or other mechanisms that serve as a lift on the tower.

5.20.20. In the absence of a side fence of the working deck, the towers, equipment, mechanisms, hand tools, inventory and devices used in the performance of work must be used with the provision of safety measures that exclude their fall (placement in bags and pouches, fastening, slinging, placement at a sufficient distance from the boundary of the height difference).

5.20.21. During the movement of the tower-tour, there should be no people, tools, materials, containers and other things on it.

5.20.22. When carrying out work on a tower, the height of the working platform of which exceeds 4 m, the tower must be equipped with stabilizers.

5.20.23. The design of ladders and ladders must exclude the possibility of shifting and overturning them during operation. When using ladders and ladders on smooth support surfaces (parquet, metal, tile, concrete), "shoes" made of rubber or other non-slip material must be worn at the lower ends. At the lower ends of ladders and ladders, there should be shackles with sharp tips for installation on the ground. Ladders and ladders used for installation / dismantling work must be marked with the date of the next test.

5.20.24. When working with a ladder at a height of more than 1.8 m, it is necessary to use a safety system attached to the structure.

5.20.25. When using an attached ladder or stepladders, it is not allowed:

- a) to work from the two upper steps of the stepladders that do not have railings or stops;
- b) be on the steps of a ladder or ladder for more than one person;
- c) lift and lower the load on the ladder and leave the tool on it.

5.20.26. It is not allowed to work on portable ladders and stepladders:

- a) on rotating (moving) mechanisms, working machines;
- b) using electric and pneumatic tools, construction and assembly guns;
- c) when the wires are taut and to maintain the height of the heavy parts.

5.20.27. Ladders and ladders must be equipped with restraining belts, chain belts or other locking devices that do not allow them to move apart during operation.

5.20.28. Employees performing work at height must have qualifications that correspond to the nature of the work performed. To perform work at height, only persons who have the appropriate certificate for the right to perform such work are allowed.

5.20.29. All employees who perform work at height (it is necessary to specify the height itself-from ... meters), during installation and dismantling work, must have a certificate for the right to perform work at height and provide it at the request of the technical control staff of LLC "Bildexpo".

5.20.30. When using lifting machines (lifts), you must have:

- a) an order on the appointment of a person responsible for the safe conduct of work;
- b) for the person responsible for the safe conduct of work: certificate of completion of training in the program B. 9. 32 "Operation of hazardous production facilities where lifting structures are used for lifting and transporting people"; certificate of admission to work at height;
- (c) for workers performing work: certificate of the lift operator; certificate of the cradle worker; certificate of admission to work at height;
- (d) A certified copy of the lifting certificate.

5.20.31. The on-duty personnel of the independent developer, who control the operation of the equipment at the stand during the Event, must be provided with a special pass issued by the General Developer.

5.21. Safety requirements for the installation of LED screens and «Orions»:

5.21.1. The niche under the screen must have a vertical beam with a diameter of at least 50×75 mm, fixed in the center of the niche. The screen must be attached to this beam by means of steel clamps or slings with a ratchet mechanism (fastening with plastic clamps is prohibited). At the same time, the slings should not be too tight. If there is no standard frame on the top of the screen, there should also be a beam located there. There is no need for a beam if a structure is provided that holds the screen well and has the necessary ballast. The weight of the structure together with the ballast must be greater than the weight of the screen. For screens larger than 3 m wide, additional vertical beams should be placed every 3 p. m. This means that for screens with a size of 2×2 m, it is enough only to mount along the perimeter of the niche in which the screen is mounted. The niche for the screen should be strong enough and have safety elements to hold the weight of the screen. The screens must be properly fixed in the niche around the entire perimeter, i.e. the screws must be completely screwed and there should be no openings between the mounting elements and the supporting structures. Nothing should be leaned against the screen structure. The screen design must be accessible from the back of the screens for proper maintenance and inspection during the entire duration of the Event. The design of each screen at the exhibition can be additionally inspected by the General Builder during installation/dismantling and during the Event.

5.21.2. All work on the stands of Independent developers related to the installation of LED screens and «Orions» must be carried out by trained and certified electrical engineering personnel with a category of admission not lower than the third. The certificate of admission entitles the electrotechnical person to service the electrical installations of the organization in which he has passed the certification and received the admission of the corresponding category from the person responsible for the electrical industry. Personnel who install LED screens and «Orions» at a height of more than 1.8 m must have a certificate of training in safe methods and techniques for performing work at height with the first or second tolerance groups.

5.21.3. LED screens installed on the floor structure must be placed on a flat base, preferably inside the exhibition halls. The floor structures must be stable (preferably fixed to the base or using ballast) and support the weight of the screen. This installation method is suitable for mounting screens with a height of no more than 3 m. To install screens with a height of more than 3 m, it is necessary to use structures made of scaffolding. 5.21.4

. Requirements for LED screens placed on a suspended structure:

- a) the suspended structure for the LED screen must be made of stage trusses with appropriate characteristics;
- b) the LED screen is mounted to a special hanging bar. The suspension bar must be the same length as the screen;
- c) the suspension bar must be attached to the truss at least three points. For mounting, it is necessary to use slings, the load-lifting capacity of which is three times the weight of the LED screen. All slings must be marked.

5.22. Safety requirements for the design and construction of two-storey stands:

5.22.1. Power structure, floor covering:

- the power two-storey structure must have a static calculation of the load-bearing capacity;
- podium under the stand must be able to withstand a load of at least 500 kg/sq m;

- part of the catwalk, the load bearing structures of two-storey stand must be able to withstand not less than 2 500 kg/sq m;

the floor of the second floor must withstand a load of not less than 400 kg/sq. m.

5.22.2. Walling stand:

- the enclosing structures of the second floor must have a height of at least 1,100 mm from the floor level of the second floor and prevent the possibility of falling of various objects;

- the enclosing structures of the second floor must withstand a lateral load of at least 100 kg / sq. m;

- the walls of the second floor, in which light fillings are used, must have a rigid safety fence at a height of 1100 mm from the floor level of the second floor, which can withstand a lateral load of at least 100 kg.;

- must be equipped with a floor barrier at levels above the ground floor sufficient to prevent the risk of rolling and falling objects on the ground floor from the upper levels of the stand.

5.22.3. Construction of the fence (railing):

- fences (railings) must be provided to protect the open sides of staircases, balconies, galleries and other high-rise structures;

- must provide fencing on all open sides of stairs, platforms and ramps at a height of 1100 mm.;

- the construction of fences should not allow the possibility to stand, climb and climb on the fences, i.e. have a solid filling (shields) or posts (bars) located strictly vertical with a distance of not more than 100 mm between the posts;

- must be equipped with a floor barrier at levels above the ground floor sufficient to prevent the risk of rolling and falling objects on the ground floor from the upper levels of the stand.

5.22.4. Stairs:

- the main staircase of the stand can only be a flight ladder; the use of a spiral staircase is allowed only as an auxiliary one;

- at the beginning and at the end of each march, a horizontal platform with a size of at least 1200×1200 mm must be equipped;

- a ladder consisting of only one step must have a minimum unobstructed width of 1200 mm. Maximum width-1800 mm;

- the doors should not be located and open to the platform at the beginning and at the end of each march;

- the ladder riser must not be open;

- if there are more than 50 people on the second floor, there should be 2 stairs;

- if the stairs are two-marched or more, then no one march should be less than 900 mm wide. An additional handrail should also be provided between the marches;

- the width of the flight ladder must be at least 900 mm.;

- the load perceived by the ladder must be at least 500 kg/sq. m.;

- the maximum possible number of steps on one flight of stairs is 12 pieces, each step can have a depth of 250 to 350 mm. The maximum possible number of steps on the two flight stairs is 18 pieces, each step can have a depth of 350 mm. When building a staircase with two flights, it is necessary to build a platform in the gap between the two flights;

- the step and ascent of each step must be the same throughout the entire flight of stairs;

- the height of the steps must be at least 150 mm and not more than 170 mm.;

- the angle of inclination of the ladder should not be more than 36° from the horizontal axis;

- if the height of the stairs is more than 450 mm, a guardrail with a handrail should be provided;

- the stair railing must have a height of 1100 mm and withstand a lateral load of at least 100 kg.;

- the spaces between the steps of the stairs, as well as the spaces between the stairs and the walls of the stand, must be filled in to prevent any objects from falling into these spaces;

- the handrail must have a filler on both sides of the ladder: it is necessary to make sure that there is no gap anywhere on the sides of the ladder;

- the design of the stairs should provide for the presence of a railing on both sides of the stairs.

5.22.5. Stand decoration:

- special glass - "triplex" - is used for stand decoration.

5.23. Requirements for suspended structures:

5.23.1. The suspended structure must not exceed the size of the rented exhibition space of the Participant.

5.23.2. Suspended structures made of the "Joker", "Tritix", "Octanorm", "Maksim" and other exhibition structures are prohibited.

5.23.3. Special stage trusses should be used as the basis for the suspended structure.

5.23.4. Attachments (lighting, sound, etc.) installed on a suspended structure must be additionally secured with metal cables or a chain.

5.23.5. Structures with advertising media or decor should be attached to stage trusses in at least three places. The mounting of advertising structures is carried out by a metal cable or chain (hereinafter referred to as "fasteners"). The use of plastic screeds is prohibited.

5.23.6. The load from advertising structures or decor should be evenly distributed over the truss, so the fasteners should be of the same length and evenly stretched.

5.23.7. To connect the fasteners, it is necessary to use muffed carabiners.

5.23.8. The attachment of additional equipment (lighting equipment, advertising media, etc.) to an already suspended structure is prohibited.

5.23.9. It is prohibited to secure the elements of the exhibition stand structure to the suspended structure.

5.23.10. To insure the structural elements of the exhibition stands, it is mandatory to have a metal frame or a metal mortgage.

5.23.11. If the suspension structure does not meet the above requirements, the company "Bild EXPO" LLC has the right to refuse the customer the suspension of the structure.

5.24. In order to prevent the spread of coronavirus infection (COVID-19) on the territory of the Crocus Expo IEC, during installation and dismantling works, it is necessary to ensure the following preventive and disinfection measures:

5.24.1. Installation and dismantling works are allowed only if anti-epidemic measures are observed at all stages of the work.

5.24.2. All participants in the development are instructed in their organization to comply with safety measures to prevent the spread of a new coronavirus infection, including the use of disinfectants.

5.24.3. On a daily basis, prior to admission to the event site, for the performance of installation/dismantling works, independent developers, represented by those responsible for the performance of works (work managers), monitor the body temperature of employees involved in the preparation and conduct of the event, with mandatory suspension from being at the workplace (at the place of performance of works) persons with elevated body temperature and / or signs of infectious disease.

5.24.4. Contacts between personnel of different functional groups that are not related to common tasks and production processes are limited. A remote working mode is established for employees who are not limited to performing their official duties directly at the event venue.

5.24.5. Employees are distanced (1.5 meters,) both during the installation / dismantling works (for technical personnel-taking into account the safety requirements of the work), and during the event.

5.24.6. It is forbidden to eat at the place of work (at the workplace). The place of eating is determined in accordance with the recommendations of the authorized bodies of state power (local self-government) according to the previously established schedule, considering the observance of the distance of 1.5 meters.

5.24.7. The personnel involved in the construction must observe the rules of personal and public hygiene: regularly wash their hands, that is, every time after contact with strangers, after using office equipment, before eating and just during the day. Use hand sanitizer or disinfectant wipes regularly.

5.24.8. The personnel working at the event site are provided by the employer with a stock of personal respiratory protection equipment (disposable masks, respirators) and gloves (based on the duration of the working shift and the change of masks and gloves at least once every 3 hours), as well as skin antiseptics for hand treatment.

5.24.9. "Bild EXPO" LLC controls the use of protective masks and gloves by employees of independent developers during the installation and dismantling works. In case of non-compliance with this requirement, a fine will be issued.

6. CLEANING OF EXHIBITION AREA

6.1. Any cleaning works in the Exhibition Center are carried out only by the Administrative and Household Department (hereinafter, the AHD) of Crocus Expo directly or with the assistance of companies accredited by it, except for the works on cleaning, wiping, polishing Exhibits and work on cleaning food areas. **Third-party or individual area cleaning works**

in the territory of the Exhibition Center is prohibited! Fine — 500 000 rubles.

6.2. Any types of cleaning, garbage and household waste removal, except for minor activities (for example: wiping the table, sweeping rubbish under the table after guests), shall be paid by the Participant additionally.

6.3. Putting garbage in the aisles after completion of installation is not allowed. In case of violation of this requirement payment for cleaning and removal of garbage will be charged according to the Exhibitors manual.

6.4. During the period of installation and dismantling of the Event the Participants shall pack construction debris and waste into their own bags and throw them into containers ordered by them. Bulky garbage (garbage that does not fit in garbage bags) shall be thrown by the Participants into containers for bulky garbage ordered by them. Stockpiling of garbage out of the containers is prohibited. The container is loaded during the current working day, unless otherwise agreed with Crocus Expo AHD. At the end of the working day Crocus Expo AHD arranges for removal of all containers to landfills. Requests for 8 m³ and 27 m³ garbage containers submitted during the Total Event Period will be executed within the time limits agreed with Crocus Expo AHD, if technically possible.

6.5. During the Event Period the Exhibitors shall put the bins filled with solid household waste out in the aisles. Time for cleaning up the bins can be determined by the Event administrator by agreement with Crocus Expo AHD. The bins that are not put out from the stand will not be cleaned up. Disposal of garbage remaining upon that will be performed according to tariffs of Crocus Expo.

6.6. On the last day of installation from 02:00 p.m. to 08:00 p.m. the Final Clean-up of the aisles and carpet covering is performed. During this time period the Exhibitor/Builder is not allowed to occupy aisles. All works on installation of the stand shall be carried out strictly within the boundaries of the stand! Performance of any construction, finishing or adjustment works after the Final Clean-up before opening of the Event is prohibited. Violation of this provision entails a fine to be imposed by the Organizer/representative of Crocus Expo (**fine 50 000 Rubles**), payment for additional cleaning of the dirty area and for the occupied space in the aisles itself at the price of overtime use of the exhibition areas. The area subject to cleaning will be determined by the hall administrator.

6.7. Independent car washing and disposal of waste fluids in Crocus Expo and in the territory adjacent to the Exhibition Center is prohibited.

If necessary, washing and disposal can be ordered from Crocus Expo (for a fee).

6.8. Cleaning of the exhibition exposition built up by the General Builder during the installation and dismantling period is carried out by employees of BuildExpo LLC. Before handing over the exposition they will perform complete clean-up of the stands, clean wall panels, freezers, show-cases, remove the film, etc. All visible elements will be cleaned of construction dust and handed over to the Customer in a clean state. On the opening day floor covering of the stand will be cleaned with a vacuum cleaner.

6.9. In case of water accumulation after rain on the outdoor expositions the Exhibitor shall order cleaning from the IEC Service Center or clean it by itself.

6.10. The exhibition area shall be considered ready for return after the end of the Total Event Period, if it is vacated from the exhibition equipment, debris, and adhesive tape. In case of untimely vacation of the exhibition area consequences stipulated by conditions of clause 5.14. of the Mandatory Conditions for participation shall apply.

7. REQUESTS AND PROVISION OF TECHNICAL SERVICES TO EXHIBITORS, RULES FOR EXHIBITING

7.1. Companies are admitted to the Exhibition only subject to payment for the participation in full!

7.2. Acceptance and payment of Requests:

7.2.1. The Exhibitor shall submit Requests for additional services (according to the Exhibitors manual) not later than the deadline specified in clause 6.1.2. of the Contract;

7.2.2. pay for the services ordered not later than the time limit specified in clause 6.1.3. of the Contract;

7.2.3. services ordered after the deadline will be provided only to the extent technically feasible;

7.2.4. **processing of the services is performed in accordance with the surcharge applicable at the time of submission by the Exhibitor of the Request and/or changes to the already existing Request (clause 7 of the Contract);**

7.2.5. money paid for canceled orders are not refunded after the date specified in clause 7.1.4. of the Contract.

7.2.6. Requests for additional services are accepted during the Total Exhibition Period subject to technical feasibility at the Service SIGMA EXPO GROUP. Payment shall be made in cash or by a bank card to the cashier (for non-residents, by a bank card only), if a representative of the legal entity has a duly executed power of attorney confirming his/her authority and on the basis of the offer-invoice.

7.3. Services are provided according to tariffs of the applicable Exhibitors manual.

7.4. Services not included in the Exhibitors manual will be provided at the agree-upon prices.

7.5. The Exhibitor (Builder) shall by itself execute and file requests for the service for hanging and removal of flags, banners, and other lightweight constructions with the Organizer's Technical Department not later than the deadline specified in clause 6.1.2. of the Contract

RULES FOR EXHIBITING

7.6.1. Only Exhibits agreed upon in writing with Organizer can be exhibited on the stand.

7.6.2. The agreed dimensions of the Exhibits shall not be changed and shall not violate the boundaries of the stand (except for tower cranes, only subject to agreement with the Organizer).

7.6.3. The Exhibitor shall confine all events at the exhibition area within the boundaries of its stand.

7.6.4. Any movements and/or start-up of the Exhibit mechanisms inside the stand shall be coordinated with the Organizer by April 6, 2024.

7.6.5. Engagement of a foreign citizen or a stateless person in activities on the exhibition areas shall be affected in strict accordance with the rules for engagement of foreign citizens and stateless persons in activities in the Russian Federation and rules of migration registration.

The person that violated these rules and regulations shall also reimburse Crocus Expo in full, **in addition to the fine**, for all expenses incurred by Crocus Expo in the event of imposition on it by controlling or other government authorities of any penalties in connection with violation by such person of such rules and regulations.

7.6.6. Movement of Exhibits outside the stand is prohibited. Movement of Exhibits during the Exhibition is possible only by agreement with the Organizer.

7.6.7. It is not allowed to suspend loads, balloons, flags, etc. from cranes and Exhibits over seventeen (17) meters in height at the Outside Exposition without approval from the Organizer.

7.6.8. It is not allowed to make demonstrative loads with the use of load lifting mechanisms during the exhibition;

7.6.9. Changing of the height of load lifting Exhibits during the Event Period is possible only by agreement with the Organizer in the following mode, for the Outside Exposition:

7.6.9.1. lifting (unfolding) of parts of the load lifting Exhibit at 09:30 a.m., subject to obtaining permission from the authorized person of the Organizer on the current day;

7.6.9.2. lowering (folding) of parts of the load lifting mechanism at 06:30 p.m. with obligatory reporting of its actions to the authorized person of the Organizer;

7.6.10. At the end of the Exhibition the Exhibitor shall hand over to the Organizer the stands, equipment, furniture, and other accessories, as well as vacated exhibition sites in their original condition.

7.6.11. In case of loss or any damage to the rented property the Exhibitor shall pay its cost to the Organizer in the amount of three times the original cost of the damaged or lost property.

8. CATERING

8.1. Any kind of trade, public catering, and consumer services on the exhibition areas shall be carried out only in accordance with the requirements of applicable laws and other regulations governing trade, catering, and consumer services.

8.2. Catering services in Crocus Expo IEC are provided by the official partners of Crocus Expo:

- Backstage Catering Limited Liability Company;
- Sucre Bankeyt Limited Liability Company.

8.3. **For the purposes of protection of health of representatives of the Organizer, Exhibitor, visitors, and guests of Crocus Expo, engagement of organizations for performance of catering services and/or sale of food products, except for those specified in clause 8.2. hereof, is not allowed without the permission of Crocus Expo.**

8.4. Catering service vehicles may enter into the Outdoor Site during the Event Period against presentation of passes. Allowed arrival/departure time: 08:30 - 09:30 a.m.; 06:30 - 07:30 p.m.

9. HANDLING OPERATIONS, EXHIBITS MOVE-IN/MOVE-OUT

9.1. Handling operations and installation and dismantling works performed for goods with temporary importation (foreign goods) with the use of load lifting mechanisms are carried out through official forwarding agents

9.2. Handling operations and rigging works are carried out during the installation/dismantling period from 08:00 a.m. to 08:00 p.m. (with a lunch break from 01:00 to 02:00 p.m.).

9.3. Handling operations are performed only during the Total Event Period in the Material Handling Areas.

9.4. The Exhibitor shall order handling operations for foreign goods from the official forwarding agent within the time limits specified in clause 6.1.2. of the Contract.

9.5. Freight forwarding and customs services for processing of foreign exhibition cargoes are provided by the authorized freight forwarders of the Exhibition and authorized freight forwarders of Crocus Expo IEC **only**:

The full list of official freight forwarders in the Crocus Expo IEC can be found on the website at the link: <http://www.crocus-expo.ru/services/expe-ditors.php>.

9.6. In the event that the Organizer or the official representative of Crocus Expo IEC detects a violation of the established norms and rules of loading and unloading operations, the Organizer or the official representative of the Crocus Expo IEC has the right to take photos and videos of these violations. The photo / video recording must contain the actual violation, the established norms and rules of Loading and Unloading Operations, the number of the violator's stand or the badge of the representative of the Applicant/Developer, the date and time.

9.7. On the basis of such photo/video materials the Crocus Expo IEC representative and the Organizer will draw up an Act of violation of the established rules and regulations for handling operations with photo/video materials attached and send it to the Exhibitor with a bill. The Exhibitor shall within three (3) days from receipt of the Act of violation of the established rules and regulations for handling operations sign and send it to the Organizer, if such Act of violation of the established rules and regulations for handling operations is not signed and sent to the Organizer within the specified time period, such act is considered accepted by the Exhibitor.

9.8. Statement of Work (size-weight characteristics, cargo slinging diagram, special aspects of loading/unloading large-sized Exhibits, and performance of technically complex installation works when installing (assembling) Exhibits, route of cargo transportation from the vehicle to the stand, as well as the necessity to use special tooling for rigging) shall be sent by the Exhibitor to the official forwarding agent by March 20, 2024.

9.9. Move-out of Exhibits during the Event Period is not allowed. In case of violation of this provision the Organizer has the right to impose a **fine** on the Exhibitor in the amount of **50,000 (fifty thousand) rubles** for each case.

9.10. Access of motor vehicles to the Material Handling Areas is affected against presentation of special passes to be obtained/purchased at the Service counter of SIGMA EXPO GROUP. Passes for motor vehicles of the Exhibitor can also be ordered and paid in advance.

Type of pass (light, cargo). When using a trailer for a light vehicle an additional pass shall be purchased

Standard periods of stay of a vehicle in the Material Handling Area:

- for light vehicle — 1 hour;
- for cargo transport vehicle — 2 hours;
- for light vehicle with a trailer — 2 hours.

The additional actual period of staying in the Loading and Unloading Area beyond the standard period is charged according to the Exhibitors manual.

Replacement of the pass for entry into the Material Handling Area (for a vehicle of the same type) is performed once a day from the second day of use. The pass is non-refundable.

9.11. Participants can use their own carts for transportation of cargoes only subject to agreement with official forwarding agent.

9.12. **Individual works on loading and unloading, installation or dismantling of equipment, as well as transportation of cargo with the use of load lifting mechanisms, all types of load lifting and transportation machines (cranes, loader cranes, loaders, electric or hydraulic stacker trucks and other load lifting mechanisms) are prohibited.**

Transloading from one vehicle to another in the territory of Crocus Expo is prohibited.

9.13. Additional requests for handling operations are accepted from 08:00 a.m. to 08:00 p.m. Requests for handling operations received after 06:00 p.m. during the Total Event Period will be performed subject to official forwarding agent having the technical means to perform the works and subject to the cargo being in the territory of Crocus Expo. Cargoes arriving in violation of the move-in/move-out schedule, handling operations schedule or stand build-up sequence will be processed if possible with **100%** surcharge.

9.14. Storage of cargo before the beginning of the General period of the Event is carried out on an area free of development (the service is paid). If it is necessary to provide cargo storage services on the area provided to the Organizer for use in accordance with the Main Contract, it is mandatory to make Overtime use of the Exhibition Space (according to the terms, these "Basic Requirements" and the tariffs of the "List of Services").

Storage of building materials and structures during the installation/dismantling period is allowed only within the Exhibition Area transferred for construction.

Cargo handling before and after the General period of the Event is paid for with a **100%** increase in the tariff.

9.15. Unloading operations include the removal of cargo from the car and delivery to the stand.

When making an application for the performance of loading and unloading and assembly and dismantling works using a crane installation and special devices, the customer is obliged to provide the representative of "OTIL" "Crocus Expo" with cargo slinging schemes, instructions and other documents and technological regulations that ensure the safe conduct of work and compliance with the rules of labor protection and safety technology, as well as, if necessary, special cargo grabbing devices (traverses, grips, etc.). The general management of loading and unloading and installation and dismantling works using lifting equipment is carried out by the representative of "OTIL" "Crocus Expo".

9.16. The performance of installation and dismantling works with the help of a lifting mechanism without a rigger (slinger) is not performed.

9.17. Loading and unloading operations with unpacked cargo and packaged cargo in violation of the applicable norms and rules are carried out last of all if there is a technical opportunity.

9.18. In case of late payment of loading and unloading operations and transport services provided for in the relevant section of the "List of Services", Crocus Expo, in accordance with Articles 359 and 712 of the Civil Code of the Russian Federation, has the right to retain property belonging to the customer until the full payment of the cost of works and services of Crocus Expo.

9.19. Self-propelled exhibition exhibits arriving at the territory of Crocus Expo pass through the Loading and Unloading Area to the exhibition Site using special passes purchased from the Organizer of the Event.

9.20. Reusable containers must be placed on a pallet and edged. Crocus Expo is not responsible for the contents of the container (cargo contained in the container).

9.21. On the closing day of the Event the internal rules of procedure for commencement of dismantling works prescribe: move-out of Self-Propelled Exhibits from the place of exposition to the place of loading, delivery of reusable tare to the Exhibitors (from the storage place to the stand), performance of minor works on dismantling of Exhibits and expositions in accordance with the schedule of works. **Loading with the assistance of the TLD and move-out of large-sized and heavy Exhibits on the last day of the Event Period is not allowed.**

9.22. The entry of third-party buses into the territory of the Exhibition Center, parking in its parking lots and platforms at metro stations without the consent of Crocus Expo is not allowed.

9.23. The presence of vehicles on the territory adjacent to the Exhibition Center is allowed in specially designated places from 07: 00 to 22: 00 hours. At other times, the presence of vehicles on the territory adjacent to the Exhibition Center is allowed only under the conditions agreed with the management of Crocus Expo. **A fine of 10,000 rubles for one day.**

9.24. Freight vehicles are not allowed to stay in the territory of the Crocus City Trade and Exhibition Center for more than one full day. In this regard, a full day is a period that includes 24 hours from the beginning of stay of the respective vehicle. Each commenced full day will be considered in the calculations as an entire full day.

10. MOVE-IN/MOVE-OUT SCHEDULE

10.1. The Exhibitor shall **by March 29, 2024** provide the official forwarding agent with the following for preparation of the MOVE-IN/MOVE-OUT SCHEDULE:

10.1.1. **expected (desired) Exhibits move-in/move-out time;**

ATTENTION: the arrival of vehicles with a load capacity of more than 3.5 tons, on the last day of installation after 13: 00, is prohibited;

10.1.2. date and time of performance of the ordered handling operations;

10.1.3. **information** on the weight, size, and other characteristics of its large-sized exhibition cargoes, Exhibits: photo, factory specifications, technical drawings, Internet links to the official web-site of the manufacturer, etc.;

ATTENTION: in the event of exceeding the previously declared weight for the cargo over 300 kg, cost of additional weight (excess weight) will be charged with **100%** surcharge;

10.1.4. **schedule of installation/dismantling** of the stand and Exhibits move-in/move-out

10.2. Order of loading/unloading of large-sized Exhibits is determined by the official forwarding agent in accordance with their move-in/move-out schedule and the stand build-up sequence. The final Exhibit move-in/move-out schedule will be prepared by the Organizer on the basis of the submitted data (clause 10.1. hereof) and shall be binding. The final schedule will be provided to the Exhibitor by **May 14, 2024**.

10.3. In case of failure of the Exhibitor to comply with the time parameters of the Schedule for any reason or to provide the necessary details to the official forwarding agent or Organizer, the latter will not be liable for the absence of its Exhibits on the stand.

10.4. On the closing day of the Event the internal rules of procedure for commencement of dismantling works prescribe:

- move-out of Self-Propelled Exhibits from the place of exposition to the place of loading,
- delivery of reusable tare to the Exhibitors (from the storage place to the stand),
- performance of minor works on dismantling of Exhibits and expositions in accordance with the schedule of works.
- **Loading and move-out of large-sized and heavy on the last day of the Event Period is PROHIBITED.**

11. USE OF SPECIAL-PURPOSE PREMISES

11.1. Special-purpose premises include conference halls and meeting rooms located in the pavilions of the Exhibition Center.

11.2. Special-purpose premises of Pavilion No. 3 with transformable sound deadening partition panels consist of 3 blocks of 12 conference halls each. It is possible to join either several conference halls, or two or three blocks simultaneously. Each conference hall is equipped with presidium tables and chairs according to the number of seats with a maximum capacity of 150 people for “theater”-type seating.

11.3. All special-purpose premises are equipped with electrical outlets with a capacity of up to 1.5 kW with the possibility to connect electrical equipment.

11.4. When using the special-purpose premises, the term “conference day” refers to the time period from 10:00 a.m. to 06:00 p.m., “½ conference day” — 4 hours during the “conference day” period. Use of the special-purpose premises outside the specified time period is paid on an hour basis.

- special purpose premises;
- open 30 minutes before the time specified in the request;
- must be vacated within 30 minutes after the time specified in the request.

11.5. Use of the special-purpose premises over 30 minutes after the end time specified in the request shall be paid as a full hour.

11.6. In case of using the special-purpose premises over the “conference day” period, the rate will be increased by 20%.

11.7. Use of the special-purpose premises for installation/dismantling works, preparation for catering services, etc. is carried out on a rental basis.

11.8. Any change in the type of seating in the special-purpose premises shall be agreed in advance with the Department of Non-Exhibition and Congress Events of Crocus Expo.

11.9. Requests for changing the space configuration and type of seating (“class”, “round table”, etc.) in the special-purpose premises of Pavilion No. 3 are accepted until March 31, 2020. Transformation of sound deadening partition panels during the Total Event Period is not performed.

11.10. In case of refusal to use the special-purpose premises during the Total Event Period the Exhibitor shall pay to Organizer a penalty in the amount of 100% of the cost of the service specified in the request.

12. USE OF AUDIOVISUAL EQUIPMENT

12.1. General Builder provides Audiovisual Equipment (hereinafter, the AVE) rental services (for the equipped stands and for conference halls and meeting rooms) for holding of Events in the territory of Crocus Expo IEC.

12.2. Installation and mounting tooling of the equipment (stands, fixtures, etc.) are rented out only in set with the audiovisual equipment provided by BuildExpo LLC.

12.3. **Event Participants can use their own audiovisual equipment:**

- **in conference halls, after paying for the service according to the Exhibitors manual;**
- **in exhibition halls, outdoor stands, and in the lobby of Crocus Expo IEC, only after obtaining permission from the Department of Technical Support of Exhibition Events, service charges may apply. Instruction for getting the approval for the AVE can be downloaded at: <http://www.buildexpo.ru/bexpo/services/savt.php>.**

13. ADVERTISING IN CROCUS EXPO

13.1. In addition to the cases prescribed by the applicable legislation, advertising of other exhibition centers and exhibitions held outside the territory of Crocus Expo is not allowed.

13.2. Advertising within the Exhibition Area used by the Exhibitor is allowed only for Exhibits (goods, works, services) that correspond to the theme of the Event.

13.3. Advertising must be placed on the media provided (used) by Crocus Expo IEC. Use of the Exhibitor’s own media is permitted only subject to agreement of technical characteristics of the media with the Organizer. Media shall be understood as any advertising and promotional products: banners, flags, stickers, posters, as well as any objects containing information of advertising and/or promotional nature and used for drawing attention to the Exhibitor’s advertising (installations, plasma display panels, liquid crystal displays, vehicles, stands, booklet holders, various types of standers, roller banners, showcases, stickers, etc.). When renting advertising structures of Crocus Expo IEC for the Total Event Period (from the first day of installation) the cost will be increased by **100%**. In the event of loss/damage of structures of Crocus Expo during the rental period the Exhibitor shall pay the fivefold structure rental cost according to the Exhibitors manual.

13.4. Requests for advertising services are accepted only subject to availability of layouts and files in electronic form endorsed by the authorized representative of the Exhibitor and a color printout.

13.5. The Advertising Department of Crocus Expo has the right to deny placement of flags of certain countries and companies in its sole discretion. Technical parameters of flags (size, weight, material) shall be agreed by the Organizer with the Advertising Department of Crocus Expo.

13.6. Installation works shall be understood as a single placement of one medium. Any change of location or construction requires permission of the Organizer and is charged additionally.

13.7. Specific place to be provided for placement of outdoor advertising, advertising inside the pavilions, as well as advertising on the Internet site, unless prescribed by the Exhibitors manual, is determined by agreement with the Organizer.

13.8. Technical connections required for the Exhibitor’s advertising equipment (electricity, water, etc.) are additionally paid in accordance with the Exhibitors manual.

13.9. Installation of advertising vehicles, including “mobile billboards”, is possible after approval from the Organizer.

13.10. Tooling for fastening advertising structures and aerostat (tethered) equipment and advertising media, as well as the necessary accessories for suspension of advertising media from the ceiling trusses and beams is provided by the Exhibitor and agreed with the Advertising Department.

13.11. The customer (Exhibitor) shall be responsible for preservation of fasteners for its own advertising structures and the tooling used.

13.12. The Organizer shall not be liable for quality of structures and/or media and fasteners belonging to the Exhibitor.

13.13. Manufacture of media (facade banners and banners for registration halls, media for billboard and rollup structures, stickers), as well as installation and dismantling works relating to the structures used will be performed by Crocus Expo IEC Advertising Department only.

13.14. Media manufactured by Crocus Expo, as well as the Participant’s media will not be kept after dismantling.

13.15. Indoor balloons must be filled with helium and have no special treatment for long-term use. Documents confirming the absence of such type of balloon treatment shall be attached.

13.16. Aerostat and tethered equipment (balloons more than 1 m in diameter, aerostats, airships, pneumatic structures, etc.) used by the Exhibitor may be installed only with the permission of the Organizer and upon presentation of a permit issued to the Exhibitor by the public authorities for the use of such type of equipment and launch of aerostat equipment. For the period of operation of aerostat and tethered equipment presence of representatives of the operating company is required. At night and in bad weather conditions aerostat and tethered equipment must be lowered to the ground and securely fastened.

13.17. Promotional activities and distribution by the Exhibitor of any print advertising or finished products outside the stand are allowed only subject to ordering the respective service according to the Exhibitors manual. Distribution is permitted at placed agreed with the Organizer. Distributors must not interfere with conduct of activities and operation of Crocus Expo.

13.18. Advertising with the use of technical means, effect of which extends beyond the limits of the exhibition area used, holding of performances and show programs is possible only with the written consent of the Organizer. Lotteries and other promotional activities that require the presence of the Exhibitor and visitors in a certain place at a certain time are also not allowed without permission.

13.19. When holding any activities, any noise, level of which interferes with the work of Exhibitors of the neighboring stands, is not allowed. In case of complaints from other participants of the Exhibition about the high level of noise, the Organizer, after verbal or written warning and in case of failure of the Exhibitor to take immediate measures to eliminate the noise, has the right to disconnect the noise source, for example, from electricity. In this case money paid for electrical connection will not be refunded.

13.20. Minimum duration of placement of advertising on LED screens located in the territory of the Exhibition Center is five (5) days.

13.21. Advertising modules provided must comply with the legislation of the Russian Federation.

It is prohibited to:

13.21.1. Use in the layout of any foreign language without translation or transliteration. This is with the exception of trademarks registered in the Russian Federation.

13.21.2. Use in the layout images of citizens without their written consent (for children, parental consent is required).

13.21.3. Use in the layout state symbols and historical monuments (for example: St. Basil's Cathedral).

13.22. Advertising that contravenes the applicable legislation of the Russian Federation will not be accepted for placement, promotional events held in violation of the established rules will be terminated by the decision of the Organizer or Crocus.

13.23. Unauthorized installation of advertising and promotional media on the non-rented area is not allowed. In the event of violation Crocus Expo reserves the right to dismantle these constructions at its sole discretion without notifying the Organizer/Participant.

14. CIVIL LIABILITY INSURANCE

14.1. The Exhibitor or the Builder contracted by it shall be responsible for damage to life or health and/or damage to property of the Organizer, Crocus Expo IEC, Exhibitors, visitor of the Event, as well as the third parties resulting from the use by it of the Exhibition Areas. In order to protect the property interests of Exhibitors and in accordance with the requirements of Crocus Expo IEC the Organizer shall include in the cost of participation mandatory insurance of the civil liability of the Exhibitor for any possible damage caused by it to life, health or property of the third parties (property owners, visitors, etc.) for the Total Exhibition Period (including during installation/dismantling of the stands, Exhibits and equipment).

14.2. Liability of the Exhibitor and/or Builder contracted by it for compensation of damage also applies to:

14.2.1. part of the damage that exceeds the insurance coverage paid by the insurance company under the mandatory insurance provided for in clause 14.1. hereof;

14.2.2. damage caused by an event that will not be recognized as an insurance event.

14.2.3. Damage shall be compensated within three (3) days after determination of the amount of damage and amount of insurance payment.

14.3. Mandatory deductible — 21 000 rubles. If amount of damage caused is less than 21 000 rubles, the Exhibitor shall pay such damage at its own expense.

14.4. The Organizer strongly recommends that all Exhibitors expand the insurance coverage of participation in the Exhibition and insure valuable Exhibits and property used at the Exhibition.

15. SECURITY

15.1. General security of the Exhibition Center is organized by Crocus Expo.

15.2. Security services in the territory of the Exhibition Center may only be ordered from Crocus Expo. Security services are rendered by security providers licensed to carry out security activities and accredited by Crocus Expo.

15.3. At night time during the Total Event Period Crocus Expo is responsible for integrity of perimeters of the exhibition halls, as well as the seals placed at the entrances to and exits from the exhibition halls and installation gates of the Exhibition Center.

15.4. The Organizer must take all reasonable steps to ensure the safety of the Event.

15.5. The Exhibitor is **personally responsible** for ensuring the safety of its stands and Exhibits. The Exhibitor during the Total Exhibition Period (**from the moment when doors to the halls are opened until the moment when doors are closed**) shall on its own take care of the safety of Exhibits and its belongings, especially when the pavilion is open for visitors (from 10:00 to 18:00), therefore, we recommend that you always have at least one of your company's representatives present on the stand or hire individual additional security staff for the night (day) time. During the Event Period the exhibition halls are closed for visitors at 18:00, then, at 20:00, they are sealed up and put under security. No one is allowed in the sealed halls. Services for individual additional guarding of the stand are provided in accordance with the Exhibitors manual.

15.6. In case of detection of theft or damage to exhibition samples the Exhibitor shall immediately submit a STATEMENT to the duty officer of the Internal Affairs Department at Crocus Expo IEC (tel.: +7 (495) 926-34-20).

16. LIABILITY FOR VIOLATION OF MANDATORY CONDITIONS FOR PARTICIPATION

16.1. Failure to comply with the MANDATORY CONDITIONS FOR PARTICIPATION and other acts regulating holding of the Event is considered as material violation of the terms and conditions of the Contract and entails application of sanctions provided for in the Contract, as well as in the applicable legislation of the Russian Federation.

16.2. The following sanctions may be applied to violators of the MANDATORY CONDITIONS OF PARTICIPATION in accordance with the applicable legislation: warning; suspension of works until elimination of detected violations with imposition of a fine, as provided for by the applicable rules of Crocus Expo, and compensation for damage caused; withdrawal of accreditation for a specific period of time or indefinitely; submission of materials on detected violations to the law enforcement agencies. Size and procedure for application of the sanctions are set forth in section 22 hereof.

16.3. Measures against violators of the MANDATORY CONDITIONS OF PARTICIPATION will be taken on the basis of an act executed by the authorized representatives of the Organizer or Crocus Expo IEC, or the General Builder.

17. LIABILITY FOR VIOLATION OF BASIC REQUIREMENTS OF CROCUS EXPO AND THE GENERAL BUILDER BUILDEXPO LLC IN ARRANGING EXHIBITION EVENTS IN CROCUS EXPO IEC

17.1. Failure to comply with the "Basic Requirements" of "Crocus Expo", posted in the public domain on the site <https://www.crocus-expo.ru/> at this link and the "Basic Requirements" of the General Builder BuildExpo LLC, posted in the public domain on the site <http://www.buildexpo.ru> using this link, when arranging exhibition events at the Crocus Expo IEC and other documents regulating performance of installation and dismantling works, is considered as a material violation of the terms and conditions of the concluded Contract and entails the application of sanctions provided for in the Contract, fines placed in "Basic requirements" specified above in this paragraph, as well as the applicable legislation of the Russian Federation.

17.2. The following sanctions may be applied to violators of the Basic Requirements of Crocus Expo and the General Builder BuildExpo LLC in arranging exhibition events in Crocus Expo IEC:

17.2.1. warning (for members of the Self-Regulatory Organization Union of Exhibition Builders) for the first violation except for clauses (2.2.4.6., 4.5., 4.6.5., 5.4., 20.3.8.);

17.2.2. suspension of works until elimination of detected violations with imposition of a fine, as provided for by these requirements and compensation for the damage caused;

- 17.2.3. withdrawal of accreditation for a specific period or indefinitely;
- 17.2.4. submission of materials on detected violations to the law enforcement agencies.
- 17.2.5. The size and procedure for the application of the sanctions are partly given in the table below (section 22). In the absence of sanctions for violation in section 22 of the "**MANDATORY CONDITIONS FOR PARTICIPATION**", the violator is obliged to be guided by the remaining sanctions placed in the "Basic requirements of Crocus Expo" and "Build Expo".
- 17.3. Resumption of works suspended on the basis of the detected violations is permitted subject to elimination of the detected violations and payment of the imposed fine.
- 17.4. Measures against violators of the Basic Requirements of Crocus Expo and the General Builder BuildExpo LLC in arranging exhibition events in Crocus Expo IEC will be taken on the basis of an act executed by the authorized representatives of Crocus Expo IEC and BuildExpo LLC.

18. ACCESS TO EXHIBITION AREA AND REGISTRATION OF EXHIBITORS

- 18.1. Entry into the Exhibition Area for representatives of the Organizer and Exhibitors of the Event during the Total Event Period is allowed under passes to be issued by the Organizer on installation and dismantling days from 08:00 to 20:00 and during the Event from 08:00 until closing of the doors in the Halls and gates at the Outdoor Sites.
- 18.2. Entry into the Exhibition Area for representatives of builder companies during the period of installation and dismantling of the Event is allowed under the installation permits to be issued by the General Builder on the basis of the submitted lists in the established standard form from 08:00 to 20:00.
- 18.3. Visitors can enter the Exhibition Area during the opening hours of the Event from 10:00 to 18:00.
- 18.4. Access to the Exhibition Area is exercised with the use of the automated access control system (AACCS) utilized in Crocus Expo.
- 18.5. When passing through the entrance groups and magnetic frames to the pavilions of the Crocus Expo IEC, visitors can carry **small hand luggage (weight - no more than 20 kg, size - no more than 60x60x60 cm, or by the sum of measurements - no more than 180 cm)**, provided the possibility of its examination by employees of a private security company. Hand luggage includes: handbags, shopping bags, suitcases, backpacks, paper folders, coats and raincoats, umbrellas and canes, prams, wheelchairs for the disabled. Passage with boxes through the central entrances of the exhibition center is prohibited and is possible only through the assembly gate;
- 18.6. Registration of Participants and visitors of the Event is arranged by the Organizer.

19. COMMERCIAL ACTIVITIES

- 19.1. Sale of Exhibits and equipment, as well as conclusion of trade transactions at the exhibitions shall be carried out in accordance with the applicable legislation of the Russian Federation.
- 19.2. Retail sale of samples in the territory of the Exhibition is not allowed.
- 19.3. Transfer of pre-sold Exhibits from the stands is not allowed until the end of the Exhibition.

20. INSTRUCTION ON FIRE SAFETY MEASURES DURING INSTALLATION (DISMANTLING) OF EXPOSITIONS AND HOLDING OF EXHIBITION EVENTS IN PAVILIONS AND ON OUTDOOR SITES OF KRASNOGORSK BRANCH CROCUS EXPO IEC OF CROCUS AO

20.1. GENERAL PROVISIONS:

20.1.1. This Instruction is developed on the basis of Federal Law of December 21, 1994 No. 69-FZ On Fire Safety, Federal Law of July 22, 2008 No. 123-FZ Technical Regulation on Fire Safety Requirements and in accordance with the Fire Prevention Rules in the Russian Federation approved by Resolution of the Russian Federation Government of April 25, 2012 No. 390, General Instruction on Fire Safety Measures in CROCUS AO approved by the valid order of the General Director of CROCUS AO, Basic Requirements when Holding Events in Crocus Expo IEC approved by Director of Krasnogorsk Branch Crocus Expo of CROCUS AO.

The Instruction establishes the main areas of ensuring fire protection in the exhibition halls of pavilions, on the outdoor sites of Crocus Expo IEC in accordance with the requirements of GOST 12.1.004-91 "Fire Safety. General Requirements", fire safety regulations, construction standards and rules, as well as the procedure for ensuring safety of people and preservation of material valuables, creating conditions for successful fire extinguishing and is banding on all employees of Krasnogorsk Branch Crocus Expo of CROCUS AO, employees of tenant organizations, organizations being organizers, builders and participants of events, other persons being at the pavilion

facilities.

20.1.2. Responsibility for the fire safety of exhibition halls of pavilions rests with the deputies of the Chief Engineer of Krasnogorsk Branch Crocus Expo of CROCUS AO.

20.1.3. Responsibility for compliance with the fire prevention regime during installation (dismantling) of equipment of exhibition stands (expositions), holding of exhibition and other events lies with the authorized managers (representatives) of organizations being organizers, builders and participants of events on the rented area.

Control of compliance with the fire prevention regime during installation (dismantling), holding of exhibition and other events is exercised by the authorized employees of the Fire Department (FD) of CROCUS AO and responsible officials of the Exhibition Management Department, Department of Non-Exhibition and Congress Events, Department of Special Exhibition Projects of Krasnogorsk Branch Crocus Expo of CROCUS JSC, as well as by the representatives of the General Builder in Krasnogorsk Branch Crocus Expo of CROCUS JSC.

20.1.4. Officials responsible for compliance with the fire prevention regime shall:

- a. receive training in the Basics of Fire Safety in a specialized organization (training center) licensed by the State Fire Fighting Service of the Ministry of Emergency Situations of Russia to conduct fire safety training and have a certificate of completion of training;
- b. officials of entities organizing events with mass gathering of people responsible for ensuring fire safety shall receive a fire safety briefing at CROCUS AO FD on control and compliance with fire safety and safe evacuation of people (visitors and exhibitor) in case of emergency situations and on procedure in case of fire;
- c. the Organizer shall ensure arrangement of a mobile fire post (fire fighting vehicle with the team) in case of the built-up area of the exhibition event being 10,000 square meters or more;
- d. ensure compliance with the basic requirements during building up of exhibition areas and installation of exhibits, approval of project documentation, letters for entry of materials for stand build-up and decoration, fire safety rules, smoking regime at the work sites and in the territory of exhibition stand (exposition) build-up;
- e. in case of detection of malfunctions of utility networks that may cause a fire (ignition), take immediate measures to shut down the networks, installations and equipment, call qualified specialists of Krasnogorsk Branch Crocus Expo CROCUS AO, for elimination of the detected malfunctions;
- f. organize and control cleaning of the work sites and expositions, switching off of the lighting electric network, electrical consumers, computer and copying equipment at the end of work;
- g. ensure preservation of provided (rented) primary fire extinguishing equipment, firefighting tools, communication and fire alarm systems, as well as the maintenance of escape routes, main and emergency exits;
- h. use of primary fire extinguishing equipment, firefighting tools for household and other needs not related to fire extinguishing is prohibited;
- i. prior to exhibit move-out, hand over all rented fire extinguishing equipment;
- j. in due time carry out all fire prevention measures offered by the authorized employees of CROCUS AO FD.

20.1.5. Builders of exhibition stands (expositions), participants of exhibition and other events are required to know, comply with and maintain the established fire prevention regime in the exhibition halls, pavilion premises and refrain from any actions that may result in a fire.

20.1.6. Builder organizations, exhibitors guilty of violating the fire prevention regime, depending on the nature of the violations and their consequences, are liable in accordance with the applicable labor, administrative, criminal and civil legislation of the Russian Federation.

All issues not covered in this Instruction and arising in the course of installation, operation and dismantling of exhibitions are resolved on the spot by the responsible directors of the exhibition event, deputies of the Chief Engineer of Krasnogorsk Branch Crocus Expo of CROCUS AO and the authorized representatives of CROCUS AO FD.

20.2. PAVILION TERRITORY MAINTENANCE PRACTICE

20.2.1. Territories around the buildings of pavilions, exhibition halls of Crocus Expo IEC shall at any time be kept clean and be cleared of rubbish, combustible waste, tare in a regular manner. Combustible rubbish, oiled wiping materials, disposable packaging shall be stored outside the pavilion buildings, in a specially designated and equipped place, in fireproof containers not closer than 10 m away from the pavilion buildings. Building of

bonfires, burning of waste and tare in the area adjacent to the pavilion closer than 50 m is prohibited.

Storage of construction materials, structures, equipment and property at the exhibition areas during installation (dismantling) and holding of the event is allowed only within the limits of exhibition area allocated for build-up. Blocking of aisles between stands is not allowed.

Storage, even temporary, of combustible waste, tare and packaging in the exhibition halls is prohibited. Transportation boxes, tare and exhibition equipment that are no longer required shall be removed from the exhibition halls or their storage shall be organized in the warehouse space (tare warehouse), on the specially designated site (place).

Storage of construction and other materials, exhibition equipment, tare, storage of containers with highly flammable and combustible liquids (HFL and CL), combustible gas cylinders (CG) close to the external walls of the pavilions and under the passages between the pavilions is not allowed. Storage locations shall be agreed with CROCUS AO FD and shall be located no closer than 10 m away from the external walls of the pavilion buildings.

Temporary buildings (tents, kiosks, tented roofs, pavilions, containers, expositions, etc.) shall be located at least 15 m away from the buildings and structures of the pavilions.

20.2.2. Smoking in the exhibition halls, on the area (site) of the exhibition is strictly prohibited. Smoking is allowed only in specially designated places equipped for this purpose.

20.2.3. Roads, driveways and entrances to the buildings and structures of Crocus Expo IEC pavilions, external fire (evacuation) stairs and fire hydrants shall always be free for passage of firefighting machinery, be kept in good working condition and in winter be cleared of snow and ice. Parking of vehicles on the covers of fire hydrant pits and within a radius of 2 m from them is prohibited.

20.2.4. During the use of evacuation routes and exits it is prohibited to:

- block evacuation routes and exits (passages, corridors, vestibules, galleries, elevator halls, stair landings, staircase flights, doors, evacuation hatches, etc.), approaches to fire valve cabinets, primary fire extinguishing equipment, alarm systems and electric service panels with exhibition stands (expositions), advertising posters, billboards, information stands, various materials, products, equipment, garbage and other objects, as well as nail, lock the doors of evacuation exits;
- arrange in the vestibules of main and emergency exits drying racks and clothes hangers, changing rooms, as well as store, including temporarily, any inventory and materials;
- fix self-closing doors of stairwells, corridors, halls and vestibules in the open position, as well as remove them.

20.2.5. Expositions and exhibition stands shall be inspected by the officials responsible for their fire safety on a daily basis at the end of working time of the exhibition. Exposition may be closed only after cleaning, removal of garbage, tare and waste, turning off of electrical appliances, office equipment and lighting network.

20.3. FIRE SAFETY MEASURES DURING INSTALLATION OF EXPOSITIONS AND HOLDING OF EXHIBITION EVENTS

20.3.1. Entities organizing exhibition and other events with mass gathering of people shall no later than ten (10) calendar days before the start of the Total Event Period agree with CROCUS AO FD the Exposition Layout of the Event prepared in compliance with the fire safety requirements:

- ensuring unhampered access to fire valve cabinets; observation of the width of aisles between the rows of exhibition stands (expositions), around the stage floor (podium);
- ensuring direct unhampered access to the doors of emergency exits;
- use of fire breaks at least 8 m wide on exhibition areas over 8,000 m².

20.3.2. Organizations building up exhibition stands (expositions), stage boxes, podiums, speaker's stands, etc., shall no later than seven (7) calendar days before the start of the Total Event Period agree with CROCUS JSC FD all project documentation for build-up, equipment and decoration of exhibition stands (expositions), installation of exhibits on exhibition areas, be for which purpose submit to the Technical Department of the General Builder in the territory of Crocus Expo IEC:

- letters for entry of materials and equipment;
- layout plan of the event exposition with specification of all dimensions and references to the boundaries of the specific exhibition stand (exposition), main and emergency exits and width of the main aisles;
- exhibition stand (exposition) build-up layout scheme in isometric view;

- fire safety certificates (reports of the testing fire laboratory, declaration of conformity) for construction and other materials used for build-up and decoration of walls (floors, walls, ceiling), decorations, draperies, banners, equipment, etc.;

- act of fire-proofing of combustible materials, decorations, draperies used for decoration of exhibition stands (expositions), stage boxes, podiums, etc., as well as the copy of the license of the State Fire Fighting Service of the Ministry of Emergency Situations of Russia of the organization that performed fire-proofing and the fire safety certificate for fire-retardants used by it;

- copy of the order for appointment of officials responsible for fire safety during building up of the exhibition stand (exposition), as well as of certificates confirming completion by them of training in the Basics of Fire Safety.

20.3.3. All construction materials, decorations, draperies, coverings, etc., used for build-up and decoration of the exposition in the exhibition halls must be certified in accordance with law of the Russian Federation On Certification of Products and Services of June 10, 1993 No. 5151-1 by designated executive authorities in the area of certification.

20.3.4. It is not allowed to use for build-up and decoration of exhibition stands (expositions) materials with a fire hazard class higher than:

- G2 (moderately flammable), V2 (moderately flammable), D3 (with high smoke-generation ability), T3 (highly hazardous due to toxicity of combustion products) — for finishing, draping of walls, ceilings and filling of suspended ceilings;
- G2 (moderately flammable), V2 (moderately flammable), RP2 (low flame spreading), D3 (with high smoke-generation ability), T2 (moderately hazardous due to toxicity of combustion products) — for floor coverings.

Combustible materials with a higher fire hazard class must be treated with flame-retardants or other compensatory fire preventions measures agreed with CROCUS AO FD shall be carried out.

Suspended ceiling frames shall be made of non-combustible materials.

Carpets, walkways and other carpeting must be securely attached to the floor.

20.3.5. Construction of stands shall be performed with elements of high degree of preparation, pre-assembled and painted at the production facilities of the builder organization.

Installation on multilevel stands of spiral staircases, staircases completely or partially curved in plain view, as well as dancing and curvilinear steps, steps with different tread widths and different heights within the flight of the staircase and the stairwell is not allowed.

20.3.6. Assembly and installation of exhibition and advertising stands, information stands, decorations, various equipment shall be performed in such a way as to avoid blocking of evacuation routes and exits from the halls, lobbies, vestibules, doors of service, storage and technical rooms, as well as to ensure unhampered access to controls (fire valve cabinets, fire extinguishing equipment, electric service panels, switchboard cabinets, emergency stairs) located on the supporting columns and along the walls of the exhibition halls.

Specific place provided for placement of outdoor and indoor advertising stands, billboards, information stands shall be agreed with the Advertising and Information Department of Krasnogorsk Branch Crocus Expo of CROCUS AO and with CROCUS AO FD.

To ensure clear passage (at least 0.8 m) to the fire valve cabinets, fire extinguishing equipment and electric service panels, it is allowed to install easy-openable constructions (curtains, folding doors, panels on magnets, etc.).

Aisles between the rows of exhibition stands (expositions), around the stage floor (podium) must be at least 3 meters wide.

Doors of emergency exits must have direct clear passages at width of doorways, but not less than 1.5 m from the exhibition halls and 0.8 m — from service, storage and technical rooms.

20.3.7. When installing temporary structures (tents, kiosks, tented roofs, pavilions, etc.) on the outdoor areas (sites), as well as multilevel stands and stands with enclosures and ceilings in the halls of pavilions, it is necessary to equip them with wireless smoke detectors or additional automatic fire alarm signaling devices connected to the fire alarm control panel in the CROCUS AO FD control room. Installation of detectors and signaling devices is performed by the General Builder in the territory of Crocus Expo IEC.

20.3.8. In exhibition halls, on exhibition stands, sites and expositions it is prohibited to:

- smoke and use open sources of fire;

- install equipment and use materials not provided for in the project documentation;
- apply finishing, drapery materials made of combustible plastics, polystyrene, polyvinyl chloride, etc., which do not have fire safety certificates or reports of the testing fire laboratory;
- arrange storages of advertising materials and official goods, as well as workshops;
- use space of exhibition halls (free space) behind the stands for arranging smoking and eating places, changing rooms, storage of tare, packaging, exhibition samples, consumables and other materials;
- use diffusers made of organic glass, polystyrene and other combustible materials in lighting fixtures, wrap light bulbs and lighting fixtures with paper, cloth and other combustible materials, as well as operate lighting fixtures with removed caps (diffusers) required by design of a lighting fixture;
- use non-standard (self-made) electrical devices, temporary wiring, sparking electric tools, as well as install wiring with the use of twisted joints and terminal blocks;
- completely turn off the light in the exhibition halls during working hours of exhibitions and holding of other events with mass gathering of people;
- install additional electrical consumers not provided for by the production technology;
- leave hooked up equipment and devices unattended;
- use damaged sockets, switches, cables and wires, other faulty electrical installation products, as well as water boilers and heaters with open heating elements, spirals;
- install highlight fittings, spotlights, projectors and electric lamps within less than 0.5 m from exhibition equipment, stands, decorations, draperies, banners, sprinklers of the sprinkler fire extinguishing system;
- use stationary circular saws, flat grinding machines not equipped with a dust extraction system;
- store decorations, draperies, equipment and its packaging, various combustible materials under the stage floors, staircase flights and landings and spectator stands;
- apply combustible-based paints, as well as aerosol spray-on paints for painting (tinting) stands and exhibits;
- use and store HFL, CL and cylinders with CG, empty gas cylinders, fuel and oil containers;
- fuel up exhibition vehicles and dump fuel from them, keep access holes of fuel tanks open, as well as in the case of fuel and oil leaks;
- recharge batteries directly on exhibition vehicles;
- place vehicles for transportation of HFL, CL and CG in the halls;
- use pipelines for fire extinguishing installations for suspension or fastening of any equipment;
- fasten stand elements, equipment and devices to pipelines of fire extinguishing installations;
- cause damage to sprinklers of fire extinguishing installations, smoke detectors;
- use primary fire extinguishing equipment, indoor fire valves installed in the sprinkler network for any purposes other than fire extinguishing;
- block up (cover) fire valves and approaches to them with any equipment, stands, etc., as well as block fire detector coverage zones with banners, posters, decorations, curtains, aerostat and tethered equipment (aerostats, airships, pneumatic structures, balloons, etc.) and other items.

20.3.9. All seat and chairs installed in the exhibition and conference halls and on spectator stands shall be joined together in rows with each other and securely fastened to the floor. If the number of seats is not more than 200, fastening of chairs to the floor is not necessary, but they must be joined together in rows.

20.3.10. For exhibition and other events with demonstration (display, installation) of more than 25 vehicles, the Organizer of the event shall develop a vehicle arrangement plan with description of sequence and order of evacuation thereof in case of fire. The plan shall be approved by CROCUS AO FD.

Exhibition halls and outdoor sites, where vehicles are demonstrated, shall be equipped with towing cables or rods in the amount of one cable (rod) per 10 units of exhibition equipment. Places for demonstration races ("test drives") shall be furnished with primary fire extinguishing equipment rented from Crocus Expo IEC, and, if necessary, a mobile fire post (operational crew of the CROCUS AO FD fire extinguishing division) shall be arranged.

Connection to power supply network in the Crocus Expo IEC exhibition halls shall be performed only by professionals on the basis of the Electrical Connection Scheme made by the General Builder in the territory of Crocus Expo IEC.

All portable wires and cables used for connection of lighting fixtures and other equipment in the exhibition halls shall be laid so as to prevent their damage.

Wires and lighting cables laid on the floor in places of passage of people and carrying of heavy loads must be protected by crossover cable protectors.

Portable lights and electrical appliances may be plugged into sockets only during their use.

20.3.11. When placing exhibition stands (expositions), pavilions, tents, tended roofs, etc. on the outdoor areas (sites) the Exhibitors of events are obliged to rent from Crocus Expo IEC, through the Organizer, primary fire extinguishing equipment (portable, mobile, self-actuating extinguishers) in the amount specified in Annexes 1 and 2 of the Fire Prevention Rules in the Russian Federation, and ensure arrangement of a mobile fire post — operational crew of the CROCUS AO FD fire extinguishing division.

Use of open fire (torches, candles, candelabra, etc.), as well as demonstration of exhibits in operation with the use of open fire, firing shots, fireworks, fire shows, other pyrotechnic and smoke special effects is allowed in exceptional cases, subject to a written permission from CROCUS AO FD and arrangement of a fire post. Imitation of shots and explosions shall be carried out with the help of special devices that guarantee absolute fire safety.

20.3.12. To obtain permission for fireworks, salutes, fire shows and other special pyrotechnic effects, organizers thereof must submit a written request to CROCUS AO FD at least five (5) days before the scheduled date of the event. The following must be attached to the written request:

- order for appointment of a person responsible for observance of fire safety measures during the event;
- layout of pyrotechnic installations, georeferencing scheme of places of storage and installation of fireworks, pyrotechnic products with indication of distances to buildings and structures, scheme of cordoning of the firework location with indication of boundaries of the danger area.

Fire shows and other special pyrotechnic effects shall be organized in accordance with the requirements of the Instruction on Fire Safety Measures when Organizing and Arranging Fireworks, Salutes, Fire Shows and Other Special Pyrotechnic Effects in the Territory of CROCUS AO. After the event it is necessary to carry out a thorough inspection of the place of execution of special effects with removal of smoldering residues of materials and unburned elements of pyrotechnic devices and then ventilate the room with the use of ventilation systems.

20.3.13. In order to perform any type of fire and other fire-hazardous works at the places of expositions (stands), the Exhibitor or the builder of the events must obtain a work permit from CROCUS AO FD signed by the Chief Engineer of Krasnogorsk Branch Crocus Expo of CROCUS AO, and the work performer must receive a fire safety briefing.

The only exception is emergency works to be authorized and approved on the spot.

20.3.14. In order to exclude incandescent metal particles and sparks getting into adjacent expositions, adjacent floors, under equipment and installations, all inspection, maintenance access and other hatches, ventilation, mounting and other apertures (openings) in the ceilings, walls and partitions of the rooms where hot works are performed shall be cover with non-combustible materials, fireproof cloth and, if necessary, wet down with water.

Place of performance of hot works must be cleared of combustible substances and materials, furnished with primary fire extinguishing equipment (fire extinguisher, sand box with a shovel, water bucket, firefighting blanket, etc.) and inspected by CROCUS AO FD employees.

The work performer is obliged to ensure a thorough check of the place of temporary hot works within 3 hours after completion thereof.

20.3.15. Demonstration of operating models and installations powered by HFL and CL is allowed only on the condition that their pipelines are supplied from the tank installed outside the pavilion buildings at least 10 m away from them and exhaust gases are carried outside. Use of cylinders with combustible (CG) and toxic (TG) gases, as well as storage of empty cylinders on the exhibition stands inside the buildings of the pavilions is not allowed. It is allowed to use cylinders with inert gases (IG), but only subject to their immediate disposal off-site after use.

Placement of group cylinder installations for supplying gases to the place of demonstration of welding and cutting works is allowed outside the pavilion building next to blind (having no openings) external walls.

Supply of gases from group cylinder installations to the place of demonstration on the exhibition stand is allowed through high pressure hoses, the

length of which shall not exceed 30 m and which must be covered with protective bridges (crossovers).

Gas cylinders shall be stored in the special structures' outdoor sites at least 10 m away from the buildings of the pavilions. Special structures must protect the cylinders from exposure to precipitation, sunlight and other heat sources, have natural ventilation and be made of non-combustible materials.

Places of storage of gas cylinders must have safety notices (posters) ("No passage", "No smoking", "No entry with fire" and others).

Cylinders with CG shall be stored separately (in different warehouses or on different sites) from cylinders with oxygen, compressed air, chlorine, fluorine and other oxidizers, as well as from cylinders with toxic gases. When storing and transporting cylinders with oxygen, any contact with oils (fats) or contact of cylinder fittings with greasy materials must be avoided. When manually handling oxygen cylinders, it is not allowed to touch the valves. Valves of the stored cylinders shall be closed with safety valves. Gas cylinders having boots shall be stored upright in special compartments, cages or other devices that prevent them from falling. Cylinders without boots must be stored horizontally on frames or racks made of non-combustible materials. Stack shall not exceed 1.5 m in height, and valves shall be oriented to the same side.

If gas leak from cylinders is detected, they shall be removed from the special structure to a safe place.

Storage of any other substances, materials and equipment in the places of storage of gas cylinders is not allowed.

When handling empty gas cylinders, the same safety measures must be observed as for the filled ones.

Places for storage of gas cylinders and demonstration of welding and cutting works shall be furnished with fire extinguishing equipment. Fire extinguishing equipment is rented from Crocus Expo IEC for the entire event period.

The following documents shall be available on the stand:

- certificates of compliance and fire safety for welding and cutting equipment;
- copies of the order for appointment of the official responsible for fire safety and certificates of completion of training in the Basics of Fire Safety;
- welder's certificate;
- work permit for performance of hazardous operations;
- act of inspection of gas cylinders.

Fire safety measures and requirements for the workplace are defined in the Instruction on Fire Safety Measures when Demonstrating Welding Operations in the Pavilions of Crocus Expo IEC.

20.4. PROCEDURE IN CASE OF FIRE

20.4.1. Each employee, builder, participant of the exhibition events upon detection of fire (ignition) or signs of burning (smoke, burning smell, temperature increase, etc.) must:

- a. In a loud voice inform everyone on the stand, in the room of detection of fire (ignition).
- b. Immediately report it to CROCUS JSC FD by calling the number **35-01, +7 (495) 727-11-37, +7 (916) 547-03-78** or to a security department officer, hall administrator or any other representative of the administration of Crocus Expo IEC pavilions.

It is necessary to name the exact location of the fire (number and name of the stand, room, floor), what is burning, give your name and phone number, from which the message is transmitted.

- c. Take measures to evacuate people from the exhibition stand (exposition), from the exhibition hall.
- d. Proceed to extinguishing the fire with the available primary fire extinguishing equipment.

20.4.2. Managers and officials responsible for fire safety at the places of operation of expositions, exhibition stands, who arrived at the fire scene shall:

20.4.2.1. Duplicate the message about the fire development (ignition) to CROCUS AO FD, notify the duty shift manager of the Information and Analytical Center of the Security Department of CROCUS AO (tel.: 55-55, +7 (495) 980-11-11), security division, management of the exhibition and the upper management.

20.4.2.2. In the event of danger to people's lives immediately organize their rescue using available forces and means. Remove outside the danger zone all employees, visitors who are not involved in extinguishing the fire (ignition).

20.4.2.3. To organize, simultaneously with fire extinguishing, evacuation and protection of material valuables.

20.4.2.4. Upon arrival of CROCUS AO FD operational crew, fire team of Crocus Expo IEC, operational crew of the CROCUS AO FD fire extinguishing division or firefighting units of the territorial bodies of the State Fire Fighting Service of the Ministry of Emergency Situations of Russia, inform about the situation status, constructive and technological features of the stand, room and other necessary information.

21. TECHNICAL CHARACTERISTICS OF EXHIBITION AREAS OF CROCUS EXPO

No.	Content	Pavilion 1	Note
		floor 1	
1.	Exhibition hall specifications ¹		¹ For configuration, size and applicable limitations see hall plans
1.1.	Maximum permissible floor load ²	20 t per 1 m²	² For distributed load. Permissible concentrated load is determined on the basis of the number and size of supports, as well as the total weight of the exhibit (stand)
1.2.	Height to ceiling beams	hall 1 – 9.0 m hall 2 – 9.0 m hall 3 – 9.0 m hall 4 - 9.0 m	³ For height under balconies and passages see hall plan
1.3.	Maximum allowable build-up height	hall 1 – 7.5 m hall 2 – 7.5 m hall 3 – 7.5 m hall 4 - 7.5 m	
2.	Number of installation gates	hall 1 – 3 hall 2 – 3 hall 3 – 3 hall 4 - 5	
2.1.	Maximum allowable sizes of cargo moved through the installation gates: ⁶ a) height b) width	4,3 (7,5) m 4,0 (4,9) m	⁶ For location and sizes of the installation gates see hall plans
3.	Maximum allowable sizes of cargo moved through the hall connecting folding doors: ⁷ a) height b) width	5.8 m 5.0 m	⁷ For location and sizes of the folding doors see hall plans
4.	Possibility to connect through the floor access hatches ⁸ :		⁸ For location of hatches see hall plans
4.1.	electricity 220/380 V ⁹	Yes	⁹ Electrical connections can also be made to power distribution panel located on the columns and walls of the halls
4.2.	tap water	Yes	
4.3.	wall compressed air	Yes	
5.	Number of conference halls (meeting rooms)	7/4 ¹⁰	¹⁰ 36 transformable conference halls located on the third exhibition level of the Pavilion
6.	Maximum allowable load on ceiling beams when making suspensions:		
	a) on one point	90 kg	
	b) on one beam	900 kg	

No.	Content	Pavilion 2	Note
		floor 1	
7.	Exhibition hall specifications ¹		¹ For configuration, size and applicable limitations see hall plans
7.1.	Maximum permissible floor load ²	20 t per 1 m²	² For distributed load. Permissible concentrated load is determined on the basis of the number and size of supports, as well as the total weight of the exhibit (stand)
7.2.	Height to ceiling beams	hall 5 – 7,95 m hall 6 – 7,95 m hall 7 – 7,95 m hall 8 – 7,95 m	³ For height under balconies and passages see hall plan
7.3.	Maximum allowable build-up height	hall 5 – 6,95 m hall 6 – 6,95 m hall 7 – 6,95 m hall 8 – 6,95 m	
8.	Number of installation gates	hall 5 – 3 hall 6 – 3 hall 7 – 5 hall 8 – 5	
8.1.	Maximum allowable sizes of cargo moved through the installation gates: ⁶ a) height b) width	4,3 (7,5) m 4,0 (6,8) m	⁶ For location and sizes of the installation gates see hall plans
9.	Maximum allowable sizes of cargo moved through the hall connecting folding doors: ⁷ a) height b) width	4,3 m 5,3 m	⁷ For location and sizes of the folding doors see hall plans
10.	Possibility to connect through the floor access hatches ⁸ :		⁸ For location of hatches see hall plans
10.1.	electricity 220/380 V ⁹	Yes	⁹ Electrical connections can also be made to power distribution panel located on the columns and walls of the halls
10.2.	tap water	Yes	
10.3.	wall compressed air	Yes	
11.	Number of conference halls (meeting rooms)	7/5 ¹⁰	¹⁰ 36 transformable conference halls located on the third exhibition level of the Pavilion
12.	Maximum allowable load on ceiling beams when making suspensions:		
	a) on one point	250 kg	
	b) on one beam	1 600 kg	

No.	Content	Pavilion 3	Note
		floor 1	
13.	Exhibition hall specifications ¹		¹ For configuration, size and applicable limitations see hall plans
13.1.	Maximum permissible floor load ²	2,5 t per 1 m²	² For distributed load. Permissible concentrated load is determined on the basis of the number and size of supports, as well as the total weight of the exhibit (stand)
13.2.	Height to ceiling beams	hall 12 - 9,5 m hall 13 - 9,5 m hall 14 - 9,5 m hall 15 - 9,5 m	³ For height under balconies and passages see hall plan
13.3.	Maximum allowable build-up height	hall 12 - 8,5 m hall 13 - 8,5 m hall 14 - 8,5 m hall 15 - 8,5 m	
14.	Number of installation gates	hall 12 - 2 hall 13 - 3 hall 14 - 3 hall 15 - 3	
14.1.	Maximum allowable sizes of cargo moved through the installation gates: ⁶ a) height b) width	4,3 (7,5) m 4,0 (6,8) m	⁶ For location and sizes of the installation gates see hall plans
15.	Maximum allowable sizes of cargo moved through the hall connecting folding doors: ⁷ a) height b) width	5,8 m 5,3 m	⁷ For location and sizes of the folding doors see hall plans
16.	Possibility to connect through the floor access hatches ⁸ :		⁸ For location of hatches see hall plans
16.1.	electricity 220/380 V ⁹	Yes	⁹ Electrical connections can also be made to power distribution panel located on the columns and walls of the halls
16.2.	tap water	Yes	
16.3.	wall compressed air	Yes	
17.	Number of conference halls (meeting rooms)	⁰ (⁰) ¹⁰	¹⁰ 36 transformable conference halls located on the third exhibition level of the Pavilion
18.	Maximum allowable load on ceiling beams when making suspensions:		
	a) on one point	250 kg	
	b) on one beam	1 600 kg	

22. Penalties for Violation of Mandatory Conditions for Participation in the exhibitions of SIGMA EXPO GROUP LLC AT CROCUS EXPO IEC

Damage from actions of the violator shall be compensated separately according to calculation provided.

No.	Violation	Clause of MANDATORY CONDITIONS OF PARTICIPATION	Penalty	Note
1.	Failure to agree the place of installation and size of the declared Exhibit over seventeen (17) m high (Supplementary Agreement is signed)	clause 1.3.2.	Prohibition of exhibiting	Exhibition of the declared Exhibit over seventeen (17) m high on the stand is prohibited
2.	Installation on the stand of the unagreed Exhibit over seventeen (17) m high (Supplementary Agreement is not concluded)	clause 1.3.2.	Prohibition of exhibiting + 100 000 rubles	The stand is disconnected from all connections. Provision of all pre-paid services is terminated. Money for the denied services is not refundable. In case of impossibility to hold the Event due to this violation the Organizer dismantles the Exhibit by its own efforts and denies the Exhibitor the right to exhibit at the next SIGMA EXPO GROUP Exhibitions. Costs of dismantling of the Exhibit shall be reimbursed by the Exhibitor to the Organizer within seven days after the end of the Event.
3.	Non-provision of the following documents for exhibiting a tower crane: a) by April 04, 2024 — the signed Supplementary Agreement b) by April 04, 2024 — agreed location of the crane c) by April 05, 2024 — Method Statement for crane operation d) by April 05, 2024 — approval of the signature of the Exhibitor's Authorized Representative	clause 1.4..	Prohibition of exhibiting the tower crane	The fine is imposed by the Authorized Representatives of the Organizer and Crocus Expo
3.a)	Detection of a tower crane on the stand without the signed Additional Agreement	clause 1.4.	300 000 rules	The fine is imposed by the Authorized Representatives of the Organizer and Crocus Expo
4.	Violation of conditions of the agreed Method Statement for crane operations (change of the crane height, boom length or other conditions of installation/dismantling or Exhibition)	clauses 1.3., 1.4.	Prohibition of exhibiting the tower crane + 300 000 rubles	The stand is disconnected from all connections. Provision of all pre-paid services is terminated. Money for the denied services is not refundable. In case of impossibility to hold the Event due to this violation the Organizer dismantles the Exhibit by its own efforts and denies the Exhibitor the right to exhibit at the next SIGMA EXPO GROUP Exhibitions. Costs of dismantling of the crane shall be reimbursed by the Exhibitor to the Organizer within seven days after the end of the Event.
5.	Exceeding the time limit allowed for the catering services vehicle to be on the Outdoor Sites during the Event for every 15 minutes in excess	clause 8.4.	3 000 rubles	The fine is imposed by the Authorized Representative of the Organizer and Crocus Expo
6.	Damage of constructional elements or equipment (holes, dents, mechanical damage, traces of scotch tape, glue, foam, liquid nails, etc.)	clause 2.1.6.	threefold cost of the damaged element (cost is specified in the Exhibitors manual)	The fine is imposed by the Organizer and representative of the General Builder.
7.	Performance of works associated with generation of dust and chips in hall No. 20	-	50 000 rubles	The fine is imposed by the Event manager for the general Builder.

No.	Violation	Clause of MANDATORY CONDITIONS OF PARTICIPATION	Penalty	Note
8.	Works by oneself or with the assistance of the third-party cleaning companies on cleaning the area in the territory of the Exhibition Center	clause 6.1.	500 000 rubles	The fine is imposed by the Event administrator.
9.	Leaving garbage in the work area. Stockpiling of garbage out of containers	clause 6.4.	10 000 rubles	The fine is imposed by the Event administrator. Damage from actions of the violator shall be compensated separately according to calculation provided.
10.	Performance of any construction, finishing or adjustment works after the Final Clean-up	clause 6.6.	50 000 rubles	The fine is imposed by the Event administrator.
10.a	In the event of presence of Exhibitor's employees and/or laborers on the Exhibition areas during The Event beyond the time specified in clauses 2 of the Contract without written agreement with the Organizer (application for the extension), the latter pays a fine.	Clause 2.	1 000 000 rubles	The fine is imposed by the authorized representative of the Organizer
10.b	When building the office part of the stand or arranging exhibits on street exhibition stands at a distance of less than 1.0 m from the border of the stand on the side of the closure of exiting stands and the fencing of the open exhibition area	Clause 2.2.3	100,000 rubles and dismantling of the stand and/or rearrangement of exhibits at the expense of the Exhibitor.	The fine is imposed by authorized representatives of the Organizer and the General Developer.
11.	Washing of a motor vehicle in the non-designated areas in the territory of the Exhibition Center	clause 6.7., environmental norms and standards applicable in the Russian Federation	50 000 rubles	The fine is imposed by the deputy of the Chief Engineer. In addition, the information is submitted to the environmental prosecutor's office.
12.	Violation of the applicable rules and regulations for disposal of waste liquids and wastes of paints and varnishes in the territory of the Exhibition Center	clause 6.7., environmental norms and standards applicable in the Russian Federation.	50 000 rubles	The fine is imposed by the Event administrator. In addition, the information is submitted to the environmental prosecutor's office.
13.	Carrying out of any unauthorized trade, organization of catering services and consumer services	clause 8.1.	100 000 rubles	The fine is imposed by the Crocus Expo employee responsible for the Event at the instance of the services that detected the violation.
14.	Engagement of a foreign citizen or a stateless person in activities on the exhibition areas with violation of the rules for engagement of foreign citizens and stateless persons in activities in the Russian Federation and rules of migration registration	clause 7.6.5.	100 000 rubles	The fine is imposed by the Event administrator or the Crocus Expo employee responsible for the Event at the instance of the services that detected the violation.
15.	Engagement of the third-party organizations for catering services without the permission of Crocus Expo	clause 8.3.	500 000 rubles	The fine is imposed the Crocus Expo employee responsible for the Event at the instance of the services that detected the violation.
16.	Use for transportation of cargo of hand trucks of not allowed types	clause 9.11.	3 000 rubles	The fine is imposed by the representative of the Transport and Logistics Department or by the Event administrator. Damage from actions of the violator shall be compensated separately according to calculation provided.
17.	Use of load lifting mechanisms for loading, unloading and transportation of cargoes. Transloading from one vehicle to another. Rendering of cargo handling services by the Exhibitor to other Participants of the Event.	clause 9.12.	100 000 rubles	The fine is imposed by the representative of Crocus Expo Transport and Logistics Department.
18.	Handling of cargoes of non-residents brought not through the Authorized Freight forwarders and Customs Brokers	clause 9.5.	In the amount of 100% surcharge to tariff for the rendered services	The fine is imposed by the representative of Crocus Expo Transport and Logistics Department.

No.	Violation	Clause of MANDATORY CONDITIONS OF PARTICIPATION	Penalty	Note
19.	Warehousing of construction materials and structures on the area not allocated for build-up. Blocking the aisles between the stands.	clause 9.14.	50 000 rubles	The fine is imposed by the Event administrator.
20.	Presence of vehicles on the area adjacent to the Exhibition Center after 22:00 hours without the consent of Crocus Expo management.	clause 9.23.	10 000 rubles	The fine is imposed by the representative of Crocus Expo Transport and Logistics Department. The fine is charged for each full day commenced.
21.	Stay of freight vehicles in the territory of Crocus City Trade and Exhibition Complex for more than one full day.	clause 9.24.	10 000 rubles	The fine is imposed by the representative of Crocus Expo Transport and Logistics Department. The fine is charged for each full day commenced.
22.	Unauthorized connection of equipment to the utility networks of Crocus Expo.	clause 4.5.	50 000 rubles	The fine is imposed by the Event administrator or manager of the General Builder.
23.	Unauthorized connection of equipment to communication lines and violation of the rules for work with telecommunication equipment of the Exhibition Center.	clause 4.5.	30 000 rubles	The fine is imposed by the Head of the ACSC Department of Crocus Expo.
24.	Unauthorized placement of advertising and promotional media in the territory of the Exhibition Center.	clause 13.3.	50 000 rubles	The fine is imposed by the representative of Crocus Expo Advertising Department.
25.	Launch of balloons with special treatment for long-term use and/or filled with any gas other than helium.	clause 13.15.	30 000 rubles	The fine is imposed by the Event administrator.
26.	Engagement of the third-party organization for provision of security services in the territory of the Exhibition Center.	clause 15.2.	500 000 rubles	The fine is imposed by the Deputy Director of Crocus Expo.
27.	Exceedance of permissible noise levels.	clause 13.19., Instruction for Immediate Noise Level Measuring when Holding Events	25 000 rubles	The fine is imposed by the Event administrator. In addition, the noise source can be disconnected from the power supply.
28.	Carrying out of installation works on the basis of the design and technical documentation not approved in accordance with the established procedure: <ul style="list-style-type: none"> Installation is performed by another company. Non-conformity of the construction with the submitted design and technical documentation. Suspended structure without approval. 	—	60 000 rubles and withdrawal of accreditation for up to 1 year. In the event of repeated violation accreditation withdrawal may be perpetual	The fine is imposed by the representative of the General Builder..
29.	Violation of the rules for storage of construction materials and structures, including during installation and dismantling: <ul style="list-style-type: none"> blocking the aisles; warehousing of equipment, as well as personal items on the stands of other companies 	—	10 000 rubles and withdrawal of accreditation for up to 1 month	The fine is imposed by the representative of the General Builder.
30.	Use of silicate glass during installation of the exhibition stand is prohibited. It is allowed to use special glass such as triplex or organic glass.	—	25 000 rubles and withdrawal of accreditation for up to 3 months	The fine is imposed by the representative of the General Builder.
31.	Use of hand-held power tools not equipped with a dust extraction system, as well as use of stationary circular saws.	—	25 000 rubles and withdrawal of accreditation for up to 6 months	The fine is imposed by the representative of the General Builder.

No.	Violation	Clause of MANDATORY CONDITIONS OF PARTICIPATION	Penalty	Note
32.	Use of open fire in the performance of works, performance of welding and hot works. Treatment of metal with grinding machines (angle grinders).	—	25 000 rubles and withdrawal of accreditation for up to 6 months	The fine is imposed by the representative of the General Builder.
33.	Violation of Safety Regulations for Performance of Installation and Dismantling Works and requirements to equipment and tools used	—	20 000 rubles and withdrawal of accreditation for up to 3 months	The fine is imposed by the representative of the General Builder.
34. *	Damage of flooring of exhibition halls: <ul style="list-style-type: none"> • performance of painting works without covering the floor of the exhibition hall with protective film; • leaving scotch tape remains on the floor of the hall after dismantling 	—	25 000 rubles and withdrawal of accreditation for up to 1 month	The fine is imposed by the representative of the General Builder.
35.	Violation of the rules for performance of electrical works in Crocus Expo IEC	—	20 000 rubles and withdrawal of accreditation for up to 3 months	The fine is imposed by the representative of the General Builder.
36.	Violation of the schedule for performance of installation/dismantling works	—	20 000 rubles and withdrawal of accreditation for up to 3 months	The fine is imposed by the representative of the General Builder.
37.	Dismantling by breaking down the exhibition stands	—	30 000 rubles and withdrawal of accreditation for up to 6 months	The fine is imposed by the representative of the General Builder.
38.	Absence of a standard form information stander during installation/dismantling	—	10 000 rubles and withdrawal of accreditation for up to 1 month	The fine is imposed by the representative of the General Builder.
39.	Absence of a person responsible for performance of works on the stand during installation/dismantling	—	10 000 rubles and withdrawal of accreditation for up to 1 month	The fine is imposed by the representative of the General Builder.
40.	Unauthorized connection to utility networks of Crocus Expo IEC	clause 4.5.	50 000 rubles and withdrawal of accreditation for up to 3 months	The fine is imposed by the representative of the General Builder.
41.	Use of audiovisual equipment used by participants of the events without obtaining permission	clause 12.3.	10 000 rubles and withdrawal of accreditation for up to 1 month	The fine is imposed by the representative of the General Builder.
42.	Cluttering of portable distribution cabinets and approaches thereto	—	60 000 rubles	The fine is imposed by the representative of the General Builder.
43.	Import into the territory of the exhibition pavilion, installation and use of equipment and materials not provided for in the design documentation, not having fire safety certificates; use for the design of exhibition stands (expositions) of combustible materials not treated with flame retardant	Clause 20.3., Federal Law No. 120-FL dated 06/03/2011, order of the Director of Crocus Expo	25 000 rubles	A fine is imposed by authorized representatives of the Fire Department of Crocus Expo together with representatives of the General Builder.

No.	Violation	Clause of MANDATORY CONDITIONS OF PARTICIPATION	Penalty	Note
		IEC No. 28 dated April 23, 2015 "On the procedure for ensuring fire safety in the territory, in buildings, structures and premises of objects of the Krasnogorsk branch Crocus Expo CROCUS AO"		
44.	Installation and operation of electrical equipment in violation of the rules for the installation of electrical installations, technical operation of electrical installations of consumers; the use of non-standard (home-made), damaged electrical appliances; placement of fabric, paper and other combustible materials on lighting devices; placement of lighting equipment closer than 0.5 m. from combustible materials, expositions, decorations and sprinkler fire extinguishing systems.	Clause 20.3., Federal Law No. 120-FL dated June 3, 2011, order of the Director of IEC Crocus Expo No. 28 dated April 23, 15, "On the Procedure for Ensuring Fire Safety in the Territory, in Buildings, Constructions and Facilities of the Krasnogorsk Branch Crocus Expo CROCUS AO"	25 000 rubles	A fine is imposed by authorized representatives of the Fire Department of Crocus Expo together with representatives of the General Builder.
45.	Reducing the width of aisles, cluttering escape routes, main and emergency exits, approaches to technical rooms, fire breaks between building walls and stands, expositions, racks, approaches to fire warning devices, cabinets for fire hydrants, fire extinguishers, electrical panels and other technological equipment with various goods, equipment, property, containers, packaging and other devices that prevent the evacuation of people.	Federal Law No. 120-FL dated June 3, 2011 and Order of the Director of Crocus Expo IEC No. 04 dated April 23, 2015 "On the Procedure for Ensuring Fire Safety in the Territory, in Buildings, Constructions and Facilities of the Krasnogorsk Branch of Crocus Expo" CROCUS AO"	20 000 rubles	The fine is imposed by authorized representatives of the Fire Department of Crocus Expo together with representatives of the General Builder.
46.	Warehousing of goods, property, building materials, containers, packaging and other material with a violation of the distance to the walls of buildings and fire hydrants, under the passage galleries. Cluttering the entrances to fire hydrants, gas and diesel generators, transformer substations, as well as the installation of containers, pallets, boxes and vehicles on the covers of fire hydrants wells	Federal Law No. 120-FL dated June 3, 2011 and Order of the Director of Crocus Expo IEC No. 04 dated April 23, 2015 "On the Procedure for Ensuring Fire Safety in the Territory, in Buildings, Constructions and Facilities of the Krasnogorsk	10 000 rubles	A fine is imposed by authorized representatives of the Fire Department of Crocus Expo together with representatives of the General Builder.

No.	Violation	Clause of MANDATORY CONDITIONS OF PARTICIPATION	Penalty	Note
		Branch of Crocus Expo” CROCUS AO”		
47.	Smoking at the workplace, the territory of the exhibition hall, booth, exposition, in the administrative, industrial, technical or warehouse premises, in other places not established for these purposes.	Federal Law No. 120-FL dated June 3, 2011 and Order of the Director of Crocus Expo IEC No. 04 dated April 23, 2015 “On the Procedure for Ensuring Fire Safety in the Territory, in Buildings, Constructions and Facilities of the Krasnogorsk Branch of Crocus Expo” CROCUS AO”	10 000 rubles	A fine is imposed by authorized representatives of the Fire Department of Crocus Expo together with representatives of the General Builder. Caused damage is additionally paid.
48.	Carrying out fire and other fire hazardous operations without issuing an admission order, coordination with the Crocus Expo Technical Maintenance Service and the fire department of CROCUS AO, as well as with violation of fire safety rules.	Federal Law No. 120-FL dated June 3, 2011 and Order of the Director of Crocus Expo IEC No. 04 dated April 23, 2015 “On the Procedure for Ensuring Fire Safety in the Territory, in Buildings, Constructions and Facilities of the Krasnogorsk Branch of Crocus Expo” CROCUS AO”	20 000 rubles	A fine is imposed by authorized representatives of the Fire Department of Crocus Expo together with representatives of the General Builder. Caused damage is additionally paid.
49.	Use in buildings, structures, exhibition halls of spark-generating tools, open fire; demonstration of exhibits / goods using an open source of fire; holding fireworks, salutes, fire shows, pyrotechnic special effects without coordination with the Fire Department of CROCUS AO. Federal Law No.	120-FL dated June 3, 2011 and Order of the Director of Crocus Expo IEC No. 04 dated April 23, 2015 “On the Procedure for Ensuring Fire Safety in the Territory, in Buildings, Constructions and Facilities of the Krasnogorsk Branch of Crocus Expo” CROCUS AO”	25 000 rubles	A fine is imposed by authorized representatives of the Fire Department of Crocus Expo together with representatives of the General Builder. Caused damage is additionally paid..
50.	Application and storage of flammable, flammable liquids and gases; refueling exhibition vehicles with fuel and its discharge; storage of a vehicle with an open neck of the fuel tank, as well as in the presence of a leak of fuel and oil.	Federal Law No. 120-FL dated June 3, 2011 and Order of the Director of Crocus Expo IEC No. 04 dated April 23, 2015 “On	20 000 rubles	A fine is imposed by authorized representatives of the Fire Department of Crocus Expo together with representatives of the General Builder. Caused damage is additionally paid.

No.	Violation	Clause of MANDATORY CONDITIONS OF PARTICIPATION	Penalty	Note
		the Procedure for Ensuring Fire Safety in the Territory, in Buildings, Constructions and Facilities of the Krasnogorsk Branch of Crocus Expo CROCUS AO”		
51.	Violations of fire safety requirements that caused a fire (tanning) that caused damage to the property of AO "CROCUS".	Federal Law No. 120-FL dated June 3, 2011 and Order of the Director of Crocus Expo IEC No. 04 dated April 23, 2015 “On the Procedure for Ensuring Fire Safety in the Territory, in Buildings, Constructions and Facilities of the Krasnogorsk Branch of Crocus Expo CROCUS AO”	1 000 000 rubles	A fine is imposed by authorized representatives of the Fire Department of Crocus Expo together with representatives of the General Builder. Caused damage is additionally paid.
52.	Violations of fire safety requirements, which caused a fire, which did not cause damage to the property of AO "CROCUS".	Federal Law No. 120-FL dated June 3, 2011 and Order of the Director of Crocus Expo IEC No. 04 dated April 23, 2015 “On the Procedure for Ensuring Fire Safety in the Territory, in Buildings, Constructions and Facilities of the Krasnogorsk Branch of Crocus Expo CROCUS AO”	The amount of the fine established by cl. 2-9 of this Appendix, is increased by 100%.	The fine is imposed by authorized representatives of the Fire Department of Crocus Expo together with representatives of the General Builder.

No.	Violation	Clause of MANDATORY CONDITIONS OF PARTICIPATION	Penalty	Note
53.	Damage to the manual fire detector of an automatic fire alarm, its activation without signs of fire.	Federal Law No. 120-FL dated June 3, 2011 and Order of the Director of Crocus Expo IEC No. 04 dated April 23, 2015 "On the Procedure for Ensuring Fire Safety in the Territory, in Buildings, Constructions and Facilities of the Krasnogorsk Branch of Crocus Expo CROCUS AO"	20 000 rubles	A fine is imposed by authorized representatives of the Fire Department of Crocus Expo together with representatives of the General Builder. The damage caused is additionally paid.
54.	Damage to cabinets of fire hydrants, fire extinguishers. Inappropriate use of fire hydrants, fire hoses, fire extinguishers and equipment, their loss; fastening of equipment and property to the main pipelines of the fire fighting system.	Federal Law No. 120-FL dated June 3, 2011 and Order of the Director of Crocus Expo IEC No. 04 dated April 23, 2015 "On the Procedure for Ensuring Fire Safety in the Territory, in Buildings, Constructions and Facilities of the Krasnogorsk Branch of Crocus Expo" CROCUS AO"	20 000 rubles	A fine is imposed by authorized representatives of the Fire Department of Crocus Expo together with representatives of the General Builder. The damage caused is additionally paid.
55.	Damage to sprinklers of an automatic sprinkler fire extinguishing system.	Federal Law No. 120-FL dated June 3, 2011 and Order of the Director of Crocus Expo IEC No. 04 dated April 23, 2015 "On the Procedure for Ensuring Fire Safety in the Territory, in Buildings, Constructions and Facilities of the Krasnogorsk Branch of Crocus Expo" CROCUS AO"	30 000 rubles	A fine is imposed by authorized representatives of the Fire Department of Crocus Expo together with representatives of the General Builder. The damage caused is additionally paid.
56.	Violation of the boundaries of the development of the Exhibition Placement Plan agreed with the General Builder (including the placement of the exhibition according to the plan that has not been approved by the General Builder)	-	1 000 000 rubles	The fine is imposed by authorized representatives of the General Builder.
57.	The absence of a special pass from the staff on duty	5.20.29	30 000 rubles	The fine is imposed by authorized representatives of the General Builder.

No.	Violation	Clause of MANDATORY CONDITIONS OF PARTICIPATION	Penalty	Note
58.	Non-compliance (violation) with the requirements for carrying out preventive and disinfection measures to counteract the spread of a new coronavirus infection (COVID-19) (including the requirements for the use of protective masks and gloves during installation/dismantling works).	5.24	20 000 rubles and withdrawal of accreditation for up to 3 months	The fine is imposed by authorized representatives of the General Builder.
59.	Lack of a certificate giving the right to perform work	5.20.29. 3.4.	20 000 rubles and withdrawal of accreditation for up to 3 months	The fine is imposed by authorized representatives of the General Builder.