



**KANTONALNO JAVNO PREDUZEĆE**

**Centar Skenderija d.o.o. Sarajevo; Sarajevski Sajam**  
**Terezija bb, 71 000 Sarajevo, BiH**

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**INTESA SANPAOLO: 154-001-11000047-05; RAIFFEISEN BANK BH DD: 1610000050610052**  
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We are pleased to inform you that, in organization of Sarajevo Fair,  
in period from 15<sup>th</sup> to 18<sup>th</sup> October 2014, will be held:

**30<sup>th</sup> International Trade Fair for textile, leather,  
clothing, footwear, fashion and associated equipment**  
**IFATEX 2014**

**Exhibition program includes:**

- Presentation of products, technologies, equipment and services in the textile industry;
- Fashion shows of the most popular brands;
- Presentation of products, technologies, equipment and services in the apparel industry;
- Presentation of products, technologies, equipment and services in the footwear industry;
- Presentation of products, technologies, equipment and services in the leather industry;
- Presentation of all kinds of supporting technology and equipment for the above mentioned industries;
- Evaluation of product quality and allocation of fair's awards;
- Lectures, symposia, workshops and B2B meetings on topics of program exposure;

**Group of exhibits:**

- Textile: men's, women's and children's fashion for all occasions
- Textile: Textile; heavy garments; light stationery; sports and recreational equipment and clothing; auto upholstery;
- Clothing
- Fabrics – all types
- Underwear
- Leather, leather products
- Bags and Leather Goods
- Jewelry; gold; silver, ...ornaments
- Cosmetic & personal care
- Wedding dresses and wedding accessories
- Caps, hats
- Silk – all types
- Jeans products; fashion trends
- Associated equipment, machinery for the textile and leather industry

We invite you to participate at the fair that is great opportunity for: presentation of your products and services to large number of visitors, achievement of business goals and personal satisfaction...

**Also, you can organize your own fashion show during the fair.**

Contact information:

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Ahmed Zubović: [ahmed@skenderija.ba](mailto:ahmed@skenderija.ba); Mersad Bilkić: [mersad.b@skenderija.ba](mailto:mersad.b@skenderija.ba); + 387 33 201 188.

Sincerely,

Sarajevo Fair



All application materials have to be filed up, signed and stamped, otherwise your application will not be accepted.

## THE AGREEMENT

### about general conditions for participation on Sarajevo Fair Exhibitions

Paper 2

This agreement has been made between agreement's sides; KJP Centar Skenderija d.o.o. that is represented by manager and Exhibitor that is represented by authorized person-contact person, which dates has been written in Application of participation (paper 1). Both agreement sides by verification of this agreement accept all of it's regulations.

#### Article 1

##### Organizer

All Fair are organized by KJP Centar Skenderija d.o.o. Terezije bb, 71 000 Sarajevo, Bosna and Herzegovina (in the following text and in the text of application for participation Sarajevo Fair)

#### Article 2

##### Application and confirmation of participation

For participation on a fair, Exhibitor with Sarajevo Fair concludes written application for participation – agreement about rent of exhibition space (in the following text application).

According to received application Sarajevo Fair will make plan of the exhibition space. Sarajevo Fair has right, if it is required for the plan of exhibition space, to give 10% bigger or lower exhibition space than it is ordered, and it will be not accounted.

If exhibitor, in written form, suggest to Sarajevo Fair withdraw of it's application at least 30 days before the beginning of the fair and if Sarajevo Fair it accepts, Exhibitor has not right on returning of security payment determined by payment condition (article 3) and it will be accounted additional 25% from agreed costs for unequipped space. Withdraw given 30 days (or later) before the beginning of the fair will not be accepted by Sarajevo Fair, so besides taking security payment from the Exhibitor will be accounted costs for ordered unequipped exhibition space by Sarajevo Fair and all other, till than, given services that Exhibitor is obliged to pay. In case of unpayment of all agreed obligations till 8 days before the beginning of the fair, Sarajevo Fair will consider that exhibitor withdraws it's application for participation, so besides taking security payment from the Exhibitor will be accounted costs for ordered unequipped exhibition space by Sarajevo Fair and all other, till than, given services that Exhibitor is obliged to pay.

If it is required by special circumstances Sarajevo Fair has right to cancel confirmed exhibition space, and to give new exhibition space on new location and by new conditions.

If there is objective reasons for changing of time and location of the exhibition, the application for participation is valid for new date.

Exhibitor has not right to cancel or to make some other request, and has not right to demand indemnity from Sarajevo Fair because of changing of time and location of the exhibition.

The last date for application for participation is determined on application documents (paper 1). The date for the order of other services is mentioned in order documents. Sarajevo Fair will not accept a cancel of ordered technical services sent eight dates before the fair.

#### Article 3

##### Payment conditions

For the ordered services, Sarajevo Fair will deliver a pro-forma invoice to Exhibitor.

Exhibitor has to pay security payment 20% of the received pro-forma invoice and the rest amount of the pro-forma invoice he has to pay in agreed and in mentioned date by pro-forma invoice, if it is agreed payment in several rates.

After the closing of the fair, Sarajevo Fair will deliver a final invoice for all services to the Exhibitor. Sarajevo Fair will account penalty interest / in accordance to the law / to the Exhibitor for every day late of the payment.

If Exhibitor has any of complaints on a part of the invoice, an undisputable part of the invoice has to be paid by our rules.

A complaint on a invoice has to be delivered in written form five days after date of receiving of invoice. After that date a complaint will not be considered.

The prices do not contain the VAT.

#### Article 4

##### Special conditions

Sarajevo Fair has exclusive right to allow any kind of activities on the fair ground (equipping of stands, catering, sale, forwarding, taking of photographs, etc.)

A person that attends on a stand is considered as authorized person of Exhibitor for receiving of announcement, for taking over of services, namely for approving of orders/ in an order has to be written name, surname, identification number and number of identity papers/.

Advertising activities on fair ground can be organised only in accordance with rules of Bosnia and Herzegovina. Each advertise and also political-advertise that disturb other Exhibitors or visitors is forbidden.

For all advertise activities, outdoor of exhibition space, special approval from Sarajevo Fair is necessary. It is not allowed using of electronic instruments on stand that makes noise over 65 decibels. Music on stand has to be in accordance to the Law about copyright of B&H, and Sarajevo Fair does not take over any material responsibility resulted from this.

Organisation of press conference has to be announced in advance in Sarajevo Fair.

#### Article 5

##### Exhibition space – Unequipped

Marked stand space in pavillion or in out door space, without any connections is unequipped space. Sarajevo Fair marks stand space and Exhibitor is obliged to respect marked space.

If there is necessity for giving more space than it was ordered / for example ordered length 12 and width 3, has to be length 12,30 and width 3, all over 1 sqm will be additional accounted as 1 sqm of exhibition space. Exhibitor has no right to give it's exhibition space to the other Exhibitor without agreement from Sarajevo Fair. Exhibitor take over it's exhibition stand after receiving written confirmation by Sarajevo Fair. If Exhibitor doesn't start equipping of it's exhibition space at least 36 hours before the opening of the fair, that exhibition space will be considered that is not take over by Exhibitor, so Sarajevo Fair has right to dispose of exhibition space, namely to equip it on account of Exhibitor.

Montage and demontage of exhibition space can be start in accordance with date mentioned in "Instructions for Exhibitors" that are delivered to Exhibitor together with invoice. By request of Exhibitor, Sarajevo Fair can allow earlier equipping of the space, but in accordance that it will be accounted special costs. Demontage of exhibition space can start after official closing of the fair. After exhibition, exhibition space has to be same as before the fair, and Exhibitor is obliged for that and it must be done on determined date. If it is not done by Exhibitor, Sarajevo Fair will do it and storage materials but on account of exhibitor.

#### Article 6.

##### Equipped exhibition space and advertising space

Equipped exhibition space is space minimum equipped with carpet and edge walls with allowed high up to 250 cm that divide it from other exhibition space (including firms inscription). Advertising space is any space out of exhibition space, and also space that is over 250 cm allowed, if it does not disturb other Exhibitors and has approval from Sarajevo Fair. Advertising space will be accounted in accordance with valid price list of Sarajevo Fair.

#### Article 7

##### Approval for construction of exhibition space

Approval for construction of exhibition space will be given with verifying of project. The scheme or other project documentation with technical dates, verified and in accordance with "Rules for equipping of exhibition space" are considered as a project.

A project has to be given to Sarajevo Fair for approval at least 30 days before the fair. Exhibitor is obliged to send written information about date of coming of it's exhibits and equipment at least 7 days before the fair.

#### Article 8

##### Other technical information

a.) all works for connection of installations will be done only by Sarajevo Fair

b.) using of electrical power will be accounted as flate rate by sqm of pavillion exhibition space, by number of connection and by measurement instrument for electrical power

c.) Exhibitor has to allow setting up all instalation needed for technical and decorative arrangement of the stand or exhibition space of other Exhibitors or for necessity of the fair. If Exhibitor, namely authorized constructor start montaging of exhibition and advertising space without approval, Sarajevo Fair will stop further works, namely remove the constructed part of stand on the account of Exhibitor.

d.) the allowed weight of exhibits and constructions in passage of the hall 1 and on the parking space is unlimited, but in all other halls, passages, on the plato and in other indoor and outdoor space it is limited up to 0,4 tons / 1 sqm. Fixing, hanging and sticking of exhibits and construction on wall, ceiling and grandfloor of the exhibition halls is not allowed.

e.) works on arranging of exhibition and advertising space has to be finished one day before the opening of the fair at least till 06,00 p.m. If this works wouldn't be done in the due time, Sarajevo Fair is authorized to give the rest works to other constructor but on the account of the Exhibitor.

f.) a complaint because of eventual default on exhibition space has to be given in written form to Sarajevo Fair, after taking over of the exhibition space, but at least 12 hours before the latest day of montaging period. A complaints that come to Sarajevo Fair later than it is determined will not be considered.

g.) during montage period, the fair and demontage period, Exhibitor has to respect rules of Law about protection on work, Law for protection against fire, Law for protection of environment, House-rules of Sarajevo Fair and is responsible for eventual damage resulted from unrespecting this rules by Exhibitor

h.) Exhibitor has to put harmful, dangerous and all garbage on the determined place for that

i.) also persons that work by the order and for Exhibitor are considered as "Exhibitor"

#### Article 9

##### Other fair's services

a.) insurance – Exhibitor can order insurance of his exhibition space from Sarajevo Fair. Sarajevo Fair does not take responsibility for exhibits and other Exhibitor's property that is not insured, and than all damages cosed will be on Exhibitor's account. Exhibitor is obliged to inform Sarajevo Fair, as soon as possible about cosued damage.

b.) Exhibitor's entrance cards – exhibitor's entrance cards are valid from the start of montaging period, during the fair till the end of demontaging period. Exhibitor's entrance cards depends on ordered size of exhibition space. To Exhibitors that ordered pavillion exhibition space up to 20 sqm or outdoor exhibition space up to 40 sqm belong 4 Exhibitor's entrance cards, but for every additional 10 sqm, namely 20 sqm for outdoor space, belongs one Exhibitor's entrance card more.

c.) sale's regulations – direct sale of exhibits and samples is not allowed, except in space determined for that purpose. Exhibitor is obliged to prepare, in accordance with Law rules, all documentation that is required by authorized inspection service

d.) obligately catalogue entry – Exhibitor is obliged to deliver the dates about his company for the catalogue entry at least 60 day before the beginning of the fair. (paper 3). If it is not delivered by Exhibitor in due time, Sarajevo Fair will enter in catalogue general dates given in application material. Exhibitor is responsible for contents of text catalogue entry and advertisement in catalogue, and for all failings caused by uncorresponding text. Sarajevo Fair has not responsibilities for any of eventual uncorrectnes and uncompleteness.

#### Article 10

##### Final conditions

Sarajevo Fair will give for every fair special "Instructions for exhibitors", that are together, with this "General conditions for participation", agreement's obligations for each Exhibitor and Subexhibitor. Sarajevo is the place of obligation's realisation and payment. Any eventual disputes between Exhibitor and Sarajevo Fair will be resolved by decision of authorized Court in Sarajevo.

KJP Centar „Skenderija“ d.o.o.

Stamp and signature of Exhibitor

Manager

## APPLICATION OF ADDITIONAL SERVICES AND CATALOGUE ENTRY

**FILLED UP BY EXHIBITOR:**

We hereby irrevocably order additional services:

Code	Service	Measurement	Price KM	Price EUR	We order
<b>Electrical engineering services</b>					
0101	Main connection without power supplier box 220/380 V up to 5 KW	pcs.	110,00	<b>56,24</b>	_____
0102	Main connection without power supplier box 220/380 V up to 10 KW	pcs.	120,00	<b>61,36</b>	_____
0103	Main connection without power supplier box 220/380 V up to 30 KW	pcs.	150,00	<b>76,69</b>	_____
0104	Power supplier box	pcs.	60,00	<b>30,68</b>	_____
<b>Other technical services</b>					
0105	Direct telephone connection	pcs.	200,00	<b>102,26</b>	_____
0106	Connection of water	pcs.	150,00	<b>76,69</b>	_____
0107	Refrigerator	pcs.	100,00	<b>51,13</b>	_____
0108	Sink	pcs.	50,00	<b>25,56</b>	_____
<b>Advertising in the catalogue</b>					
0109	1/1 page in color	pcs.	250,00	<b>127,82</b>	_____
0110	1/2 page in color	pcs.	200,00	<b>102,26</b>	_____
0111	1/1 page black & white	pcs.	100,00	<b>51,13</b>	_____
0112	1/2 page black & white	pcs.	50,00	<b>25,56</b>	_____

The prices reported in this price list do not contain the VAT. The payment should be done only through the bank accounts specified in the invoice. The prices in EUR are valid for foreign exhibitors.

**DATES OF EXHIBITOR FOR CATALOGUE ENTRY: (please print or type)**

Please enclosed this paper trade's mark and logo of your company (corel or jpg) and send us by post or e-mail ([marketing@skenderija.ba](mailto:marketing@skenderija.ba)), so that we could enter its in the catalogue. **The Exhibitor is responsible for correctness of the dates about Exhibitor and Sub Exhibitor.**

Exhibitor / Name of company:

\_\_\_\_\_

Complete address:

_____	Street	_____	Zip code	_____	City	_____	Country
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_____	phone	_____	fax	_____	GSM	_____	e-mail	_____	web
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**Short description of the company's activity:**

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\_\_\_\_\_

**Production program:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

**Representative for companies:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

\_\_\_\_\_
  
City and date\_\_\_\_\_
  
Stamp and signature of Exhibitor