

SAMSA<sup>fr</sup>

PRESENTS

# Les Rencontres francophones de la vidéo mobile

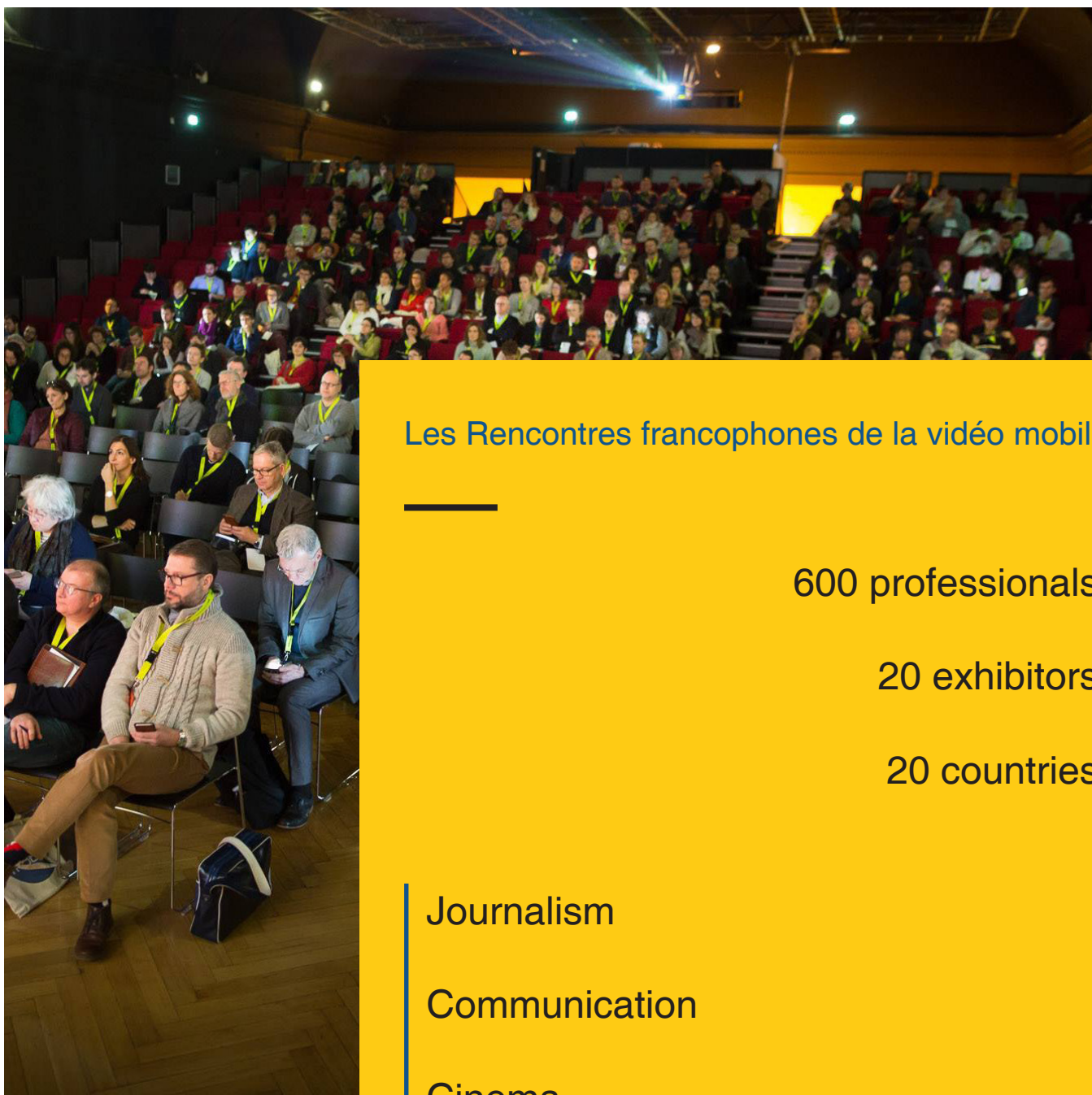
February 7, 2019

at the Cité Internationale Universitaire  
in Paris

3<sup>rd</sup> edition

2019 Exhibitor's guide

VIDÉO  
MOBILE



## Les Rencontres francophones de la vidéo mobile

600 professionals

20 exhibitors

20 countries

Journalism

Communication

Cinema

This event is organized by Samsa.fr  
video.mobile@samsa.fr  
+33(0) 7 61 45 60 25



# SUMMARY

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# The event

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Since 2017, the Rencontres francophones de la vidéo mobile have brought together 600 media communication, cinema and training communication, professionals in Paris who take up the challenge of producing professional videos with their smartphones.

Driven by an eagerness to exchange and the desire to share their experiences, these professionals come from countries all around the world (France, Switzerland, Belgium, Canada, Luxembourg, Romania, Tunisia, Morocco, West Africa, etc.) to participate in the conference, technical workshops and masterclasses.

In the unique and historic setting of the Honnorat hall at the Cité Internationale Universitaire de Paris, about twenty exhibitors will be present to introduce their new products (equipment, accessories, applications, software, professional services, etc.). Book your stand or your presentation now.

# Your visibility

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## Speaking

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We also offer you the opportunity to address an audience of attentive professionals at the conference, practical workshops or masterclasses.

## The Honnorat hall

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This space is located between the Adenauer halls (plenary area) and the David-Weill hall (masterclass area). This arrangement will guarantee a flow of visitors throughout the day. A highlight of the show, the “Grand déballage” (the big unpacking) will take place at the center of this room, during the networking lunch.

## Communication

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Throughout the day, news and interviews of guests, participants and exhibitors will be relayed on our social media with the participation of journalism students from the IPJ (Institut pratique du journalisme, one of the best journalism schools in France).

## Stands

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Three types of stands are available. Each configuration enhances your product. You will be able to display your visual communication.



## 2019 Novelty



### 01. Masterclass

An hour with an inspiring personality who will present his/her strategy and achievements in mobile video. Presentations are given in French or English (with simultaneous translation).



### 02. Mobile Video Contest

The smartphone has become a professional camera, as Steven Soderbergh demonstrated with his film "Unsane". In the field of cinema, news, reporting, communication or citizen expression, mobile video democratizes video production and renews the codes and grammar of the image (vertical format, selfie mode, stories, etc.). The Rencontres francophones de la vidéo mobile propose to reward the best productions of the past year in different categories.



### 03. A visit of Parisian newsrooms

Samsa.fr invites participants to explore the Parisian newsrooms who produce videos with smartphones and who really take into account mobile users' new practices. On the agenda, visits and interviews with professionals in their editorial offices, to ask them all your questions (equipment, workflow, editorial line, audience, etc.).

Planned visits (subject to change): Le Monde, BFM Paris, France 24, etc.

# The “classics”



Steven Soderbergh:  
“I used three iPhone 7s to film  
*Unsane*.”



Le “Grand déballage” (The “Great Unpacking”)

All participants are invited to present their mobile video equipment around a huge table. This is a great opportunity to compare the advantages and disadvantages of microphones, tripods, handles (grip), stabilizers (gimbal), or the lighting adopted by each and everyone. The conversations that are triggered during the “Grand déballage” are usually difficult to stop afterwards.



## PRACTICAL WORKSHOPS

Professionals reveal their strategies during practical workshops. Thirty minutes to analyze know-how, understand a technique, and unveil experiments conducted during the past few months



## PLENARY CONFERENCE

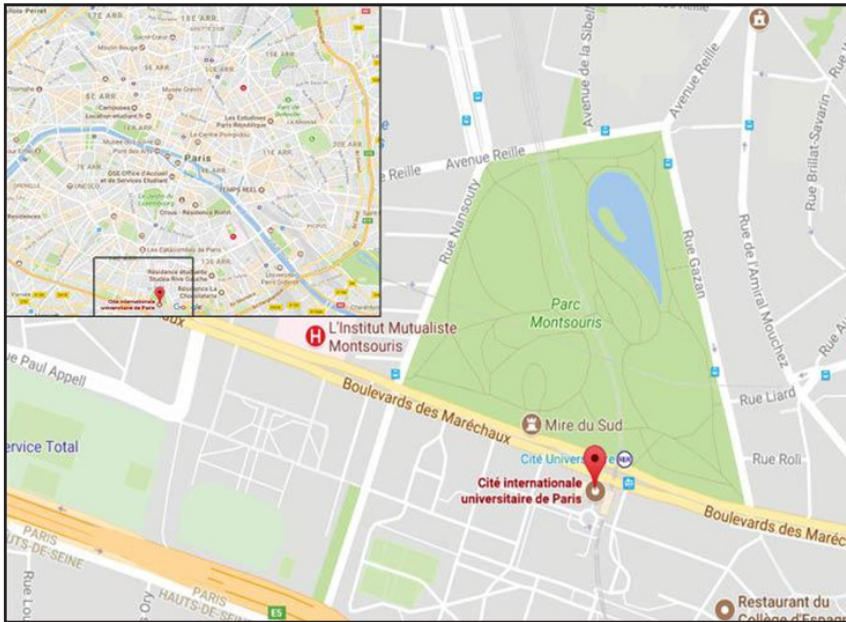
This is the hallmark of the Rencontres francophones de la vidéo mobile, with an emphasis on sharing concrete and practical experience. The conference alternates between solo interventions (max. 10 mn, not one more) and very dynamic round tables (3 speakers, 1 moderator and 30 mn of speaking time).



## BREAKS AND NETWORKING

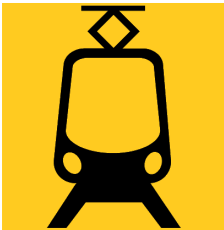
While the pace of the interventions is intense, the Rencontres francophones de la vidéo mobile also offer long breaks to allow professionals to exchange in the warm atmosphere of the Cité universitaire internationale, an opportunity to make useful contacts and even sign contracts.

# Maps and access



In the center of the Cité Internationale Universitaire de Paris, the Maison Internationale will host the second Rencontres francophones de la vidéo mobile at the following address:

**Cité Internationale Universitaire de Paris**  
**17 Boulevard Jourdan,**  
**75014 Paris.**



## Public transport

RER B  
 station Cité Universitaire

Tram T3a  
 station Cité Universitaire

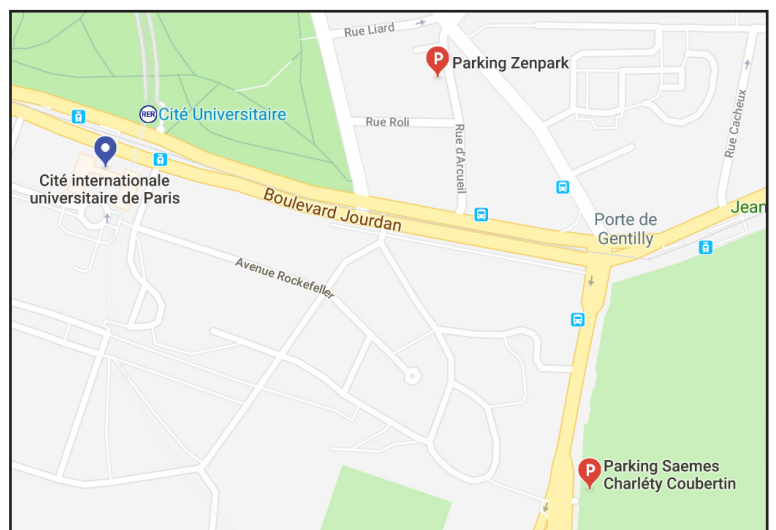
Bus 21  
 stop Cité Universitaire



## Parking

Parking Zenpark Cité Universitaire  
 6 Rue d'Arcueil, 75014 Paris

Parking Charlety-Coubertin  
 17 Avenue Pierre de Coubertin ,  
 75013 Paris

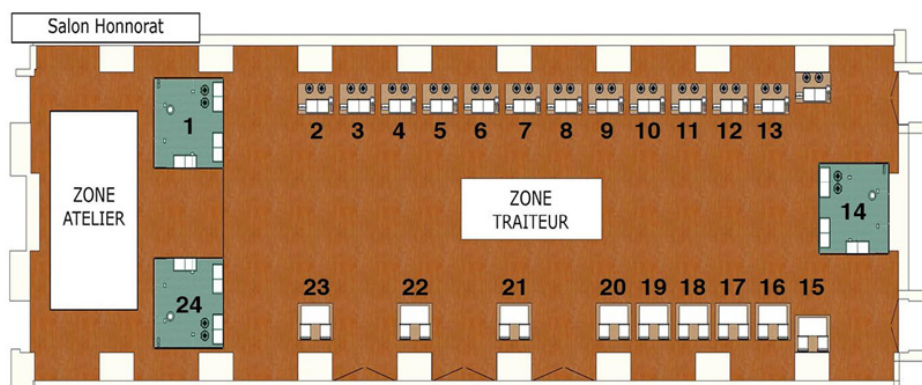




# Stands

## 1. Premium stands

Three premium stands are set up in the extensible 400 sq.m of the salon Honorat of the Maison Internationale. They are located near the area where workshops will take place, also near to where the networking lunch will happen. Premium stands are numbered 1, 14 and 24.



2 990,00 €  
(taxes nont included)

### Premium stands characteristics

Area: 3 x 3 m  
White modular partitions, height 2.40m  
Beige carpet, surface area 9 sq.m.  
Spotlight rail for lighting and electrical connection (3 socket block)  
Printed sign 0.3x3m - top banner at the front.

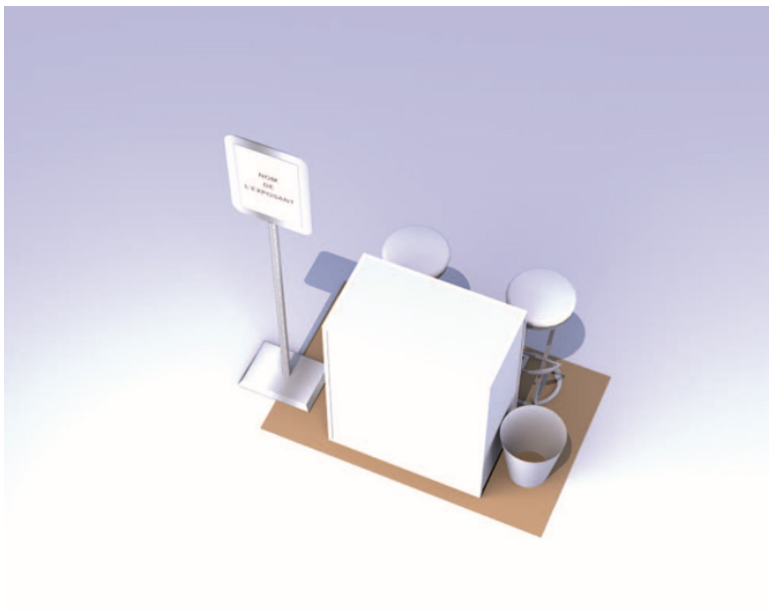
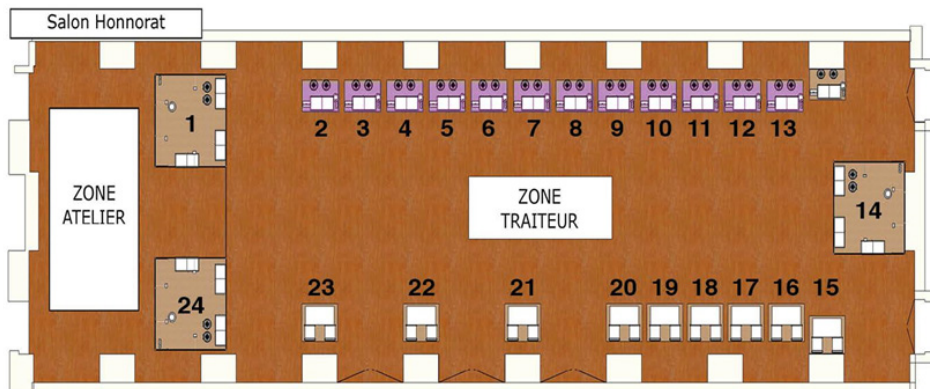
Furniture : 1 white counter + 2 white counter stools + 1bin  
Additional furniture : 2 white counters

Deadline for orders :  
21/12/2018

# Stands

## 2. Start-up stands

Thirteen start-up stands are set up in the extensible 400 sq.m. of the Salon Honnorat of the Maison Internationale. They are located near the area where workshops will take place, also near to where the networking lunch will happen.. Start-up stands are numbered 2 to 13.



1 250,00 €  
(taxes not included)

### Start-up stand characteristics

Area : 1,5 x 1 m  
A3 on feet poster holder  
Beige wall-to-wall carpet,  
surface 1,5 sq.m.  
Electric power supply (3-plug block)

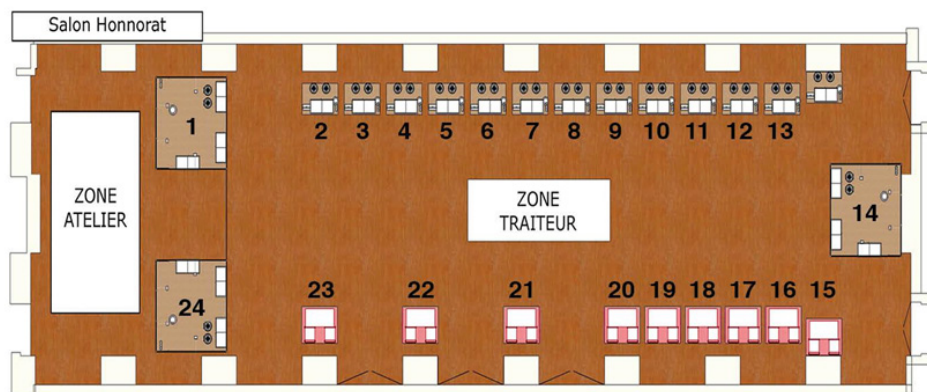
Furniture : 1 white counter  
2 white counter stools

Deadline for orders :  
21/12/2018

# Stands

## 3. Economical stands

Nine eco stands are set up in the 400 sq.m extensible of the Salon Honnorat of the Maison Internationale. They are located near the workshops' zone, a special space at lunchtime and during the afternoon. Eco stands are numbered 15 to 23.



**750,00 €**  
(taxes not included)

### Economical Stand characteristics

Area : 120 x 60 cm  
Beige wall-to-wall carpet  
Electric power supply (3-plug block)

Furniture : 1 white rectangular table  
2 white chairs

Deadline for orders :  
21/12/2018

# Services provided

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## 1. Services included

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- Distribution of your messages in the newsletter addressed to participants and on the event's social media pages.
- Your contact details and a 2-line summary of your activity will be inserted in the brochure distributed on the day of the event.
- The set up of the furniture as well as the clean up of the stand.
- The elements mentioned above are included in the rental of your stand.

## 2. Services for a fee

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During the event, you have the option to speak publicly about your products.

During the day there will be three types of speaking opportunities.

In the Adenauer room, there are 10-minute interventions with a capacity for 500 people

In the David Wiell room, there are 60-minute speeches with a capacity for 30 people.

In the Honnorat room, these are 30-minute workshops with a capacity for 30 people.

The purpose of these interventions is to exchange and communicate about your experience but also to give advice on how to use of your product.

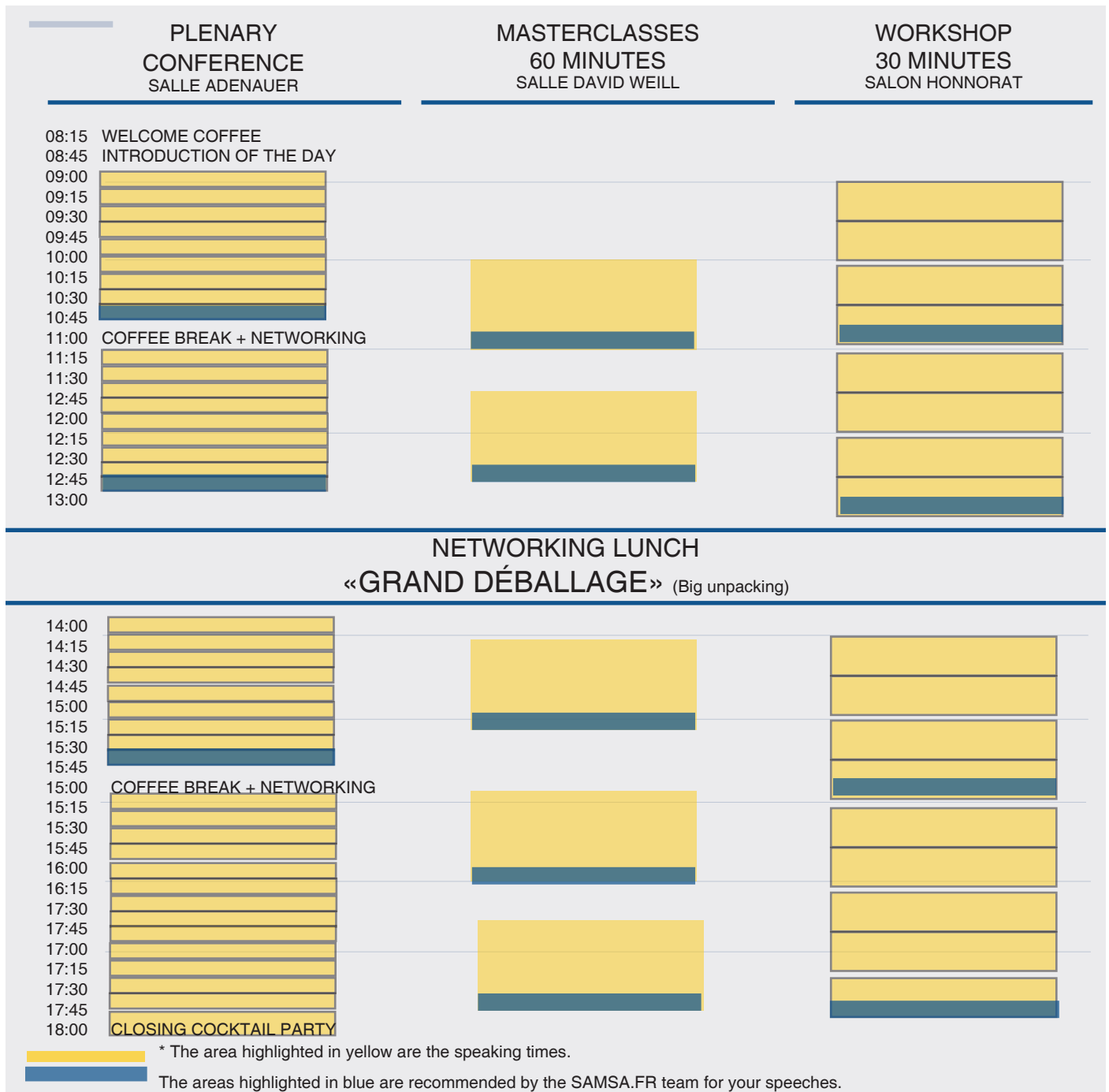
Prior to the meetings, we offer you support in the structure and the drafting of your presentation.

This service is included in the price package for speeches.

This will need to be specified on your order form.

Stand description	Unit price
10 minutes speech during the plenary (with video projection or ppt).	600,00 HT
30 minutes speech during workshops in the salon Honnorat.	400,00 HT
60 minutes speech during the masterclasses in the room David Weill.	550,00 HT

# Planning of the event



## Exhibitoin schedule

The exhibition will be open to participants on Thursday, February 7 from 8:45 am (welcome coffee) to 6 pm (closing cocktail).

## Simplified exhibition

The assembling and dismantling of stands and equipment must be carried out on the following dates and times.

## Schedules

Assembly  
Date February 6, 2019  
Time 1pm - 6pm

Dismantling  
Date February 7, 2019  
Time 6pm - 10pm

# Contacts

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For any further request about the stands' price or the organization of the event, please contact us.



CHRISTELLE PERRON  
Event producer

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[perron@samsa.fr](mailto:perron@samsa.fr)  
+33(0) 6 82 26 95 42



PHILIPPE COUVE  
Director by Samsa.fr

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[couve@samsa.fr](mailto:couve@samsa.fr)  
+33(0) 6 74 89 58 92

# Order form



Proposition commerciale

N°

Date:

Date de fin de validité: 21-dec-18

Christelle Perron event producer  
Samsa.fr  
122 avenue du Général Leclerc  
7514 Paris  
Téléphone  
Email : video-mobile@samsa.fr  
Web : video-mobile.org

First Name : \_\_\_\_\_ Name: \_\_\_\_\_  
Name company: \_\_\_\_\_  
Adresse \_\_\_\_\_  
Post code \_\_\_\_\_  
City \_\_\_\_\_  
Email : \_\_\_\_\_  
N°TVA \_\_\_\_\_

Products	Description	Unit price (Excl Tax)	Unit	Excl Tax)
STAND	Premium	2 990,00 €		0,00 €
	Start-Up	1 250,00 €		0,00 €
	Eco	750,00 €		0,00 €
Speech	Intervention en salle plénière	600,00 €		0,00 €
	Intervention en atelier	400,00 €		0,00 €
	Intervention pour la masterclasses	550,00 €		0,00 €
Pass exhibitor	entrée, repas et collation	200,00 €		0,00 €

Particular wishes :

TOTAL Excl Tax	0,00 €
TOTAL Incl Tax20%	0,00 €
TOTAL Incl Tax	0,00 €

Payment condition upon receipt of the invoice  
Payment by bank transfer

**Caisse d'épargne**  
**BIC : CEPFRPP751**  
**IBAN : FR76 1751 5900 0008 0018 6293 117**

Check here to indicate that you have read and agree to the terms of the safety instructions and event regulation.

Any deterioration will be charged to the exhibitor  
Any unpaid order won't be taken for account  
Any request concerning these deliveries of a service should be done during the exhibitors setup, at the latest during the setup day.

Samsa.fr - SARL au capital de 5000 € - SIRET 529 392 516 00025 - NDA 11754829975  
122 avenue du général Leclerc - 75014 Paris - France - video-mobile@samsa.fr

Deadline for orders :  
21/12/2018

# Safety Instructions

Your area is composed of a standard stand, provided by the organizer.

Exhibitors must respect the dimensions of the stand they will be provided (height and floor area). It is strictly forbidden to dismantle all or part of the structures.

Any damage caused by installations and decorations of any kind whatsoever will be the responsibility of the exhibitors. The walls of exhibition halls, pillars, windows, doors and others may under no circumstances be used for decoration.

Sound animations and audiovisual demonstrations must not cause any inconvenience or prejudice to neighbouring stands. The organizer reserves the right to reduce the noise level whenever it deems it useful or to stop the animation completely in the event of any nuisance observed on the peripheral stands.

Only the visual systems referenced below are authorized:

- Poster or poster attached to the Patafix on the melamine wall of the stand.
- Poster / coaster suspended by a chain from the stand structure.
- Poster / coaster suspended by a cyma on the stand structure.
- Digital tarpaulin

It is absolutely forbidden to proceed to :

- Any work involving smoke ducts, water pipes, electrical or telephone circuits, water or drain pipes, elevators, freight elevators and trenches for pipes.
- Drilling holes for hanging and sealing
- Removing doors, antenna mounts, etc.

Repairs to damage resulting from non-compliance with the above clauses would be entirely at the exhibitor's expense.

We remind you that any damage to the infrastructures of the Honnorat exhibition and the Adenauer space, in particular the pillars, walls, floors and ceilings, will be entirely at the exhibitor's expense.

Only the organising teams are authorised to work on the electrical boxes. In the event of violation of the sealing of the electrical box or fraud on the calibration of the fuses, the exhibitor is fully liable.

Exhibitors must leave the spaces occupied by them and in particular the partitions, carpet, stand banner in the state in which they have found them. Attention: It is forbidden to nail, screw, glue on the structure, any damage will be charged to the exhibitor.

Exhibitors must arrange for the removal of the packaging, which they wish to keep, before the opening of the event. In the event that parts of the stand have been abandoned, the exhibitor will be charged for clearing, cleaning and tipping.

For obvious safety reasons, it is strictly forbidden to clutter the traffic lanes with any equipment whatsoever. It is mandatory to leave a passage at least equivalent to the width of a pallet when assembling and dismantling.

The introduction into the building enclosure of hazardous, toxic, flammable or combustible materials, as well as explosive or radioactive substances, is prohibited.

The following products are prohibited on the stands:

- samples or products containing a flammable gas
- balloons inflated with a flammable or toxic gas
- celluloid article
- pyrotechnic and explosive devices
- ethyl ether, carbon sulphide, sulphur ether and acetone
- acetylene, oxygen and hydrogen (unless administrative derogation is granted)

You must plan for someone's presence on the stand when you receive and collect your goods: this will prevent theft in the case of valuable equipment such as audiovisual, computer equipment, drinks, etc. You will also be able to react quickly if your carrier does not deliver brochures and/or brochures on the day of installation. No one from the organization or the Cité Internationale Universitaire de Paris is authorized to receive the goods on your behalf.

The organizer is not responsible for any problems during delivery.



# Event Regulation

The contract between the organizer and the exhibitor consists of these general terms and conditions, the application for admission made pursuant to them, duly signed by the exhibitor, and the technical file.

The exhibitor acknowledges having read these documents and accepts their terms. These general terms and conditions of sale and its appendix apply to all exhibitors at the exhibition.

## Definitions of the terms

**Exhibitor:** any professional, legal or physical person, who has sent a stand reservation request and payment to the organizer in order to participate in the exhibition.

**Organizer:** Samsa.fr

**Exhibition:** professional exhibition of the Rencontres francophones de la vidéo mobile reserved exclusively for registered professionals

**Stand:** a place made available to the exhibitor by the organizer during the exhibition, in accordance with the terms of the contract, to enable the exhibitor to present products and services and/or to meet customers and partners, and/or colleagues.

## 1. Target

The purpose of the contract is to define the conditions under which the organiser provides a stand to an exhibitor during the exhibition. The organization of the exhibition, in particular the start and end date, its duration, the place where it will take place, the opening and closing hours are freely determined by the organiser, who may unilaterally modify them.

The decision to change the organization of the exhibition, notwithstanding the date on which it is taken, does not entitle the exhibitor to cancel his reservation.

Throughout the duration of the exhibition, exhibitors will not collect any of their products before the end of the event and may not be allowed to close their stand or change its appearance before the date and time set by the organizer.

## 2. Terms and conditions

The exhibitor undertakes to:

- Present products and services that are compatible with the theme of the event.
- Not present products or materials that do not comply with French regulations, except for products or materials intended exclusively for use outside French territory.
- Not to carry out any advertising likely to mislead or constitute unfair competition.
- Present equipment, products, processes or services of its manufacture or design or of which it is an agent or concessionaire: in the latter case, it shall attach to its application for participation the list of brands whose products or services it intends to display.

### a) Stand reservation

Any professional wishing to exhibit at the show must send the organizer a signed stand reservation order and payment. Unless the organizer refuses the requested participation, the sending of this request for participation constitutes a firm and irrevocable commitment to order on the part of the exhibitor involving the payment of the full price of the stand rental and related costs. Notwithstanding the date on which the registration contract is sent to him, the organizer has until the opening of the exhibition to reply.

### b) Validation of admission requests by the organizer

The organizer is not obliged to give reasons for the decisions he makes on the exhibitor's request for a reservation. In the event of refusal of the reservation, the sums paid in advance will be refunded in full. The same applies to exhibitors on the waiting list when a stand cannot be allocated to them due to a lack of available space at the opening of the exhibition.

The acceptance of the reservation is confirmed by the organizer's reply, which may consist of an invoice addressed to the exhibitor.

Despite its acceptance and even after the stand allocation operations, the reservation request from an exhibitor whose business is managed, for any reason whatsoever, by or with the assistance of a legal representative may be cancelled. This is the case, in particular, for any reservation request from a company that files for bankruptcy between the reservation request and the opening date of the exhibition.

However, the organizer may freely decide, in the event that the company is judicially authorized to continue its operation, to maintain its participation, subject to immediate payment of the sums due. (c) Transfer/sublease of stands

Except with the prior written authorisation of the organizer, an exhibitor may not assign, sublet or share, whether for a fee or free of charge, all or part of his concession within the exhibition grounds.

### 3. Layout and surfaces

#### a) Exhibition plan

The organizer shall draw up the plan of the exhibition and allocate the locations taking into account as widely as possible the wishes expressed by the exhibitors (in particular the nature of their products, the layout of their stand and the desired surface area) in accordance, if possible, with the date of registration of the reservation request.

Given the venues provided by the Cité Internationale Universitaire de Paris, all exhibitors will benefit from equal visibility, guaranteeing easy access for the 500 visitors to all stands.

The organizer reserves the right to modify the surface area and/or layout of the stand requested by the exhibitor.

Any complaint concerning the stand location defined by the plan must be submitted in writing within eight days. After this period, the proposed location is considered accepted by the exhibitor.

#### (b) Stand installation

The exhibitor undertakes to respect, and to ensure compliance with, the terms of the technical file.

The exhibitor is solely responsible for the companies he uses to assist him in the installation, layout and operation of his stand. In particular, it must ensure that all its service providers and their subcontractors are in good standing with the social and tax authorities. The organizer cannot be held liable in this respect.

He is responsible for any damage caused by his installations to floors, partitions, windows, etc. He will have to bear the expenses incurred by the rehabilitation work, if necessary. As such, the exhibitor must take out non-life insurance.

The organizer reserves the right to revise the rental prices of the sites in the event of significant variations before the opening of the exhibition in the costs of materials, transport and labour as well as in the tax and social laws in force.

### 4. Prices

The price of the stand varies according to its surface area. It should be noted that no services (including the stand) will be delivered if the amount has not been paid before the exhibition.

The stand price includes, in addition to the provision of a space, a set of general services described in the contract.

### 5. Payment terms and conditions

Upon sending the application form, the exhibitor pays the full amount of the stand rental. Otherwise, the organizer will not be able to accept the order. Any delay in payment shall automatically and without prior formal notice entail the application of late payment penalties at the rate of three times the legal interest rate, calculated per day of delay, without this clause affecting the debt's enforceability. Any delay in payment may result, at the discretion of the organizer, in the cancellation of the order and the payment of the balance due to the organizer, as compensation. The organizer then reserves the right to re-use the stand made available again on occasion.

The organizer reserves the right to pledge the objects exhibited for stand decoration in the event of unpaid invoices or claims involving expenses or indemnities. The fact that an exhibitor does not respect the deadlines and payment terms referred to in the previous article authorizes the organizer to apply the stipulations provided for in this case.

## 6. Cancellation and removal conditions

Exhibitors wishing to cancel their reservations or withdraw must do so by registered letter with return receipt at the organizer's registered office. If it does so more than 3 weeks before the date of the exhibition, 50% of the price will be kept by the organizer as compensation.

If he does so less than 3 weeks before the date of the exhibition, the entire price will be paid to the organizer.

If the exhibitor has not paid all the sums due before the opening of the exhibition, he is considered to have resigned.

In this case, the organizer may dispose of the defaulting exhibitor's stand without the latter being able to claim any reimbursement or compensation, even if the stand is allocated to another exhibitor.

During the exhibition, any breach of the terms of the contract and/or any oral and/or written instructions imposed on the exhibitor by the organizer may result in the immediate expulsion and expulsion of the offending exhibitor, even without formal notice. This applies in particular to non-conformity of the layout, non-compliance with safety rules, non-occupation of the stand, presentation of products that do not comply with those listed in the application form. Such cancellation shall be made without the said liable exhibitor being able to claim reimbursement of the sums paid by him or compensation of any kind whatsoever, and without prejudice to any other compensation in the event that the infringement has caused material and moral damage to the event shall be made entirely at the expense, peril and risk of the exhibitors who caused it. If so, they will have no recourse against the organiser.

## 7. Liability insurance

The organizer has taken out civil liability insurance as part of its activity. In addition, the exhibitor has taken out an insurance policy at the time of booking covering damage to property belonging to him/her during the exhibition, within the limits communicated by the organizer.

The organizer cannot be held responsible of:

- theft or damage to exhibitors' or visitors' clothing or personal belongings
- or
- damage or accidents caused by the lessor of the premises used.
- disputes that may arise between exhibitors and visitors.

In the event of a dispute between two exhibitors, both must, as far as possible, settle the dispute in a reasonable manner.

The organizer must be kept informed of the conflict, but has no obligation to act as mediator or arbitrator. Its role is to verify that the contractual provisions binding it with the exhibitors concerned are respected. If one of them decides to involve an authority, he has the duty to inform the organizer, in order to best preserve the image of the show.

The rental of a stand is not a deposit contract. In the event of theft on a stand, the exhibitor may not claim against the organizer.

If the organizer's liability is recognised for any reason whatsoever, the damages and any repairs due by the organizer to the exhibitor, for any reason whatsoever, may not exceed the total amount excluding tax of the sums paid by the exhibitor under the contract.

After payment of the expenses incurred, the available balance is distributed among the exhibitors in proportion to the payments made.

The organizer will not be liable for any indirect damages whatsoever. In particular, indirect damages include any commercial loss, loss of data or files, loss of turnover or profit, loss of customers, loss of opportunity, disturbance of use by another exhibitor, damage to the brand image, in connection with or resulting from the provision of the stand, even if the organizer has been informed of the possibility of such loss or damage occurring.

## 8. Force majeure

The organizer may cancel or postpone the exhibition due to force majeure. Cases of force majeure justifying, at any time, the cancellation or postponement of the exhibition are any new sanitary, climatic, economic, economic, political or social situations, at local, national or international level, not reasonably foreseeable at the time of communication of the exhibition to exhibitors, beyond the organizer's control, which make it impossible to perform the contract or which entail risks of disturbances or disorders likely to seriously affect the organisation and proper conduct of the exhibition or the safety of goods and persons.

In the event of cancellation by the organizer due to force majeure, exhibitors undertake not to exercise any recourse against the organiser. After payment of the expenses incurred, the available balance is distributed among the exhibitors in proportion to the payments made. In the event of postponement by the organizer due to force majeure, the organizer will inform exhibitors of the new organizational arrangements as soon as possible.

## 9. Applicable law and litigation

The law applicable to the contract is French law. The organizer shall decide on all cases requiring its arbitration in the context of the execution of the contract. The exhibitor acknowledges that he has been informed and accepted that the decisions made by the organizer in this context will be final and immediately enforceable.

In the event of disputes, the exhibitor undertakes to submit his complaint in writing to the organizer before any other procedure.

## 10. General provisions

The declaration of nullity or ineffectiveness of any provision of the contract shall not automatically entail the nullity or ineffectiveness of the other provisions unless the balance of the contract is altered as a result. The parties mutually agree that the fact that one party tolerates a situation does not have the effect of granting the other party acquired rights. Moreover, such tolerance cannot be interpreted as a waiver of the rights in question.

# Appendix : Exposer's responsibilities

The exhibitor undertakes to comply with the terms of this appendix. Failing to do so, the organizer may at his discretion either expel him from the current exhibition or reserve the right to exclude him at the next edition of the exhibition.

## 1. Stand installation

The organizer shall determine the schedule for the assembly and installation of the stands to which it is appropriate to submit. The special decoration of the stands is carried out by the exhibitors at their own expense and under their own responsibility. It must comply with the safety regulations laid down by the public authorities and by the organizer.

The organizer shall determine the display methods, the conditions of use of all sound, light or audiovisual processes, as well as the conditions under which all promotional operations or entertainment may be organised within the exhibition area. The organiser shall also determine the conditions under which photography or sound recordings are authorized within the exhibition area. Illuminated signs must be authorized in writing.

## 2. Safety and security

The exhibitor is required to respect and ensure that his service providers comply with the security measures imposed by the administrative or judicial authorities, as well as any security measures taken by the organizer. In particular, he must ensure that, for the installation of his stand, all its service providers and their subcontractors act in compliance with labor regulations and health and safety regulations on site.

The organizer reserves the right to check compliance with these measures. Supervision is carried out under the control of the organizer; his decisions concerning the application of safety rules are of immediate execution.

## 3. Dismantling and return of stands

The exhibitor undertakes to respect the schedule defined by the organiser concerning the dismantling of the stands, the removal of materials, materials and products as well as the deadlines for putting them in order at the end of the exhibition. With regard to the specific point of dismantling, removal and re-ordering, the organizer may arrange for operations which have not been carried out by the exhibitor within the prescribed time limits to be carried out, at the exhibitor's expense and risk.

Any costs incurred by the organizer due to the exhibitor's delay will be automatically re-invoiced to him and must be paid upon receipt of the invoice. The organizer declines any responsibility concerning the constructions or installations built by the Partners. Exhibitors take the sites in the state in which they find them and must return them in the state in which they were taken when they came into use. Any damage caused by an exhibitor and/or his employees and/or by his installations, equipment or goods is the responsibility of this exhibitor.

The exhibitor takes the site in the state in which he finds it and returns it in the state in which he took it when it came into use. Any damage caused by an exhibitor and/or his employees and/or by his installations, equipment or goods, in particular to the premises and installations in which the exhibition is held, is the responsibility of this exhibitor.

## 4. Access to the lounge

Badges are available to exhibitors for free distribution to their staff. They may not be subject to any commercial operation in any form whatsoever, nor may they be used as invitation cards for their customers. No one may be admitted to the exhibition grounds without presenting an access ticket issued or accepted by the organiser. The latter reserves the right to refuse entry to the exhibition to anyone without giving reasons.

## 5. Delivery of goods

Each exhibitor himself provides for the transport and reception of the goods intended for him. He must comply with the organiser's instructions relating to the regulation of the entry and exit of goods, in particular with regard to the movement of vehicles within the exhibition area. Products and equipment brought to the show may not, under any pretext whatsoever, leave it during its duration. If exhibitors or their agents are not present to receive their packages or other shipments to the attention of the exhibitor in his absence unless otherwise provided by contract. The exhibitor will not be able to claim compensation for his prejudice due to the refusal to receive his package or other shipment. Handling of goods can only be done outside opening hours. The move will be carried out according to the planned schedules. It will be the responsibility of the exhibitors to complete customs formalities for materials and products coming from abroad. The organiser cannot be held responsible for any difficulties that may arise during these formalities.

## 6. Miscellaneous

It is strictly forbidden to smoke in exhibition premise.

Each exhibitor must ensure the cleanliness of his stand. The stand must not become a catering area despite the proximity of the catering area near the stand. Each exhibitor therefore undertakes not to keep food on his stand.

## 7. Collection of personal information

The personal information collected above by SAMSA.FR is processed electronically as part of the organization of the exhibition. They are necessary for our company to process your registration as an exhibitor and are recorded in our customer file. Samsa.fr may send you a communication regarding any other activity or event. In accordance with the Data Protection Act of 6 August 2004 (art. 34 and S.) you have the right to access, rectify, modify and delete all data concerning you. To exercise these rights, you can write to :

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