

EXHIBITOR RULES AND REGULATIONS

VINTAGE & GUITAR EXPO ITALIA II - 16 October 2022

EVENT ORGANIZER – INFORMATION

Art. 1 - VINTAGE AUTHORITY APS – Associazione di Promozione Sociale / Social Promotion Association with headquarters in Via Pietro De Lama 13, Postal Code 43052 Colorno (PR) – Tax ID and VAT code 02341330351 – REA CCIAA PR 276453 – Emilia Romagna APS registry no. 6011, is the organizer of “VINTAGE GUITAR EXPO ITALIA” which will take place at Ruote da Sogno on Sunday, 16th October 2022.

VENUE, DATE, HOURS, ENTRY

Art. 2 - The event will take place at Ruote da Sogno, Via Daniele da Torricella, 29, 42122 Reggio Emilia (RE) on Sunday, 16th October 2022; the event executive and administrative offices are also located temporarily at the same address.

Visitor admission will be from 10:30 am to 6:30 pm.

Exhibitors and their personnel and associates will have access on Saturday, 15th October 2022 from 2:30 pm to 6:00 pm and on Sunday, 16th October 2022 from 7:00 am to 10:30 am.

The event organizer reserves the right to modify the above hours as it deems necessary.

PERMISSIBLE PARTICIPANTS AND PRODUCTS

Art. 3 - Allowed to take part in the event are exhibitors with products pertinent to the theme of the event; i.e Guitars, Basses, Amplifiers and Effects - Vintage, Custom and Luthier - only of high quality standard. Only products with characteristics in line with the scope of the event will be permitted. For this reason, the typology of the products to be displayed must be detailed in the application form and the event organizer reserves the right of exclusion, partial inclusion. Exhibitors who do not comply with the information provided in the application form, or accepted by the event organizer, may be excluded from the event at any time, while remaining responsible for any financial obligations it may have and without excluding potential request for damage compensation from the event organizer.

The event organizer declines any responsibility, in any regard, ascribable to event participants, including complying with the rules and regulations governing the event itself, as well as any damage to the displayed objects, including that ascribable to accidental facts or circumstances.

APPLICATION FORM

Art. 4 – Exhibitors *included in the categories indicated in Art. 3 above*, who wish to take part in the event, must compile the application form which must be signed by the applicant if the company is individually-owned, or, in any other case, by its legal representative.

The Exhibitor Rules and Regulations is an integral part of the application form. By signing the application form and these Exhibitor Rules and Regulations the exhibitor fully accepts the obligation to comply with all norms and measures issued, including at a subsequent date, regarding the organization and proper functioning of the event.

Art. 5 - The application must be completed in full and include the receipt of payment of the fees for the options selected by the exhibitor. Acceptance of the application is subject to the exhibitor meeting the requisites specified in Art. 3 above. In the event the application is not accepted, the reasons will be communicated and any payment made will be refunded, without interest.

For the applicant, the application request constitutes an irrevocable contractual proposal. The latter is to be considered accepted only upon the issuance of the assignment of the exhibitor stand area. In addition, in signing the application, the applicant agrees to pay the services requested before the opening of the event.

Art. 6 - Acceptance or rejection of the application will be communicated via e-mail by the event organizer who, in the event of rejection, will arrange for the refund of any fees already paid.

TRANSFER, WAIVER, CANCELLATION

Art. 7 - The total or partial transfer, even free of charge, of exhibitor stand areas is strictly forbidden.

Any exhibitor who, having submitted the application form, is not able to take part in the event, irrespective of the cause, is required to inform the event organizer.

Waiver and cancellation, for whatever cause, will not result in the right to a refund of the fees already paid, unless communicated to the event organizer prior to 1st August 2022.

ASSIGNMENT OF EXHIBITOR STAND AREAS

Art. 8 - The stand areas will be assigned by the event organizer, whose decision is final and whose sole criteria will be the success of the event.

Art. 9 - During the event, direct sale of the displayed goods with immediate delivery is permitted. Each exhibitor is responsible for the correctness of the fiscal and administrative procedures of its transactions. Sales are allowed only in the “Amp Heaven” area and in the specifically designated areas. Sales are not permitted in the exhibition area.

SET-UP AND BREAK-DOWN

Art. 10 - The loading/unloading area will be located in Via Vincenzo Monti 1, Reggio Emilia.

Vehicles displaying the special pass may remain in this area solely for the duration of loading/unloading operations, following which they must be moved to the neighbouring car park to free up the area as quickly as possible. We advise that nothing be left in view in vehicles because the car park is not guarded. Event organizers cannot be held responsible for theft or damage.

The event will take place on the ground floor and there will be no stairs or any type of architectural barrier. We advise that you bring your own hand trucks because they will not be available on-site.

Set-up will be possible on Saturday, 15th October 2022 from 2:30 pm to 6:00 pm and on Sunday, 16th October 2022 from 7:00 am to 10:00 am.

We ask that you inform us on which day you intend setting up. Please note that the exhibition halls will be guarded during the night, but we will not be liable for any theft or damage, including unforeseen circumstances, of the items displayed in the exhibitor stand areas (see Art. 15 of these Rules and Regulations).

Break-down will be possible on Sunday, 16th October 2022 from 6:30 pm to 9:00 pm and **under no conditions may the exhibition stands be vacated prior to that.**

No changes in the times given above will be permitted and absolutely no exceptions will be made. Any changes in the times or procedures will be communicated sufficiently in advance.

No signage, posters or advertising will be allowed outside the assigned exhibitor area.

FEES

Art. 11 - Registration in the event involves payment of the fees agreed upon and chosen by the exhibitor, as detailed in the application form. The respective passes will be provided at the time of entry into the event. They cannot be replaced in the event of loss.

PAYMENT

Art. 12 - Payment must be made at the time the application form is submitted. Payment must be made by bank transfer to:

VINTAGE AUTHORITY APS
CREDIT AGRICOLE
European bank code (IBAN): IT36M0623065700000036390426
BIC code: CRPPIT2P412

ELECTRICITY

Art. 13 - The event organizer provides lighting within the pavilions. Regarding the technical feasibility of a connection within the assigned area, participants can request connection to the electrical mains available in the venue.

The electrical system is 220 volt single-phase for lighting and 380 volt three-phase for electrical power.

Connection costs will be borne by the exhibitor and are set on the basis of the fees detailed in the application form. The following equipment can be connected: additional lighting, equipment for headset listening, chargers, PCs, etc. Amplifiers cannot be connected. These must be tried solely in the "Amp Heaven" hall in the designated stands.

Use of the electrical system without complying with these requisites is strictly forbidden.

LIABILITY

Art. 14 - The event organizer assumes no responsibility for damage ensuing from any interruption in the electrical supply for any reason whatsoever. Electrical connections must be up to standard and comply with all applicable legal norms relating to injury prevention and third-party safety (CEI standards).

The event organizer does not assume any responsibility regarding the use or alteration of the electrical systems by exhibitors. Exhibitors are also responsible for damage or injury to individuals, goods or property, caused by their installations.

The event organizer does assume any responsibility regarding damage or injury caused by himself and/or by his personnel and associates, during the event and/or during the exhibition area's set-up and break-down. Thus, relieving the organization from any third party claim regarding the violation of obligations included in the Exhibitor Rules and regulations.

SURVEILLANCE – INSURANCE

Art. 15 - For those who set up their stands the day before the event (Saturday, 15th October 2022), the organizer will provide an internal service of general night surveillance of the areas involved in the event, but without assuming any liability for any theft or damage, including unforeseen circumstances, to goods displayed in the stands.

The supervision and surveillance of the stands is the sole responsibility of individual exhibitors for the entire duration of the event. Therefore, it is recommended that exhibitors be present in their stands for the entire time the venue is open because they are solely responsible for surveillance.

SECURITY

Art. 16 - Exhibitors must comply with the norms pertaining to workplace safety, in particular Italian Law No. 123/07 and Legislative Decree No. 81/2008 and subsequent integrations, during event set-up and break-down and for the entire duration of the event, and commit themselves to communicating this obligation to their employees and/or the companies working for them and having them comply with said norms during the above-mentioned phases. Exhibitors also commit themselves to respecting and having respected the signage and routes within the exhibition area, and using the PPE for their activity. Exhibitors are required to comply with all regulations public security entities and fire and injury prevention authorities issue to the event organizer. Exhibitors and third parties working for them in the exhibition area must use personnel in compliance with social security, safety measures and workplace safety in general.

CLEANING

Art. 17 - The event organizer will provide general night time cleaning services of the aisles and open spaces and garbage removal during the day. Exhibitors must place garbage in the containers provided to facilitate as much as possible its collection by cleaning personnel.

S.I.A.E. RIGHTS

Art. 18 - The event organizer will be responsible for S.I.A.E. (copyright) compliance.

BANS AND RESTRICTIONS — GENERAL PROVISIONS

Art. 19 - To maintain sound levels at an acceptable volume in all halls, the only instruments which may be tried are non-amplified acoustic guitars or electric instruments with headphones, only. For this, connection with the electrical system may be requested (see: Application Form) which must be paid by bank transfer at the time of registration.

Amplifiers may only be tried in the Amp Heaven hall in the designated areas. Exhibitors wishing to leave amplifiers to be tried within the Amp Heaven hall throughout the entire event are asked to inform event organizers of this. However, please note that preference will be given to exhibitors who are manufacturers or amplification technicians.

Guitars, amplifiers, accessories and promotional displays with a total frontal measurement of 50 cm may be placed against the tables without incurring any additional cost.

Under no circumstances will it be possible to hang or lean any type of banner or structure on the walls. However, self-standing structures, such as roll-up floor stands and table banners are allowed.

Positioning of the tables in the halls will be at the discretion of the event organizers and will be divided by the type of instruments on display.

In the Main Stage and The Forum halls, the only vehicles present will be the motorcycles on the walls, which will not be removed. Floor space will be occupied by exhibitor tables; if other vehicles are to be added, it will be at our discretion and only if conditions permit it.

Please note that it is a showroom of valuable vintage autos and motorcycles and, therefore, maximum care during set-up and break-down is requested. Those responsible for any damage will be required to compensate Ruote Da Sogno directly.

Any restrictions imposed by the regulations in force at the time of the event and aimed to contain Covid-19 pandemic, where these exist, must be strictly observed.

GENERAL VISITOR RULES AND REGULATIONS

Art. 20 - The admission ticket covers entrance to Vintage Guitar Expo Italia, including the House of Rock by Made in Rock, and the extraordinary Vintage Auto and Motorcycle showroom.

For this reason, under no conditions will it be possible to introduce objects that could damage the vehicles exhibited inside Ruote da Sogno.

Therefore, visitors bringing with them instruments and their cases will be required to leave them in the instrument storage area provided. If they need to undertake a specific trial with an exhibitor using these instruments, accompanied by one of the Amp Heaven hall employees, they must pick up the instruments from the storage area and return them at the end of the trial. The same holds for instruments to be exchanged or picked up: they may enter the expo area only when accompanied by an event employee.

For the same reason, exhibitors will also be forbidden to move with instruments or cases outside The Forum (ground floor), Main Stage and Amp Heaven halls and, in any case, in areas with a large number of vehicles on display.

It will not be possible to try any type of amplifier in The Forum and Main Stage halls, with the exception of acoustic, non-amplified instruments, or electrical instruments using headphones.

In the Amp Heaven hall, for trying amplifiers in the designated areas, entrance will be registered and regulated on the basis of demand and permitted only if accompanied by an exhibitor.

Trial periods will last 15 minutes each and cannot be consecutive for the same exhibitor, with the volume at medium level. Should situations arise that event organizers consider to be inappropriate, the trials will be suspended temporarily.

The event organizer also has full authority to suspend the trials in the Amp Heaven hall if they should become disruptive to the workshops held in the same hall and the demos in the nearby Main Stage hall.

Given the nature of the event, bringing in and consuming food or drinks that could damage or dirty the vehicles or instruments on exhibit is strictly forbidden.

The only areas in which it will be possible to consume food or drinks will be the marked dedicated areas.

It will be possible to leave and re-enter the event thanks to a special hand stamp applied when the admission ticket is paid.

Smoking is forbidden within the expo area; special smoking areas will be provided and indicated outside the expo building.

No pets will be allowed, irrespective of size.

PHOTOGRAPHS

Art. 21 - Photographing, filming or sketching the products or items on display, as well as taking measurements, is forbidden to anyone without the written permission of the party involved.

The event organizer cannot be held responsible for any unauthorized reproduction of the exhibition space or items on display.

PRIVACY POLICY IN COMPLIANCE WITH ART. 12 GDPR - THIRD-PARTY PROMOTIONAL ACTIVITY

Art. 22 - In the event of direct collection of personal data, Art. 13, Sec. 1 of the General Data Protection Regulation (GDPR) makes it mandatory to inform the party involved (data subject) regarding the basic aspects of the processing of personal data.

Data Controller The Data Controller is VINTAGE AUTHORITY APS – Associazione di Promozione Sociale / Social Promotion Association, as identified above.

Purpose and juridical basis of the data processing. The processing of the data provided to us involves the promotion of activities and services provided by the data controller and/or to carry out statistical and market research, as well as sending promotional materials. The legal basis of the data processing is based on the express consent of the data subject whose data is being processed.

Data processing method. In terms of the objective above, the processing of personal data involves the use of various instruments: printed media, computerized, remote and other telecommunications systems that can guarantee security and confidentiality of your data, as well as full compliance with the law.

Data provision and consequences of refusing to respond. Providing data is optional in terms of carrying out market research, sending informational and promotional material about company activities and receiving the newsletter. Refusal will make it impossible to achieve the objectives cited previously and will mean the data cannot be processed as indicated above.

Communication and sharing. Data will not be shared with third parties.

Data retention. Data will be processed by the data controller until the stated objectives are achieved, but in any case for a period no longer than 10 years, or until consent is withdrawn by the data subject, upon communication as indicated below.

Rights of the data subject. We inform you that you have the right to request access to your personal data, to correct it, cancel it, limit the processing of data that concern you and to oppose its processing and its portability, where applicable.

To exercise these rights and request a full list of the data processors and the parties to whom the data could be communicated and who will use it for their own processing, which remains connected with the objectives given above, send an e-mail to: info@vintageauthority.com or contact the data controller via the references found in this privacy policy.

Given that the data processing also has a legal basis relating to the consent you have given, you have the right to withdraw this consent at any time, without jeopardizing the legality of the data processing based on the consent given prior to its revocation.

dated.....

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Name and Surname in block letters

Signature for acknowledgement and acceptance

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APPLICATION FORM
VINTAGE & GUITAR EXPO ITALIA II - 16 October 2022
At Ruote da Sogno, Via Daniele da Torricella 29, 42122 Reggio Emilia (RE)

EXHIBITOR NAME: _____

TYPE OF PRODUCTS DISPLAYED: _____

INVOICE ADDRESS AND CONTACT

Company name: _____

Name and Surname of Legal Representative: _____

Street address: _____

Postal code: _____ City: _____ Province: _____

Tax ID no.: _____ VAT no.: _____

E-Invoicing code:

Recipient or certified mail: _____

E-mail: _____

Telephone: _____

Mobile phone (specify if available on Whatsapp) also active during the day of the event:

Website: _____

Facebook page and/or Facebook profile: _____

Instagram profile name: _____

EXHIBITOR PACKAGES AND FEES

When compiling the application form, before selecting any of the package options, we ask you to confirm availability by contacting marketing@vintageauthority.com; all other contact information can be found on the information sheet.

Positioning of the tables in the halls will be at the discretion of the event organizers, and will be divided by the type of instruments on display.

Individual tables are almost always right next to each other; if you have special requirements, such as having an end table or other needs, please let us know and we will do our best to meet them.

THE FORUM HALL

(Exhibition hall without amplification equipment)

- **240x120 BIG Table, surface area 2.88 sqm with black table covering**

1 table - 2 chairs - 2 exhibitor passes - €180 + VAT (€219,60)

Extra tables can be reserved, please verify the availability in advance.

Additional options:

Extra exhibitor pass and extra chair €15 each can be sold on the event day.

Electrical connection (amplifiers cannot be hooked up) €40 + VAT (€48,80)

MAIN STAGE HALL

(Hall with stage and audio system where demos and workshops will be held)

- **198x91 MID table, surface area 1.80 sqm with black table covering**

1 table - 2 chairs - 2 exhibitor passes - €140 + VAT (€170,80)

Extra tables can be reserved, please verify the availability in advance.

Additional options:

Extra exhibitor pass and extra chair € 15 each can be sold on the event day;

Electrical connection (amplifiers cannot be hooked up) €40 + VAT (€48,80)

EXCLUSIVE CRYSTAL BOX

60 sqm exclusive space - Main Stage Hall

(Hall with stage and audio system where demos and workshops will be held)

Price upon request

EXCLUSIVE PHOTO SHOOTING AREA

45 sqm exclusive space – The Forum hall

(Exhibition hall without amplification equipment)

Price upon request

20 minutes Demo in the Main Stage Hall. We invite you to check the availability by contacting marketing@vintageauthority.com

Description of selected package	Fee	22% VAT	Total

Total payable at time of registration – Exhibitor fee			

Special requirements, such as an end table or other (we will do all we can to fulfil your request):

Any amplifiers for the Amp Heaven hall (we reserve the right to approve by 30 September 2022);

Please send the amount due for the **exhibitor registration fee including 22% VAT** by bank transfer to the following account:

VINTAGE AUTHORITY APS
 CREDIT AGRICOLE
 European bank code (IBAN): **IT36M062306570000036390426**
 BIC code: CRPPIT2P412

VINTAGE AUTHORITY APS – ASSOCIAZIONE DI PROMOZIONE SOCIALE (Social Promotion Association)
 VIA PIETRO DE LAMA 13
 43052 COLORNO (PR)
 Tax ID and VAT code 02341330351
 REA CCIAA PR 276453
 Emilia Romagna APS registry no. 6011

Please fill out the following application form and send it, signed and stamped to marketing@vintageauthority.com along with a copy of the exhibitor registration fee payment receipt.

For promotional purposes, we also ask that you provide us with your logo in jpg or pdf format, also to be sent to marketing@vintageauthority.com

In signing this application form, the applicant fully accepts the Rules and Regulations which are understood as fully quoted here.

Place and Date _____

Signed and accepted

Stamp and Signature
