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**fisa**

**GENERAL REGULATIONS**



## GENERAL REGULATIONS - FISA 60 AÑOS

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In Santiago de Chile, between the days 16 and 20 of November 2022, the fair FISA 60 AÑOS will be held in Events & Conventions Center Parque Fisa. In this context, the organizer of the Event FISA S.A. has entered into an exhibition space lease agreement with each of the exhibitors of the Fair. In said instrument, by virtue of the provisions of its first clause, it is declared that these general regulations of the Fair are an integral part of the Rental Contract.

The Organizer then establishes the content of the Regulations for the Fair, which the Exhibitor has expressly declared to know and accept.

## 1.- GENERAL INFORMATION ABOUT THE FAIR

### 1.1.- PARTICIPATION IN THE FAIR

Any company can participate in the Fair if it offers or manufactures machinery, equipment, services, and solutions related with one of the pavilions.

Exhibitors have options of exhibition spaces or booths: Basic booth, interior net area or outdoor net area.

### 1.2.- DAYS AND TIMES OF THE FAIR

| Days               | Time                 |
|--------------------|----------------------|
| November 16 and 17 | 10:30 to 20:00 hours |
| November 18 and 19 | 10:30 to 22:00 hours |
| November 20        | 10:30 to 21:00 hours |

The exhibitor is obliged to be present at its booth for the entire duration of the fair.

### 1.3.- SERVICE CENTER FOR EXHIBITORS

There will be a service center for Exhibitors, which will be available within the Exhibitor's hall as of November 10, 2022, at the following schedule:

| Stage                   | Time                      |
|-------------------------|---------------------------|
| Assembly                | From 09:00 to 19:00 hours |
| Fair, November 16 to 20 | From 09:00 to 18:00 hours |

In Exhibitor Service Center you can coordinate the following topics:

- Booth functioning
- Badges (Exhibitor – Assembly)

Previously contracted Services:

- Additional Energy
- Internet
- Lead Retrieval
- Rent Room
- Official Suppliers (additional furniture, audiovisual equipment, host/support team, among other things)

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#### 1.4.- RECEPTIONS AND CATERING

Depending on the situation and covid-19 health regulations that are in force for the realization of the fair, the type of catering will be defined, and in which places it can be carried out on the premises. But, for all purposes, the official provider of receptions and catering is Parque Fisa, not allowing the entry of external suppliers. All Exhibitors must request catering services through the email [carlos.saavedra@metropolitansantiago.cl](mailto:carlos.saavedra@metropolitansantiago.cl) and sent with a copy to [servicios@feriafisa.cl](mailto:servicios@feriafisa.cl)

Any food preparation will be governed by the current regulations of the Ministry of Health and supervised through the Regional Ministerial Secretariat of Health (or SEREMI) correspondent. For more information, visit the following website: [www.asrm.cl](http://www.asrm.cl) .

#### 1.5.- SOUND AND LIGHTING EQUIPMENT

If the Exhibitor decides to install sound equipment, these may not exceed 60 decibels measured from the edge of the respective Booth. In any case, the sound boxes must be installed within the limits of the respective Booth, pointing inside it. In no case may these sound boxes be more than 1.50 meters high.

The lighting must be directed only to the interior of the respective booths, and it is not permitted to directly illuminate public areas and adjacent spaces. The use of energy-saving and low-consumption appliances, lamps, spotlights and bulbs is suggested. The above, considering that this type of lighting requires a lower power of installed energy according to the light intensity projected and developed for each project, which will reduce additional costs for the Exhibitor during the implementation.

#### 1.6.- STORAGE FOR EXHIBITORS

FISA 60 AÑOS does not have a general warehouse for exhibitors. Exhibitors who need a warehouse for their merchandising must rent a booth with a warehouse.

If Exhibitors need to store larger items, they should contact, the Official Storage Provider of the Fair: All Exhibitors must request storage services for larger items from the Official Storage Provider of Cargosan Logistics. This will be done through the Service Centre, by means of an e-

mail addressed to Valentina Nahum [valentina@cargosan.cl](mailto:valentina@cargosan.cl) and sent with a copy to [servicios@feriafisa.cl](mailto:servicios@feriafisa.cl)

## 2.- BOOTH OPTIONS AND REGULATIONS FOR USE, HEIGHT, AND DISTANCE

### 2.1.- BOOTH OPTIONS

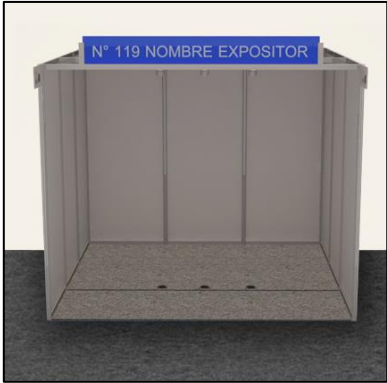
|  | Booth             |       |              |
|--|-------------------|-------|--------------|
|  | Interior Net Area | Basic | Outdoor Area |
| <b>Dividing Panels</b>                             | -                 | ■     | -            |
| <b>Fascia with exhibitor name and booth number</b> | -                 | ■     | -            |
| <b>Carpet</b>                                      | -                 | ■     | -            |
| <b>3 spotlights</b>                                | -                 | ■     | -            |
| <b>1 socket</b>                                    | -                 | ■     | -            |
| <b>50 watts per m2</b>                             | ■                 | ■     | ■            |

**Panels:** The panels used in the FISA 60 AÑOS booths are made of white melamine and are located at the back and divisions of each stand. The structure is made of aluminum profiles in light grey color. On the other hand, the panels are 1 m wide and 2.50 m high; and its useful measurements are 0.97 x 2.44 meters. If due to the booth settings or the layout of the exhibition your booth has panels of 0,5 m wide and 2,50 high, the useful measurements will be 0,45 x 2,40 mts (visual area)

**Fascia:** Frontal plane that contains booth number and the exhibitor's name in standard typography of 10cm high

**Outdoor area:** outside exhibition space, delimited and with energy point according m2 (50 w/m2)

### \*Referential Image



Modulation

#### 2.1.1.- Special Projects

The Organizer will consider as a special project any modification made by an Exhibitor regarding an exhibition space without modulation or void. Likewise, if the Exhibitor hires a Basic modulated Booth or modulated equipped Booth and wishes to make modifications to it with respect to what has been hired (such as, for example, the total or partial removal of the Booth structures), it shall also be understood that the Exhibitor shall make a special project (hereinafter also indistinctly referred to as the "Special Project" in the singular and the "Special Projects" in the plural).

#### 2.2.- REGULATIONS FOR USE, HEIGHT AND DISTANCE

##### 2.2.1.- Regulations for use

##### 2.2.1.1.- Use of Basic modulated Booth or modulated equipped Booth Indoor

The Exhibitor, its employees or representatives, and any third party hired by the Exhibitor for this purpose, shall follow the following rules:

- a) Panels adjacent to another booth may not be painted or drilled. Graphic elements may only be attached to the panels with Velcro strips or double contact adhesive tape.  
Panel damage fine: 40 USD
- b) No elements may be hung on the border where the name of the Exhibitor or the booth's lighting grid is indicated. Nor may they be pressed or otherwise fixed in the places indicated. All components must have an independent support.
- c) If the graphic, visual or other elements that need to be installed are too large or heavy to use Velcro or double contact tape, the Exhibitor must install its own panels, with independent support to the structure of the modulation.

- d) The electrical system may not be manipulated or altered by the Exhibitor, or the production company hired by the Exhibitor.
- e) If any element in the Booth exceeds 2.40 meters in height, the Exhibitor must request the removal of the lighting grid and the banners at least 15 working days before the opening of the Fair.
- f) The Exhibitor may not dismantle or move any part of the Booth (panels, banners, lighting, outlets, etc.). Exhibitors who wish to dismantle or move a part of the Booth must request the corresponding service from FISA.

The Exhibitor, his employees or representatives and any third party hired by them for this purpose are obliged to comply with the above-mentioned rules. Any damage or harm that these may cause to the Booth that is the object of the Contract shall be compensated by the Exhibitor to FISA, at all events.

To determine the existence of damages, the following procedure shall be followed:

- 1) At the time of delivery of the Booth, which is the subject of the Rental Contract, the representatives of the Organizer and the Exhibitor shall make a joint inspection to determine the existence of damages or losses prior to delivery. From this inspection, the Organizer will draw up a delivery certificate to be signed by both representatives.
  - a. If there are no damages, an express declaration by the Exhibitor to that effect shall be recorded in the delivery record and the respective Booth shall be immediately handed over to the Exhibitor.
  - b. If there are any damages or losses, the delivery report shall state which elements of the respective Booth present such damages or losses, as well as a brief description of their nature and magnitude.
  - c. Notwithstanding the above, the respective Booth shall be immediately delivered to the Exhibitor. FISA is obliged to repair or replace the indicated elements, as the case may be, within the term set forth by mutual agreement between the representatives of the Organizer and the Exhibitor, which shall be recorded in the delivery report and shall always be valid from the date of subscription.
  - d. Attached to the delivery note, the Organizer shall provide a replacement price list for each of the elements that make up the respective Booth. Said annex must also be signed by both representatives.
  
- 2) At the time of restitution of the Booth which is the subject of the Rental Contract, the representatives of the Organizer and the Exhibitor shall make a joint inspection to determine the existence of damages or losses of a prior nature to restitution. From this inspection, the Organizer will draw up a restitution certificate to be signed by both representatives.
  - a. If no damage is caused, an express statement to that effect by the Organizer will be recorded in the restitution record and the respective booth will be immediately returned to the Organizer.



- b. In case of damage or loss, the restitution record shall state which elements of the respective Booth present such damage or loss, as well as a brief description of their nature and magnitude. In case it is not possible to sign the restitution certificate together, whatever the reason may be (e.g., rapid departure of the exhibitor), the Organizer will send a photographic record to the exhibitor - specifying day and time of sinister- detailing the damages caused in order to claim the corresponding payment according to the previously informed price list.
  - c. Notwithstanding the above, the respective Booth will also be immediately restored to the Organizer. The Exhibitor agrees to pay the sum of the replacement prices of the indicated elements, as previously informed by the Organizer in the respective annex of the delivery note, within a period of 7 days from the date of the return note. If the Exhibitor does not pay within such term, he/she shall owe the Organizer the indicated sum plus the amount of USD 71 + VAT for each day of delay starting from the day following the expiration date of the original term.
- 3) In any case, if the Exhibitor does not attend or does not agree to sign the certificate of delivery or the certificate of restitution, the Organizer may sign it on his own behalf, and it shall be valid for all purposes regulated in this clause.

#### **2.2.1.2.- Use of indoor and outdoor empty spaces**

The Organizer has design and production services for Special Projects for the Exhibitors. To quote your project, please write to [fisaprojects@feriafisa.cl](mailto:fisaprojects@feriafisa.cl)

If Exhibitors choose to hire another production company, that company must comply with all internal Fair regulations for contractors working at the fairground.

The Exhibitor and his production company must visit the place where the respective Booth will be located before designing and executing the Special Project. The Organizer is not responsible for any elements existing at the site of the Booth that may affect or condition the design and execution of the Special Project in the exhibition space (structural pillars, floor slopes, fire cabinets, manholes, drainage grids, etc.).

Finally, the Exhibitor must verify the viability of access for prefabricated decoration elements or machinery to be exhibited not informed or considered in the Special Project.

#### **2.2.2- Height and distance regulations**

As a general rule, the heights listed below will apply to any type of display item. Exceptionally, exhibition equipment and machinery will be exempt from the height limits indicated, provided that they are coordinated and authorized in advance by the FISA Technical Area.

### 2.2.2.1.- Indoor height limits

The maximum height for constructed booths (i.e., in which Special Projects have been placed) will be 5 meters, as long as the sky height of the respective exhibition room allows it.

The maximum height of the Booths adjacent to other Exhibitors' Booths will be 2.5 meters. This maximum height may be exceeded if the limit of the Special Project is located at a distance of 0.5 meters from the limit of the neighboring Booth. The Special Project may be attached to the limit of the neighboring Booth and may have a height of up to 3,5 meters, if authorized in writing by the Exhibitor of the neighboring Booth.

### 2.2.2.2.- Outdoor height limits

The maximum height for Special Projects in outdoor exhibition spaces will be 6 meters. Multidirectional scaffolding structures may have a maximum height of up to 10 meters (to assembly work with scaffolding, the Chilean standards Nch-998 must be respected).

The maximum height of the perimeter of the Booths adjacent to other Exhibitors' Booths will be 6 meters. The installation of exhibition materials at a height of more than 3,5 meters will not be allowed in the rear perimeter of the respective Booth, unless there is at least 1 meter of separation between the neighboring Booth and said exhibition materials.

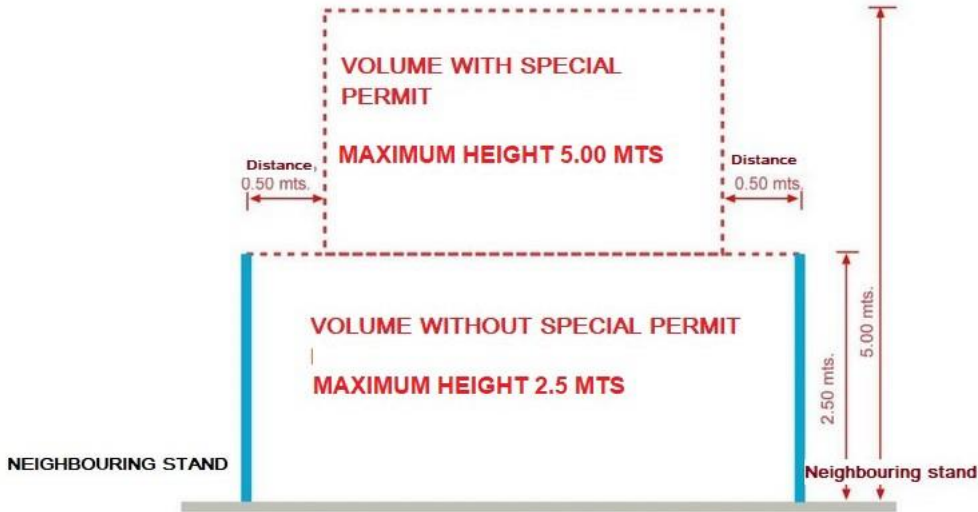
### 2.2.2.3.- Booths that exceed height limits

In order to exceed the maximum heights indicated 2.5 meters indoors and 6 meters outdoors under awning (attached to the booths or neighboring area) the written authorization of the Exhibitor or the Exhibitors of the neighboring Booths will be required. Such authorizations should be attached to the respective Special Project and sent via e-mail to FISA's Technical Area. [aprobacionproyectos@feriafisa.cl](mailto:aprobacionproyectos@feriafisa.cl)

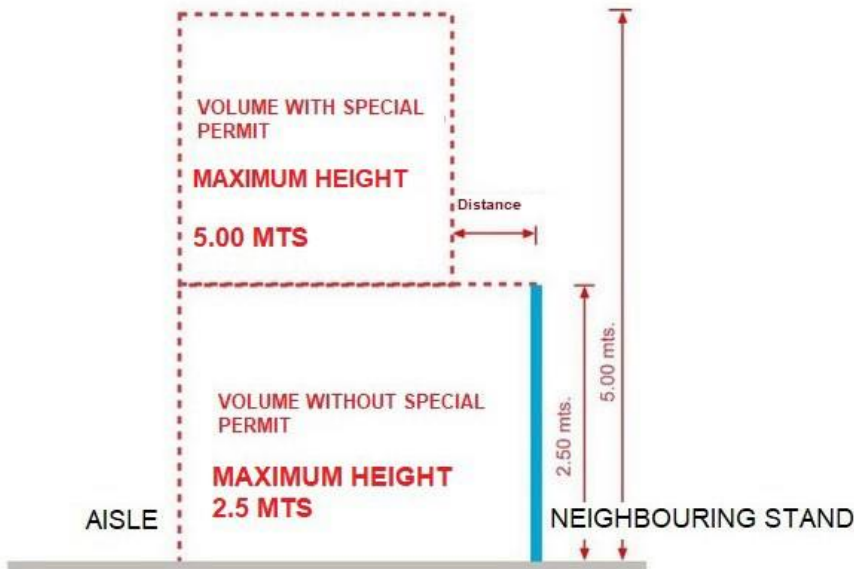
The Exhibitor who has been authorized to exceed the maximum heights indicated must paint in the corporate color required by the Exhibitor of the neighboring Booth affected. If more than one Exhibitor is affected and there are different corporate color requirements, neutral white or pearl-gray color must be painted. It is forbidden to place graphic elements on the perimeters of the Booth facing the neighboring Booths.

2.2.2.4.- Height scheme for covered booths and outside booths under Awning

**COVERED STAND**  
**Maximun Hights and Distances**

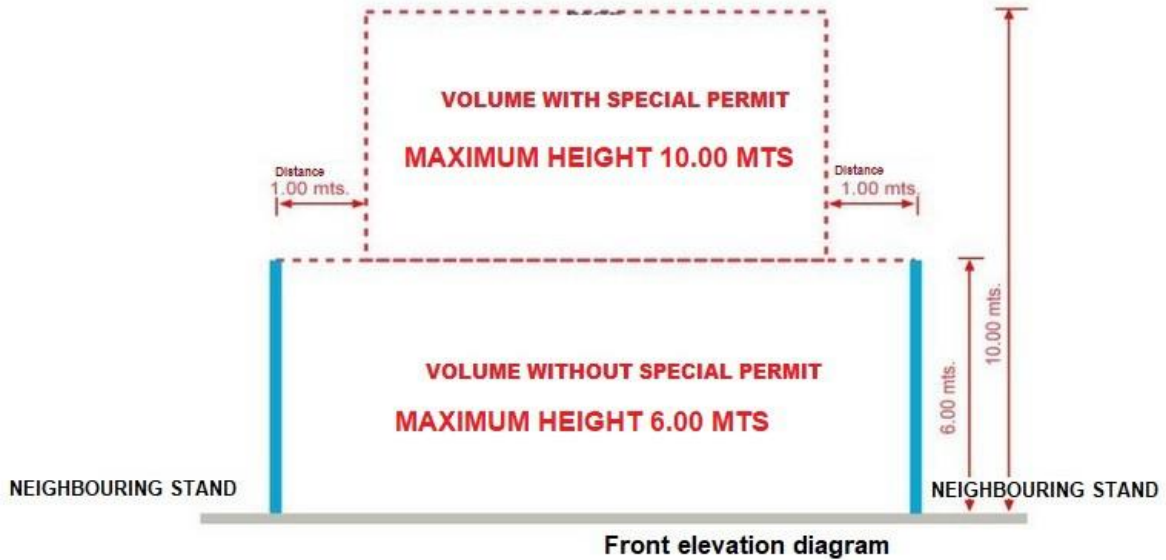


Front elevation diagram

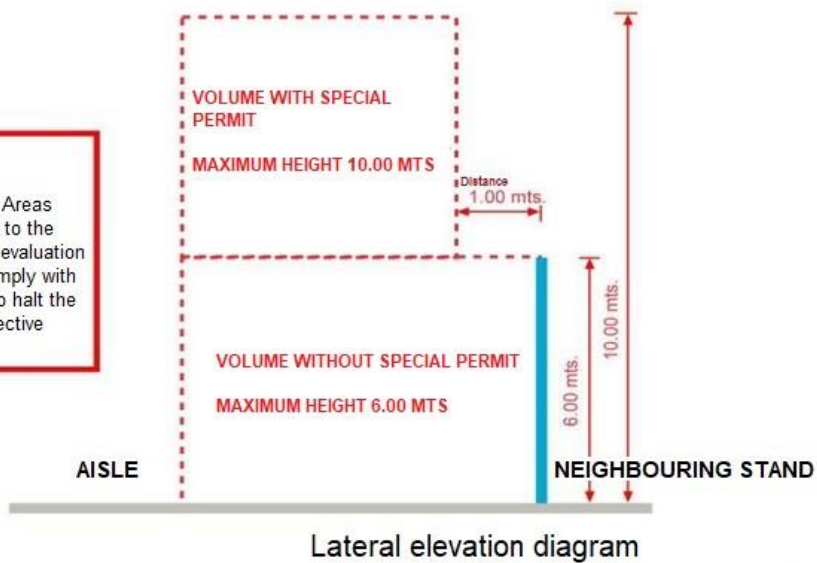


Lateral elevation diagram

**OPEN STAND**  
**Maximum Height and Distance**

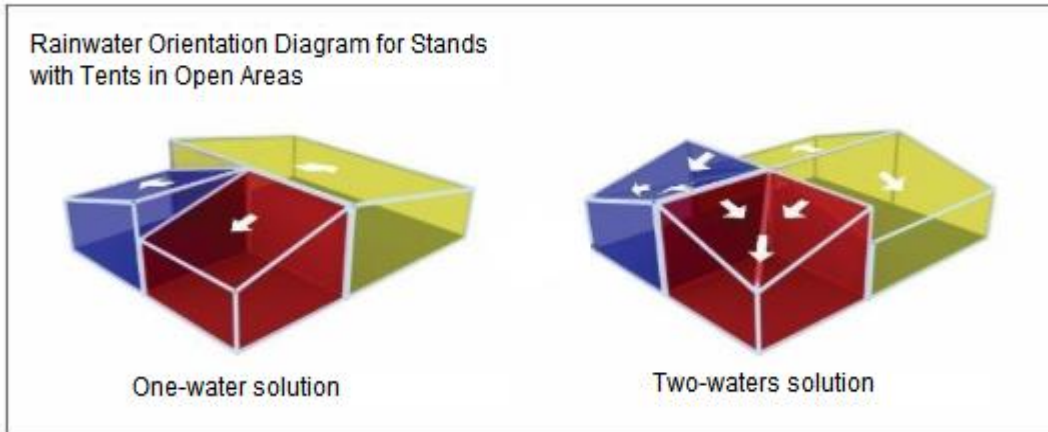


**Important note:**  
All stands located in Open Areas must present their projects to the Modulation Department for evaluation and approval. Failure to comply with this will entitle FISA S.A. to halt the assembly work of the respective Stand.



The stands that install roofs to their projects is mandatory the implementation of gutters and downspouts of rainwater and the orientation of the water never to the neighboring stands.

### 2.2.2.6.- Diagram for roofs and water drainage.



## 3.- PRODUCING COMPANIES

The production companies must fill out an Agreement to carry out work on Booth Modulation and Assembly of Corporate Projects between the booth producer and the event organizer. The agreement can be obtained through the exhibitor's portal.

The producer agrees and must comply with the FISA Fair Regulations.

### 3.1.- BOOTH PRODUCTION AND TURNKEY BOOTHS BY THE ORGANIZER

As presented in point 2.2.1.2, the Organizer provides production services for corporate booths, special projects, and equipment rental.

Ready-to-go booths are complete booth solutions in octanorm system or similar (profiling, aluminum and panels) with a different design from Basic, Equipped and Full Equipped booths; that includes graphics printed on the panels (design made by the exhibitor), as well as service furniture, a screen, sockets and LED lighting.

For further information, please contact [fisaprojects@feriafisa.cl](mailto:fisaprojects@feriafisa.cl)

### 3.2.- PAYMENT OF A PRODUCTION RIGHT FOR EACH SPECIAL PROJECT

In the event that the exhibitor decides to make his project with another production company, the latter shall pay a production right to FISA, by virtue of which it may provide its services to the Exhibitors in the context of the Fair ("Production Right"). Production companies must pay a Production right for each of the Special Projects commissioned by the Exhibitors of the Fair.

The above will allow the Organizer to make a previous verification of compliance with the construction standards, technical characteristics (calculation reports, structural plans, electrical

plans, certificates, and professional patents), inspection and reception of the Corporate Project, so that they certify a safe operation during the Event.

### 3.3.- PAYMENT OF THE PRODUCTION RIGHT

The Production Right that production companies must pay to FISA will be set according to the surface area involved in each individual Special Project, regardless of whether it is located inside the hall or outdoors.

Thus, the values to be paid will be as follows:

| Special Project Surface | Value of Production Right |
|-------------------------|---------------------------|
| ≤ 21 sqm                | USD 120                   |
| 22 - 49 sqm             | USD 160                   |
| 50 - 99 sqm             | USD 200                   |
| ≥ 100 sqm               | USD 240                   |

Booths with second floors will add to the surface of the booth, the surface of the second floor to give a total of exhibition surface, for which they must pay the Booth Production Right.

The production company must pay the Right of Production at the time of submitting the Special Project to FISA's Technical Area, through the link in [Exhibitor's Website](#)

### 3.4.- FORM SIGNATURE BETWEEN THE ORGANIZER AND THE PRODUCING COMPANY

Every production company must sign a form called "**Booth Production Right**". This form regulates the payment that the production company must make to the organizer in order to be entitled to work at the Fair. This payment does not in any way exempt the production company from complying with all the technical, logistical and operational obligations regulated in these regulations.

### 3.5 GUARANTEE FOR FAITHFUL COMPLIANCE BY THE PRODUCTION COMPANY

The modulators that carry out Corporate Projects must deliver to the FISA 60 AÑOS Organization a Guarantee Certificate for Faithful Compliance with the Booth Construction Regulations and the Assembly and Dismantling End Dates of the Corporate Project, and the value will be proportional to the size of the booth.

| Superficie                               | Monto (IVA incluido) |
|--|----------------------|
| projects with area up to 12 sqm          | 390 usd              |
| projects with area from 13 sqm to 21 sqm | 600 usd              |
| projects with area from 22 sqm to 49 sqm | 800 usd              |
| projects with area from 50 sqm to 99 sqm | 1000 usd             |
| projects with area from 100 sqm or more  | 1200 usd             |

They wire transfer can be done by the link on [Exhibitor's portal](#), in order to give Faithful Compliance with the "Agreement to Carry Out Modulation Works or Projects" in FISA 60 AÑOS. Once the fair spaces have been returned to The Organization of the event, without any novelty or damage, will proceed to issue a document of acceptance and release of the guarantee delivered by the modulator or booth producer.

#### 4.- PROCESSING OF EXHIBITORS' SPECIAL PROJECTS

##### 4.1.- APPROVAL PROCESS

Exhibition spaces that comply with the basic, equipped, and fully furnished Booths, all indoors, without exceeding 2.50 meters in height, and that only have furniture and decorations, will not be required to present Special Projects.

Otherwise, all Exhibitors' Special Projects must be presented, reviewed and approved by FISA's Technical Area. Special Projects designed abroad must fully comply with the applicable Chilean standards in matters of design, structures and electricity, as well as with all the provisions of these Regulations.

##### 4.1.1.- Special Project Presentation

###### 4.1.1.1.- Presentation

The organizers must, at least 25 working days prior to the event, file the request to hold a mass event with the corresponding Provincial Government or the Municipality, including the declaration of all the temporary structures and facilities that will be part of the Fair. Consequently, in order to comply with the stipulations of the competent authority, Exhibitors are obliged to submit the documents detailed below no later than the day **October 14 of 2022**. If they do not comply with the above, said Exhibitors shall use the spaces as they were hired, whether these spaces are empty or basic, equipped or fully equipped Booths.

###### 4.1.1.2.- Way to present

The documentation will be sent by email to the FISA Technical Area for review. This e-mail will be addressed to Marco Rebolledo and sent to the e-mail address [aprobacionproyectos@feriafisa.cl](mailto:aprobacionproyectos@feriafisa.cl). The "Subject" field of the e-mail shall contain the name of the Fair, the Booth number assigned on the floor plan and the name of the Exhibitor. For example:

To: [aprobacionproyectos@feriafisa.cl](mailto:aprobacionproyectos@feriafisa.cl)

Subject: FISA 60 AÑOS – Booth N° 1-B40 – Company name.

If the size of the attachments exceeds the limit of one e-mail, the Exhibitor may send more than one e-mail or, if necessary, indicate a link to an online storage system from which the FISA Technical Area can download the documentation in question (for example, WeTransfer).

To contact Marcos Rebolledo, you can also call (+56 2) 2530 7242

#### **4.1.1.3.- Presentation content**

##### **4.1.1.3.1.- Documentation common to all Special Projects**

Every Special project must consider in its development the protocols that are reported in point 8 of this regulation related to the COVID-19 plan, it must also have the following documentation:

- a) Dimensioned drawings and a 3-D graphic representation for better visualization, respecting the regulations on distances and maximum heights described in this document.
- b) Certificate of Structures, for simple structures up to 2.50 meters high (architect, civil constructor or engineer);
- c) Calculation Report, for complex and above 2.50 meters high structures (architect, civil constructor or engineer);
- d) Electrical Plan with the TE1 Certificate of entry to the Superintendency of Electricity and Fuels (Class A or B Installer: Type of Installation C2);
- e) Certificate of the Employers' Mutual Insurance Association or Security Association to which the Exhibitor or the natural people who come to carry out work in the Venue are affiliated.
- f) Civil Liability Insurance, with a coverage of USD 35.660,0 (or USD 71.300,0, if the Special Project includes elevated structures or second floor); and
- g) Written authorization from the Exhibitor or Exhibitors of neighboring Booths to exceed the maximum permitted heights (2.5 meters indoors and 6 meters outdoors).
- h) Payment proof for the Booth Building Right fee
- i) Wire Transfer for the Guarantee for Faithful Compliance with the Fair Regulations.

##### **4.1.1.3.2.- Special documentation for special projects with elevated structures**

Special Projects involving elevated structures up to 3,5 meters or a second floor (as allowed by pavilions or awnings) must have the following additional documentation:



- a) Structural plans of the two-storey project that will have access to Exhibitors and visitors. This project must be designed by an architect.
- b) Report of calculations of the structures, signed by a calculation architect, engineer or civil constructor (all professionals with mention in structures).
- c) Technical specifications of all components on display; and,
- d) Copy of titles and identity cards of the licensed professionals involved in the design and construction of the Booth. The licenses must be in force and carry the text in diagonal "EXCLUSIVE USE FOR FISA 60 AÑOS".

#### **4.1.1.3.3.- Special Documentation of Special Projects with promotional elements inflated with gases**

Special Projects that include promotional elements inflated with gases must have the following additional documentation:

- a) Description of the materials, the technical data sheets of the gases to be used (no hazardous or flammable gases are authorized) and the safety measures implemented for their installation in the Venue. According to the Anex of Advertising Balloons
- b) A professional of the industry must be considered to be in charge of the balloon on site, in case of emergencies

#### **4.1.2.- Special Project Review**

The Technical Area will receive all Exhibitors' Special Projects presentations, acknowledging receipt via [exhibitor's access](#).

The FISA's Technical Area will only review Special Project presentations that comply with the requirements of number 4.1.1. Of these Regulations. If there are Special Project presentations that do not comply with number 4.1.1.3. Above, the Exhibitor and/or the producing company will be instructed to attach the missing documentation.

The review of the Special Projects presentations shall be done in chronological order, as the producers pay the Production Right corresponding to each project.

During its review, the FISA's Technical Area may contact the Exhibitor and/or the producing company to ask for clarifications, make observations and/or require changes. Likewise, not having received answers to questions about errors in plans or documents of the Special Project, the FISA's Technical Area reserves the right to interpret such plans or documents.

At the end of the review of the Special Project, it may be approved, rejected or left with observations, the latter requiring the unregistered producing company to address the observations before obtaining approval of the Special Project.

#### 4.1.3.- Special Project Approval

The Special Project will be approved provided that all the technical requirements established in these Regulations are fully respected. The Exhibitor and/or the producing company are obliged to build each Special Project only and exclusively under the terms approved by the FISA Technical Area, without prejudice to the provisions of number 4.2. of these Regulations.

Once the Special Project has been approved, FISA's Technical Area will issue the "**Special Project Approval Certificate**" and a "**Digital Seal of Approval**" for each of the submitted documents. These documents will be sent to the same email address from which the Special Project documents were received.

#### 4.1.4.- Special Project Construction

The construction of Special Projects shall be regulated in particular by the provisions contained in number 5 and 8 of these Regulations

The construction of Special Projects will be supervised by the FISA's Technical Area at the Centre during their assembling, checking whether the structures and facilities correspond to the approved project. If the assembling of the project presents undeclared differences that are not indicated in the plans sent, or in case there are technical deficiencies for the execution, construction defects or in the materials used, deficient assembling of parts, etc., the work will be stopped until the situation is corrected, as indicated by FISA's Technical Area.

#### 4.1.5.- Special Project Reception and Booth Enabling

FISA's Technical Area reserves the right to reject any Special Project and/or work that has not met the technical requirements and applicable construction standards.

Once the Special Project has been built, the Exhibitor must present the following document to FISA's Technical Area:

- Construction Certificate, which indicates that it was built under 4th and 8th the terms of the Special Project presented, for simple and complex structures (architect, civil constructor or engineer).

With the indicated document, FISA's Technical Area will communicate to the Exhibitor the reception of the Special Project and the authorization of the respective Booth. Otherwise, without the indicated document, the reception of the Special Project will not be effective and the enabling of the Booth in question will not be allowed.

#### 4.2.- MODIFICATION PROCESS

According to the provisions of number 4.1.3. Above, the Exhibitor and/or the producing company will build each Special Project only and exclusively in the terms approved by the FISA's Technical Area.

Notwithstanding the above, exceptionally, the Exhibitor and/or the producing company may request the modification of one or more terms approved by the FISA's Technical Area. For this purpose, only the documentation that has changed with respect to the presentation of the original Special Project shall be submitted, in accordance with number 4.1.1. Of these Regulations. Otherwise, the approval process set out in number 4.1 of these Regulations shall be carried out.

If FISA's Technical Area decides to reject the modification proposed by the Exhibitor and/or the producing company, they must execute the Special Project in the terms originally approved. If the Special Project is executed in different terms, the Organizer may order the suspension of activities and make effective the guarantee established in number 6.5. of these Regulations.

Any modification, either on the Exhibitor's initiative or on the instructions of the FISA's Technical Area, shall be made at the Exhibitor's expense.

#### 5.- REGULATIONS FOR THE ASSEMBLY AND DISMANTLING OF BOOTHS

Exhibitors and production companies are obliged to comply with the regulations for the assembly of Booths when building the Special Project, under the terms approved by FISA's Technical Area. Based on these regulations.

Likewise, during the Fair and once it is over, Exhibitors and production companies are obliged to comply with both the common safety and protection rules and the rules for the dismantling of the Booths.

To enter the Exhibition Centre and start the construction of the Special Project, the Exhibitor and his production company must submit to FISA the following:

- 1) Signed space rental contract and proof of payment up to date by the Exhibitor;
- 2) Proof of payment of the corresponding production right by the production company (if applicable).
- 3) The Agreement to carry out modulation work and Special Projects of the production company;
- 4) The Certificate of Approval of Special Project issued by the FISA's Technical Area;
- 5) A copy of the Exhibitor's and/or production company's civil liability insurance policy, in accordance with the provisions of number 6.6. of these Regulations; and,
- 6) Complete the entry and exit form for the merchandise delivered by the Organization and present it at the entrance to the Fairgrounds. This same form must be presented for the withdrawal of goods at the end of the event.

**5.1.- REGULATIONS FOR BOOTH ASSEMBLY**

**5.1.1.- General assembly regulations**

**5.1.1.1.- Credentials for staff hired by the Exhibitor**

**5.1.1.1.1.- For staff attending the Booth**

The Exhibitor is obliged to send to the Organizer, through the electronic form available on [exhibitors' access](#) on the website, the list of the personnel who will attend his Booth during the Fair. The badges for the staff hired by the Exhibitor, which will be personal, non-transferable, and necessary for entry to the Venue during the Event.

Important: the badge does not provide a free parking spot

**5.1.1.1.2.- For staff assembling the Booth and disassembly**

The Exhibitor or its production company must accredit the staff that will set up their booth online, before the start of the assembly. The assembly credentials for the personnel hired by the Exhibitor will be personal and non-transferable, necessary to enter the Fairground during the assembly and disassembly of the Event (it does not give the right to enter during the development of the fair).

To enter assembly and disassembly, it is mandatory to have the credential. Exhibitors must complete the corresponding information in the form enabled in the [exhibitor website](#).

**5.1.1.2.- Handing over of rented exhibition spaces and working hours**

**5.1.1.2.1.- Indoor empty spaces and outdoor empty spaces**

| Days              | Hours                     |
|-------------------|---------------------------|
| November 10 to 14 | From 09:00 to 20:00 hours |
| November 15       | From 09:00 to 18:00 hours |

**5.1.1.2.2.- Indoor Basic Modulated Booths and Indoor Equipped Booths**

| Days        | Hours                     |
|-------------|---------------------------|
| November 14 | From 09:00 to 20:00 hours |
| November 15 | From 09:00 to 18:00 hours |

The construction of booths, decoration, installation of furniture and elements on display must be completed by **18:00 hours of the day 15 of November of 2022**. It will not be allowed to complete the construction work on the opening day of the Fair.

On will be the pre-opening inspection, therefore, construction work will not be allowed.

#### 5.1.1.2.3.- Extended working hours

Should the Exhibitor or his/her production company require extended working hours (or, straightforwardly, night work), they must request the Organizer at least 24 hours in advance to the e-mail [trabajonocturno@feriafisa.cl](mailto:trabajonocturno@feriafisa.cl)

Night work only until the night of Monday, November 14, 2022.

If the Organizer approves such request, the Exhibitor shall pay FISA a fee for extension of working hours and/or night work. The amount to be paid will be proportional to the surface of the Special Project in question, amounting to:

| Surface                                | Amount  |
|--|---------|
| Less than or equal to 12 square meters | USD 80  |
| From 12 to 21 square meters            | USD 160 |
| From 22 to 49 square meters            | USD 240 |
| From 50 to 99 square meters            | USD 320 |
| Equal or superior to 100 square meters | USD 400 |

The amounts indicated are per night and per project and must be paid before starting the extension of working hours and/or night work.

Production companies must consider their own and autonomous lighting equipment.

#### 5.1.1.3.- Limits of the rented exhibition space

No machine, product or display item may extend beyond the limits of the contracted exhibition space.

The only exception to the above will be tower cranes and fixed angle cranes with towers over 30 meters high which will be regulated by the following rules:

- a) The arm of the respective crane may be extended outside the contracted exhibition space only from a height of 30 meters or more and over common corridors; (Never over neighboring exhibitors)
- b) However, in the above case, a minimum of 50% of the extension of the respective crane arm must be within the limits of the rented exhibition space.
- c) Exhibitors are obliged to inform the Organizer, prior to the day October 14 of 2022, of the exhibition space that will actually be occupied by any crane arm that must be extended beyond the rented exhibition space, expressly indicating the height, extension and position of said arm.
- d) Within the same period of time, Exhibitors are obliged to submit to the Organizer a detailed plan for the handling of the crane in case of strong winds or other environmental factors that require the arm to swing freely or be able to be lowered.

- e) In exceptional cases of technical conditions where the arms are extended over a neighboring exhibitor, they will be previously informed by the Organizer.
- f) For safety reasons, the Organizer reserves the right to limit the possibility of placing crane arms outside the exhibition spaces reserved by the Exhibitor.

Outside of the above exception, any machine, product or display element that extends beyond the limits of the rented exhibition space may be removed by FISA staff, with the latter passing on the costs incurred to the exhibitor.

#### **5.1.1.4.- Platforms, stages or surfaces above floor level**

Special Projects that include platforms, stages or surfaces above ground level, shall consider access ramps for disabled people and with non-slip surfaces. Such ramps shall have an inclination not exceeding 8% and a minimum width of 1.2 meters and a maximum extension of 2 meters towards the interior of the booth. For those Special Projects with an area of less than 12 square meters, the ramp may be independent and removable from the platform structure, being installed only in case it is required.

Any Special Project that includes a second floor and elevated platforms must have stair railings. Stair treads must be covered with a non-slip surface.

#### **5.1.1.5.- Hanging from elements in the pavilions.**

It is not allowed to hang any type of elements from the structures of the pavilions. All elements must be self-supporting.

#### **5.1.1.6.- Garbage Removal**

The Exhibitors are obliged to remove or have removed at their own expense the material, waste and residues resulting from the construction and assembly of their respective Booths. The work area must always remain clean and clear. They should consider the information from the Covid-19 Plan.

FISA may apply fines of USD 80 for each hour in which any collection of materials is not removed from neighboring Booths, circulation hallways, common areas or any place not intended for this purpose.

Every Booth must have a small garbage container during the days of the Fair.

#### **5.1.1.7.- Vehicle access**

##### **5.1.1.7.1.- With load**

The entrance of heavy machinery and equipment of greater weight and volume to the Venue is programmed for after the day **November 10 of 2022**, which should be coordinated with the Area

of Operations of FISA. Exhibitors must send the technical specifications of the equipment (tracks, weight, dimensions, range of movement, wheels, etc.) that will be installed in the exhibition through [exhibitor's website](#). In order to avoid setbacks in the installation of such elements or machinery in their Booth, Exhibitors shall send the technical specifications indicated before the day **October 14 of 2022**.

Cargo vehicles with assembly equipment, merchandise and materials must enter through the Venue, Ruta 68, Km. 16, Pudahuel, Región Metropolitana.

All vehicles shall be inspected, and all items carried shall be declared in the internal control guide. Passengers shall also be checked and must carry the corresponding identification and credentials.

#### **5.1.1.7.2.-Without load**

From **November 15, 2022**, no non-load vehicles will be allowed in the exhibition area. The parking lots for exhibitors and assemblers are located at the southern area of the fairground.

#### **5.1.2.- Special assembly regulations**

##### **5.1.2.1.- For indoor Booths**

- a) All work involving the shedding of chips and suspended dust - such as cutting metal or wood sheets, welding, spray painting and electric brushing - is prohibited within the exhibition spaces inside the Centre. In this regard, all parts and components of the Special Project must be prefabricated and may only be assembled, retouched and furnished.
- b) Display elements may not be hung from the hall structure (including its pillars). No wires (or other fixings) are allowed on the panels of the exhibition facilities. Drilling and gluing of the floors and walls of Booths and permanent constructions is prohibited.
- c) Drilling or anchoring in walls and floors inside the hall is strictly forbidden. Each decorative or exhibition element must have an independent support or be self-supporting.
- d) The installation of carpets, platforms or other elements on the carpeting supplied by the Centre will require the prior approval of the FISA's Technical Area.

##### **5.1.2.2.- For outdoor Booths**

The construction or assembly of tent roofs and canvas roofs designed to cover the outdoor booths, as well as towers, scaffolding or other types of display materials constructed on the outdoor booths, must have basic engineering drawings that will be executed by a licensed engineering company. The plans must include all technical specifications and structural

calculations related to the type of structure, materials, roofing and anchoring. The technical plans for the Special Project must have been duly submitted and previously approved by FISA's Technical Area.

Tents, awnings, sunshades or any element that could be blown away must be properly fixed to the ground, if they are to be used in open areas. If these Special Project structures will require anchoring to the asphalt to be fixed to the ground, the Exhibitor must have presented the pertinent documentation and obtained prior approval from FISA's Technical Area to do such anchoring work. The above shall necessarily imply the obligation of the Exhibitor to repair or have repaired at his own expense the damage to the asphalt folder at the end of the Fair.

For Exhibitors who have set up roofs or tents on their Booths, it will be mandatory to use gutters and appropriate rainwater drainage in one of the corners of the Booth, which must be oriented to the public hallways and never to the neighboring Booths.

## 5.2.- REGULATIONS FOR DISMANTLING THE BOOTHS

### 5.2.1.- Removal of goods and dismantling the Booths by the Exhibitor

#### 5.2.1.1.- Schedules and deadlines

The dismantling of interior booth structures and the withdrawal of machinery and big elements will be from 21 and 22 of November 2022, between 09:00 and 20:00 hours.

The withdrawal of equipment and exhibition machinery on outdoor areas will be between 09:00 of November 21, until 22:00 hours (previous coordination with the operations area).

The Exhibitors are obliged to respect all the schedules and deadlines set for the booths dismantling.

At the end of the exhibition, the exhibitor must deliver the area in right conditions, through a "return form". The exhibition spaces must be return in the same conditions that were delivered, if the reception is not satisfactory, Fisa will be able to make immediately valid, the delivered guarantee, as a compensation for the organization.

#### 5.2.1.2.- Documentation

For merchandise **temporarily entering the country**, the Exhibitor must present a customs permit authorizing the change of address of the registered merchandise.

For national and/or nationalized goods, only the internal control form for entry and exit will be used. If the Exhibitor does not have this document, he may complete a new form which will be authorized by the hall manager.



### **5.2.2.- Removal of goods and dismantling of booths by the Organizer**

All equipment, constructions, posters and other elements that are not removed before the end of the Fair's dismantling period will be at the disposal of the Organizer, who may dispose of them as he/she sees fit and with no obligation to reimburse the Exhibitor.

Additionally, the Organizer shall be entitled to reimbursement by the Exhibitor of costs incurred in dismantling, demolition, removal, transfers, freight, etc.

### **5.3.- COMMON RULES OF SAFETY AND SECURITY**

The Exhibitor shall take all precautions to protect the elements inside the Booth during the periods of assembly and dismantling the Booth. The Organizer and service contractors shall not be liable for losses, theft, damage due to fire, accident, vandalism or other causes that damage Exhibitors or their property. If Exhibitors have valuable items, it is recommended that they hire additional security for the protection of their Booths. Exhibitors who hire additional security may do so with the official FISA supplier or take on an outside company. In this last case, the Exhibitor must coordinate with the FISA Operations Area before the beginning of the Fair.

#### **5.3.1.- Supervision of the Venue**

FISA staff will supervise the work carried out at the Venue.

During the assembly and dismantling periods, Exhibitors must have in their Booths copies of the approved plans and documents with a digital stamp of approval issued by the FISA's Technical Area.

#### **5.3.2.- Safety requirements**

##### **5.3.2.1.- No smoking**

Smoking is strictly prohibited in exhibition areas or in areas where flammable and combustible materials are present.

##### **5.3.2.2.- Fire extinguishers availability**

Each Booth must have a 2-kilogram fire extinguisher type ABC for every 9 square meters, as a minimum, or it will depend on the fuel load that the Booth has. These fire extinguishers must be placed in a visible and properly marked area, both during the assembly, exhibition and dismantling period of the Booth.

### 5.3.3.- Protection requirements

During assembly and dismantling work, all building materials and furniture must remain within the limits of the respective booths, keeping the aisles of the hall free and clear. It is forbidden to use elements, furniture, or spaces of other exhibitors. The non-fulfilment of the mentioned will be penalized with a fine (see fines chart).

For the safety of the staff involved in the assembly and dismantling process, the use of personal protection elements (such as safety shoes, helmets, goggles, gloves, etc.) is mandatory. Work at heights must comply with the regulations for working and hanging at heights, using the necessary elements for this type of work (such as harnesses, lifelines, etc.). Additionally, the protection elements informed in the COVID-19 Protocol (mask, gel alcohol, physical distance, temperature control, etc.)

Compliance with these regulations will be monitored by FISA's risk prevention expert, who may order the cessation of activities in the event of non-compliance. In addition, the following rules will apply:

- a) First of all, the worker will be called to attention and the site manager or the person in charge of the assembly of the Special Project (representative of the Exhibitor) will be notified in writing.
- b) In the second place, a fine of USD 36 will be applied for each worker who has reiterated the lack or non-compliance with the provisions of these Regulations; and,
- c) Thirdly, the credentials of the workers involved who have repeated the fault or faults will be revoked, and they will be prevented from continuing to carry out functions within the Venue and will have to leave it immediately.

During the periods of assembly and dismantling, the Organizer may restrict entry to those who do not comply with the security regulations.

### 5.3.4.- Use of electricity

Any alteration to the electrical equipment delivered by FISA must be supported by an approved electrical project executed by a competent electrical professional (Class A or B) and submitted to the Superintendence of Electricity and Fuels as a temporary installation type C1 or C2 for massive events (according to the electrical standard NCH. Elec. 4/2003. Electricity. Low Voltage Consumption Installations)

Any alteration to the electrical installations provided by the Organizer must be previously approved by FISA's Technical Area.

Exhibitors are recommended to consider the use of low energy consumption elements (light bulbs, lamps, etc.) for their lighting systems, in order to save energy and costs. In the electricity plan, each Special Project should indicate the type of lighting to be used. This plan will be approved by FISA's Technical Area and also verified by the electrical professionals in the field.

#### **5.3.5.- Use of helium-inflated promotional items**

The use of promotional items inflated with helium (e.g. balloons) shall have the approval of FISA's Technical Area, in accordance with the provisions of number 4.1.1.3.3 of the present Regulation.

#### **5.3.6.- Use of glowing tools**

The use of incandescent tools strictly forbidden (welding equipment, torch, grinders, etc.) inside pavilions or awnings. The non-fulfilment of the mentioned will be penalized with a fine. (See fine chart).

#### **5.3.7.- Emergency exit doors**

The partial or permanent blocking of emergency exit doors is strictly forbidden.

### **6.- PROHIBITIONS, SANCTIONS, LIABILITY, GUARANTEE AND INSURANCE**

#### **6.1.- PROHIBITIONS**

##### **6.1.1.- Prohibition of transfers and sub-leases**

Exhibitors may not transfer or sublease, totally or partially, the exhibition spaces, nor may they transfer any advertising rights that may have been acquired, except for exemptions expressly authorized in advance and in writing by the Organizer of the Fair.

##### **6.1.2.- Prohibition of purchase and sale**

During the Fair, Exhibitors (or any third party commissioned by them) may not carry out the acts of commerce inherent to this type of event within the Venue. Therefore, Exhibitors will put their capital goods and services on display without carrying out any transaction. Furthermore, it is hereby stated that there will be no material delivery of these goods to other companies or individuals during the course of the Fair.

In case the exhibitor wishes to commercialize any goods during the fair, he must request it to the FISA's technical area, which must authorize the above in writing. In this case, the exhibitor must arrange all the necessary permits for these purposes, either with the municipality, SII, etc.

All consumable goods (merchandise, gifts, edibles, etc.) that are distributed free of charge during the Fair by the Exhibitor for immediate delivery to the attendee or consumer must enter the premises upon payment of the corresponding customs duties and taxes.

Food and beverages may only be sold at the premises in establishments expressly authorized for that purpose by the Fair Organizer.

## 6.2.- SANCTIONS

This Regulation provides for three types of sanctions: fines, cessation of activities and loss of rights.

Without prejudice to the other cases contained in this Regulation, the following in particular are regulated:

### 6.2.1.- Fines

### 6.2.2.- Cessation of activities

FISA may order the cessation of activities destined to the execution of a Special Project in terms different from those originally approved by FISA's Technical Area, except for those activities that have been subject to the modification procedure regulated in number 4.2. of these Regulations and duly approved by FISA's Technical Area.

Likewise, FISA may order the cessation of activities that are carried out in breach of the protection requirements regulated in number 5.3.3.

### 6.2.3.- Loss of rights

Failure to comply with the deadline established in number 5.1.1.2.2. of these Regulations, as well as the unjustified absence of the Exhibitor from his Booth during the Fair, shall entitle the Organizer to dispose of the rented exhibition space as he/she sees fit. Consequently, the Exhibitor shall lose his rights regarding that exhibition space, remaining obliged to pay the price of the Rental Contract.

## 6.3.- REGULATION COMPLIANCE

- The Exhibitor declares that he complies, and has always complied with all applicable and enforceable obligations of the Chilean legal system, especially regarding the obligations regulated by Decree of Law No. 211, Law No. 19,496, Law No. 19,628, and Law No. 20.393, which includes the crimes of bribery of national and foreign public officials, financing of terrorism, money laundering, handling stolen goods, corruption

among individuals, incompatible negotiation, misappropriation, unfair administration and contamination of water bodies causing damage to hydrobiological resources.

- The Exhibitor declares that he has complied with all the legal, regulatory and administrative regulations applicable to this Event, and that he/she has generated the internal processes and given his/her collaborators the necessary guidelines to avoid incurring in conduct that could constitute violations of the Compliance Regulations.
- The Exhibitor declares that he/she and his/her directors, managers and main executives have not been the object of accusations, investigations carried out by the Public Ministry or other public entities, formalizations or judicial or administrative procedures caused by any non-compliance regarding, for example, but not limited to, the Code of Ethics or Conduct, Law No. 20,393, Law No. 21,121, Decree of Law No. 211, Law No. 19,496 and Law No. 19,628.
- The Exhibitor declares, with respect to himself/herself as well as to his/her managers and main executives, that he/she is not aware that any complaint, investigation carried out by the Public Ministry or other public entities, formalizations or judicial or administrative proceedings have been initiated or are in progress, in the terms referred to above.
- The Exhibitor declares that he/she has given all the information about potential contingencies of infringement to the Regulations in Compliance to the Organizer, acting at all times in good faith and in an honest way regarding the information declared by this means.

#### 6.4.- CIVIL LIABILITY

The Exhibitor shall be liable for any damage or harm caused to people and property of others due to their participation in the Fair, in accordance with the general regulations of contractual and extra-contractual civil liability in Chilean law.

Exhibitors and/or producing companies shall take all reasonable steps to prevent or mitigate damage or harm to people and property at the Venue, from the time the Booth is handed over to them until it is returned to FISA.

##### 6.4.1.- Damage to property

###### 6.4.1.1.- Damage to the Booth

Any damage that the Exhibitor or his production company may cause in the Booth subject of the Lease Contract shall be compensated by the Exhibitor to FISA, at any event. For further details, please refer to point 2.2.1.1 of these regulations.

The production company, or exhibitor, who carry out Special Projects in the exhibition halls, must deliver to the FISA Organization a Guarantee Deposit in accordance with the m<sup>2</sup> of their booth. (Vale Vista, payment by credit card and/or payment in cash), for faithful compliance with the Regulations and Assembly of the exhibition project. Once the fair spaces have been returned to FISA, without incident, a document of acceptance and release of the guarantee delivered by the exhibitor or producer will be issued. More details check Exhibitor's Portal.

Fines of 3 UF (Five Unidades de Fomento) will be issued to exhibitors and companies production companies for each hour of delay, in failure to exceed the schedule established for the "assembly and disassembly processes". (Fractions of an hour will be charged as hour full of delay; for example, 1.5 hours of delay will be equivalent to 2 hours of fine),

#### **6.4.1.2.- Damage or loss due to theft or robbery**

The Organizer shall not be liable for damages or losses due to theft or robbery suffered by Exhibitors and their dependents, people visiting the Fair, the general public, merchandise and anything else found or kept in the halls, Booths or the Fairgrounds, or in their parking lots.

If FISA is sued and found guilty in court for compensation of damages or losses suffered for this concept, by the application of any regulation, the Exhibitor is obliged to leave it financially unharmed regarding the facts that motivated the respective legal action.

#### **6.4.2.- Damage or injury to people**

The Exhibitor shall be liable to third parties for any damage or harm of a personal nature that may occur to them within their Booth, whether due to an event attributable to the Exhibitor himself or due to an event attributable to their production company, including in both cases the staff employed or hired by one or the other.

Penalty table:

| Action   | Period                              | Penalty     | Comments  |
|--|-------------------------------------|-------------|---|
| Damage on furniture and panels   | Installation, Event and disassembly | From 80 usd | Value of the fine will depend on the damage caused) |
| Dirty area, accumulation of garbage and construction leftovers.  | Installation, Event and disassembly | 80 usd      | -   |
| Use of glowing tools Welder, angle grinder, Torches. Etc.  | Installation, Event and disassembly | 80 usd      | -   |
| Work that involves shedding chips and dust (carpentry, among others)   | Installation                        | 80 usd      | -   |
| Damage to the facilities (tent, structures, bathrooms, carpets, etc.)  | Installation, Event and disassembly | From 80 usd | Value of the fine will depend on the damage caused) |
| Use of elements, furniture and spaces of other exhibitors  | Installation, Event and disassembly | 40 usd      | Value of the fine will depend on the damage caused) |
| Non-use of personal protection elements  | Installation and disassembly        | 40 ud       | Per worker  |
| Non-compliance with the project assembly and disassembly term schedule   | Installation and disassembly        | 120 ud      | Per hour  |
| Inappropriate behavior (against the dignity of people, that constitutes conduct of a sexist nature or that means situations of arbitrary discrimination) | Installation, Event and disassembly | -           | Sanction with option to close the Booth             |

## 6.5.- INSURANCE

Exhibitors and/or their production companies - as the case may be - shall, under their own responsibility, issue civil liability policies or hire insurance to cover the risks inherent to the assembly of your project at the fair, its permanence in it and its disassembly of the project structures of all equipment, machinery, merchandising and goods in general, whether due to theft, accidents or claims. Regarding companies that rent LCD and LED screens, laptops, machinery or other types of equipment, they must require their suppliers to have insurance policies for all their equipment, components and parts. It is also recommended that, when the equipment is assembled, it should have support elements, padlocks or other fixing and safety both physical and electrical protection. A copy of this policy must be sent to the corresponding Special Project, in accordance with the provisions of number 4.1.1.3.1. of these Regulations.

The coverage of such policy shall be fixed in proportion to the area (in square meters) of each Booth, as follows:

| Surface of the Booth | Insurance Coverage |
|----------------------|--------------------|
| ≤ 50 m <sup>2</sup>  | USD 39.000,0       |
| > 50 m <sup>2</sup>  | USD 78.000,0       |

Additionally, if the Special Project of a Booth contemplates elevated structures or second floor, then the corresponding insurance coverage must be USD 71.300,0.

Within the general conditions of the policy, the following guidelines will be included:

1. Civil liability.
2. Business Liability.
3. Employers' Liability.
4. Cross Liability.
5. Vehicle and Mobile Equipment Liability.
6. Civil Liability for Moral Damage and Loss of Profits.
7. Fire and Explosion Liability; and,
8. Construction Liability.

The policy must have FISA S.A. as beneficiary. and it must not have deductibles, otherwise the producer must put the percentage of the deductible that the insurer retains, becoming effective in case of damages or losses in the facilities of the Fairground or third parties that participate in the Fair that were caused in the development of the Special Project (assembly, Fair and disassembly), either by its employees, dependents and/or workers, or by collapse of structures.

FISA S.A. offers to extend its General Civil Liability Insurance policy to exhibitors and producers who participate in the FISA 60 AÑOS fair with more extensive coverage for journeys to the fairgrounds and return home. The values of the premiums to be paid will be in accordance with the sqm of each booth and floor levels. More details check [Exhibitor's website](#).

For 1-floor booth with coverage of 39,000 USD

| Superficie        | Monto (IVA incluido) |
|-------------------|----------------------|
| 12 sqm or less    | 116 USD              |
| From 12 to 21 sqm | 195 USD              |
| From 22 to 49 sqm | 275 USD              |



For 2-floor booth with coverage of 78,00 USD

| Superficie        | Monto (IVA incluido) |
|-------------------|----------------------|
| from 12 to 21 sqm | 275 USD              |
| rom 22 to 49 sqm  | 390 USD              |
| rom 50 to 99 sqm  | 550 USD              |
| 100 sqm or more   | 700 USD              |

**6.6.- DISPUTE SETTLEMENT**

The Organizer, the Exhibitors and the producing companies commit themselves to make their best efforts to resolve amicably any difficulty or dispute that may arise regarding the application, interpretation, duration, validity or execution of these Rules and Regulations or any other reason, for which purpose they establish a reasonable period of 10 working days from the date of the notification sent by one party to the other for that purpose.

If the dispute persists, the Organizer, the Exhibitors and the producing companies shall establish their address in the city and commune of Santiago for all legal and contractual purposes arising from these Regulations and shall submit to the jurisdiction of their ordinary courts of justice.

**6.7.- MODIFICATION OF THE EXHIBITION.**

The Lessor may modify the place or the dates on which the Exhibition will be held. For this purpose, the Lessor shall have to send a communication to the Lessee until 30 calendar days before the original starting date and in accordance with the provisions of article XIII of the Contract.

Notwithstanding the foregoing, the Lessor shall not be able to change the place of the Exhibition when it involves a change of city. Also, the Lessor shall not be able to change the dates of the Exhibition in the sense of holding it more than 360 calendar days before or after the original starting date.

**6.8.- CANCELLATION OF THE EXHIBITION.**

The Lessor shall be able to cancel the Exhibition with reasonable cause. For this purpose, the Lessor shall have to send a communication to the Lessee until 30 calendar days before the original starting date and in accordance with the provisions of article XIII of the Contract.

If the cause of the cancellation of the Exhibition is attributable to FISA, then the Exhibitor will have the right to reimbursement of what has been paid per concept of Price. With the foregoing, the Exhibitor expressly waives any extrajudicial or judicial action against FISA (or any company related to it, its shareholders or companies related to its shareholders) in order to obtain compensation for damages suffered on account of the cancellation of the Exhibition.

If the cause of the cancellation of the Exhibition is not attributable to FISA, such as, for example, an event which constitutes *force majeure*, then anticipated termination of the Contract shall take place automatically. In said case, the Exhibitor shall not have a right to the reimbursement of what has been paid per concept of Price nor to the payment of any compensation whatsoever.

## 6.9.- FORCE MAJEURE.

In addition to the provisions in article 45 of the Civil Code, the Parties declare that the following events shall constitute *force majeure*: (i) war, protests, civil demonstrations, public disorder, riots, fires, strikes, natural disasters, shortage of raw materials, transport strikes, administrative orders to close down establishments issued by the competent authorities in exercise of their security or police powers (even if all legal, judicial or doctrinal requirements of *force majeure* are not met); (ii) the threat of terrorism or of the commission of a terrorist act that are certain.

In the case that an event of *force majeure* was to take place, FISA shall have to send a communication to the Exhibitor within the 48 (forty-eight) hours after the moment in which it became aware of said event's occurrence and in accordance with the provisions of the article XIII of the Contract. Thereafter, the enforceability of the obligations pending execution from the Parties shall be suspended.

If the effects of the event of *force majeure* make the fulfillment of the obligations pending execution from FISA impossible or excessively onerous, then FISA shall have to inform the Exhibitor if the Exhibition will be held or not within 48 (forty-eight) hours after the moment it became aware of its occurrence and as stipulated in article XIII of the Contract. In the case that FISA informs that the Exhibition will be held, it shall also inform the new conditions and terms for carrying out the Exhibition. In the case that FISA informs that the Exhibition will not be held, then the Exhibition will be deemed cancelled due to a cause that is not attributable to FISA, in accordance with the provisions of article VIII of the Contract.

## 7. BEHAVIOURAL PROTOCOL FOR THE RESPECT OF PEOPLE'S DIGNITY AND PENALTIES FOR SEXIST BEHAVIOUR

### 7.1. OVERVIEW AND APPLICABLE REGULATORY FRAMEWORK ON RESPECT FOR HUMAN DIGNITY AND SANCTIONING SEXIST BEHAVIOUR

During November 16 to 20 the Fair will be held in Santiago de Chile. This is a space to promote the transfer of knowledge and experiences of those who participate in activities related with the industry, as well as to publicize and offer attendees new technologies that contribute to innovation and increased productivity of the industry.

FISA 60 AÑOS is committed to respect human rights, the due right to respect for all people, and compliance with national and international regulations that promote respect for human rights in general and women's rights in particular.

In that regard, various international instruments ratified by Chile and currently in force, such as the Universal Declaration of Human Rights, the American Convention on Human Rights and the Convention on the Elimination of All Forms of Discrimination against Women, call for respect for the dignity of all people, including women. Similarly, national legislation provides in various bodies of law, such as the Political Constitution of the Republic, the Labor Code and Act No. 20,609, which "establishes measures against discrimination", that respect for the dignity of individuals is a fundamental value, outlawing all forms of discrimination on the basis of their sex or gender.

In this context, the purpose of this Protocol of Conduct ("Protocol") is to set out, in accordance with best practice and the provisions of international and national regulations on the subject, certain behavioral duties and commitments on the part of exhibitors at FISA 60 AÑOS ("Exhibitors"), to ensure that they respect the dignity of people, in particular women, at all times. The following are the guidelines and directives to be followed by all Exhibitors at FISA 60 AÑOS.

## 7.2. BEHAVIORAL COMMITMENTS BY THE EXHIBITORS OF FISA 60 AÑOS

It is the responsibility of the Exhibitors that FISA 60 AÑOS takes place with the professionalism that characterizes it, and that it maintains a dignified and respectful treatment towards all people, especially women. During the course of the fair, no acts should be carried out that are contrary to the dignity of people, that constitute conduct of a sexist nature or that signify situations of arbitrary discrimination.

For this reason, Exhibitors must assume and comply with the following behavioral commitments:

- Any act involving conduct related to harassment, sexual abuse, violence, discrimination and any abuse of power or undue pressure shall be considered a serious assault on individual freedom and personal dignity and shall be considered unacceptable in any sphere of society.
- Exhibitors must not carry out deeds or actions with a sexist connotation, understanding as such all those conducts, actions, comments, or expressions, whether oral or written, whose content discriminates, excludes, subordinates, undervalues or stereotypes people on the basis of their sex or gender, affecting their dignity.
- Exhibitors must not give offensive, denigrating or objectifying treatment to any person, including collaborators and workers who carry out their functions in.
- Advertising and promotional materials and activities conducted by Exhibitors must avoid messages, images or actions that discriminate, belittle, denigrate, offend or objectify women or any other social group.

Failure to comply with any of these rules could mean the closure of your booth without refunds.

- In case of doubts as to whether or not certain promotional material or activity complies with the above principles, Exhibitors may contact Mrs. Michelle Helguero, Communications and Protocol Manager, mail [mhelguero@fisa.cl](mailto:mhelguero@fisa.cl)

### 7.3. ACKNOWLEDGEMENT FORM

1. I hereby declare that I have received a copy of the Protocol of Respect for the Dignity of People and Penalties for Sexist Behaviour of FISA 60 AÑOS (the "Protocol").
2. I also declare that I have read and understood the contents of the Protocol and its relationship to my duties and commitments as an Exhibitor of FISA 60 AÑOS.
3. I am aware of my obligation to: (i) to comply with the guidelines and commitments set out in the Protocol; and, (ii) if you have any questions concerning the Protocol, to consult with [mhelguero@fisa.cl](mailto:mhelguero@fisa.cl)
4. I recognize that compliance with the Protocol, insofar as it reflects best practices for the respect and promotion of the dignity of all people, is a primary aspect of my participation as an Exhibitor at FISA 60 AÑOS.

Code of business conduct, GL Events: [Click Here](#)

### 8. PLAN COVID-19 FAIRS

Good practices are born from crises and knowing that Covid-19 is causing great risks to health, which can last or be repeated over time, this document has concentrated its work from prevention and the new lifestyle that are adopting people to reduce infections and stay healthy. As a fair organizer, we are studying, preparing and implementing everything necessary so that the development of our fairs and events take place in a safe sanitary environment to give peace of mind to our exhibitors, visitors, suppliers, producers and collaborators in general, in accordance with the protocols established by the different related institutions at the national and international level. Our work plan focuses not only on solving and providing the most urgent responses while the crisis lasts, but also with a long-term view, showing our maximum concern and responsibility in the face of this "New". *Due to the changes implemented in the new government, modifications to the Covid-19 Plan are being worked on.*

## 8.1. COVID-19 PLAN OBJECTIVES

*Due to the changes implemented in the new government, modifications to the Covid-19 Plan are being worked on.*

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### 8.1.1. General

The purpose of this document is to provide guidance related to the organization of mass gatherings associated with the containment of the risks of transmission of Covid-19. General considerations and advice applicable to organizing mass gatherings, and addressing risks from any source, should also be taken into account when planning an event. These measures are taken from the indications of the World Health Organization (WHO) and The Global Association of the Exhibition Industry (UFI) related to the events sector, addressing cross-cutting challenges in the different stakeholders, and complemented with protocols of health. At the same time, contribute to position FISA GL events Chile as a pioneer company in events carried out with Biosafety.

### 8.1.2. Specific

Mass gatherings are events characterized by the concentration of people in a specific place for a specific purpose for a set period of time. Hence, in the current context, these measures seek to regularize the procedures for the protection and safety of all those involved: organizers, workers, visitors, exhibitors, suppliers, venue staff, etc., during each of the stages. fairs: In assembly or pre-fair so that the construction of the booths and development of the fair space is safe. Also, the guidelines that must be respected during the days of the fair event are established, so that it is safe for visitors and exhibitors to be able to establish contact networks and carry out commercial exchange.

Finally, the post-fair or disassembly period must be carried out with biosafety regulations to reduce the risk of contagion from Covid-19.