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EXPOCENTRE
International Exhibitions and Conventions
Moscow

**GENERAL TERMS OF PARTICIPATION
IN EXHIBITIONS HELD AT EXPOCENTRE FAIRGROUNDS**

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Moscow

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Approved by Order No.116 of
ZAO EXPOCENTRE
Director-General
d.d. November 30 2004
Amendments approved
By Order No. 89
d.d. August 16 2005

The present General Terms of Participation in Exhibitions¹ Held at EXPOCENTRE Fairgrounds (hereinafter referred to as the General Terms of Participation) shall be mandatory for all participants (exhibitors), organizers of collective expositions and organizers of exhibitions held at EXPOCENTRE Fairgrounds.

1. REGISTRATION OF PARTICIPATION

- 1.1. In order to register for participation in the exhibition, the exhibitor shall forward to ZAO EXPOCENTRE (hereinafter referred to as the COMPANY) an application.
- 1.2. The application, filled in accordance with the COMPANY'S set form, shall be submitted in with a copy of the company's registration and a list of exhibited products attached and signed by an authorized person². Only products complying with the main topic of the event (salon/section) are permitted to be exhibited.

The reception of applications shall begin one year prior to the opening of an exhibition; the usual deadline shall be four months before to the opening of an exhibition.

All applications shall be registered by the COMPANY.

- 1.3. The dates of the mounting, running and dismantling of the exhibition, deadline for applications, space rental and registration fees are set by the COMPANY for each exhibition.
- 1.4. When all terms of participation are settled, the COMPANY and the exhibitor shall conclude a contract for participation in the exhibition, usually not later than 90 days before the mounting of the exhibition.

The present General Terms of Participation with its enclosures, amendments and supplements shall be an integral part of the contract.

- 1.5. It is allowed to arrange collective expositions (see Section 3).
- 1.6. In case the exhibition held at EXPOCENTRE Fairgrounds is organized by third-party companies (organizers), a contract shall be signed between the COMPANY and the organizers of the exhibition. All clauses of the contract shall comply with the present General Terms of Participation.
- 1.7. The contract for participation in the exhibition including all supplements and amendments shall be signed by authorized persons.

¹ Exhibitions, fairs and other exhibition events.

² The person acting on behalf of another person according to full power based on a letter of attorney or statutes of the company.

1.8. For urgent settlement of arising questions and problems, it shall be permitted during the preparation and running of the exhibition to conclude contracts and exchange documents between the COMPANY and the exhibitor by fax and e-mail providing the originals are sent later.

2. REGISTRATION FEE

The exhibitor shall pay an obligatory registration fee, amount of which is set by the COMPANY for each exhibition. The fee covers expenses on the organization and publicity campaign of the exhibition. If the exhibitor withdraws from the exhibition, the registration fee shall not be reimbursed.

3. ORGANIZER OF COLLECTIVE EXPOSITION

3.1. The organizer of collective exposition shall provide the COMPANY with the list of exhibiting companies, showing the country of their origin, postal address and size of the exposition space, not later than 90 days before the mounting of the exhibition.

The organizer of collective exposition shall pay the registration fee for each exhibitor of the exposition.

The organizer of collective exposition bears full responsibility for compliance with the present General Terms of Participation by his exhibitors. The COMPANY reserves the right to exclude any company (organization) from the list of participants prior to the confirmation of the application.

The organizer of collective exposition shall submit information for publication in the Official Catalogue on every exhibitor of his exposition as well as on his own company providing it arranges its own stand.

3.2. On the COMPANY's demand a separate contract for participation in the exhibition shall be signed with the organizer of collective exposition. The contract shall be signed not later than 90 days before the mounting of the exhibition.

The contract shall in particular stipulate:

- after the signing of the contract the organizer of collective exposition shall pay a registration fee, which is to be determined by the COMPANY for each exhibition;
- the General Terms of Participation shall be an integral part of the contract;
- the organizer of collective exposition bears full responsibility for compliance with the present General Terms of Participation by his exhibitors.

4. EXHIBITION SPACE

4.1. Exhibition space shall be leased to the exhibitor for the mounting, running and dismantling periods of the exhibition in a condition suitable for use for the above-mentioned purposes. A certificate of acceptance of the rendered services and leased space shall be signed by the authorized representatives of the parties not later than on the last day of the exhibition dismantling period. In case the exhibitor has not signed the acceptance certificate or declines to give a reasoned refusal to sign it within 3 days from the date of reception of 2 copies of the said certificate from the COMPANY, the services shall be considered rendered and the certificates signed.

4.2. The exhibitor shall be provided with raw or equipped (a stand on turnkey conditions) exhibition space in accordance with the contract for participation in the exhibition. Orders for mounting,

dismantling and design of the exhibitor's stand and other kinds of work connected with the installation of standard scheme booths shall be performed by the COMPANY's constructor-in-chief – ZAO EXPOCONSTA (hereinafter referred to as EXPOCONSTA, see Section 6).

4.3. The exhibition space rental rate shall include:

- (1) organizational expenses;
- (2) cost of shared electric illumination, heating, ventilation of the roofed exhibition areas, shared electric illumination of the open-air exhibition space;
- (3) cost of security for the exhibition area and exhibition pavilions, pass regime;
- (4) cleaning costs of the shared exhibition area and aisles in pavilions and open-air lots (excluding the stand area);
- (5) cost of removal of garbage and packaging and construction waste from specially allocated areas during the mounting, running and dismantling periods of the exhibition;
- (6) cost of passes to the Fairgrounds (Certificate of Exhibitor) issued by the COMPANY according to the following:
 - one pass for every 3 sq m of the leased space if the exhibitor leases up to 90 sq m;
 - 30 passes and one additional pass for every 6 sq m of the leased space if the exhibitor leases more than 90 sq m;
- (7) at the exhibitions organized by the COMPANY, the exhibition space rental shall cover:
 - cost of consumption of electric energy within 100 watts of installed capacity per 1 sq m of the leased space;
 - cost of the publication of information about the exhibitor in the Exhibition Official Catalogue as stipulated in art. 12.4. of the present General Terms of Participation; one copy of the Exhibition Official Catalogue.

4.4. The minimum size of the exhibition space available for lease shall be equal to 9 sq m, each fraction square metre being considered as a full square meter.

4.5. The area leased to the exhibitor shall not be subleased without the written approval of the COMPANY.

4.6. The space rental payment shall be transferred to the COMPANY's account within the time limit indicated in the contract for participation in the exhibition.

4.7. The exhibition area unoccupied by the exhibitor before 12:00 of the last mounting day of the exhibition shall be considered as free-for-lease. The COMPANY shall have the right to dispose such space at its own discretion. In this case, the sum received for the lease of such space shall not be reimbursed to the exhibitor.

4.8. The COMPANY reserves the right, in certain circumstances, to change the location of the exhibition space leased to the exhibitor within the limits of the total exhibition space reserved for the exhibition.

5. SERVICES AND PAYMENT FOR THEM

5.1. At the exhibitor's request and expense, the COMPANY shall provide the services described in a detailed list given in the Rates for Services to Exhibitors at EXPOCENTRE Fairgrounds (hereinafter referred to as the Rates for Services), which are an integral part of the present General Terms of Participation (Enclosure # 1)³. The COMPANY shall reserve the right to change rates for certain services.

³ Rates for Services are to be published as a separate issue.

All orders for services shall be processed by the Service and Protocol Department of the COMPANY.

When ordering services (electrical, plumbing and other kinds of engineering services), the exhibitor shall provide the COMPANY for coordination purposes with the lay-out of the exhibition stand indicating electric power and lighting equipment, technical description of every piece of technological equipment of the exhibitor (voltage, max. power consumption, compressed air consumption, water flow, etc.), terminals (connection of electric equipment to power-supply sources), and a plan of plumbing fixtures.

Services shall be rendered under the condition that payments were transferred in full to the COMPANY's account or paid directly to the COMPANY's cashier.

After the services have been rendered, a representative of the COMPANY's Service Department and the exhibitor sign the Performed Work Report.

5.2. In case the exhibitor renounces the services he has ordered, he shall be required to reimburse the COMPANY for the expenses actually incurred to provide such services. In case the exhibitor renounces the staff he has ordered, he shall be required to pay a penalty equal to one-day wages of the ordered staff.

5.3. Before the completion of dismantling, the exhibitor shall be required to return against a certificate all the equipment and tools leased from the COMPANY in good condition. In the absence of a certificate confirming the handover of the equipment and tools to a representative of the COMPANY, the exhibitor shall not be allowed to remove the cargo from the site of the exhibition.

The balance of the account shall be reimbursed to the exhibitor's account in accordance with the bank requisites indicated in the exhibitor's application.

5.4. Telecommunication and audio/video services shall be rendered on the territory of the Fairgrounds only by the COMPANY (which is the official communication provider) against the rates indicated in the Rates for Services. The organizers of collective expositions shall not be allowed to set their own prices for telecommunication services.

Exhibitors shall be prohibited to:

- 1) connect mini-ATS and office equipment to the COMPANY's communication lines;
- 2) lay cable communication lines inside pavilions of the Fairgrounds by the exhibitor's own means;
- 3) connect telecommunication equipment to the rented lines for rendering services to third parties;
- 4) use attendees and equipment owned by the exhibitor as well as attraction of third-party companies to render audiovisual services on the territory of the Fairgrounds without the COMPANY's written permission;
- 5) use attendees and equipment owned by the exhibitor as well as attraction of third-party companies to provide audio/video services during lectures given in conference halls;
- 6) put on the air without permission or use a forbidden frequency or import and use radio electronic equipment and high-frequency devices (REE and HF) and exhibits without the written agreement with the COMPANY;
- 7) use equipment on the exhibitor's stand with sound level that exceeds 75 dB on the border with the adjacent and opposite stands of other participants, or less that 5 metres away from the stand at the open-air sites.

The violators of these articles shall be fined. The amount of fines is set in the Rates for Services.

If the exhibitor cancels his application for audio and video services less than 24 hours and for telecommunication services less than 72 hours prior to the exhibition opening day, the exhibitor shall pay 20 % of the total cost of the ordered services. If the exhibitor cancels a telecommunication order less than 48 hours prior to the exhibition opening date, he shall pay 50% of the total cost.

5.5. The COMPANY renders services connected with holding accompanying business events during the exhibition running (symposia, conferences, seminars, presentations, etc.).

6. MOUNTING AND DISMANTLING, DESIGN OF STANDS

6.1. Mounting, dismantling and design of stands shall be carried out by EXPOCONSTA, the contractor-in-chief on the territory of the Fairgrounds.

The exhibitors may employ third-party organizations (contractors) to carry out the mounting, dismantling and design of stands or undertake it entirely on their own only if they mount or dismantle non-standard or exclusive stands and have obtained a written consent of EXPOCONSTA (Enclosure #2, "Permitting Regulations on Mounting of Non-standard and Exclusive Stands at Exhibitions Held at EXPOCENTRE Fairgrounds", and Enclosure #3, "Regulations on Electrical Installations at Exhibitors' Stands").

6.2. Mounting regulations

The mounting of the exhibition stand shall be carried out only within the area leased to the exhibitor, with the mandatory provision that aisles shall be left free from crates and construction waste.

EXPOCONSTA's permission is required for mounting stands higher than 2.5 metres and placing various advertising plants. The permission shall be given providing the exhibitor furnishes complete technical documentation. The maximum allowed height of stands including additional constructions is 6 metres.

If the exhibitor or his contractor fails to coordinate the scheme of the stand exposition with EXPOCONSTA or fails to stick to the coordinated scheme, the COMPANY shall reserve the right to suspend the mounting and demand that the mounting be carried out in accordance with the scheme.

All high-altitude work shall be performed by EXPOCONSTA only.

Electrical services (the connection of exhibitors' stands and exhibits to power generation sources), work connected with compressed air and plumbing services shall be performed by the COMPANY's specialists only.

The freight handling, construction, installation and dismantling which require hoisting devices shall be carried out only by ZAO Expowestrans (hereinafter referred to as Expowestrans), the COMPANY's general freight forwarding agent (see Section 10). The use of mechanical devices (including vehicles equipped with hoisting devices) and personnel of other companies shall be prohibited.

During the mounting and on completion of the mounting of the exhibition stand and the exposition (before the opening of the exhibition), the exhibitor and his erection crew must:

- remove all containers, packages and the remainder of constructing-and-mounting materials from the territory of the Fairgrounds;

- remove all the exhibition waste of main and auxiliary constructing-and-mounting materials, garbage and solid domestic waste from the mounting area to specially allocated places and containers at the open-air territory of the Fairgrounds.

It shall be prohibited:

- to carry out the mounting of building constructions in the areas of allocation of board power panels, structural actuator accesses, fire fighting equipment and other engineering equipment;
- to bring woodworking equipment and saw-timber, to carry out sawing, planning and other woodwork connected with production of stand structures;
- to varnish and paint if it is connected with the covering of the whole construction of an assembling stand;
- to apply paint, varnish, glue or other coat difficult to remove to the floor, walls and pillars of any pavilion;
- to drill holes in the floor, walls and pillars.

6.3. Allocation and maintenance of stands, constructions and exhibits

All temporary structures and the stand shall be set up within the boundaries of the area allotted to the exhibitor.

Aisles for visitors shall always be unobstructed and have a width of at least three meters.

The exhibits shall stay at the stand during the whole period of the exhibition running.

Keeping the stands in a clean condition and cleaning the leased space shall be in the care of the exhibitor himself or shall be done for him at his request and at his expense.

6.4.Dismantling regulations

The exhibitor may start dismantling the exhibits and decoration only after the exhibition has been closed (it is prohibited to remove any exhibits before the exhibition is closed) and shall be required to complete the dismantling and return the leased exhibition area to its original condition and remove off the exhibition cargo by or on the specified date.

After the closure of the exhibition, all units and components of the exhibition stand (including saw-timber) shall be removed by the exhibitor on his own or by the COMPANY on the exhibitor's request and at his expense.

If the exhibitor or his assignee fails to complete the dismantling within the specified time limit, the COMPANY shall have the exhibition space vacated from the property belonging to the exhibitor, including sold exhibits, at the latter's expense by personnel of Expowestrans. In this case the COMPANY and Expowestrans bear no responsibility for any possible damage in transit and shall charge the exhibitor or his assignee three times as much as the rental charged for the use of the exhibition and storage space between the dismantling completion date and the date on which these areas are vacated.

7. WORKING HOURS

Working hours in pavilions during the mounting, running and dismantling periods of the exhibition shall be from 8 a.m. to 8 p.m.

Permission of the COMPANY shall be required for mounting and dismantling to be carried out in non-working hours.

Overdue working hours in pavilions during the mounting, running and dismantling periods of the exhibition shall be allowed under a letter of guarantee at extra charge and shall be registered not later than 24 hours in advance.

Following the official opening, the exhibition shall be open for visitors from 10 a.m. to 6 p.m. daily. Working hours of the final day of the exhibition shall be set till 4 p.m. unless otherwise provided.

8. PASS REGIME AND SECURITY

8.1. The COMPANY shall ensure the outside security of the Fairgrounds, its buildings and constructions, and check the observance of the pass regime, which is obligatory for everyone (Enclosure # 4, "Pass Regime, Convey and Removal of Exhibits").

8.2. The COMPANY shall provide the guarding of stands and exhibits at an exhibitor's order and expense. The attraction of third-party organizations and persons for providing guarding of stands and exhibits is not allowed.

8.3. Exhibitors have the right to stay at the leased stands from 8 a.m. to 8 p.m. (from the moment of switching-off of the alarm system till the switching on of the alarm system in pavilions).

8.4. The night parking on the territory of the Fairgrounds without the COMPANY's consent is prohibited; violators shall be fined. The amount of fines is set in the Rates for Services.

8.5. Convey and removal of exhibits and exhibition materials, which are not subject to customs clearance, shall be carried out according to the passes issued in accordance with the Enclosure # 4, "Pass Regime, Convey and Removal of Exhibits".

8.6. Convey and removal of exhibits and exhibition materials, which are subject to customs clearance, shall be carried out according to passes issued by Expowestrans (see Section 10).

9. FIRE AND LABOR SAFETY RULES

Exhibitors shall follow the Fire Safety Rules (see Enclosure # 5) and the Labour Safety Rules, and shall be held responsible for any breach thereof.

In order to prevent breaches of the fire and labour safety rules during the mounting, running and dismantling periods of the exhibition, the exhibitors shall be required to:

- fulfill the requirements of the management of the COMPANY based on the current labour and safety rules;
- use electrical equipment and electric cables which meet the requirements of the Russian safety standards;
- not to overload the 2.5 tonnes permissible load for one square meter of the open-air (podium) and roofed exposition space;
- not to exceed the maximum permissible weight of an exhibit which is 5 tonnes.

In case of overload or exceed of weight of an exhibit or if an exhibit is unstable or requires unconventional fastening techniques or is subject to special requirements to ensure technical safety, the

exhibitor shall notify the COMPANY of it in writing when applying for participation in the exhibition and then receive the COMPANY's permission to put the exhibit on display.

It is prohibited to fasten exhibits or temporary pavilion constructions to the foundations of the open-air and roofed exposition areas by the means of embedding.

10. TRANSPORTATION AND FORWARDING SERVICES. CUSTOMS FORMALITIES

Transportation and forwarding services provided during the running of the exhibitions held at the EXPOCENTRE Fairgrounds and customs clearance of exhibits and other exhibition assets of the participants shall be provided to exhibitors by Expowestrans, the COMPANY's general forwarding agent and customs house broker.

Expowestrans shall carry out the delivery, handling and storage of exhibits and containers, customs clearance of exhibits and other exhibition assets of the participants, and provide other kinds of services. The procedure for rendering these services is stipulated in Expowestrans' Transportation and Forwarding Terms for Participants.

During the exhibition running, the territory of the Fairgrounds shall be considered a temporary customs zone.

11. COMMERCIAL ACTIVITIES

The sale of exhibits and conclusion of business transactions at exhibitions shall be carried out in accordance with the legislation in force in the Russian Federation. It shall not be allowed to transfer the exhibits sold against the contract from stands until the end of the exhibition.

It shall be prohibited to retail the exhibits.

12. ADVERTISING, INFORMATION AND CATALOGUE

12.1. Within the rented exhibition space the exhibitors:

- are allowed to advertise goods and services that are related to the exhibition's subject matter, and produced or offered by the exhibitors. In this case, the advertising can include the distribution of printed materials and/or other information about their goods and services;
- are prohibited to advertise goods and services, related to the exhibition's subject matter, which are produced or offered by a third party, without getting written permission from the Exhibition Management. In this case, it is also prohibited to distribute printed materials and/or other information about a third party's goods and services.

12.2. The COMPANY's written authorization shall be required in case of advertising through technical means which produce an optical or acoustic advertising effect outside the exhibitor's stand and for carrying out performances and shows.

It is prohibited for exhibitors to use during the exhibition running musical compositions with or without words performed by entertainers or reproduced by any technical means without the settlement of all issues connected with the author's royalties.

12.3. All orders for photography, video recording and filming during the exhibition running shall be fulfilled by the COMPANY or other persons and organizations with the written consent of the COMPANY.

The COMPANY shall reserve the right to carry out all types of filming on the territory of the Fairgrounds including the filming of the exposition as a whole and of individual exhibits, and to use the materials filmed for advertising its exhibition activities in mass media.

12.4. Closer to the exhibition opening date, the Official Catalogue shall be released (in a print edition and/or on a CD) containing the following information on the exhibitors: company name, address, e-mail, web address, telephones, faxes, pavilion and stand number, and brief information on the company's activity up to 3 lines long (each line contains 50 symbols including spaces and punctuation marks).

On the exhibitor's request and for an extra charge (according to the rates of the COMPANY), it is possible to publish an extended annotation in the Official Catalogue.

An organizer of collective participation shall be obliged to provide information about all his sub-exhibitors.

The company's name and brief information on its activity shall be also placed in the Internet Catalogue section of the COMPANY's website. On the exhibitor's request and for an extra charge, it is possible to place an extended annotation and contact information of the exhibitor.

13. ENTRY FORMALITIES

The COMPANY shall render assistance in issuing entry visas to the participants in exhibitions (see Enclosure # 6, "Visa Formalities").

If the need should arise, the exhibitor who made use of the COMPANY's services has an opportunity to register his/her stay at a private address.

14. INSURANCE AND LIABILITIES

14.1. The exhibitor shall insure on a compulsory basis and at the exhibitor's expense with LLC IIC EURO-POLIS:

- the closed exhibition, storage and other space leased to the exhibitor for the mounting, running and dismantling periods of the exhibition, the property situated on the territory of the COMPANY where the space is leased, and the property of the COMPANY, which guarantees successful and complete performance of the Fairgrounds;
- the exhibitor's civil responsibility.

The insurance payments at LLC IIC EURO-POLIS rates shall be transferred in full to the account of the COMPANY simultaneously with the payment for the lease of the exhibition space.

Insurances shall take effect only after the exhibitor has transferred the total sum of insurance premiums.

The COMPANY shall act as a plenipotentiary of the exhibitor, namely sign insurance agreements, provide the insurer with the information on the make-up of exhibitors and the dates of the exhibition

events, and carry out any other kind of activities necessary for the proper fulfillment of the insurance agreement.

The exhibitor shall reimburse the COMPANY for the losses not included in the insured risks according to actual damages.

14.2. The exhibitor shall take care of any other kind of insurance payments without the COMPANY's assistance.

The only acceptable form of insurance agreements shall be those in which the insurance institution renounces its right to have recourse against the COMPANY.

14.3. The COMPANY bears responsibility in accordance with the existing legislation for the fulfillment of its obligations stipulated in the Contract/Agreement for Participation in an exhibition.

The COMPANY shall under no circumstances be liable for:

- 1) loss of or any damage to the exhibits and other assets belonging to the exhibitor, his assignee or persons in his employment, or those invited by him, or for any losses caused by fire, explosion, storm, flood, lighting and other disasters;
- 2) any harm done to the employees, assignees or any other individuals employed or invited by the exhibitor, irrespective of the manner in which the harm has been done.

14.4. The exhibitor shall bear legal responsibility arising from his participation in an exhibition, including the liability for compliance with the labour safety regulations and the fire safety rules at the exhibition, and for disorderly conduct in accordance to the legislation in force in the Russian Federation.

15. RESPONSIBILITY FOR DELAY IN PAYMENT, BREACH OF GENERAL TERMS OF PARTICIPATION, REDUCTION OF AREA, WITHDRAWAL FROM PARTICIPATION

15.1. The failure of the exhibitor to transfer the rental and insurance payments in time shall give the COMPANY the right to cancel the agreement on participation in an exhibition unilaterally.

The agreement may be cancelled in any other case upon violation by the exhibitor of the General Terms of Participation, including the cases of exhibiting products that do not comply with the main topic of the exhibition or its salons/sections, as well as the violation of exhibits sale regulations (see Section 11).

In these cases the agreement shall be cancelled by means of a written notification about cancellation of the agreement.

The date indicated in the notification shall be considered as a date of the agreement termination.

All the money transferred by the exhibitor shall be withheld and all the invoices in excess of the sums transferred as payment for the services shall be paid by the exhibitor in accordance with the established procedure.

15.2. Upon failure of the exhibitor to fulfill the General Terms of Participation including the failure to pay fines stipulated in the General Terms of Participation, the COMPANY shall have the right to

disconnect the exhibitor's stand from the source of electric energy, water and other systems, detain the exhibitor's cargo until the penalty payments and payments for forced storage of the exhibitor's cargo are received.

15.3. If the exhibitor reduces the display area or withdraws from the exhibition after the signing of the contract with the COMPANY for participation in the exhibition, the exhibitor shall be required to pay a penalty at the following rate:

- (1) in case of reduction of the requested display area – 50 % of the rental for unused display area;
- (2) in case of withdrawal – 100 % of the rental of the requested display area.

If the exhibitor submits the application for participation after the specified time period and then reduces the display area or withdraws from the exhibition, the rental passed to the COMPANY's account shall not be reimbursed.

16. CANCELLATION OR POSTPONEMENT OF EXHIBITION

If the dates of the exhibition are changed or it is cancelled for reasons other than through the fault of the COMPANY, the COMPANY shall notify the exhibitors in writing, in which case the obligations of the COMPANY under the General Terms of Participation shall be invalidated. The COMPANY shall not be required to reimburse the exhibitor for the sums expended at his order. The exhibitor shall not be entitled to demand reimbursement damages.

If the dates of the exhibition are changed or it is cancelled through the fault of the COMPANY three months prior to holding of the exhibition, the COMPANY shall be released from its obligations to the exhibitor under the condition of an immediate notification of the exhibitor.

The registration fee shall not be reimbursed in any case.

17. SUBJECTS OF INDUSTRIAL PROPERTY

In accordance with the Russian Legislation in law, Expocentre can issue, upon application*, a confirmation of the Exhibitor's participation in the exhibition and demonstration/open display of declared exhibits and/or trademarks placed on exhibits, as well as the date of the first open display of these exhibits or trademarks at exhibition.

Expocentre can also provide information about the exhibition.

All other issues connected with provision and/or non provision of temporary protection of industrial property rights by relevant authorities shall be settled by exhibitors by their own means.

The COMPANY bears no responsibility for the actions of relevant Russian and foreign authorities that deal with registration of exclusive rights for objects of industrial property.

Exhibitors are obliged to comply with all legal requirements for protection of industrial property rights.

Expocentre bears no responsibility for possible violations by exhibitors of industrial property rights and interests of third parties protected by law.

* Exhibitor shall submit an application with attached documents listed by Expocentre at the first day of the exhibition.

18. SETTLEMENT OF DISPUTES

All and any disputes and disagreements connected with the participation of the exhibitor in an exhibition held on the COMPANY's Fairgrounds shall, unless settled by the bilateral negotiations, be resolved:

- with Russian exhibitors: by the Arbitration Court for Economic Disputes of the Chamber of Commerce and Industry of the Russian Federation in accordance with the rules of procedure in force at the Court; the decision of the said Arbitration Court shall be final and binding on both parties to a dispute;

- for foreign exhibitors: by the International Commercial Arbitration Court of the Chamber of Commerce and Industry of the Russian Federation in accordance with the rules of procedure in force at the Court; the decision of the said Arbitration Court shall be final and binding on both parties to a dispute.

The Russian law shall be applied as the material law. In case of disagreements arising in the interpretation of the text of the present General Terms of Participation, signed agreements and other documents published in a foreign language, the Russian text shall be decisive.

**Permitting Regulations of Mounting of Non-Standard and Exclusive Stands
at Exhibitions Held at Expocentre Fairgrounds**

Definition of Non-standard and Exclusive Exhibition Stand

1. **Non-standard stand:** any stand higher than 2.5 metres custom-made of non-standard exhibition elements and equipped with original furniture and electrical equipment.

2. **Exclusive stand:** any stand custom-made of non-standard exhibition systems, elements and materials using special creative and technological solutions, which are not subject to duplication.

To receive the permission to carry out the installation, the exhibitor or his contractor shall provide EXPOCONSTA with the following documents by the following date:

- 15 days prior to the beginning of the mounting of one-storey stands;
- 45 days prior to the beginning of the mounting of two-storey stands:
- A letter about the stand construction;
- A compliance certificate GOST R ISO 9001 as applied to the design and construction of exhibition stands, electric installations up to 1,000 V;
- A stand scheme made in the isometric projection;
- A certificate for a load-bearing unit for the two-storey stand;
- A statistical computing for the load-bearing unit of the two-storey stand with an attached position plan of construction elements;
- A 1:100 scale drawing, which indicates all sizes of the two-storey stand elements, with sectional views, signed by the designer in charge and stamped by the company, which carried out the project of the stand;
- Electrical specifications indicating necessary power load, lay-out of exhibition stands indicating locations of electric power and lighting installations;
- A list (made on the company's forms) of electricians taking part in the installation of the stand signed by the company's head;
- Copies of the certificates of all listed electricians with a class of electrical safety admittance not lower than 3, with the check of certification;
- A copy of the examination journal of electricians;
- A copy of the assignment order for the electrician in charge (including safety measures);
- Permission of the fire depot No. 160.

EXPOCONSTA shall reserve the right to request additional information connected with the stand installation safety.

The exhibitor or his contractor shall have a letter of attorney authorizing him to sign the Agreement of chargeable rendering of technical control services and the Act of Compliance of the presented documentation with the General Term of Participation.

The exhibitor shall carry out permitted work in accordance with the General Terms of Participation.

Alternation of approved projects shall not be allowed without the written consent of EXPOCONSTA.

Upon obtaining the permission for stand installation, the exhibitor or his contractor shall receive a permission for convey and removal of equipment. The permission is issued by the director of the exhibition.

REGULATIONS ON ELECTRICAL INSTALLATIONS AT EXHIBITORS' STANDS**1. ELECTRICAL INSTALLATION REQUIREMENTS**

1.1 To get permission to carry out such services at exhibitors' stands, a company or organization must have a compliance certificate GOST R ISO 9001 or a competency certificate issued by the Regional Public Organization the 'Partnership of Electrical Engineers' jointly with Moscow Interregional Territory Administration for Engineering and Environmental Supervision (Moscow Rostekhnadzor).

1.2 Electrical installation and maintenance of the equipment at exhibitors' stands may be carried out only by persons complying with the professional requirements and qualified according to electrical safety standards (corresponding to the 3rd or higher grade of the Russian electrical safety standard).

1.3 In case a subcontractor is commissioned by the exhibitor to carry out electrical installation and services at the exhibition stand (or in case the exhibitor carries out the installation on his own), EXPOCONSTA will authorize the subcontractor's personnel assigned to carry out such services according to the personnel list signed by the subcontractor. EXPOCONSTA and the COMPANY's Energocentr will supervise the installation progress. The manager of the installation company (or the exhibitor himself) will assign a person to be responsible for the electrical equipment at the stand and will submit the authorized personnel list for permits to be issued by the COMPANY.

All electrical installations must be carried out according to the current Regulations for the Operation of Electrical Equipment (PTEEP), the Safety Regulations and the Construction Engineering Regulations of the Russian Federation (SNiP). Special requirements for fairs and exhibitions must be also observed.

1.4 Electrical installations must be carried out according to the stand layout to be provided by the exhibitor. The layout should detail the positions of the electric power and lighting equipment, rated voltage, maximum permissible loads for all electrical units, and terminal points for connecting the equipment to power supply sources.

1.5 Upon issuing the permits to work at the exhibitor's stand, installation companies shall be in charge of supervising the personnel authorized to carry out electrical installations.

1.6 All operations at or near power circuits shall be carried out only after disabling the power supply.

1.7 When laying exposed circuits, provided no mechanical damage is possible, cables with a fire protection shield shall be used.

1.8 At exposed places and where people pass, cables shall be protected with special cladding.

1.9 Open wiring and the mounting of lighting equipment on inflammable structures are not permitted.

1.10 For all wire/cable connections and junctions, special clips and plugs shall be used. The connection of power-consuming equipment to the mains through direct wiring is not permitted.

The supply cable for the 380/220 V leading-in device (power panel) of the exposition stand shall be five-wire. The lines of single-phase electric wiring must be three-wire. It is permitted to use four-wire cable if the thread section is not less than 10 mm² along copper.

The stand hardware must have neutral earthing according to the PUE requirements.

1.11 For mobile and portable power-consuming equipment, flexible wires/cables protected against mechanical damage shall be used.

1.12 All stands shall be equipped with power panels with RSD (residual current protective device) according to the PUE requirements and with the proper design load of extra current and overload protective devices installed separately for the lighting network and the power supply for equipment, as well as stand-by equipment which is permanently switched on (such as fax machines, refrigerators etc.).

1.13 Free access shall be provided to the main electricity terminal.

1.14 Lighting equipment for halls and stands shall comply with the Fire Hazard Regulations grade B2.

Lighting equipment with lenses made of plexiglass, polystyrol and /or other easily flammable materials shall not be used. Lights should be installed so that the distance to flammable surfaces is no less than 40 cm.

1.15 Upon the completion of the installation work and presenting the Act of Quality Control of Installation Work Conducted by Constructor at Exhibition signed by EXPOCONSTA, a representative of the COMPANY's Energocentr shall check the quality of the installation and connect the installed equipment to the power supply sources of the COMPANY according to the layout.

1.16 The COMPANY's Energocentr shall switch on the power supply to the switchbox at the exhibitor's stand upon presenting the Act of Quality Control of Installation Work Conducted by Constructor at Exhibition and in the presence of the exhibitor's representative in charge of the electrical equipment (installation), and upon signing the Division of Liability Act for the Operation of Electrical Equipment Rated at max. 1000 V which specifies the division of liability between the COMPANY and the exhibitor (power consumer), see Section 3 of the present Enclosure.

1.17 The exhibitor shall supervise the state of the electrical equipment installed and operated at the exhibitor's stand for the duration of the exhibition in accordance with the Division of Liability Act.

1.18 Upon termination of the exhibition a representative of the exhibitor/subcontractor in charge of the dismantling of electrical equipment shall apply to a technician of the COMPANY's Energocentr authorized to disable the power supply to the switchbox of the exhibitor's stand.

1.19 The dismantling of electrical equipment and its disconnection shall be carried out by the same personnel who carried out the installation.

2 LIABILITY

2.1 The property rights and liability for electrical equipment and networks for the duration of the exhibition are stipulated in the Division of Liability Act (see Section 3 of the present Enclosure) to be signed by the parties to the power supply contract (Power Supplier and Power Consumer) immediately prior to the delivery of power to the stand.

2.2 Energocentr is in charge of operating the power supply sources of EXPOCENTRE Fairgrounds.

2.3 During the mounting, running and dismantling periods of the exhibition, electrical equipment of the stand including the mains cable will be operated by the exhibitor.

2.4 The COMPANY's Energocentr as the electric power provider for the exhibitor's stand has the right to disable the power supply in case of emergency to prevent accidents and as a preventive measure in case of incidents which may be caused by gross violation of the regulations specified in PTEEP and PTB.

2.5 The exhibitor as the electric power consumer at the exhibition may not connect additional loads which are not specified in the application to the stand terminal without obtaining the permission of the COMPANY's Energoentr.

2.6 In case of violation of these Regulations, the exhibitor shall be liable according to the Russian law.

3 DIVISION OF LIABILITY ACT
for the Operation of Electrical Equipment Rated
at max. 1000 V between the COMPANY and the Exhibitor (Power Consumer)
during the Exhibition running

Moscow _____ 20__

The Power Supplier – ZAO Expocentre, Krasnyprensenskaya nab. 14, Moscow
 and

the Exhibitor (Power Consumer) - _____
company name

at EXPOCENTRE Fairgrounds, Pavilion No. _____ Stand No. _____

have hereby agreed as follows:

1. Liability for operating electrical equipment shall be divided along the border formed by the Exhibitor's (Power Consumer's) cable terminals where they are connected to the power supply source.

2. The Exhibitor (Power Consumer) is responsible for the operating the Exhibitor's (Consumer's) power switchboard, power supply cable, all electrical equipment and cables at the stand.

3. The Exhibitor (Power Consumer) shall not connect additional loads other than specified in the application.

4. The Exhibitor (Power Consumer) shall provide access to all electrical installations for the COMPANY's supervisors.

5. The following persons shall be responsible for operating electrical equipment and observing safety regulations on their own side of the division border:

Authorised Representative of the COMPANY

_____ tel.: + 7 (499) 795-27-76
(position) *(name)*

Authorised Representative of the Exhibitor (Power Consumer)

Representative
 of the COMPANY

Representative
 of the Exhibitor (Power Consumer)

(signature, name)

(signature, name)

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**PASS REGIME,
CONVEY AND REMOVAL OF EXHIBITS**

During the mounting, running and dismantling of the exhibition, the following procedures of issuance and use of documents, which permit the staff of participating companies to enter EXPOCENTRE Fairgrounds, shall be established.

1. Issuance and use of exhibitor passes

The issuance of exhibitor passes is based upon the official corporate letter signed by the Director of the exhibiting company with the corporate seal affixed.

The corporate letter shall be accompanied by the completed Application for Exhibitor Passes Form. The letter shall be considered and registered by the Exhibition Management.

Barcoded exhibitor passes shall be obtained against a Power of Attorney signed by the CEO of the exhibiting company with the corporate seal affixed.

Barcoded exhibitor passes allow entrance to Expocentre Fairgrounds via turnstiles within the time period indicated in the pass. Any turnstile can be used for entrance, whereas exit is allowed via the ONLY FOR STAFF turnstile.

2. Issuance and use of constructor passes

The issuance of constructor passes is based upon the official corporate letter signed by the Director of the constructing company with the corporate seal affixed. The letter shall contain the telephone number of the constructor's Health and Safety Representative.

The corporate letter shall be accompanied by the completed Application for Constructor Passes Form.

Non-Moscow residents employed by the constructing company shall produce their Moscow registration document.

The letter shall be considered and registered by the Exhibition management. Barcoded constructor passes shall be obtained against Power of Attorney signed by the Director of the constructing company with the corporate seal affixed.

Constructor passes admit access to Expocentre Fairgrounds during build-up and dismantling only and are valid on production of any identity document.

Barcoded constructor passes allow entrance to Expocentre Fairgrounds via turnstiles during the build-up and dismantling periods indicated in the pass. Any turnstile can be used for entrance, whereas exit is allowed via the ONLY FOR STAFF turnstile.

3. Issuance procedures and use of chargeable vehicle passes

The vehicle pass form shall show the number of passes and the period of their validity, the name of exhibition, the check-point of entrance and exit, and the parking lot. The form shall be stamped by the COMPANY's Service & Protocol Department.

The vehicle pass form contains the regulations of its use.

The name of company and license plate number shall be filled in by the exhibiting company.

In case the vehicle was substituted, the respective changes in the pass shall be certified by the stamp of the COMPANY's Service & Protocol Department.

The pass, which was not filled in completely, shall be invalid.

The pass shall be valid only for the specific vehicle. In case the vehicle has been substituted, the pass shall have two stamps of the COMPANY's Service & Protocol Department.

4. Use of vehicles during mounting, running and dismantling of exhibitions

Parking shall be allowed only on the indicated spot.

The access of vehicles to the private entrances and freight gates shall be allowed: during the exhibition running from 8 a.m. to 9.30 a.m., during the mounting and dismantling periods from 8 a.m. to 7.30 p.m. (only for handling operations).

Overnight parking shall not be allowed.

Washing and repair of vehicles shall not be allowed on the territory of EXPOCENTRE Fairgrounds.

The speed on the territory of EXPOCENTRE Fairgrounds shall not exceed 15 km/h.

On demand of a security guard, the vehicle shall be provided for examination.

When entering the Fairgrounds, cars shall receive a special card, which shall be returned to a security guard at the check-point when leaving the Fairgrounds.

5. Delivery and removal of exhibits and exhibition equipment

Registration and issuance of one-entry passes for the delivery/removal of exhibits and exhibition equipment are done at the Control Stations located near the Entrances to the Fairgrounds.

To receive your one-entry pass for the delivery of exhibits and exhibition equipment at the Control Station, present the Power of Attorney and two copies of the delivery/removal permit application. Keep one copy of the application; submit the other copy to the Pavilion or Open-air site Management.

After you have received your one-entry pas for the delivery of exhibits and exhibition equipment, go to the Entrance gates to the Fairgrounds, present your pass and the delivery/removal application, and submit the vehicle for security inspection. When the Security Officer has indicated the time of entrance in the pass, you can proceed to the Pavilion where your stand is located.

To receive your one-entry pass for the removal of exhibits and exhibition equipment during the dismantling period, present the Power of Attorney at a Control Station.

It is allowed to get several passes during the mounting and dismantling periods if necessary.

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FIRE SAFETY REGULATIONS

1. The COMPANY shall maintain the exhibition area in good condition and shall guarantee basic fire safety conditions taking into account the construction rules and regulations.

2. Responsibility for the fire safety and compliance with the fire safety regulations during the mounting, running and dismantling periods of exhibitions shall be borne by the exhibitors and organizers of exhibitions, which are arranged and held by the COMPANY and with its assistance.

3. Compliance with the present rules shall be supervised by the COMPANY's technical departments, the COMPANY's exhibition directorate and the local state fire-fighting bodies.

4. The exposition plan shall be submitted to the COMPANY as regards to the fire safety regulations at least two months before the announced commencement date of installation.

The layouts of roofed and open-air expositions to be submitted by the foreign participants shall be required to indicate:

4.1 The layout of exhibits, offices, various auxiliary premises (cinema hall, film projecting rooms, kitchen, dining rooms, restaurants, bars, information desks), showing all dimensions and tied up with a particular exposition area.

4.2 Location of evacuation exits, fire hydrants, internal fire cocks and power cabinets, according to the copy of the pavilion plan received by the firm from the COMPANY. Unobstructed access to the exits, fire hydrants, internal fire cocks and power cabinets and an adequate zone required for their normal operation shall be provided.

4.3 Exhibits displayed in operation, operating principles of engines, fuel and lubricants used, and raw materials processed.

4.4 Conventional signs and symbols to read the drawings easily and the necessary legends. Exposition plans shall be submitted in duplicate. The legends and inscriptions in the plans shall be made in the Russian language.

5. Exhibitors or organizers shall submit, at least a month before the commencement of the installation, to the COMPANY the information about all radioactive, flammable and explosive materials and exhibits to enable coordinated safety measures to be taken. Importing the above-mentioned materials and exhibits without the authorization of the COMPANY shall not be allowed.

6. Stationary stand structures may be made of conventional building materials (of a normal flammability class). Fireproof and slow-burning materials shall be used for finishing the interior of stands, offices, podiums, ceilings and fencing. All flammable materials must be treated with a fireproof compound. The use of draping materials from flammable plastics which are not susceptible to treatment with a fireproof compound shall not be allowed.

Painting and vanishing with the use of flammable paints in the Pavilions are prohibited.

Two-storey and double-deck stands as well as stands with increased fire risks shall be equipped with additional fire detectors connected to the central fire alarm board of the Fairgrounds.

Documents describing the flammability degree of all stand materials used in the organization of the exhibitions shall be submitted.

7. Carpets and runners used in pavilions shall be securely attached to the floor along the perimeter and at the joints thereof. These shall be made of a slow-burning material (resisting a burning cigarette or a match).

8. During the installation and dismantling of exhibits, the approach ways (passages) in pavilions shall be kept vacant. Unnecessary transportation crates, packaging and other materials and equipment shall be immediately removed from pavilions.

9. Thresholds and turnstiles shall not be set up in evacuation and visitor traffic paths. Aisles for visitors shall have a width of at least three (3) metres and a circular layout and offer free access to the evacuation passages, power cabinets, fire boxes and other fire-fighting facilities. Stairwells, evacuation exits, passages, corridors and vestibules shall always be kept free from any objects preventing the flow of people.

It shall not be permitted to arrange expositions made of flammable materials, and lay out offices and service rooms in the stairwells and under the stair flights.

10. The use of electrical and gas-fired devices for making tea and coffee shall be allowed only in the rooms specially allocated and equipped for the purpose by the agreement with the fire safety service.

Electrical heating devices, refrigerators and air conditioners shall be connected to separate networks, equipped with starting protection devices.

11. The exhibition pavilions shall not be adapted to purposes such as:

- Construction of storages and workshops;
- Storage of combustible and flammable liquids;
- Installation of combustible gas containers;
- Demonstration of operating exhibits using naked flame.

12. If the permissible current of low-power electrical devices (electric motors, transformers etc.) mounted on an electrically powered stand is below the rated value of the automatic protection device of the network, additional electrical protection shall be provided. All electrical units shall be adequately earthed.

13. In the absence of a threat of mechanical damage being done to the open electric network, it shall be allowed to use cable clad in a non-combustible or slow-burning outer sheathing.

All wire and cable connections and tappings shall be made by welding, soldering, molding or using special-purpose clamps. Wire and cable strands shall be reliably insulated at the connecting and tapping points.

14. Mobile power equipment shall be connected with the use of flexible conductors safely protected against mechanical damage. All power installation devices (distribution boxes, sockets, etc.) shall be certified.

15. Electric lighting devices adapted to fire-hazardous premises of class P II shall be used for illuminating halls and stands.

It shall not be permitted to use diffusers made of acrylic plastic, polystyrene and other flammable materials in lighting fixtures.

The distance between intensifying lighting fixtures and combustible or slow-burning surfaces shall be at least 40 cm.

16. The demonstration of operating models and units using flammable liquids or combustible gases in exhibition halls shall be allowed on the provision that these are pumped via pipelines from containers installed outside the buildings and the exhaust gases are vented to the outside.

The installation and demonstration of fire-hazardous exhibits and processes (welding and soldering jobs, other jobs involving naked fire, combustible solvents etc.) shall be subject to approval by the COMPANY's exhibition directorate and the fire prevention unit.

17. Storage of promotional materials and goods shall not be arranged at exhibition stands. They shall be kept in the office premises in quantities not exceeding daily requirements.

Exhibits, standby equipment, crates and packages shall be stored outside the pavilions or in specially allocated premises.

18. Smoking inside the exhibition pavilion shall be allowed only in places specially allocated for the purpose and in negotiation rooms provided with ashtrays.

19. Welding and other fire-hazardous jobs shall be carried out with the written authorization from the COMPANY; the existing fire safety regulations shall be carefully followed in the process.

20. When arranging exhibition displays or erecting temporary buildings and accommodation at Expocentre's open-air sites Nos. 21, 22, 23 along the southern side of Pavilion 8, the following regulations shall be observed:

20.1 The exhibition display systems shall be installed at a distance not less than 4 metres from the exterior panels of Pavilion 8. In this regard,

- The exhibition display systems shall be made of incombustible, fireproof and non-explosive materials;

- The walls, ceilings, floors and roofs of temporary buildings and accommodation at the exhibition display area shall be made of inflammable materials only. (The classification of substances and materials is given in Articles Nos. 12 and 13 of the Technical Regulations for Fire Safety Requirements, Federal Law No. 123-FZ of 22.07.2008).

20.2 The exhibition display stands in temporary buildings shall be equipped with not less than 2 extra fire detectors per each layer of the stand and an automatic fire-extinguishing system, such as, for example, Buran-2.5-2C, a dry chemical fire-fighting unit.

The number of fire detectors and units required shall be determined when approving the construction project of the temporary building with Fire Department No. 160 of the Federal Fire-Fighting Service located at Expocentre Fairgrounds.

21. All other issues which remain beyond the scope of the present regulations and which might arise during the mounting, running and dismantling periods of exhibitions shall be settled on the spot by the COMPANY's exhibition directorate, pavilion management and fire fighting service personnel.

22. If the design of an exposition does not meet the present regulations, the COMPANY's exhibition directorate shall be entitled to demand from the participants (organizers) that the exposition be dismantled.

23. All exhibition participants shall be required to be aware of and follow the fire safety regulations and to know how to behave in case of fire and to use first-hand fire-fighting means.

Penalties shall be imposed on exhibitors by the State Fire Fighting Service bodies in a legally established procedure for the breach of the fire safety regulations.

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VISA FORMALITIES

To obtain an entry visa, the applicant shall present the Invitation issued by the Ministry of Internal Affairs other Russian Federation to the local Consulate or Embassy of the Russian Federation.

To obtain the Invitation, the exhibitor shall send to the COMPANY's Foreign Relations Department (fax: +7 (495) 205-72-10 or 205-60-65, e-mail: ovs@expocentr.ru) the following documents not later than one month prior to the entry into the Russian Federation:

1. Request for the Invitation typed on the company's official form and signed by one of the company's executives. The request shall contain the following information:
 - Name of exhibition;
 - Name of applicant;
 - Day, month, year, and country and place of birth, gender;
 - Nationality;
 - Country and city of permanent stay;
 - Passport number and validity (dates of issue and expiry);
 - Company's full name;
 - Position (job);
 - Company's full address (area code, country, city, street, building, office, telephone, fax and email);
 - Length of stay in Russia;
 - Place of visa receipt (area code, country and city where the Russian Consulate is situated);
 - Name of the hotel where the exhibitor is going to stay;
 - The company's guarantee to cover all expenses on its representative's stay in Russia including expenses in the event of deportation.
2. Clear photocopy of the passport page with the photo, passport number and expiry date;
3. Confirmation of payment.

The COMPANY shall fax the invoice for the Invitation. Bank cheques and drafts shall not be accepted.

Upon receipt of the confirmation of payment (copy of the bank document), the COMPANY shall forward the documents to the Ministry of Internal Affairs of the Russian Federation. Within 10-21 days (depending on the nationality of the applicant), the COMPANY will receive the original of the Invitation and fax it to the company –applicant. In case the Russian Consulate does not accept a fax copy of the Invitation, the company shall find a way to obtain the original at the office of the COMPANY's Foreign Relations Department or via an express mail service.

If the trip did not take place and the COMPANY does not bear responsibility for it, the money for the issued Invitation shall not be reimbursed.

The COMPANY does not bear any responsibility for the work of the Passport and Visa Department of the Ministry of Internal Affairs of the Russian Federation.