



ipackima.com

27-30 MAY 2025
FIERA MILANO ITALY

Ipack Ima Srl, a joint venture between



pharmintech.it

RULES AND REGULATIONS

1. EXHIBITION TITLE

The official title of the exhibition is **IPACK-IMA 2025 – “Processing & Packaging”** (hereinafter referred to as “the Event”).

2. ORGANIZER, DATE, LOCATION AND SCHEDULE OF THE EXHIBITION

IPACK-IMA 2025 is organized by Ipack Ima S.r.l. - registered office: Strada Statale del Sempione Km 28 – 20017 Rho - Milan – Italy – tel. +39 023191091 – Fax +39 0249976596 – e-mail: ipackima@ipackima.it - (hereinafter referred to as “**Organizer**” or “**Ipack Ima**”) in collaboration with Fiera Milano S.p.A. (hereinafter referred to as “**Fiera Milano**”).

The Event will be held from **Tuesday, May 27 to Friday, May 30, 2025** in the Fieramilano fairgrounds situated in Rho (Milano) Italy, Strada Statale del Sempione Km 28 (hereinafter referred to as “**Fairgrounds**”).

The Event is reserved to professional trade operators only (by invitation or on a paying basis, registration required).

The opening time is:

- for Visitors from 9.30 am through 6.00 pm
- for Exhibitors from 8.30 am through 7.00 pm (on May 27 from 8.00 am through 7.00 pm)

During opening hours those who will exhibit at the Event (hereinafter referred to as “**Exhibitors**”) must ensure their presence at the stands.

The Organizer reserves the absolute right to change the schedules and, in case, the date of the Event.

3. PRODUCTS ADMITTED TO THE EVENT

Only machinery, devices, equipments and products, included in the list of product sectors as detailed in Art. 43, shall be admitted to the Event. The list represents an integral and substantial part of these General Rules and Regulations. Any machinery, devices, equipment and products that do not pertain to the product sectors included in the list of Art. 43, shall be immediately removed from the Fairgrounds at the Exhibitor's own risk and expense. Consortia, Institutions, Organizations, Associations and Trade Press which pertain to the product sectors of the exhibition will be also admitted. The admission of such organizations may be subject to specific regulations.

4. EXHIBITORS

Both Italian and foreign Manufacturers, Representatives, Agents and Dealers of the goods included in the list of approved exhibition sectors (Art. 43) shall be admitted.

5. APPLICATION FORM

The Application Form, properly filled out and signed by the Legal Representative of the Company, must be sent to Ipack Ima at the above-mentioned address **within March 31st, 2024**.

Admission to the Event is subject to the acceptance of the application for admission by Ipack Ima which will send written communication via e-mail. The acceptance of the application for admission by Ipack Ima will make the contract binding. Applications received after the above deadline shall be considered and accepted subject to space availability.

Ipack Ima reserves the right to refuse admission to the Event, should there be reservations about the Applicant's compliance to the requirements set by law, by these Rules and Regulations or by the Technical Regulations of Fiera Milano, including any modifications or additions made thereunto. Admission to the Event shall also be refused to applicants who have outstanding debts with the Organizer or Fiera Milano. The refusal and/or revocation of admission will not give rise to any compensation for damage or interest. Participation in one or more previous editions of the Event does not give the Exhibitor any right to automatically participate in a later edition of the Event. Applications for less than 20 sqm shall not be accepted.

The Exhibitor must also enclose to the Application form the following documentation, in original or authorized copy: a certificate proving registration in the Company Register or a Chamber of Commerce perusal, held with the respective Chambers of Commerce or competent authority, issued not earlier than three months prior to the date of the application submission. Foreign companies must provide an equivalent document.

The Application may not contain reservations or conditions of any kind, on penalty of inadmissibility and it must be accompanied by the down payments stated by these Rules and Regulations. Finally, the present Rules and Regulations, duly signed by the Legal Representative or by a representative with equal powers shall be attached to this Application Form.

6. DECLARATION OF REPRESENTATION

Applications presented by Agents, Representatives or Exclusive Vendors and/or subsidiaries of foreign Parent Companies must be accompanied by the “List of Firms Represented and/or Foreign Parent Company” that can be requested to the Organizers by e-mail (ipackima@ipackima.it).

Furthermore

For represented foreign firms

In compliance with regional regulations with regard to the international nature of exhibitions, all Agents, Representatives or Exclusive Vendors of foreign companies must send, along with the “List of Firms Represented and/or Foreign Parent Company” form, a declaration on the represented company's headed paper signed by a legal representative, attesting to the exclusivity of the agency or detailing any other representatives covering the Italian territory. This declaration shall also include the consent of the foreign company to use its data as set forth by the Regulation (EU) 2016/679.

For Italian represented firms

A declaration must be supplied on the represented company's headed paper and signed by a legal representative attesting to the existence and permanency of the relationship with said company. This declaration shall also include the consent of the represented firm to use its data as set forth by the Regulation (EU) 2016/679.

All Applicant Companies must give written notice of any variation or addition to the “List of Firms Represented and/or Foreign Parent Company”. Any omission, on the part of an Applicant Company of the name or names of a firm or firms in the “List of firms Represented and/or Foreign Parent Company” will automatically exclude said firm or firms from appearing in any way (including brand, trademarks or products) as Exhibitors at the stand or in the Exhibition Guide and in the online Catalogue.

Should the above conditions be infringed, the Organizer will request that the Applicant Company takes steps to regularize its position and, if the infringement persists, the Organizer will be entitled to proceed with the erasure and/or removal from the stand of the name and trademarks of the firm represented and its products, entirely at the liability, risk and expense of the stand holder.

7. CO-EXHIBITORS

Co-Exhibitors are those companies that exhibit or are present by the stand holder. These companies are considered Co-Exhibitors even if they have close economic and organizational relations with the stand holder. The acceptance of a Co-Exhibitor must be requested in writing by the stand holder. Each stand holder may not have more than one Co-Exhibitor. The Co-Exhibitor shall pay a co-exhibition fee in the amount of **€ 1,500.00 + VAT*** (which includes a contribution for the multimedia service related to the online Catalogue, the Match Making service for the creation of the agenda of meetings between Exhibitors and Buyers). In order to be admitted to the Event, the Co-Exhibitors have to fill-in the form received by the Organizer upon request of the stand holder. Co-Exhibitors will also have to sign for approval these Rules and Regulations. We remind that the application form has to be countersigned both by the Co-Exhibitor's Legal Representative and the Legal Representative of the stand holder. It is well agreed that only the stand holder is entitled to book the Event services. Should the Co-Exhibitor need said exhibition services, he will have to require them through the stand holder. If the Co-Exhibitor wishes to withdraw from the Event the Organizer shall retain the co-exhibiting registration fee. The stand holder is nonetheless responsible with the Co-Exhibitor for the payment of his share of the co-exhibition fee. Hosting a Co-Exhibitor without the Organizer's consent shall authorize the latter to immediately terminate this contract *de facto* due to the negligence of the Exhibitor and request him to clear out the stand at his own expense.

* VAT (if due in the rate currently applicable)

8. RATES AND PARTICIPATION FEE

8.1 REGISTRATION FEES

Registration Fee for official Stand Holder of € 750.00 + VAT*

Registration Fee for each Represented Company (if any) of € 400.00 + VAT*

Registration Fee for each Company exhibiting in a Group participation - € 350.00 + VAT*

Registration Fee for each Co-Exhibitor: € 1,500.00 + VAT*

The registration fee for Stand Holder, Co-Exhibitor and Company exhibiting in a Group participation includes:

- the contribution for the multimedia service related to the online Catalogue,
- the Match Making service for the creation of the agenda of meetings between Exhibitors and Buyers
- 1 car park for Exhibitors inside the Fairgrounds during entrance hours (only for the Stand Holder)

* VAT (if due in the rate currently applicable)

8.2 RAW AREA RATES AND OPEN SIDES INCREASE

The fees of the non-fitted area per square meter (rate brackets) are specified in the Application Form. The following increase will be applied based on stand type assigned:

stand with 2 open sides **€ 1,400.00 + VAT***

stand with 3 open sides **€ 2,000.00 + VAT***

stand with 4 open sides **€ 2,600.00 + VAT***

* VAT (if due in the rate currently applicable)

Example of costs (**rate brackets**) for a requested raw area of 120 sqm – 3 open sides - with registration by **February 16th, 2024**:

Up to 50 sqm:	50 sqm x € 265.00/sqm =	€ 13,250.00 + VAT*
From 51 to 100 sqm:	50 sqm x € 251.00/sqm =	€ 12,550.00 + VAT*
From 101 to 200 sqm:	20 sqm x € 245.00/sqm =	€ 4,900.00 + VAT*
Over 200 sqm:	0 sqm x € 238.00/sqm =	€ 0.00 + VAT*
Total fee for raw area		€ 30,700.00 + VAT*
Increase for 3 open sides		€ 2,000.00 + VAT*
Total		€ 32,700.00 + VAT*

* VAT (if due in the rate currently applicable)

8.3 INSURANCE

In Fiera Milano Exhibitor Portal, Manage Documents section – Insurance, you shall find the link to receive information about the “All Risks” policy, provided free of charge.

8.4 VARIOUS COMPULSORY SERVICES SUPPLIED BY FIERA MILANO

To simplify participation in the exhibition, a flat rate has been introduced covering the following “Various compulsory services”:

- use of WI-FI in the exhibition halls during show hours
- installation of power up to 10 kW
- cleaning of the stand floor area, cleaning of any covering (i.e. carpet) and emptying of any rubbish bins present
- city council advertising tax (see Art. 24)
- fire extinguisher (one or more according to the stand area size)
- Author's rights from any audiovisual installation at the stands subject to taxation.

The above tax shall not cover live performance rights (with singer and/or music instruments) for which the Exhibitor shall pay the SIAE offices of his municipality. In compliance with articles 72 and 73bis Law 633/1941, the tax also includes all rights due to the artists and phonographic producers who directly hold the registration rights and, on their behalf, SCF – Consorzio Fonografici. The rights held by artists, interpreters and executors and phonographic producers in compliance with article 73 of the above Law for the dissemination of phonograms and music videos during fashion shows, DJ with or without dancing facilities, are excluded. For this reason, the organizers of said event are required to contact SCF – Consorzio Fonografici - Via Leone XIII, 14 – Milano – in order to fulfill the obligations according to the laws in force.

The “Various compulsory services” fee **€ 14.00/sqm + VAT*** will be invoiced together with the balance of the participation fee.

* VAT (if due in the rate currently applicable)

8.5 OPTIONAL SERVICES

FULLY FURNISHED STANDS

In order to facilitate the participation in the Event, Exhibitors will be able to choose a standard fully furnished stand, up to 60 sqm. The costs for the different solutions have to be added to the raw area rate. The details of the offer will be reported in a dedicated communication. The fully furnished stands cannot be waived after **April 15th, 2025**. Should the Exhibitor waive after said date, he shall nonetheless pay the amount due for stand setup.

DOUBLE DECK AREA

Construction of raised decks will be permitted in all pavilions under the following conditions:

- raised decks can only be built over stands having 3/4 open sides with a floor area of not less than 150 sqm;
- the double-deck area must not take up more than 30% of the floor area and cannot be used for exhibition purposes.

The above conditions are to be considered as modifications/cancellations to the provisions set forth by Fiera Milano that will be mailed to the Exhibitors.

Any raised deck area shall be invoiced at the fee of **€ 120.00/sqm + VAT***.

Further technical provisions for the building of raised decks will be subsequently notified to the Exhibitors who have reserved a double-deck area upon submission of the Application Form.

* VAT (if due in the rate currently applicable)

9. PAYMENTS OF REGISTRATION FEE, DOWN PAYMENTS AND BALANCE / VAT REGULATION (NON-ITALIAN EXHIBITORS)

9.1 REGISTRATION FEE, DOWN PAYMENTS AND BALANCE

1ST DOWN PAYMENT

Together with the subscription of the Application Form, Exhibitors shall pay:

- Registration Fee for the stand holder of **€ 750.00 + VAT***
- 1st down payment equal to **€ 85.00 + VAT*** for each sqm of floor space requested;

2ND DOWN PAYMENT

Exhibitors have to pay by and not later than October 31st, 2024:

- 2nd down payment equal to **€ 80.00 + VAT*** for each sqm of floor space requested.

For enrolments to IPACK-IMA 2025 after October 31st, 2024 Exhibitors are expected to pay registration fee together with 1st and 2nd down payments.

BALANCE

By and not later than **January 31st, 2025** Exhibitors shall pay the balance of the participation fees (in terms of allocated area, open sides, Registration Fee for each firm represented and/or Foreign Parent Company - if any -, Various Compulsory Services, Fully Furnished Stand - if applicable -, etc.), as stated in the notification of stand allocation. Only Exhibitors who have paid the balance within the deadline will be allowed to enter the Fairgrounds and services will be provided.

REGISTRATION FEE FOR CO-EXHIBITOR

The registration fee for each Co-Exhibitor is of **€ 1,500.00 + VAT***, due upon submission of the appropriate Application Form.

** VAT (if due in the rate currently applicable)*

9.2 PAYMENTS

We specify that Fiera Milano is acting as Treasurer to the Event.

Payments can be made:

- **by bank transfer in the name of Fiera Milano Spa – CREDIT AGRICOLE Ag. 8 MILANO - IBAN IT67Q0623001657 000044080690 - BIC/SWIFT: CRPFI2PXXX.**

Please, note that the description of payment must be IPACK-IMA 2025.

Proof of payment must be enclosed to the Application form (CRO code). In order to comply with the obligations introduced by article 1, co. 909, Law of 27 December 2017 (obligation from 01/01/2019 to issue an electronic invoice between private individuals), the Italian Exhibitor will take care to communicate to the Organizer its Certified Electronic Mail (CEM) and its seven-digit code.

VAT must be added to all amounts (if due in the rate currently applicable)

9.3 VAT REGULATION (NON-ITALIAN EXHIBITORS)

As of January 1, 2011, in compliance with the Legislative Decree n. 18/2010 in application of EU directive no. 8/2008, non-Italian Exhibitors subject to taxation are no longer required to pay VAT on participation and service fees connected with the Event, with the sole exception of non-commercial companies/authorities and private individuals. In order to identify this type of Exhibitors (company liable for taxation/ non-commercial company or private individual), prior to the issuing of the invoice it is essential that all Exhibitors provide their VAT Number/ID code or other documents proving their status as company and not as private individuals. It is therefore absolutely necessary that such information be provided on all Application Forms, failing which the amounts invoiced shall include the Italian Value-Added-Tax. Entrance tickets and catering services will still remain subject to Italian VAT for all Exhibitors (Italian and international).

Foreign Exhibitors interested in VAT refund can apply:

- to Agenzia delle Entrate – Centro Operativo di Pescara (Tax Revenue Office – Operational Centre in Pescara -only for Exhibitors coming from Israel, Switzerland and Norway)

phone +39 0855771 – fax + 39 08552145

- to the Tax Authorities of their own country (for the Exhibitors of EU countries)

For more details, please see the “VAT Refund to Foreign Exhibitors” form you can download from the exhibition website www.ipackima.com.

10. TRACEABILITY OF FINANCIAL MOVEMENTS

10.1 In carrying out services laid down in the Regulations, the Organizer must comply with all the requirements for financial traceability in Article 3 of Italian Law no. 136 dated August 13, 2010, including subsequent modifications and additions. In particular, if the Exhibitor is a public body and/or public company and/or “commissioning body” as defined in the above-mentioned law, the Organizer:

- a) recognizes – at the risk of complete annulment of the present contract – its responsibility in terms of financial traceability as per Article 3 of Italian Law no. 136 dated August 13, 2010, including subsequent modifications and additions, including in its dealings with its own subcontractors and those of the business chain interested in anyway whatsoever in the tender;
- b) will use one or more bank or postal current accounts, opened specially, but not necessary exclusively, with banks or Poste Italiane S.p.A., for the specific public tender or received; the details of such accounts will be given by the Operating Secretariat upon request;
- c) will immediately advise the commissioning body or Prefecture-Government Territorial Office applicable if its counterpart does not comply with financial traceability requirements and will end the contractual relationship, regarding its own subcontractors as well.

10.2 The Exhibitor denominated the “commissioning body” according to the above-mentioned law must submit an Application Form containing the CIG (Tender ID Code) and the CUP (Project ID Code) for the relative public funding, otherwise the application is not valid.

10.3 The Exhibitor denominated the “commissioning body” according to the above-mentioned law has the right to end the contractual relationship, as per Article 1456 of Italian Civil Law, should the Organizer violate its duty stated in point b) of the preceding paragraph 10.1 and/or in general – also towards its own subcontractors and those of the business chain interested in any way whatsoever in the tender – not comply with its obligations regarding financial traceability under Article 3 of Italian Law no. 136 dated August 13 2010, including subsequent modifications and additions.

11. SERVICES INCLUDED IN THE PARTICIPATION FEE OF THE STAND HOLDER

The following services are included in the Participation Fee:

- administrative and secretarial costs
- stand number sign
- Exhibition Guide, online Catalogue
- 1 copy of Exhibition Guide (both for Stand Holder and Co-Exhibitor)
- The Match Making service for the creation of the agenda of meetings between Exhibitors and Buyers
- technical assistance to Exhibitors during exhibition setting-up and dismantling
- general surveillance of the pavilions and general fire prevention
- 1 car park for Exhibitors inside the Fairgrounds during entrance hours (only for Stand Holder)

• Exhibitors entry passes according to size of stand area:

up to 20 sqm	no. 5 Exhibitors entry passes
from 21 sqm to 30 sqm	no. 10 Exhibitors entry passes
from 31 sqm to 100 sqm	no. 20 Exhibitors entry passes
from 101 sqm to 200 sqm	no. 30 Exhibitors entry passes
over 200 sqm	no. 40 Exhibitors entry passes

- Entry passes for Co-Exhibitors: no. 3 passes valid only during the Event dates

• entrance permits for the staff and vehicles to enter the Fairgrounds before and after the Exhibition issued through the online pre-accreditation procedure further described in an e-mail message by Fiera Milano.

The participation fee per square meter includes the renting fee of the exhibition stand, the services detailed in the regulations as well as any complementary events arranged by the Organizer as far as seminars, conferences, celebrations and happenings are concerned, as provided for by the exhibition program. This also includes welcoming delegations and the trade, Italian and foreign governmental authorities, speakers.

12. STAND ALLOCATION

When allocating stands, the Organizer will take into consideration technical needs, the general purpose of the Event and, only if possible, requests made by the Exhibitors in the Application Forms; under no circumstances will the Organizer be under any obligation to fulfill any requests and/or preferences expressed by Exhibitors concerning aspects including but not limited to stand location, size, open sides, etc. In assigning stands, priority shall be given to Application Forms received within **March 31st, 2024**.

Stand allocation shall be issued to the Exhibitor on condition that the Exhibitor has complied with the terms of down payments as set out in Art. 9 above and, in the case of Agents, Distributors and Representatives, that the "Declaration of Representation" has been sent to the Organizer, as per Art. 6 above.

The Technical Plan of Stand Allocation can be downloaded from the Exhibitors' Reserved Area of the Exhibitor Portal by Fiera Milano, by using the personal account (FieraID) received by e-mail. The Organizer cannot however be held responsible if the e-mail is not received.

However, for serious and proven technical/organizational reasons and in the overall interest of the Exhibition, or for reasons beyond their control, the Organizer may change, reduce, modify or move stands to other halls. The Exhibitor shall have no right to claim any refund or compensation under any circumstances whatsoever.

If for technical or organizational reasons an Exhibitor is assigned and accepts a stand with a premier position (multiple open sides) and/or of a larger size than requested in the application form, even if not requested, the greater number of open sides and increase in exhibition area will nonetheless be charged on the Exhibitor.

Exhibitors are not allowed to cede part or all of their stand to another party, even if there is no charge involved. Products or companies that have not been included in the Application Form and relevant enclosures shall not be advertised in the stand.

13. REDUCTION OF STAND AREA/WITHDRAWAL OF PARTICIPATION

13.1 REDUCTION OF STAND AREA

If the Exhibitor wants to reduce the exhibition space (requested in the Application Form) he has to notify Ipack Ima by Registered Letter with proof of receipt (to be anticipated by certified mail at ipackimasrl@legalmail.it). In this case, the Organizer will withhold any down payments already made, even if the amounts exceed what should be paid for the new space. Any reduction of exhibition space will not be accepted after the assignment of the stand is made by the Organizer.

13.2 WITHDRAWAL OF PARTICIPATION

a) within October 31st, 2024:

If the Exhibitor wants to withdraw from **IPACK-IMA 2025**, he will have to notify the Organizer by Registered Letter to be anticipated by certified mail at ipackimasrl@legalmail.it within and not later than **October 31st, 2024**. It is understood that Ipack Ima has the right to withhold, as a fine, the down payments (1st and 2nd down payments) together with the Registration fee.

b) after October 31st, 2024:

After **October 31st, 2024** it is not allowed to withdraw from the Event. Therefore, if the Exhibitor wants to withdraw from **IPACK-IMA 2025** after **October 31st, 2024**, he will have to notify the Organizer by Registered Letter to be anticipated by certified mail at ipackimasrl@legalmail.it, but he will be nonetheless required to pay the entire amount due for his participation in the Event, the expenses for the installation of services ordered and/or executed in the reserved area, all taxes and duties on behalf of the Exhibitor and for any damage that the Organizer, Fiera Milano and/or the Event may suffer as a result of withdrawal.

However, in both withdrawal instances, the Organizer reserves the right to allocate the stand to another Exhibitor without this possible allocation in any way prejudicing or limiting its right to request the indemnities described above.

14. ACCEPTANCE OF THE RULES AND REGULATIONS – CODE OF ETHICS – LEG. DECREE 231/2001

By submitting the duly filled-in and signed Application Form, the Exhibitor agrees to take part in the Event in the space assigned and to unconditionally accept the Application Form, the General Rules and Regulations, Fiera Milano Technical Regulations, criteria for assignment of the exhibitions sectors and any additional limitations issued, at any moment, by Ipack Ima regarding the Event. The Exhibitor declares to have examined and understood the Code of Ethics of Ipack Ima, in its latest version as published on the Internet site www.ipackima.com and undertakes not to violate any of the principles therein included. The Exhibitor further states that it is fully conversant with the contents of the Leg. Decree 231/2001, and undertakes to refrain from any behavior that based on the above decree may be viewed as criminal.

15. EXHIBITION GUIDE / ONLINE CATALOGUE / PROMOTIONAL MATERIAL

The Organizer is responsible for the production of the Exhibition Guide, the online Catalogue, and for the realization of the promotional material related to the Event. The data entry of products' categories for the online catalogue must be done by the Exhibitor himself through the Exhibitor Portal in the dedicated section. The online Catalogue of the Event will report the details of Exhibitors, Co-Exhibitors and Represented Companies (if any) regularly registered at the Event within and not later than **May 10th, 2025**. The online catalogue contains commercial information relating to Exhibitors. Therefore, the Exhibitor, by accepting these General Rules and Regulations, grants its approval to the provision of the service and the use of its data by the Organizer and Fiera Milano.

All responsibility is declined for any omissions, mistaken indications and/or descriptions, typos and/or publication mistakes of the Exhibitors', Co-Exhibitors' and Represented Companies' (if any) data as they appear in the Exhibition Guide, online Catalogue, exhibition signs and promotional materials and/or on the Event signposting. It is forbidden to exhibit products and/or trademarks not registered at the Event.

16. EXHIBITOR PORTAL, MANDATORY AND OPTIONAL ONLINE FORMS, EXHIBITORS ENTRY PASSES AND MANTLING-DISMANTLING PASSES

The Exhibitor, up to date with the down payments, will receive the personalized credentials (FieraID) via e-mail in due time to access the Fiera Milano Exhibitor Portal in which there are detailed information about the Event, the technical plan of the notified stand with the description of the technical utilities supply. There are also mandatory documents to request technical services, installations and various services performed by Fiera Milano; optional commercial and technical services are also available on the same Exhibitor Portal, in the "Purchase in E-Service" section.

The Exhibitor Portal, in the "Manage Documents" section, specifies the forms which, for technical or safety reasons, must be compiled online by the Exhibitor within the indicated deadlines.

The Exhibitor Portal also provides a summary of the orders placed by the Exhibitor for **IPACK-IMA 2025** and instructions for online accreditation for Exhibitors Entry Passes and Mantling-Dismantling Passes.

Exhibitor/Co-Exhibitor Passes will be available in the quantity as described in art. 11. Any additional paid passes can be purchased in the "Purchase in E-Service – Accredits and Permits" section of the Fiera Milano Exhibitor Portal.

The aforementioned passes provide access to the Fairgrounds during Mantling-Dismantling and during the period of the show itself, in the provided opening hours as indicated in art. 2.

To access the exhibition Fairgrounds during Mantling-Dismantling periods, for suppliers and/or for contracting companies working on behalf of the Exhibitor, other passes called "Mantling-Dismantling passes", valid only for these periods, can be downloaded upon registration from the Fiera Milano Exhibitor Portal in the "Accreditation of installers/vehicle" section.

Both the Exhibitor and Mantling-Dismantling passes have to be printed by the recipients and presented at the Gates of Fiera Milano Fairgrounds and read through devoted devices.

17. UNLOADING AND RESHIPING OF MATERIALS

All operations related to the introduction of machines, exhibits and stand construction materials into the Fairgrounds including unloading, positioning in the stand, setup, dismantling and reshiping are at the Exhibitor's own risk and expense. For such operations the Exhibitor may use his own shipping agent. However, on the Milan Fairgrounds, the Event has an Official Forwarder supplying all the necessary services according to the terms and conditions as laid out in the "Technical Regulations" booklet of Fiera Milano. Exhibitors are advised that only vehicles equipped with pipes for conveying their engine exhaust fumes to the outside are permitted to operate inside the Exhibition Halls for unloading of machinery.

18. TEMPORARY IMPORTATION

In compliance with the laws currently in force, Exhibitors leasing exhibition facilities may temporarily import into the Fairgrounds foreign goods duly listed on the Application Form. All expenses related to custom duties are to be paid by the Exhibitor.

ART. 19 - INSURANCE - LIMITATION OF LIABILITY

19.1 "ALL RISKS" POLICY OF THE EXHIBITORS (EXCLUDING TERRORISM AND SABOTAGE RISKS) – The Exhibitor/Co-Exhibitor must have an All Risks policy on the whole value of goods, machinery, equipment and fittings taken into and/or used in the Fiera Milano exhibition centre with a waiver of right to claim compensation towards Fondazione Fiera Milano, Fiera Milano, their subsidiary and associated companies, the Organizer and any third party involved in the organization of the event.

In case of subrogation from its own insurer, the Exhibitor/Co-Exhibitor guarantees to hold the aforementioned Subjects harmless.

Fiera Milano provides to Exhibitor/Co-Exhibitor, free of charge, an "All Risks" insurance with a limit of € 25.000,00, to cover all goods, machinery, fixtures, fittings and equipment brought to and/or used at the Exhibition Centre by Exhibitors/co-Exhibitors. Coverage includes the stipulation of 10% insurance exclusion for each claim in the event of theft, with a minimum of € 250.00 and doubling these amounts for the reports submitted after the closing of the exhibition.

For any further information, please contact:

Marsh S.p.A.

Phone (+39) 02 48538909 - e-mail: fiera.milano@marsh.com

19.2 THIRD PARTY LIABILITY POLICY – This coverage is automatically provided, free of charge, for all Exhibitors by Fiera Milano. This will become an extension of its general policy that has a limit of no less than € 100,000,000.00 (one hundred million).

19.3 LIMITATION OF LIABILITY – The Exhibitor/Co-Exhibitor agrees to hold harmless Fiera Milano and the Organizer from any liability for consequential losses, reputational damage, loss of revenues, etc.

Also, for any direct loss, since each Exhibitor/Co-Exhibitor has in custody/care the reserved exhibition spaces and is responsible for the goods contained therein, the Exhibitor/Co-Exhibitor agrees to hold harmless Fiera Milano and the Organizer from any liability, for goods/values covered and/or not covered and/or exceeding from the above-mentioned Art. 19.1.

The Exhibitor/Co-Exhibitor acknowledge that Fiera Milano shall not provide insurance service/policy or provide any benefit to the extent that the provision of such services or benefit would violate applicable law or expose Fondazione Fiera Milano, Fiera Milano, their subsidiary and associated companies, to any sanction, prohibition or restriction under ONU Security Council Resolutions or under other trade or economic sanctions, laws or regulations. Therefore, the Exhibitor/Co-Exhibitor under those restrictions, will not be covered by any insurance policy and release hereby Fondazione Fiera Milano, Fiera Milano, their subsidiary and associated companies, against all liabilities for any harmful event that may be suffered within the Exhibition Centers available/owned/managed by the aforementioned subjects, nor will have any action, claim or request against such Subjects, for the aforementioned events.

20. TECHNICAL SERVICES AND SURVEILLANCE

Within the limits of the existing installations, the supply of electricity (see Art. 8.4 - Various Compulsory Services), water, compressed air and other technical services is guaranteed. The Exhibitor is responsible for connection and consumption costs (see Art. 22 Technical Services). General surveillance of the halls (but not of single stands) is provided by Fiera Milano which is also responsible for fire prevention measures. Special surveillance services can be requested at Fiera Milano upon payment through the Exhibitor's Portal, in the "Purchase in E-Service" section. During the opening hours of the Exhibition, the Exhibitor is responsible for the security at his stand. Full details of the above and other services offered by the Fairgrounds are laid out in the "Technical Regulations" booklet of Fiera Milano.

21. AVAILABILITY AND DATES OF STAND SET UP – STAND DISMANTLING

Exhibitors who have not paid the balance of their participation fee (see art. 9 above) shall not be granted entry to set up their stands.

STAND SET UP

Stands (**raw area**) shall be available to Exhibitors delineated by colored strips on the ground, except in cases of force majeure, as follows:

from Monday, May 19th to Monday, May 26th, 2025

Halls opening time: from 7.30 am to 6.30 pm (on May 26th the exhibition halls will close at 6.00 pm).

Vehicles shall be admitted to the Fairgrounds from 7.00 am to 5.30 pm (on May 26th the entrance of vehicles will be till 3.00 pm).

On May 26th – Exhibition eve – it will be strictly forbidden to:

- access the Fairgrounds with setting materials;
- continue set up operations beyond closing time.

Setting-up and arrangement of goods must however be completed by 6.00 pm on the day before the opening day of the Event. For technical and organizational reasons this deadline shall be considered as final.

The availability of the furnished stands will be notified by the Organizer through a specific communication.

In the event that an Exhibitor has not completed his stand set up by 6.00 pm of May 26th, 2025, the Organizer has the right to use said stand differently. In this case, the Exhibitor to whom said stand was assigned, will be nonetheless charged for the participation fee and costs of any service provided.

STAND DISMANTLING

Exhibitors must be present at their stand and with their own exhibits/machinery for the duration of the Event. Desertion or dismantlement of the stand before closing time on the last day of the Event is strictly forbidden and it is subject to a fine calculated on the surface allocated:

- up to 60 sqm € 2,000.00 + VAT *
- from 61 to 120 sqm € 4,000.00 + VAT *
- over 120 sqm € 6,000.00 + VAT *

* VAT (if due in the rate currently applicable)

Dismantling operations of machinery and stand facilities must be carried out according to the calendar and hours indicated: **from Saturday, May 31st to Tuesday, June 3rd, 2025 with access to the halls** from 7.30 am to 6.30 pm. **Vehicles shall be admitted** to the Fairgrounds from 7.00 am to 5.30 pm.

On Friday, May 30th, 2025, from 6.00 pm to 7.00 pm it will be possible to remove small carry-on items from the stands; from 7 pm to 12 am you can start dismantling the stands.

On expiry of the above set periods, the Organizer and Fiera Milano will not, under any circumstances, be liable for machinery, materials or any other items left unattended on stands. Material remaining on the stand areas will be removed and stored by the Organizer and Fiera Milano at the expense and responsibility of the Exhibitor, who accepts these conditions.

Two months after the above deadlines, any unclaimed items may be sold by auction, and the net proceeds, after payment of expenses incurred by the Organizer and Fiera Milano, shall be credited to Ipack Ima and Fiera Milano.

Storage of the Exhibitor's materials on the Fairgrounds shall also incur a charge levied by Fiera Milano for prolonged occupation of the area after the Event dates.

The Exhibitor shall surrender the exhibition area in the same condition as it was when it was delivered. Non-compliance with this regulation shall entitle Fiera Milano to the right to avail themselves against the Exhibitor for costs incurred for restoring the exhibition space to its original condition

TIME EXTENSIONS

Any legitimate need for a limited extension of the times scheduled fixed by the "Technical Regulations" booklet of Fiera Milano (both for setting-up and dismantling of the stands) will be examined by the Customer Service – Exhibitors Assistance, which, according with technical and organizational possibilities, and on condition that sufficient advanced notice is given, and a penalty charge is paid, will try to meet such requests.

Non authorized presence at the stand outside of permitted times, Fiera Milano (Customer Service also with the support of Security Service) applies a penalty for each hour's presence at the stand or fraction thereof outside of the permitted times, notwithstanding compensation for greater damages.

22. STAND FITTINGS / HEIGHTS AND HANGING LOADS / EXCEPTIONS / STAND PROJECTS

Any defects or shortcomings discovered when the Exhibitor takes possession of the exhibition space for setting up the stand and laying out of goods must be reported to the Customer Service – Exhibitors Assistance. In order to access the Fairgrounds, Exhibitors must follow the instructions given in "Provisions for setting up and dismantling", which will be available in Fiera Milano Exhibitor Portal, in "Manage Documents" section ("Important documents" label).

The Exhibitor shall strictly observe for setting up the stand the Rules and Regulations, the layout plan and the Fiera Milano "Technical Regulations" (which can be found at www.ipackima.com) and further general and technical rules: these rules represent an integral part of the General Rules and Regulation.

The Exhibitor shall be responsible for all organization and costs incurred for setting up the stand and shall strictly observe the Rules and Regulations.

He shall also provide Fiera Milano with his stand layout project beforehand for approval.

The Exhibitor undertakes to fit out the entire area assigned and to display on his stand - for the entire duration of the Event - products belonging to the sectors listed in the present Rules and Regulations.

Products exhibited must be positioned in such a way that they are not considered offensive and must comply with Italian Legislative Decree 81/08 (Consolidation Act on safety).

The stand must be laid out in such a way so as to avoid obstacles or objects that hinder access to the exhibition areas.

The maximum allowed heights inside halls are as indicated below:

For stand construction

- Partition and side walls: 4 m
- Graphics, brands and illuminated banners, trusses: 6 m (above limit)
- Other structures or internal walls: 5 m

Continuous walls closing (even if using different elements) over 50% of the length of open sides or the front display area are not permitted in order to enable the full display of products and for safety reasons. Continuous walls closing over 50% have to be authorized by the Organizer.

Exceptions to height of displays

Exceptions to the maximum allowed height of displays may be granted – in writing only - provided that:

- a) the Organizer considers the stand area sufficient to justify the request;
- b) a minimum distance of 1.5 m is kept from the technical installation of the hall enabling easy access;
- c) the display does not hamper or cover overhead signs positioned by Fiera Milano;
- d) conformity to all regulations concerning setting up and dismantling of the design is guaranteed;
- e) they do not compromise neighboring stands or the exhibition decoration concept.

Stand projects

The stand projects must be sent within **April 11th, 2025** to Fiera Milano by all Exhibitors, except those who have requested a fully furnished stand. The stand project, complete with floor plans, measured elevations and rendering must be uploaded to the specific location provided on Fiera Milano Exhibitor's Portal, in "Stand contractor appointment or upload stand plan" section.

Fiera Milano via their Exhibitor Assistance Customer Service will verify the stand projects in relation to Event Rules and Regulations and "Technical Regulations" of Fiera Milano and will provide feedback on the project by approving it or requesting further compliance with the above Regulations.

Once the projects have been approved the Exhibitors, independently at their own expense, will see to the installation of the perimeter walls and flooring of their stands. Should a wall shared with another Exhibitor exceed the standard height of 4 m, it is necessary to provide the Organizing Secretariat with a written consent by the bordering Exhibitor. Furthermore, all the stand finishing shall be of a high quality on the outer sides or on the sides bordering with other stands. The stand finishing must also be neutral in terms of color. Access must be guaranteed to all utility systems even in the event of carpeting etc. or raised floor sections; for materials to be hung from the ceiling please refer to the Dispositions contained in the Technical Regulations of Fiera Milano.

Continuous walls closings particularly wide must be finished, on the outside, with appropriate design.

All furnishing/banners/graphics/brands etc. exceeding 4 m height inside individual stands shall be positioned at a minimum distance of 1.5 m from neighboring walls, except for the hanging of perimeter bars only for lighting purposes (no brands, graphics etc.).

Failure to receive the correct documentation or approval of the stand project from Fiera Milano will not enable the Exhibitor (or stand fitters) to set up their exhibition stand.

Technical Services

In order to schedule the technical services supply (hangings, water and electric connections, 24 hours electric power supply, etc.), Exhibitors must load their orders on E-Service within and not later than **April 11th, 2025**. After this date, except for sold out, the services will be provided after the ones already scheduled.

23. PROMOTIONAL AND ADVERTISING ACTIVITIES

Advertising, excluding that carried out within the stand itself, may be carried out by the Exhibitor in any form permitted through Fiera Milano, in accordance with Ipack Ima, who reserve exclusive management rights, also availing themselves of the co-operation of specialized agencies.

In case of distribution of video, phonographic or multimedia materials containing original works or pieces of works which are covered by copyright according to Italian Law 22.4.1941 n. 633, the Exhibitors must settle in advance the relevant taxes and apply the authentication stamp (SIAE) in compliance with Art. 181bis of the aforementioned law.

The illegal use of the above-mentioned original works, as well as the lack of the SIAE stamp on the distributed material shall result in penalty as per Art. 171 of Italian Law 633/41.

24. CITY COUNCIL ADVERTISING TAX

In addition to all participation provisions, the Exhibitor shall pay the Rho City Council Tax for taxable items. Following agreements reached with the Rho City Council in the interests of exhibiting categories, this is a lump-sum tax that is based on the surface area occupied by the Exhibition.

In order to avoid burdensome procedures that Exhibitors would be required to carry out directly, this tax is included in the "Various Compulsory Services". Fiera Milano will then forward the payment to the Rho City Council.

25. PHOTOGRAPHS, FILMING OF VIDEOS AND DRAWINGS

Private individuals, visitors and Exhibitors are forbidden to take photographs, videos and drawings inside the halls, without the express permission of the Organizer. In any event, Exhibitors employing their own photographer shall photograph their stand and products therein displayed only, after having requested authorization to do so to the Organizer.

26. PROHIBITIONS

In general, any activity that may be detrimental to disturb or harm the normal running of the Event is forbidden.

The following activities are absolutely prohibited:

- sound systems whose volume exceeds the minimum limit and which disturb neighboring Exhibitors. Exhibitors using complex acoustic amplification must comply with the relevant provisions of the Technical Regulations of Fiera Milano (Art. 8.2.2); so as not to exceed the limits set, the exhibiting companies must furnish their own amplification equipment with self-regulating apparatus to keep the sound intensity within the appropriate range. With regard to exhibited machinery, noise must be contained within the limits permitted by legal norms.
- light sources which may cause disturbance to neighboring Exhibitors
- sale with immediate delivery of exhibited products
- the display of prices, awards and the like in respect of machinery anywhere within the stand unless specifically authorized by the Organizer and Fiera Milano
- the distribution of brochures or other promotion items in the aisles, within the bounds of the Exhibition and immediately near the entrances
- the distribution and delivery of any technical-informative and advertising material (magazines, manuals, books, brochures, or anything else) not strictly pertinent to the Exhibitor. The Exhibitor may however distribute or deliver advertising material as long as it is strictly pertinent to his business sector, solely on his own stand
- the promotion of companies that are not exhibiting
- paging by loudspeaker
- permanence on the stands or in the area of the Event during closing hours

Further details are laid out in the Fiera Milano "Technical Regulations" booklet. Should the Exhibitor fail to comply with these prohibitions, the Organizer reserves the right to close the stand.

27. OCCUPATIONAL SAFETY

Each Exhibitor is required to scrupulously comply with the entire regulatory system in force, also and above all with regard to the protection of the health and physical integrity of workers, and with labour, social security and welfare legislation for the entire duration of the Exhibition, including the time required for the assembly and dismantling of stands and any other related activity, waste disposal included.

Furthermore, the Exhibitor undertakes to observe and ensure that all contractors working on its behalf, during the assembly and dismantling of the stand and in relation to any other related or connected activity, comply with the Technical Regulations of Fiera Milano and any supplementary sections thereof that he declares having fully understood, the provisions contained in art. 88 of the Italian Legislative Decree 81/2008, paragraph 2-bis and its implementing Ministerial Decree of 22.7.2014, issued by the Ministry of Labour and Social Policies and the Ministry of Health.

The Technical Regulation, which can be consulted on the website www.fieramilano.it, in the section "Exhibitors - Technical Documents – Link to event" contains, among other things, precautionary rules regarding exhibition safety (fire prevention, electrical systems, environmental protection, etc.), with the exclusion of the specific safety rules concerning the activities carried out by the Exhibitor or contracted out by the latter to the contractors (stand assembly and dismantling and related activities), the verification and observance of which remains the responsibility of the Exhibitor itself.

For the purposes of fulfilling the obligations contained in the Italian Ministerial Decree 22.7.2014 above, the Organizer makes the documents referred to in Annexes IV and V of the Ministerial Decree itself available on its own website and that of Fiera Milano.

Behaviors that do not comply with the above safety regulations, in particular when they may affect the general safety of the halls and third parties present, may be subject to intervention by the Organizer and / or Fiera Milano, in the context of sample checks and lead to the immediate closure of the stand until safety

conditions are restored. Any other consequence that may arise from non-compliance with the aforementioned provisions is solely attributable to the responsibility of the Exhibitor and the companies appointed by him.

Fiera Milano may remove from the Exhibition Centre the personnel of the executing companies / self-employed workers who work on behalf of the Exhibitor from the Fiera exhibition center if they do not have the identification card provided for in Articles 18, c. 1, lett. u); 21, c. 1, lett. c); 26, c. 8 of the Legislative Decree 81/08 and non-EU personnel if, even in the presence of the aforementioned card, they are not in possession of a residence permit and / or a legible and valid identity card

The Employer who is responsible for such personnel will be charged consequently. The Exhibitor that, as customer, has authorized the company to operate in the district on its own account for the execution of works, will be informed of the claim.

The Exhibitor is responsible for the compliance with the regulations in force of everything that is carried out and organized on its behalf in relation to outfittings, structures, systems, products on display and all related activities.

Each Exhibitor must appoint a "Contact Person for the Exhibition Safety of the Exhibitor" (hereinafter RSE) who will, for safety purposes, be liable towards all subjects possibly involved for all responsibilities in respect of the activities conducted on the Exhibitor's behalf during the entire time of stay at the exhibition district. At the Exhibitor's discretion, and under its full responsibility, the RSE may also be a different person in each of the three stages mentioned above (assembly, exhibition and dismantling).

The name of the RSE and all references (e-mail, telephone, etc.), must be communicated to the Organizer (and through the latter to Fiera Milano), before the start of the assembly work of the stand and in any case before access by workers and the introduction of materials in the exhibition center.

At the Organizer, the names and references of the RSE of neighboring stands will be made available to Exhibitors. Each Exhibitor, through his/her own RSE, is obliged to coordinate with the other RSE of the adjacent stands, so that, through the exchange of information, any prevention measures can be identified, apply to eliminate or, where this is not possible, minimize the risks from interference, when present. In the absence of communication of the name of the RSE, this function will remain the responsibility of the Legal Representative of the Exhibitor. Any changes must be promptly communicated to the Organizer.

The most relevant obligation for the Customer (Exhibitor) concerns the DUVRI [unified document for the assessment of interference risks], or the PSC [safety and coordination plan] in the event that, respectively, the rules contained in article 26 of the Italian Legislative Decree 81/08 are applied, or those contained in Title IV of the same decree, according to the provisions of the Italian Interministerial Decree of 22 July 2014.

This documentation must be uploaded to the appropriate section of the Fiera Milano Exhibitor platform, that we remind you to be available to the competent authorities (ATS and law enforcement agencies) and be present at the stand for the entire period of the event (including assembly and dismantling).

28. MEASURES TO GUARANTEE PERSONAL SECURITY IN THE FAIR EXHIBITION CENTRE

Ipack Ima, in observance of the instructions provided by the Public Security Authority, has adopted the infrastructural, organizational and operational measures deemed necessary to guarantee the security of the individuals present for any reason in the Fair Exhibition Centre.

Merely by way of example, the following may be provided for, at the sole discretion of Fiera Milano:

a) particular means of access to and exit from the Fair Exhibition Centre (specific entrances/exits or reserved lanes, times, systems for the regulation and control of accesses and flows), which may be differentiated according to user categories;

b) security checks, which may also be carried out with the aid of fixed or portable equipment or instruments, on people, baggage and personal effects, both upon entry to the Fair Exhibition Centre and inside it, and, where necessary, upon exit. These checks will be carried out by Fiera Milano staff or by third parties entrusted by Fiera Milano for the purpose. Without prejudice to notification to Law Enforcement Agencies and any measures that may be adopted thereby, users who refuse to undergo checks will be prevented from entering the Fair Exhibition Centre. If said users are already in the trade fair district, they will be removed immediately. Users invited to undergo a check must guarantee maximum collaboration, so that the check can be carried out as effectively and quickly as possible given the nature of the activity. Following said checks, and without prejudice to notification to Law Enforcement Agencies and any measures that may consequently be adopted thereby, Fiera Milano reserves the right, at its sole discretion, to refuse entry to the trade fair district to suspect individuals or objects, and to immediately remove any suspect individuals already inside the trade fair district; suspect objects must be immediately removed from the trade fair district by and under the responsibility of those in possession of them. Fiera Milano is under no obligation to provide services for the safekeeping of suspect objects; **c)** variations or limits to pedestrian and vehicular routes within the Fair Exhibition Centre, including the positioning of barriers, Jersey barriers, speed bumps and the like;

d) forcible removal, at the risk and expense of the owner, of means of transport of work equipment, objects or personal effects deemed suspect or liable to interfere with security checks.

The measures in this paragraph are also applicable to all visitors and guests admitted to the trade fair events.

29. OPERATION OF EXHIBITED MACHINERY

Machines and equipment can operate with no restrictions provided that:

- they do not cause inconvenience to neighboring Exhibitors and to visitors with irritating noises, heat, vibrations, solvent pollution and so on
- they are placed at the edge of the aisle, if they are protected by fixed screens, which may also be transparent; or they are placed at a sufficient distance from the edge of the aisle and enclosed in protective barriers equipped with adequate safety signs to prevent any contact with hazardous parts. The controls of the displayed machines, if located by the aisle, should be placed rearwards to prevent machine operators from crowding the aisles
- they comply with EU Directives in force with regard to the safety of machinery (2006/42/CE). As a result, machinery shall bear the EC mark with the characteristics provided for by said Directive
- Exhibitors may exhibit and operate machines that do not comply with the EC Directives provided that a notice clearly states the non-conformity of such machines and that they cannot be bought before being made compliant (Art. 6, clause 3, 2006/42/CE) (Art. 3, clause 7, Legislative Decree no. 17 of 27/01/2010)
- if, for demonstration, inspection, or maintenance reasons, it is necessary to operate machines with protection devices disabled, Exhibitors will have to take suitable safety measures (movable barriers, rigid protection shields, and so on) in order to ensure a level of protection equal to that requested by the regulations. However, removed protections will have to be placed close to the machine in a clearly visible position
- for machines and equipment in operation, for which a test is requested by law, a special certificate must be issued by the appropriate Bodies; the certificate must be shown in case of inspection by the competent Authorities and by the appropriate Bodies.

All other rules indicated in the "Technical Regulations" booklet of Fiera Milano must also be complied with.

The Exhibitor assumes all responsibility for damages to persons or things caused by the operation of machinery exhibited on the Exhibitor's own stand. In the event that the responsible Authorities should deem the situation to be dangerous, the electricity supply will automatically be cut off until normal safety conditions are restored.

30. INFORMATION AND PROTECTION OF RIGHTS OF INDUSTRIAL AND INTELLECTUAL PROPERTY

During the Exhibition will be activated the "Rules of Information and Protection of Rights of Industrial and Intellectual Property" for which the details and the relative regulations will be provided through dedicated communication by the Organizer.

31. PAYMENT OF THE STATEMENT OF ACCOUNT – EXIT PASSES

The balance for the exhibition space must be paid by and not later than **January 31st, 2025** (see Art. 9.1). Invoices issued after said date have to be paid upon receipt and, in any case, before the beginning of the Event. During the Event, the Fiera Milano Administration shall issue a statement of account summarizing all invoices issued for services and extra supplies, plus any other charges not yet paid. Any disputes on the fees charged will have to be presented before the closing of the Event; after this time, they will no longer be accepted.

The statement of account will be published on Fiera Milano Exhibitor Portal in the section "Manage account statement and request exit pass". Exhibitor can pay what is due by bank transfer, or credit card on receipt using the bank agencies at the Fairgrounds.

In order for people and goods to exit the Fairgrounds, Exhibitors have to use their Exhibitor's badges, which will be validated after the statement of account is paid, or the Exit Passes downloaded from Exhibitor Portal.

32. DAMAGE CAUSED BY THE EXHIBITORS – WASTE DISPOSAL

Exhibitors are responsible for all damage caused to the structures and equipment placed at their disposal. Stands must be returned in their original condition and must be checked by the CUSTOMER SERVICE. All expenses incurred in the course of repairs to make good any modifications or damage will be charged to the Exhibitor.

The collection, holding, transport and recovery of waste must be carried out in accordance with Legislative Decree no. 152 of 2006 as amended. It is compulsory for the Exhibitor to remove waste from the Exhibition Centre, taking it to the authorized recovery/disposal plants, in accordance with current legislation. Pursuant to the Technical Regulations, the Exhibitor and its representatives are responsible for the correct management of the waste produced inside the assigned exhibition space. It is forbidden for the Exhibitor (or its representatives) to leave waste of any kind inside the exhibition space, either in the assigned space or in the common areas (aisles, roadways, etc.). The Exhibitor or its representatives may remove the waste produced directly or by using the services of professionals authorized to handle waste, registered in the National Register of Environmental Managers, which can be consulted at the following address: <https://www.albonazionelegistoriambientali.it/Public/Elenchiscritti>. The prohibition on abandoning waste and the related obligation to manage it correctly shall be construed as referring to all waste and residual materials from the set-up/disassembly work (packaging, materials used such as walls, false ceilings, floor

coverings, etc.). Is excluded from this obligation, however, the waste resulting from the cleaning of the stand during the Exhibition, carried out by the companies appointed by Fiera Milano, concerning the cleaning of the floor, the cleaning of any coverings and the emptying of the stand waste bins. In the case of abandonment of waste in the halls or inside the Fairgrounds, Fiera Milano will apply a penalty of € 5,000.00, without prejudice to compensation for greater damages, and reserves the right to move away the responsible personnel from the Fairgrounds and to take legal action. The Exhibitor is required to respect all the local regulations in force and in accordance with the provisions of the Regulations governing the collection of solid urban waste, separate collection and urban hygiene services, adopted by the Municipality of Rho - pursuant to art. 198, c.3 of Legislative Decree 152/2006 - during the exhibition. The Exhibitor and its staff are required to separate the waste produced, separating it by type and nature in the bins located inside the halls and in the specially equipped outdoor areas. In this way, separate management of the different types of waste can be guaranteed and their recovery in controlled supply chains promoted.

33. FOOD AND CATERING SERVICES

Exhibiting companies can apply for Fiera Milano food and catering services in the "Purchase in E-Service" section of the Exhibitor's Portal and/or by contacting ristorazione@fieramilano.it or calling +39 02. 4997.6365/7425/7805 – <https://ristorazione.fieramilano.it/>. Third party catering companies and Exhibitors who wish to offer food and drink to their guests of their own accord can purchase passes for access and resupply when submitting the necessary documentation. The procedure is available on the Obligatory Documentation - Catering section of the E-Service platform and in the Fiera Milano Technical Regulation. In accepting this General Regulation, Exhibitors who provide their own catering separately from the services provided by Fiera Milano declare that they are aware of the provisions of the Italian Prime Ministerial Decree dtd. 17 May 2020 and its amendments and agree to observe its requirements.

34. RIGHT OF SEIZURE

Ipack Ima and Fiera Milano, reserve the right to prevent goods from leaving the Fairgrounds in the case of breach of contract or offence committed outside the terms of the contract by the Exhibitor. Ipack Ima and Fiera Milano shall not be responsible for any fact or damage to goods directly or indirectly incurred in the application of this right.

35. AMENDMENTS TO THE GENERAL REGULATIONS

The Organizer reserves the right, even notwithstanding the present Rules and Regulations, to establish further terms and conditions which in his opinion will enable him to better manage the Event and its services. Such terms and conditions have the same binding authority as the present Rules and Regulations. Should an Exhibitor fail to comply with the current Rules and Regulations and further terms and conditions, the Organizer reserves the right to expel said Exhibitor from the Event. In such a case, the Exhibitor has no right to any form of reimbursement or compensation.

36. SURVEILLANCE

Except as established by individual provisions, the surveillance of compliance with the General Regulations is entrusted to the staff of Ipack Ima, to the competent offices of Fiera Milano and possibly to third parties (natural and legal persons) by the same appointed.

37. FORCE MAJEURE AND EXCLUSION OF LIABILITY

If, due to the occurrence of unpredictable events that make it impossible to hold the Event or in any case for reasons not ascribable to the Organizer and/or Fiera Milano (hereinafter the "Force Majeure") – the date and/or times of **IPACK-IMA 2025** are changed, or the duration of **IPACK-IMA 2025** is reduced or extended, or **IPACK-IMA 2025** is canceled or postponed, the possibility for the Exhibitor to withdraw, terminate or cancel the contract signed with the Application for Admission is excluded.

When a Force Majeure event occurs, the obligations of the parties that cannot be fulfilled for this reason, will be automatically extended, without penalty to each party, for a period corresponding to the duration of the Force Majeure event itself. In the event of cancellation of **IPACK-IMA 2025**, the Organizer and Fiera Milano have the right to withhold the sums already paid by Exhibitors up to the amount of out-of-pocket expenses already incurred by them and commitments with third parties already assumed, and subsequently to distribute the remainder among Exhibitors in proportion to the individual payments made. It is understood that, in the event the Organizer moves the date of the exhibition, the Exhibitor will not be considered released from the contract and therefore from his participation in the event nor will he be entitled to refunds or compensation from the Organizer, given that the sums paid by the same will be considered valid for the new dates.

In no case, due to the occurrence of Force Majeure, the Exhibitor shall be entitled to request compensation from the Organizer and/or Fiera Milano for any damages suffered.

38. CLAIMS

Any claims must be made in writing to Ipack Ima, whose decision, which is made in the interests of the Exhibition, is final.

39. SPECIAL RESOLUTIVE CLAUSE

The Organizer reserves the right to cancel the participation contract with immediate effect in accordance with Art. 1456 of the Italian Civil Code solely by means of a written notification to the Exhibitor, in the case of breach of any of the provisions set out in Art. 3, 4, 6, 7, 8, 9, 10, 11, 12, 18, 19, 23, 25, 26, 27, 28, 29.

40. COURT OF JURISDICTION

This contract is subject to and regulated by Italian law. The court of Milan shall have jurisdiction over any controversy.

THE ITALIAN VERSION OF THE AFOREMENTIONED RULES AND REGULATIONS WILL BE THE SOLE DOCUMENT VALID FOR LEGAL PURPOSES IN CASE OF ANY DISPUTE ARISING FROM INTERPRETATION, APPLICATION OR PERFORMANCE THEREOF.

41. PROCESSING OF THE EXHIBITOR'S PERSONAL DATA

1. The Exhibitor declares that he/she is aware that the provisions of the European General Data Protection Regulation EU 2016/679 (hereinafter "**GDPR**") concern the processing of data of individuals ("**Personal Data**") and do not apply to legal entities (companies), organizations and associations or to the information ("**Information**") concerning said entities, for which only the regulations on the transmission of commercial electronic communications apply. In these cases, the Exhibitor (legal entity, organization, or association) is also required to grant consent for the transmission of electronic communications for direct marketing purposes.

2. The Personal Data of the Exhibitor, in the event he/she operates as a sole trader, freelancer or small business, and those of the representatives, associates, employees and workers of the Exhibitor indicated in the Application Form or issued subsequently, as well as those acquired from third parties (e.g. partners, commercial information companies, etc.) or during the Exhibition (including, for example, any photos or video recordings made at the stands: see Article 42), are collected and processed by the Organizer and Fiera Milano in their capacity as data controllers for the activities for which they are responsible under the terms set out in the following Privacy Notice.

3. The Privacy Notice set out below and referred to in the previous article is provided by the Organizer and Fiera Milano pursuant to art. 13 of the GDPR and the Exhibitor undertakes to forward it to the individuals (his representatives, associates, employees and workers) whose personal data have been submitted for the purposes of participation in the Exhibition and for provision of the relevant services. He/She guarantees that the Personal Data may lawfully be used by our Companies for these purposes and undertakes to indemnify and/or compensate our Companies for all costs and damages that may derive from violation on the part of the Exhibitor of the obligations undertaken towards our Companies in accordance with this article.

PRIVACY NOTICE – PROCESSING OF THE EXHIBITOR'S PERSONAL DATA

Art. 13 of Regulation (EU) 2016/679 – General Data Protection Regulation

The Personal Data indicated by the Exhibitor on the Application Form or issued at a later time or acquired from third parties (e.g. partners, commercial information companies, etc.) or during the Exhibition (including, for example, any photos or video recordings made at the stands) are collected and processed by the Organizer Ipac Ima and Fiera Milano in their capacity as data controllers for the separate activities falling under their respective responsibilities (hereinafter, the "Data Controllers" or "Our Companies"), for the following purposes:

a) as regards the Organizer, for implementing the measures, obligations and services concerning the participation application, payment of the participation fees and participation in the Exhibition, and for performing the associated administrative, accounting and tax activities and for fulfilling the related regulatory obligations: for these purposes, the Organizer makes use of the services provided by Fiera Milano, which for these specific activities performs personal data processing as the Data Supervisor on behalf of the Organizer;

b) as regards Fiera Milano, for performing the measures, obligations and services concerning the services directly requested by the Exhibitors at Fiera Milano (for example via E-Service) and for carrying out the autonomous activities of maintenance, safety and security of the Rho-Pero Exhibition Centre in accordance with the obligations imposed by current legislation on Fiera Milano as the manager of the exhibition center.

In relation to the aforesaid purposes, processing the Exhibitor's personal data is required in order to establish and perform the contract concerning event participation, meeting the associated legal obligations and pursuing the legitimate interests of our Companies and the Fiera Milano Group companies for administrative, organizational, technical and security activity management associated with the Exhibitor's participation in the event and the provision of the

relevant services. Failure to supply the required personal data even in part would not permit the Exhibitor's admission to the event and/or the provision of the associated services.

For the aforesaid purposes, the Exhibitor's Personal Data:

a) will be processed by electronic and other means, adopting dedicated and prevalently computerized procedures and methods to ensure the correct management of the services provided. Said personal data may be retained even after the exhibition for administrative, accounting and fiscal purposes, for a period set out in applicable standards (usually ten years);

b) may be divulged to personnel and collaborators authorized by our Companies to process data in order to carry out the aforesaid administrative, technical, and security activities related to the organization and management of the Event and the provision of the services requested by the Exhibitor;

c) may be communicated by our Companies to the Companies of Fiera Milano Group (for Fiera Milano also see the updated list available on the website www.fieramilano.it) and to trusted companies that provide us with organizational and technical services relevant to the event, such as installers, support and maintenance companies, printers, data processing companies, administrative consultancy firms and companies commissioned to assess the performance of the event. The companies that process personal data on behalf of Fiera Milano work as data processors in accordance with the specific obligations established in the service contracts;

d) may be transferred to companies based in countries outside the EU, if the European Commission has recognized that these countries offer an adequate level of data protection (e.g. Switzerland, Australia, Israel and USA in the case of US companies complying with the Privacy Shield agreement with the EU), or based on suitable guarantees (such as standard contractual clauses or binding corporate regulations for groups) or, should these conditions not be fulfilled, if said transfer is authorized by the Exhibitor or necessary for executing the contract;

e) disseminated via the Exhibition website and catalogues in accordance with the publication obligations set out in the contract with the Exhibitor. Personal data (including images) relating to the Exhibitor's business activities (entrepreneurial or professional) may also undergo autonomous and separate processing by our Companies in order to pursue the legitimate interests associated with the analysis of information concerning the Exhibitor's activities, the participation in our Exhibition and the provision of the requested services and, specifically, to identify by means of electronic processing the preferences and potential services of interest (profiling), to determine the quality of the services and to conduct statistical surveys for the purpose of developing and improving our services and activities.

The e-mail and postal addresses provided by the Exhibitor for participation in the Exhibition and for the use of the relative services may be used to send out the newsletter for the Exhibition and for our Companies' related services, as well as communications regarding similar events and services. The Exhibitor may object at any time (immediately or at a later time) to the sending of these communications by sending an e-mail to privacy@ipackima.it and/or to privacy.espositori@fieramilano.it or by post to our Companies at the addresses indicated on the Application Form and in the Regulations.

Notwithstanding the aforesaid activities of sending by e-mail or post of newsletters and communications concerning the exhibition and services of specific interest to the Exhibitor, the personal data and information (e.g. e-mail addresses) in any way relating to the Exhibitor (even if it is a legal entity, organization or association) may also be processed by our Companies subject to the Exhibitor's consent (to be granted by selecting the relevant boxes) for the following additional commercial or marketing purposes:

a) sending advertising and direct sales materials and performing market research or sending commercial communications by post, telephone, automated calling, fax, e-mail, text or mms messaging systems in relation to additional exhibition events and the services and products of our Companies, of the companies in the respective Groups and third parties (Exhibitors, installers and qualified operators involved in the exhibition events or also operating in other sectors) interested in making favorable commercial offers to Exhibitors;

b) sharing data with UCIMA, Proma-Pack Srl and other companies in the Fiera Milano Group (for Fiera Milano also see the updated list available on the website www.fieramilano.it) as well as other companies, including Exhibitors, installers, qualified operators involved in the exhibitions or operating in other sectors, such as market research institutes, sponsors, suppliers, associations and press for their autonomous processing, as Data Controllers, for the purposes and using the methods specified in section a) above.

For the aforesaid additional commercial or marketing purposes, the provision of Personal Data remains optional and does not affect the Exhibitor's participation in the event and use of the relevant services. The data subject is entitled to withdraw any previously granted consent, without prejudice to the lawfulness of processing based on consent granted prior to withdrawal.

In accordance with the provisions of the GDPR (arts. 15-22), the data subject (individual) is entitled to access and obtain a copy of his/her data at any time, to correct or supplement them if they are imprecise or incomplete, to erase them or restrict their treatment if the necessary conditions are met, to object to their processing for reasons relating to the individual's specific situation and in any case to their processing for direct marketing purposes, to request portability of submitted data in the event they are processed in an automated manner for fulfillment of the contract or on the basis of consent provided by the individual, and to lodge a complaint with the Italian Data Protection Authority for the protection of the his/her personal data and rights in the event he/she considers that they have been violated.

For any further clarification or request concerning the processing of his/her personal data, the data subject may contact the Organizer and/or Fiera Milano in their capacity as Data Controllers for the purposes and activities for which they are responsible at the addresses provided on the Application Form and/or in the Regulations.

The manager for data protection of Fiera Milano can be reached at: (mailing address) Piazzale Carlo Magno 1 – 20149 Milano (MI) – Italy – e-mail: dpo@fieramilano.it

42. USE OF IMAGES OF THE EXHIBITOR ACQUIRED DURING THE EVENT

Use of images of the Exhibitor acquired during the Event in relation to the images that concern the Exhibitor, the relevant stand and/or its representatives, members, employees and workers, acquired or recorded in any way (such as, by way of example, using cameras, video cameras or audiovisual recordings) during the Event, the abovementioned Exhibitor declares to be aware, pursuant to Regulation (EU) 2016/679 - Personal Data Protection Act, that Ipack Ima and Fiera Milano may collect and process said images and that they may be disseminated for informative, promotional and commercial purposes pursuant to the terms specified in Article 37, to this end granting Ipack Ima and Fiera Milano the free use with of these images, for these purposes, as per articles 96 and 97 of Italian Law no. 633/1941, authorizing Ipack Ima and Fiera Milano with no restrictions, and by engaging any means of communication (including therein, for example, brochures, presentations, catalogues and in general, all the paper material necessary for their disclosure and promotion, TV, pay-per-view, etc.) and dissemination via internet (company website, social networks, etc.) or via magazines and other publications, including digital ones, with the fullest rights to adapt and reproduce the same, for all legal purposes. For this purpose, the Exhibitor declares and guarantees to Ipack Ima and Fiera Milano that they have: (i) obtained the authorization of the data subjects for the processing of the data relative to their photos, video recordings etc. by Ipack Ima and Fiera Milano, including their dissemination for informative, promotional and advertising purposes pursuant to the terms of Regulation (EU) 2016/679 - Personal Data Protection Act; (ii) obtained authorization for the use and dissemination of the images, pursuant to Articles 96 and 97 of Italian Law no. 633/1941 on copyright, in the above-mentioned terms, from the natural persons portrayed or recorded, their representatives, members, employees and workers during the above-mentioned event. In relation to the previous points (i) and (ii), the Exhibitor undertakes to indemnify and hold Ipack Ima and Fiera Milano harmless from all disputes, actions or claims that may be raised by the above-mentioned persons with regard to the indicated use and disclosure of the relative images described above.

43. LIST OF APPROVED EXHIBITION SECTORS AND TARGET MARKETS/BUSINESS COMMUNITY

Here follow the exhibition sectors admitted to the Event and related Business Community (target markets).

By marking the appropriate selection on the Application Form, Exhibitors shall choose a maximum of two letters indicating the main exhibition sectors to which their products/services pertain.

In addition, Exhibitors shall indicate their Business Community (target markets) for their products/services by marking the corresponding number on the Application Form.

Example, a manufacturer of packaging technology targeting: fruit and vegetable, pasta, detergent industries will mark the application form as follows:

Exhibition Sectors: **A**

Target Markets/Business Community: **1, 2, 7**

Exhibition Sectors:

- A)** Machines for primary packaging
- B)** Machines for secondary packaging
- C)** Machines for transport packaging, end-line systems
- D)** Labeling, coding and marking systems
- E)** Ancillary equipment for packaging
- F)** Packaging production
- G)** Package printing
- H)** Primary and secondary packaging, closures, dispensers
- I)** Transport, industrial and protective packaging
- J)** Labels
- K)** Packaging materials

- L) Processing machinery
- M) Ancillary equipment for processing
- N) Processing raw materials, ingredients and additives
- O) Systems and equipment for material handling on processing and packaging lines
- P) Systems and components for automation - Robotics
- Q) Industry services and contract packaging
- R) Authorities, Trade Press, Associations

Business Community (Target Markets):

- 1) FOOD, FRESH & CONVENIENCE** - Vegetables, Fresh cut and Ready-to-eat foods, Preserves, Purees, Oil and Vinegar Pickles, Fresh and Dried Fruit, Compotes, Jams, Dressings, Ready and pre-cooked meals, Delicatessen, Spices and flavorings, Tea, Coffee, Packaged milk, Yogurt, Butter, Cheese, Cream, Ice cream, Frozen food, Pet food
- 2) PASTA, BAKERY & MILLING** - Cereals, Couscous and similar products, Flour and other Grains, Feeds, Bread and related products, Fresh pasta, Stuffed pasta, Dry pasta, Rice, Pizza, Cookies, Crackers, Rice Cakes, Crisp Toasts, Brioches, Leavened products, Sweet snacks, Ready-made cakes and other baked products
- 3) SWEETS, CONFECTIONARY & SNACKS** - Candied fruit, Candies, Jelly, Chewing gum, Confectionery, Licorice, Cocoa and Chocolate, Pralines, Nougat, Snacks and food bars, Sugar, Sweeteners
- 4) LIQUID FOOD & BEVERAGE** - Mineral water, Spirits, Beer, Wine, Soft Drinks, Drinks, Baby Drinks, Juices, edible Oil
- 5) BEAUTY & PERSONAL CARE** - Cosmetics, Skincare Creams, Perfumes, Personal Care Products, Personal and Dental Hygiene Products
- 6) INDUSTRIAL & DURABLE GOODS** - Furniture, Household appliances, DIY, Hardware, Automotive (cars, bicycles, motorcycles), Electronics, Building, Tissue, Paper, Publishing, Logistics and Transportation, Semi-finished Industrial products
- 7) CHEMICALS & HOME CARE** - Household cleaning products, Cleansers, Detergents, Soaps, Waxes, Commodity chemicals, Glues, Inks, Varnishes and Enamels, Gases, Rubber, Petrochemicals, Paints, Plastics, Fibers
- 8) PHARMA & NUTRITIONAL** - Drugs, Health or beauty products, Homeopathic products, Baby food, Free-from and diet foods, Lactic enzymes, Functional & Energy products and drinks, Nutraceuticals, Food supplements

EXHIBITOR'S CONSENT TO PERSONAL DATA PROCESSING FOR COMMERCIAL PURPOSES

In relation to the processing of Personal Data, as specified in annex to Article 41 of the General Regulations, the Exhibitor may declare whether he/she grants his/her consent to the Organizer and Fiera Milano, in their capacity as Data Controllers, to process their Personal Data and/or information relating to him/her for the following purposes:

a) sending advertising and direct sales materials and performing market research or sending commercial communications by post, telephone, automated calling, fax, e-mail, text or mms messaging systems in relation to additional exhibition events and the services and products of the Organizer and Fiera Milano, of the companies in the respective Groups and third parties (Exhibitors, installers and qualified operators involved in the exhibition events or also operating in other sectors) interested in making favorable commercial offers to Exhibitors;

☐ YES

☐ NO

b) sharing data with UCIMA, Proma-Pack Srl and other companies in the Fiera Milano Group (for Fiera Milano also see the updated list available on the website www.fieramilano.it) as well as other companies, including Exhibitors, installers, qualified operators involved in the exhibitions or operating in other sectors, such as market research institutes, sponsors, suppliers, associations and press for their autonomous processing, as Data Controllers, for the purposes and using the methods specified in section a) above.

☐ YES

☐ NO

Date _____ Company stamp and signature of Legal Representative _____

The undersigned company declares to have read carefully and to accept the present General Rules and Regulations of the Event and commit to observe all the articles herein contained.

Date _____ Company stamp and signature of Legal Representative _____

In accordance with Art. 1341 and 1342 Italian Civil Code, we hereby accept and sign the following articles: 2 (Organizer, date, location and schedule of the Exhibition), 3 (Products admitted to the Event), 5 (Application form), 6 (Declaration of representation), 8.4 (Various compulsory services supplied by Fiera Milano), 8.5 (Optional services), 9 (Payments of registration fee, down payments and balance/VAT regulation - Non-Italian Exhibitors), 10 (Traceability of financial movements), 11 (Services included in participation fee of the stand holder), 12 (Stand allocation), 13 (Reduction of the stand area/withdrawal of participation), 14 (Acceptance of the Rules and Regulations -Code of Ethics – Leg. Decree 231/2001), 15 (Exhibition guide/Online Catalogue/Promotional material), 16 (Exhibitor Portal, mandatory and optional online forms, Exhibitors entry passes and mantling-dismantling passes), 19 (Insurance – Limitation of Liability), 21 (Availability and dates of stand set up-stand dismantling), 22 (Stand fittings/heights and hanging loads/exceptions/stand projects), 23 (Promotional and advertising activities), 25 (Photographs, filming of videos and drawings), 26 (Prohibitions), 28 (Measures to guarantee personal security in the Fair Exhibition Centre), 29 (Operation of exhibited machinery) 31 (Payment of the statement of account-exit passes), 32 (Damage caused by the Exhibitors-Waste disposal), 34 (Right of seizure), 35 (Amendments to the General Regulations), 37 (Force majeure and exclusion of liability), 38 (Claims), 39 (Special resolutive clause), 40 (Court of Jurisdiction), 42 (Use of images of the Exhibitor acquired during the event) and 43 (List of approved Exhibition sectors and target markets/business community) of the present Rules and Regulations.

Date _____ Company stamp and signature of Legal Representative _____