

organizer:



Europe House  
47-53 Lascar Catargiu Blvd  
010665 București, Sector 1 – Romania  
Foundations & Association Reg: 69/10.06.2009  
CUI: RO 25691572  
IBAN: RO25BACX 0000 0004 0871 8000  
Unicredit Bank

**Exhibition of equipment, products,  
technologies and solutions for facility  
management and support services.  
International Conference, training  
courses and Experience Area**



**9-11 November 2017,  
ROMEXPO Exhibition Centre**

## LOADING/UNLOADING/HANDLING/ STORING EXHIBITS ORDER FORM

No.....|...../...../...../2017

**Deadline: 30 September 2017**

### Exhibitor coordinates:

Company name	
Address: Street; city; country; Post code	
Phone	
Email	
Trade register number/tax code	
Bank account (IBAN)	
Bank	

### Contact person:

Name/Surname	
Mobile Phone	
Email	

### Correspondence address

(to be filled in if differs from the address above)

Address Street, city; country, postal code	
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**The order shall be done by fax or email:**

+4021 313 2444  
 office@rofma.ro

### ORDER: LOADING/UNLOADING/HANDLING/STORING EXHIBITS

We order according with the items checked below and, we also accept the Special Conditions in the Application Contract and the General & Technical Conditions of the Fairs and Exhibitions organized within ROMEXPO Exhibition Centre.

### OPTION:

#### A. Depending on quantity

No	Activity	Description	Product Code	Fees* (eur/100 kg)	Quantity (kg)	No of package (pcs)	Requested on	
							Data	Hour
1	Unloading and delivery to the stand	Up to 3 tons**)	016,500.010.010	9				
		3 to 5 tons**)	016,500.010.020	7				
		5 to 10 tons**)	016,500.010.030	6				
		over 10 tons**)	016,500.010.036	5				
2	Stand-truck transport and loading	Up to 3 tons**)	016,500.010.015	9				
		3 to 5 tons**)	016,500.010.025	7				
		5 to 10 tons**)	016,500.010.035	6				
		over 10 tons**)	016,500.010.037	5				

\* Prices do not include VAT

\*\* )Minimum of charging, 300 kg. For every started 100 kg the tariff is rounded off to the next quotation. Raport 1 m<sup>3</sup> = 300 kg. Delivery higher than ground floor will have an additional charge of 10% of the listing price.

#### B. Depending on equipment/hour

No	Activity	Description	Product code	Fees* (eur/hour)	Number of rented hours (hour)	Requested on	
						Data	Hour
1	Renting forklift truck	2.5 tons**)	016,500.040.000	50			

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	for unloading (with specialised driver)	4 tons <sup>***</sup> )	016.500.050.000	65			
		7 tons <sup>***</sup> )	016.500.060.000	100			
2	Renting forklift truck for loading (with specialised driver)	2.5 tons <sup>***</sup> )	016.500.040.000	50			
		4 tons <sup>***</sup> )	016.500.050.000	65			
		7 tons <sup>***</sup> )	016.500.060.000	100			

\* Prices do not include VAT

\*\*\*) Minimum of charging, 1 h. Each started hour is considered an entire hour.

### C. Crane rental service

No	Activity	Description	Product code	Fees* (euro/hour)	Quantity (kg)	Number of parcels (pcs)	Requested on	
							Data	Ora
1	Unloading	mobile	016.500.070.000	depending on offer				
		hydraulic ladder	016.500.080.000	50				
2	Loading	mobile	016.500.040.000	depending on offer				
		hydraulic ladder	016.500.060.000	50				

\* Prices do not include VAT

### D. Storing packaging materials during the exhibition

No	Description	Product Code	Fees* (euro/m <sup>3</sup> )	Volum (m <sup>3</sup> )	Number of parcels (pcs)	Collected from the stand		Delivery to stand	
						Data	Hour	Data	Hour
1	Up to 10 m <sup>3****</sup> )	016.500.020.010	15						
	Up to m <sup>3****</sup> )	016.500.020.020	10						

\* Prices do not include VAT

\*\*\*\*)Minimum of charging, 1 m<sup>3</sup>.

### E. Hiring transporting/hoisting personell

No	Description	Product Code	Fees* (euro/om/ora)	Stand fit out			Dismantling		
				Number of person	Data	Hour	Number of person	Data	Hour
1	without equipment <sup>*****</sup> )	016.500.030.000	15						
	Cu echipament <sup>*****</sup> )	016.500.030.010	20						

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\*\*\*\*\*)Minimum of charging, 1 h. Each started hour is rounded extra up to 1/2 h. Passed 1/2 h is considered a full hour.

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## Conditions, terms and obligations for handling services

1. Handling of goods / products / exhibits / goods transport goes to the beneficiary in a good form for their mechanized handling, as required by the legal provisions in force.
2. Handling services to be provided by the Organizer is limited to the territory of Romexpo Exhibition Center, situated in Bucharest, 65-67 Marasti Blvd., Sector 1 and does not enforce the Organizer to provide handling services outside the Romexpo Center.
3. If you use the services of goods transport by the Organizer, for each type of merchandise in part the parties will prepare handover protocol, which will contain the date of conclusion and signature of the parties.
4. Handling services can be executed by the Organizer in the presence of Beneficiary or a representative of it.
5. When loading / unloading from one means of transport to a fixed location, the Organizer is not responsible for the means of transport. The beneficiary is responsible in case of damage to the vehicle during loading and if unfixed goods by the customer.
6. The Beneficiary must pack the goods properly and in accordance with the nature of their handling, also being solely responsible to the Organizer for the damage caused by inadequate or improper packaging of goods delivered for handling.
7. The Beneficiary shall correctly label packages, indicating all the details necessary for delivery at the stand (company name, size, weight, volume, exhibition name, pavilion name, and stand number).
8. The Beneficiary shall indicate the centre of gravity for oversized packages, and specify whether they contain fragile goods.
9. If a package contains an internal combustion engine, the Beneficiary shall not leave any fuel in its tank.
10. The Beneficiary is liable to the Organizer for damage caused by an inherent defect in the property or any by omission, inaccuracy or failure of mentions in the handover protocol concluded between the parties when returning goods for handling or, where applicable, the additional documents. The Organizer remain liable to third parties for damages resulting from such a cause, with right of recourse against the Employer.
11. The Organizer only stores empty packaging, and this only for the exhibition period (including the preparation and dismantling period), as stipulated in the contract of adhesion. Should an exhibitor store own products in such packaging, the Organizer will not, in any way, be liable for such products or responsible for their integrity/security.
12. The Beneficiary declares on own responsibility that he is aware of the art. 326 of the Criminal Code that the goods whose handling and / or removal is carried out are his property or be held legally or consent of the owner of it, not stolen, are not seized or pledged, not in the process and are not encumbered by any task, being directly responsible in these cases. Items / goods that do not meet these conditions will be referred by the Employer, specifying the task they are subject.
13. The Beneficiary is responsible for paying on time the handling fee for the service delivery. Any delay in payment of services rendered will oblige the Beneficiary to pay damages. Responsibility of the latter can arise in case of damage to the vehicle during loading caused by the improper packaging or if the cargo is not well fixed and also for the accuracy of the charge.
14. Parties are exempt from liability in cases of force majeure, proved by legal acts. Force majeure, agreed that the event is unpredictable and unavoidable, occurred after the transmission of the firm order that prevents the party or parties to fulfill their obligations under this agreement, exonerates the party invoking the law. Force majeure will be communicated to the interested party within 3 days of its appearance and will be confirmed by official documents authenticated by the Chamber of Commerce and Industry of Romania. Documentary evidence proving the existence of the force majeure will be presented to the other party within 5 days from the date of obtaining them.
15. The Organizer undertakes:
  - to ensure adequate means of transport, whose capacity is sufficient and in proper condition, the date and time fixed under the Beneficiary firm orders and conditions agreed
  - take over the merchandise based on handover protocol
  - to support the equivalent value of eventual shortages or losses recorded, produced from its own negligence or by its fault.

Order date	
Exhibitor	Name
	Stamp and signature