

# FireSafety & Security EVENT

## Event Regulations – FSSEvents 2024

### 1. Opening hours

The event is open to visitors on Wednesday from 10:00 AM to 8:00 PM and on Thursday from 10:00 AM to 5:30 PM. The location is the Brabanthallen in 's-Hertogenbosch. The venue is accessible for exhibitors daily from 8:30 AM to 10:00 PM.

### 2. Safety

The (fire) safety regulations of the Brabanthallen are an integral part of the Handbook and apply in all cases (setup, dismantling, stands and event days).

### 3. Renting exhibition space

The rental of exhibition space is subject to the organizer's exclusive assessment. The organizer reserves the right to refuse registration without providing reasons. Organizations that do not fit within the FireSafety and/or Security profile are automatically excluded.

### 4. Rates

The organization uses a rate sheet that is available on the website. Amounts are in euros and exclude VAT. In addition to the registration fee, the following apply:

- The cost of the number of square meters multiplied by the square meter price, or
- The price of an all-in stand where the square meter price is included.

### 5. Allocation of stand spaces

From the start of the event sales, the organizer may decide to change the allocation of stand spaces. Stands can be added or removed, combined or split. The nature of the stand space, such as corner spaces, may also change. The organization's objective is to have a well-filled event floor. If a stand space has already been sold, changes will be made in consultation with the exhibitor to the best extent possible according to the organization's judgement.

### 6. Option on a stand space

An interested exhibitor can obtain an option on a stand space by sending an email to [info@fssevents.nl](mailto:info@fssevents.nl), indicating the relevant stand space. The following rules apply to an option:

- Each interested exhibitor is granted a one-time option.
- Options are granted on a first-come, first-served basis.
- An option is valid for a period of up to 4 weeks, no later than 1/1/2024.
- No further obligations are attached to an option.

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## 7. Registration

Registration can only take place through the online registration form available on the website [www.fssevents.nl](http://www.fssevents.nl) in Dutch and English.

## 8. Allocation of stand space

The organizer creates the floor plan and ultimately assigns the stand space. The principle of "first come, first served" applies to the allocation. The organizer is authorized to reconsider the allocation decision if circumstances beyond its control require it. After registration, the participant is bound and obligated to pay the stand space rent. Invoicing will occur after the final allocation or after the cancellation of a registration.

## 9. Stand number

All stands are assigned a stand number. This number is linked to the stand space, not the exhibitor who purchased the stand space. If an exhibitor moves to another stand space, the exhibitor will be assigned a different stand number. All-in stands (standard or premium) will be labeled by the organization with a stand number and exhibitor name.

## 10. Exhibitor name

Each exhibitor who has purchased a stand space can provide one exhibitor name of their choice. The organization will use this name on the floor plan (website and physical) and in other event-related materials. This exhibitor name may differ from the company receiving the invoice. The use of a second exhibitor name in formal communications by the organization results in the registration of a co-exhibitor with additional costs. The exhibitor decides how many and which (brand) names are used in the stand.

## 11. Changing stand space

An exhibitor who has registered can change to a different, comparable (equal or larger square meters) stand space at no cost, provided it is still available.

## 12. Setup and dismantling

The participant is responsible for the setup and dismantling and for arranging the assigned stand space as per the times specified in the Participant Handbook. The participant is responsible for the transport and receipt of products and goods during the specified times. The organizer does not accept goods on behalf of the participant, nor is the organizer liable in any way for this.

## 13. Free stand construction

The standard build height of partition walls, back walls, and fixed construction components of stands is 250 cm.

A higher stand, mast, etc., can be allowed through a design for free stand construction, provided the height, including any rigging, does not significantly block

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the line of sight. This is subject to evaluation by the organization, with a maximum guideline of 4 meters. If a stand wall exceeds the height of an adjacent neighbor stand, the exhibitor must finish the protruding part neatly and as much as possible in consultation with the neighboring exhibitor.

In hall 7, a raised floor is preferred. All small stand dimensions (less than or equal to 24 m<sup>2</sup>) will be provided with this, even in the case of free stand construction. Larger stand spaces (from 24 m<sup>2</sup>) in hall 7 must fit into the overall design and may also be provided with a raised floor at the request of the organizer. In hall 6, there are no additional floor requirements. The exhibitor is advised to consider (temporary) facilities for people with disabilities to enter and stay in the stand.

The organization is not responsible for this. The organization will align all stand spaces on the event floor before the setup. The exhibitor is obligated to stay within the outer boundary of the alignment with the stand construction. All deviations must be assessed by the organizer. For stand spaces filled in via free stand construction, the exhibitor is responsible for arranging the stand construction themselves or outsourcing it. In all cases, a design must be submitted for approval by the organization. The exhibitor is responsible for submitting a design on time. The deadline for submission is mid-March 2024.

## 14. Vehicles on stand space

If an exhibitor wants to place a motorized vehicle on the stand space, this must be reported to the organization in advance. Regardless of the organization's permission, the provisions of the (fire)safety regulations of the Brabanthallen included in the Handbook always apply. The exhibitor is responsible for complying with these regulations.

## 15. Food and drinks during setup

During setup, coffee, tea, and water are offered free of charge by the organization. Food (sandwiches, etc.) is provided by the Brabanthallen and can be purchased on-site during setup.

## 16. Food and drinks during the Event

Food and drinks during the event are provided by the organization and catered by the Brabanthallen. If an exhibitor wants to provide food and/or drinks at the stand, this can only be done with the approval and according to the conditions of the Brabanthallen.

## 17. Web Portal

After registration, the exhibitor will have access to a web portal at some point (approximately 4 months before the event) where orders can be placed if desired. All facility matters (water, electricity, fixed internet connection, etc.) are offered in this portal by Brabanthallen. The terms of Brabanthallen apply, and the exhibitor will receive an invoice from Brabanthallen. All other items (walls, carpet, furniture, etc.) are offered by Decoriginals, the designated stand builder for the organization for this event. The terms of Decoriginals apply to these orders, and the exhibitor will receive an invoice from Decoriginals.

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## 18. Rigging

Rigging can be requested through the web portal from Decoriginals. Since part of the roof in hall 7 is made of glass, this construction can carry limited additional loads. Exhibitors with a rigging request may be disappointed if the maximum roof load has already been reached. Submit your request in the web portal in a timely manner.

## 19. Cancellation

The organizer may grant a request for cancellation of registration on the condition that the involved participant pays a cancellation fee, as detailed in the general terms and conditions.

## 20. Agreements

Dutch law exclusively applies to all agreements and agreements resulting from them. All disputes will be settled by the competent Dutch court.

## 21. Use of stand space and subleasing

The participant is not allowed to leave the assigned space unused, rent it out in whole or in part, or transfer it to third parties without written permission from the organizer. The participant is obligated to ensure that the rented space is prepared according to its purpose before the opening of the event and is used according to this purpose throughout the entire rental period.

## 22. Promotional activities

The participant is not allowed to distribute promotional material, try to interest visitors in their own products, etc., outside of the assigned space and half a meter beyond it. Nor is the participant allowed to disturb other participants or visitors with sound, stage, actors, light, food, beverages, etc. The organization reserves the right to prohibit activities.

## 23. Unmanned/unused

If the participant leaves the space unused during the two fair days or acts in violation of the previous article, the organizer has the right to utilize the space in another way or evacuate it at the expense of the participant, without the participant being entitled to a refund of the stand rental.

## 24. Damage

Damage to what is provided by the organizer to the lessee will be fully recovered from the participant. The costs will also be increased by administration costs amounting to € 250 excluding VAT.

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## 25. Risks

All goods present in the building of the participants remain at their own risk. The organizer accepts no liability for the loss of these goods or for any damage in any form whatsoever. Participants indemnify the organizer against all damage for which the organizer may be held liable by third parties, arising in connection with their participation. During the participant's entire stay in the event complex, the house rules and conditions of the Brabanthallen in 's-Hertogenbosch apply.

## 26. Disturbance or damage

The participant is not entitled to use the stand space in such a way that other participants or visitors suffer damage or disturbance in the form of noise, obstruction of passages, obstruction of light or view, or in any other form, all at the discretion of the organizer; attaching advertising materials to walls, partitions, or roof trusses that are not part of the stand; distributing promotional material elsewhere than in or in front of the own stand; keeping flammable or explosive substances in stock or burning open fire.

## 27. Photos and filming

During the event photo's and/or video recordings can be made. By participating, participants automatically agree to the organizer's use of photos and video featuring the participant, their employees, stand, and/or belongings. The use by the organizer means that photos and video can be used at its discretion for its own printed matter, websites, web pages, and/or other expressions of (external) media. If the participant objects to this, they must communicate this objection to the organizer no later than seven days before the start of the event.

## 28. Miscellaneous

These Event Regulations, together with the organizer's general terms and conditions and the Event Handbook, apply to participation in an event organized by the organizer. The provisions of the Handbook, in conjunction with the general terms and conditions and the Event Regulations, form part of the agreement between the parties. In cases where these regulations, the handbook, and the general terms and conditions do not provide, the organization decides. The organization reserves the right to change these regulations during the event.

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FSSevents B.V.

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