

REGULATIONS of the exhibition RIGA FOOD 2021

Terms used in the present Regulations of the Exhibitions RIGA FOOD 2021 hereinafter referred to as the Regulations, are defined in the Rules for Participation and the Contract-Application.

In accordance with the Contract-Application and the Rules for Participation, all stipulations hereunder are mandatory for Participants.

1. Terms for build-up, dismantling and removal of exposition

	Date	Time	Notes
Exposition build-up	07.09 - 08.09.2021	10.00 – 20.00	All persons shall respect social distancing and use face masks.

Any Participant with an exposition (commodities) which is subject to customs clearance shall first submit the documents confirming the legality of the exposition (commodities) to the Customs Office, and only then the Participant shall be entitled to start setting up exposition.

Opening hours	09.09.2021	08.00 – 10.00	Persons with a valid interoperable EU Digital Covid-19 Certificate attesting to the fact of vaccination against Covid-19 or recovery from Covid-19 during the last 6 months.
OPEN TO THE PUBLIC	09.09.2021	10.00 – 18.00	
	10.09.2021	10.00 – 18.00	
Dismantling and removal	11.09.2021	10.00 – 17.00	
	12.09.2021	09.00 – 17.00	
	13.09.2021	09.00 – 15.00	

Participants may commence **dismantling** of their expositions **only after 17.30 on 11.09.2021**. Non-compliance with this stipulation may result in penalties imposed under the provisions of Clause 8 of the Rules for Participation.

2. Exposition build-up and removal procedure

- 2.1. **During the build-up, dismantling and removal of the exhibition, everyone in the exhibition venue shall observe social distancing and wear face masks. These requirements may change as the epidemiological situation in the country changes.**
- 2.2. In order to start the build-up, the Participant must receive **Temporary Passes** from the Organiser. Temporary passes are **valid only during the build-up, dismantling and removal hours of the Exhibition.**
- 2.3. The Participant may start the dismantling (including commodities) only after the Exhibition is closed to the public.
- 2.4. In order to start removal of Exposition (including commodities) from the Exhibition venue, the Participant shall take the following activities and, accordingly, receive assurance of completion from the Organiser's person responsible:
 - 2.4.1. Put the Standard Equipment, Additional Equipment and Exhibit Space in order – accordingly, undamaged, unlitteed, with all kind of self-adhesive elements removed, that is checked and accepted by the project manager on the part of the Organiser;
 - 2.4.2. Pay all payments referred to in the Application and the Annexes thereto, that is verified and confirmed by the Organiser's accountant;
- 2.5. Any property of the Participant, which is left at the venue after the end of the exhibition, shall be deemed to have been handed over to the Organizer for destruction and disposal at the Participant's expense.

3. Participant's obligations during the exhibition

- 3.1. **During the opening hours of the exhibition, representatives of participating companies from countries that have a valid interoperable EU Digital Covid-19 Certificate attesting to the fact of vaccination against Covid-19 or recovery from Covid-19 during the last 6 months shall only be present at the exhibition venue.**
- 3.2. The Participant ensures that people employed in the Exhibit Space during the exhibition have all the necessary permits, certificates, health certificates and other documents as provided for in the corresponding legal texts.
- 3.3. **During the exhibition, the Participant shall take care of disinfecting contact surfaces and exhibits in its Exhibit space.**
- 3.4. The Participant shall provide permanent presence of at least one authorised representative, hereinafter referred to as Representative, in their Exhibit Space during the exhibition and, if necessary, during the open period of setting up, dismantling and removal (a person shall be deemed a Representative if he or she proves his or her association with the Participant and is present in their Exhibit Space); the Representative shall also act on behalf of the Participant and be responsible for keeping to the provisions of the Contract-Application, Rules for Participation and the Regulations of the Exhibition and pay special attention to supervising the Exhibit Space.
- 3.5. The Participant ensures that their Representative is acquainted with the Instruction for Fire and Work Safety as well as the present Regulations. The Participant and the Representative are solidarily responsible that the Participant and their staff employed in the Exhibit Space during the exhibition keep to the above-mentioned Rules and the present Regulations. The Representative assumes responsibility signing in the register and then is entitled to receive Participant's badges and temporary passes that give the Participant the right to set up the exposition.
- 3.6. The Participant shall inform the Organiser in writing about loss of property from the Exhibit Space no later than 30 minutes after the exhibition pavilion has been opened to Participants. (Complaints in writing shall be submitted to the Information Centre).

- 3.7. The Participant shall not be entitled to display any objects or their parts outside of the leased Exhibit Space.
- 3.8. In the event the Participant leases the Exhibit Space without equipment (without stand module), he/she shall not be entitled to execute the strengthening, support, dismantling or altering of the connections with the adjacent constructions of the neighbouring Exhibit Spaces.

4. Exhibition procedure

- 4.1. Pass system – Participant Passes are issued in the Information Centre. Each Participant Pass has a unique bar code. The participant shall present the pass to the control checkpoint officer for scanning every time entering and exiting the exhibition area. It is prohibited to transfer the Participant Pass to another person. **For Participants – main entrance.**
- 4.2. **The interoperable EU Covid-19 Certificates will be checked upon every time the Participant enters the exhibition venue.**
- 4.3. **The Organiser reserves the right to prevent persons with the signs of respiratory infectious disease (cough, fever, dyspnoea) from entering the Exhibition Centre.**
- 4.4. Opening and closing of exhibition pavilions. **Exhibition pavilions are open to Participants at 09:00** (save at 08:00 on 09 September) and closed 30 minutes after they have been closed for public access. The Representative has to be present in the Participant's Exhibit Space as of the opening of the exhibition until the exhibition pavilion is closed for attendees, and until the Security Service of the exhibition pavilion invites the Representative to leave the Exhibit Space. The Representative must also be present in the Exhibit Space during the open period of set-up, dismantling and removal as long as Participant's property is located in the Exhibit Space.

Beyond the exhibition hours (at night) and during the closed period of set-up, dismantling and removal is at the following time, exhibition pavilions and open-air site are safeguarded. Unauthorised persons (including Participants) are not admitted in the territory of the exhibition centre at these periods of time.

Admission to the Exhibit Space beyond the exhibition hours (at night) and during the closed period of set-up, dismantling and removal is only granted with a special access permit issued by the Organiser (available at EUR 36 per hour, without VAT).

- 4.5. Parking for Participants' vehicles is at Parking Lot 2. Parking Lot 2 is located just opposite of the exhibition centre Hall 1. Parking pass should be easy-to-be-seen on the windscreen.
- 4.6. Additional services offered by the Organiser:
- 4.6.1. Additional Equipment rental, forklift trucks, auxiliary workers, copying service, fax sending: according to the pricelist. (When ordering services, temporary payment documents are used. On the last day of the exhibition, they may be exchanged for accountable forms.)

5. Other provisions

- 5.1. In case of delay in payment of the amounts indicated in the present Application or other agreements with the Organiser by **15.00 on 11.09.2021**, the Organiser is entitled to intercept Participant's property or goods displayed on the Exhibit Space until payment in full and shall not be held responsible for any damages to the Participant or third parties.
- 5.2. Taking water for technical purposes and discharging wastewater in the public toilets of the Exhibition Centre is strictly prohibited. Water point for taking water for technical purposes and discharging wastewater is located at the Gate 10, Hall II.

6. Persons in charge

Entry and removal formalities	Mr. Rolands Nežborts, phone: +371 29127662
Stand building and equipment	Mr. Gatis Ozols, phone: +371 2944 8962; Ms. Ieva Survillo, phone: +371 29927263
Accounts, SIA BT 1	+371 67067519
Information Centre	+371 6706 7518

W E W I S H Y O U G O O D L U C K A T T H E E X H I B I T I O N
RIGA FOOD 2021!

USEFUL INFORMATION

Due to the implementation of the EU Directives in Latvia and in accordance with the Regulations of the Cabinet of Ministers on quality assurance of equipment production and consumer goods, we inform you that all equipment and personal protective equipment (PPE) offered on the market of Latvia shall have the Certificate and/or Declaration of Conformity attesting that the mentioned goods are in conformity with the legal texts of the Republic of Latvia and the respective EU Directives. Equipment and personal protective equipment (PPE) not complying with the legal texts may be displayed only if bearing conspicuous informative reference to nonconformity with legal texts of the Republic of Latvia or EU Directives and trade restrictions.

Information about all services provided by the Organiser and its official agents is available at the Information Centre. Please inform us about services provided on-site in the Exhibit Space without presenting the Organiser's certificate.

ATMs in the vicinity:

International Exhibition Centre, Kipsala (SWEDBANK ATM)
SWEDBANK, Central Building
Shopping centre Olympia (Citadele bank, SEB and SWEDBANK ATMs)

(address)

Kipsalas iela 8
Balasta dambis 1a
Āzenes iela 5