SAFETY FIRST

All workers and visitors should obey the HSE rules in exhibition area.

WEARING SUITABLE PPE IS A MUST

- Helmet
- Safety glasses
- Luminous vest
- Working shoes
- Safety harness

Non-registered persons cannot work in exhibition area!

---

1. Pull the pin.
2. Aim at the base of the fire.
3. Squeeze the handle.
4. Sweep from the side to side.

Electrical works must only be carried out by a competent electrician.

---

NO SMOKING

According to Turkish law, it is against the law to smoke in venue.

Open flame, smoking, welding and cutting processes are prohibited against fire hazard.

Beware of forklift. Do not stop under the hanging load and pay attention to transport vehicles.
ABOUT THE EXHIBITION

Exhibition Name: Eurasia Rail
Exhibition Concept: Rolling Stock, Infrastructure & Logistics Exhibition
Exhibition Dates: 10 - 12 April 2019
Venue: fuarizmir, Zafer Mah. 840 Sok. Fuar Alanı No:2 Gaziemir/İzmir
Visiting Days and Hours: Wednesday - Friday / 10:00-17:30

ORGANISER’S DETAILS

Organizer Name: ITE Turkey - E Uluslararası Fuar Tanıtım Hizmetleri A.Ş.
Address: 19 Mayıs Cad. Golden Plaza Kat: 7 Şişli 34360 İstanbul / Turkey
Phone: 00 90 212 291 83 10
www.ite-turkey.com | info@eurasiarail.eu

ORGANISER OFFICE CONTACT INFORMATION
The following lines will be available between 7 April – 13 April 2019.

Organiser Office:
Location : Hall B
Contact : dogucan.lale@ite-turkey.com

ABOUT EXHIBITOR MANUAL

The Exhibitor Manual is intended to inform the exhibitors about their responsibilities before, during and after the exhibition and to supplement the contract. The repetitive items of the given contracts such as “stand location” are provided for information in general purposes and detailed in the lease agreement between EUF and the Exhibitor.

Important Notice
The deadlines of the services to be provided by EUF can be found on “Exhibitor Schedule”. All necessary forms provided in the given manual must be filled and sent to EUF no later than 8th March, 2019 via e-mail for services to be fully provided. EUF may not meet the demands of the Exhibitor after the deadlines.
We would like to emphasize that the below issues will not be allowed:

- Employing the worker without insurance. The insurance needs to be SGK – Social Security Institution (This situation will be available for the people who wants to enter the area during build up and breakdown periods of the exhibition.)
- Building stand projects without a written approval “Suitable for Installation” by Nehir ISG.
- The use of products and implementations on the stand build-up or exhibits which are harmful to health and which may cause incidents.
- Making implementations which may damage the venue.
- Parking of vehicles that may negatively affect the traffic of the venue such as trucks, long vehicles, cars and containers.
- The entrance of other companies serving forklifts and cranes without permission of Ekspres Lojistik.
- Holding unsecure events that may cause fire and work accidents.
- Bringing guns to the exhibition area.
- Bringing pets to the exhibition area.
- Use of our areas which are not included in the negotiations with the exhibitors.
- Taking promotions in or out the exhibition area without permission of the organisers.
- Distribution of banners, use of mascots etc. are included in the Advertising Services. Therefore, such activities can only be done by sponsorship.
- Taking pictures or videos in the exhibition area without permission of the organisers.
- Cocktails and musical organisations etc. organised without permission of the organisers.
- Surveys and lotteries which are not allowed by the organisers.
- Attitudes and behaviors which are not suitable for the society rules.
- Exhibiting of products which may affect the general security and order.
- Activities with sound more than 80db in the exhibition area.
- Leaving rubbles, oils, chemical wastes and garbage into the exhibition area.
- Smoking in the venue is forbidden by law.
- All kinds of gypsum and gypsum-derived board, panel (cardboard gypsum plate, etc.), paint, all kinds of cement-derived slabs, panels and applications of wood cutting without dust bags.
- Setting fire, fireworks, explosives, gas tank, welding gas, kitchen stove, balloon, airship and running drone.
**Scope of Health and Safety Law No.6331**

All the works to be carried out within the exhibition area are subject to supervision by “NEHIR OHSS Company” on behalf of EUF within the scope of H&S Law No.6331.

All employees who will be in the exhibition area have to report all insurance papers to the venue management to protect all employees’ health and safety in the area according to H&S Law No.6331 encompassing occupational health and safety studies. For this reason, all employees who will work at the exhibition area must register to OHSS Information Input System. Otherwise, they will not be allowed in the exhibition area.

For detailed information please contact:

OHS Advisor
Authorized: İhsan Boran Gürer
E-mail: isgdanismani@nehirisgm.com
Mobil Phone: 00 90 545 830 12 08

**Stand Build-Up**

**THE EXHIBITOR HAS 3-DAY PREPARATION FOR STAND BUILD-UP AND DECORATION 7-8 APRIL 2019, UNTIL 23:00 – 9 APRIL 2019, UNTIL 12:00 NOON**

At the end of the build-up period, EUF is authorised to intervene in unfinished stands. Stand build-up process must be finalised by 9 April 2019 at 12:00. Only minor tasks such as cleaning and display arrangement can be undertaken between 12:00 – 20:00 on 9 April 2019.

EXHIBITORS WHO FAILED TO FINISH THE BUILD-UP WITHIN THE GIVEN TIME IN BUILDUP PERIOD WILL BE FINED € 200 (VAT INCLUDED) PER HOUR UNTIL THE BUILD-UP IS COMPLETED.

WE RECOMMEND YOU TO PREFER BASIC STAND DESIGN INSTEAD OF DOUBLE DECKERS AND COMPLEX STRUCTURES.

**Stand Project Check and Approval**

Exhibitors who participate in the exhibition with custom stand must submit their projects to the project Supervision team no later than March 8, 2019 and have written approval letter “Suitable for Installation”. EXHIBITORS who have not received the letter for their stand project and/or have fulfilled the required changes in the projects will not be allowed to bring their stand materials in the exhibition area. Although the “Suitable for Installation” letter was sent, changes in the stand projects may be demanded in any negative situation supervised on site.

For more detailed information, please contact:

Construction Engineer: Mr. Muhammed Yıldırım
E-mail: projedanismani@nehirisgm.com
50% Open Rule for Island Stands
Stands which are surrounded by visitor aisles from all sides must have each side at least 50% open for visitors to enter the stand area.

Breakdown
Breakdown dates for varieties of stand types are as follow.

**Standard Stand:** At latest 12 April 2019, until 24:00
**Space Only - Custom Stand:** At latest 13 April 2019, until 17:00

Exhibitor must remove all the installation materials from the venue until April 13 2019, 17:00.

Should the Exhibitor fail to finalize the breakdown process within this deadline EUF will take necessary actions to break down the stand and proceed with the removal of stand material and displayed products without further notice. It should be noted that a 65 € (VAT included) per sqm Rubble Removal Fee will be applied.

Fire Safety Action Areas and Fire Extinguisher Cabinets
In case of emergency; During the exhibition, especially during stand build up and breakdown periods, front side of the fire extinguisher cabinets’ must be clear. Under no circumstances may the Exhibitor block the way of the fire cabinets.

If the fire cabinets are not left clear as indicated, a fine of 1.970 € (including VAT) will be applied to the Exhibitor in addition to the registration process within the presence of a notary public. The Exhibitor is obliged to pay such invoice.

Otherwise, the EUF can immediately remove the materials in front of the fire cabinets and is not responsible for any damage to the materials. During the build up of the stand, builders must work with non-combustible materials.

Crane and Forklift
Only EXPRESS LOJİSTİK, which is the official logistics company of the fair, will serve in the fair area. Cranes brought to the site externally will not be taken to the venue.

On April 7, 2019, from 09:00 until 22:30 and on 9 April 2019 from 09:00 to 12:00, Forklift service is provided for the transportation of stand materials to the stand is subject to fee. The forklift to be allocated cannot be used for stand installation, scaffolding installation and similar needs.

For the breakdown: From 12 April 2019, 19:00 to 13 April, 17:00 paid forklift service is provided for the transportation of stand materials.

Request for Change in the Stand Type
The Stand Type to be used by the Exhibitor in the Exhibition is defined by the Rental Contract between EUF and the Exhibitor. If the Exhibitor requests to change its stand type with another type in the lower fee category 30 days or less prior to the opening date of the exhibition, the cost difference will not be refunded.

Technical Service Changes at the Venue
In case, the Exhibitor wants to make changes or additions for technical service requests such as electricity, water and compressed air at the venue, their demands shall be evaluated according to the suitability of the work program of EUF.

The EUF does not commit itself to fulfill these demands.

In the event of such changes being made, the charge shall be arranged as twice the amount specified in the Technical Service Form.
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Transportation to the Exhibition Area

Venue: Fair Izmir, Zafer Mah. 840 Sok. Fair Area No:2 Gaziemir/Izmir

Organiser Office:
Location: Hall B
Contact: dogucan.lale@ite-turkey.com
General Information

Visiting Dates and Hours

VISITING DATES
10 - 12 April 2019 (Wednesday - Friday)

VISITING HOURS
Wednesday - Friday: 10:00 - 17:30

Free Shuttle Services
For detailed information;
www.eurasiarail.eu

Travel and Accommodation
The travel and accommodation support for the 8th Eurasia Rail 2019 will be provided by ITALTUR. ITALTUR offers special prices to Exhibitors and Visitors. ITALTUR’ Services include:
• Flight Tickets
• Hotel Reservations
See Page 31

Exhibitor Badges
Exhibitors may receive their Exhibitor badges via the online system (www.iteturkey-fkys.com).
• Extra Exhibitor badges will be available at the card distribution stand in the main foyer as of April 8, 2019.

Advertising Services
Please contact your EUF Sales Representative to request information about available services.
Technical Information About the Exhibition Area

Hall B – Dimensions of Material Entrance Gate

<table>
<thead>
<tr>
<th>Main Gate</th>
<th>Width: 655 cm, Height: 685 cm</th>
</tr>
</thead>
</table>

Floor Loading Capacity and Usage

Hall B Floor loading capacity is 2,000 kg/m² – live load capacity is 1,500 kg/m². The Exhibitor is not allowed to drill, nail, stamp, apply bally or any other adhesive on the floor of the space that has been rented.

Usage of Ceiling Inside Halls

Exhibitors are not allowed to use ceilings for hanging visuals or rigging and/or fixing structural elements.

Fire Extinguishing Systems

Fire Extinguisher Systems and the fire extinguishers are available throughout the fair area. In case of emergency; During the exhibition time and especially during stand build up and breakdown processes, front side of the fire extinguisher cabinets and equipment must be clear. Under no circumstances will the exhibitor be able to block the way of fire cabinets and equipment.
Technical Information About the Exhibition Area

Electricity

- EUF is responsible for providing the cabling of electricity for the electric lines from the existing electric welding to each Exhibitor’s stand (to a specific point stated by the Exhibitor in “Grid Plan”).
- Exhibitors should ensure that they switch off electrical appliances and fuses of their stand after each visit end time.
- The current power of the line to be drawn can meet the capacity specified by the Exhibitor in the “Exhibitor Manual - Technical Service Form”.
- Automatic Fuse must be protected with current relay and comply with the regulations and shall be provided by the Exhibitor and the distribution inside the stand will be conducted by the Exhibitor after the panel set-up.
- The stand electricity will be activated following the electricity connection acts carried out by The Exhibitor within the stand, after the necessary control is performed by the competent electricity technician at the exhibition area.
- Power line will not be extended to the stands that do not have an automatic fuse box system that can meet the required power.
- In case the exhibitor changes the electricity service specified in the Technical Service Form, or if he/she makes new requests, the fulfillment of the demand depends on the suitability of the EUF work program. For this reason, a change request or a new request is not obligated to EUF. In the case of conditions in which the service can be provided, the service is charged at twice the amount specified in the Technical Service Form.
- Stand electricity will be shut off at 18:00 on the last day of the fair (12 April 2019).
- All electrical works inside the stand should be carried out in accordance with the applicable laws and the venue specification and in accordance with the stand project with the appropriate materials by qualified and competent electricians who are capable of doing the work.
- All circuits in the stand must be protected with a 30 mA residual current relay and 300 mA fire protection relays.
- Extension cables should not be longer than 2 meters and more than one extension cable shall not be allowed for each connection point.
- The use of a block connection point for multiple sockets will not be allowed.
- There must be no damage or defects on the connection points and extension cables.
- Working energy will be provided from the columns or wall connections during the build up process.
- It is forbidden to use halogen, metal halide, sodium vapor, fluorescent and CFL etc. lamp types. The use of LED lighting fixtures is mandatory.

Sample 1: Proper Material
Sample 2: Improper Material
Technical Information About the Exhibition Area

Water and Compressed Air

- No compressed air service for the outdoor space.
- In the central compressed air system, a nominal diameter connection of 9 bar and 1/2“ size is given.
- It is forbidden to connect compressed air from utility ducts to the stand without the permission.
- Water is supplied through a ½” pipe and discharged through the floor drain in the stand area.
- It is forbidden to make water and sewage installation and connection to the installation without permission.
- Exhibitors must carry out the installation works in accordance with the applicable legislation and have qualified personnel.
- Exhibitor should apply for water connection and compressed air connection through the “Technical Service Form” by taking into consideration the deadlines.
- EUF cannot be held responsible for delays or non-completion of the demands made after the deadlines.
- At the exhibition area, any changes regarding previously placed demands related to water and compressed air connection needs and/or new requests of Exhibitors will be met by EUF. This said, EUF can not guarantee timely fulfillment of these demands as it cannot foresee the workload in advance. Changes or new requests are subject to a surcharge of 50%. Thus, exhibitors should pay a fee twice as high as what is originally indicated in Technical Services Form.
- Before starting to build your stand, make sure that the required technical infrastructure is drawn from the utility ducts to your stand area. It is recommended that you leave a space between your stand and utility ducts so that new requests or changes that may occur later do not prevent the installation.

Grid Plan

Exhibitors must complete the Grid Plan form to indicate actual usage points of services like Electricity, Compressed Air and Water Connection. Should the Exhibitor fail to fill out the grid plan, EUF will undertake this operation nevertheless. The Exhibitor will not be able to request changes once EUF finishes this process.

Extra Stand Materials

Exhibitors may bring their own furniture and additional display materials. Exhibitors can also rent standard extra stand materials via the “Extra Stand Material Form” in the Exhibitor Manual.
Exhibitors whose stand type is not “Standard Stand” will not benefit from this service.
Information about Build Up and Breakdown

<table>
<thead>
<tr>
<th>Date</th>
<th>Vehicle Entrance Hours</th>
<th>Working Hours</th>
<th>Information and Reminders</th>
</tr>
</thead>
<tbody>
<tr>
<td>7-8 April 2019</td>
<td>09:00 - 23:00</td>
<td>14 hours</td>
<td>FOR THE INSTALLATION AND INTERIOR DECORATION OF STANDS, 3-DAY PERIOD IS RESERVED FOR THE EXHIBITORS. (7-8 APRIL 2019, UNTIL 23:00) ON 9 APRIL 2019, TUESDAY, UNTIL 12:00 ALL BUILD UP WORKS MUST HAVE BEEN COMPLETED. IT IS RECOMMENDED TO PREFER BASIC STAND DESIGN INSTEAD OF DOUBLE DECKERS AND COMPLEX STRUCTURES. Please make sure that your stand area has the technical service substructures (electricity, water, compressed air connection) you have requested before stand installation is left.</td>
</tr>
<tr>
<td>9 April 2019</td>
<td>X</td>
<td>09:00 - 12:00</td>
<td>Stand build up must be completed by 12:00 ON TUESDAY, APRIL 9 2019. IF THE STAND IS NOT COMPLETED BY 12:00 ON TUESDAY, APRIL 9 2019, 200 € (VAT included) PER HOUR WILL BE INVOICED AS A PENALTY CONDITION.</td>
</tr>
<tr>
<td>10 April 2019</td>
<td>X</td>
<td>17:30 - 18:30</td>
<td>The Exhibitors who will do the work must fill out the work permit form. Otherwise, build up crew will not be allowed in and will not be allowed to work.</td>
</tr>
<tr>
<td>11 April 2019</td>
<td>X</td>
<td>08:30 - 09:30</td>
<td>Stand breakdown works will start after 17:30 on 12 April 2019. Breakdown crews will not be taken into the area before 17:30 and material removal from the area before 17:30 will not be allowed. It is required that all stand materials of Exhibitor participating in the fair with the Space Only - Custom Designed Area have completely removed from the exhibition area until 17:00 on 13 April 2019.</td>
</tr>
<tr>
<td>12 April 2019</td>
<td>19:00 - 00:00</td>
<td>17:30 - 00:00</td>
<td>Stand electricity will be shut off at 18:00 on 12 April 2019. Electricity for the breakdown works will be distributed from utility ducts separately.</td>
</tr>
<tr>
<td>13 April 2019</td>
<td>00:00 - 17:00</td>
<td></td>
<td>The general safety of the fair area is provided by the EUF and we would like to remind you that once the size and crowd of the area are taken into account, the responsibility of all exhibitor stand materials belongs again to the exhibitor. The EUF has no responsibility in this regard. We would like to remind you that your valuables or supplies must be kept locked and insured.</td>
</tr>
</tbody>
</table>

IMPORTANT NOTICE

Within the scope of the stand design, all kinds of plate panels "PLASTERS, PLASTER DERIVATES, CEMENT-BASED PRODUCTS" can not be used.

IF THE STAND IS NOT COMPLETED BY 12:00 ON TUESDAY, APRIL 9, 2019, 200 € (VAT is included) PER HOUR WILL BE INVOICED AS A PENALTY CONDITION.

Our EXHIBITORS must have completely removed all stand materials from the exhibition area until the latest given date. If the exhibitor submit a written request that the rubbles to be taken by the EUF, the price shall be invoiced to the Exhibitor as 265 € (including VAT) per truck.

On April 7, 2019, from 09:00 until 22:30 and on 9 April 2019 from 09:00 to 12:00, Forklift service is provided for the transportation of stand materials to the stand is subject to fee. The forklift to be allocated cannot be used for stand installation, scaffolding installation and similar needs. For the breakdown: From 12 April 2019, 19:00 to 13 April, 17:00 paid forklift service is provided for the transportation of stand materials.

Stand electricity will be shut off at 18:00 on 12 April 2019. Electricity for the breakdown works will be distributed from utility ducts separately.
Build Up

**Stand Build Up Dates:** 7-8 April 2019, between 09:00-23:00

**Stand Build Up Completion Deadline:** All stands must be built up by 12:00 on 9 April 2019 (Tuesday)

If the stand build up has not been completed by 9 April, 2019, at 12:00 o’clock on Tuesday, a penalty of 200 € (VAT included) per hour will be invoiced to the Exhibitors until the completion of the stand.

On April 9, 2019, Tuesday between 12:00 and 20:00 only permitted works are; stand cleaning, in-house visual application and similar "non-built up works". All build up works must be completed at the specified time.

The materials to be brought to the venue for installation must be ready for installation (cut, painted, necessary dimensions etc.). Only hand tools can be used in the venue and during the build up period. Planer, sawdust, dust emitter and environmentally disturbing tools can not be used.

**IT IS RECOMMENDED TO PREFER BASIC STAND DESIGN INSTEAD OF DOUBLE DECKERS AND COMPLEX STRUCTURES.**

Within the scope of the stand design, all kinds of plate panels "PLASTERS, PLASTER DERIVATES, CEMENT-BASED PRODUCTS" can not be used.

EUF has the right to intervene in the stands that are expected to be unfinished within the build up time.

Breakdown

The stand breakdown dates according to the stand types are as follows;

**Standard Stand:** At latest 12 April 2019, by 24:00

**Custom Stand:** At latest 13 April 2019, by 17:00

If the stand area is not left clean during this period, the EUF reserves the right to remove the stand, display products and other materials without notice. However, EUF is not obliged to deliver these parts to the relevant organization. The stand area must be left clean by the exhibitor within the given breakdown period.

If the exhibitors request written permission from the EUF, the number of pick-ups from the stand area will be determined in the area and the invoice will be charged to the Exhibitor as 265 € per truck. (VAT included).

Logistics Service

EKSPRES LOJİSTİK is the 8th International Rolling Stock, Infrastructure & Logistics Exhibition – EURASIA RAIL’s Official Logistics Company. The scope of service of Official Logistics Company is as follows;

- Transportation and Preparation of Customs Clearance Documents
- Customs Clearance of Goods and Temporary Import Operations
- International (Round Trip) Transportation
- Inland Transport (Port / Airport and Duty-Paid / Duty-Free Transportation) in between activity areas
- Unpacking and Positioning
- Material & Goods Handling
- Storage Services at the Exhibition Area

**Crane services will solely be provided by EKSPRES LOJİSTİK Company at the Exhibition Area and cranes belonging to other companies will not be allowed to enter the Exhibition Area.**

Ekspres Lojistik contact information (see page 31)
Stand Types

Important Notice:
Please refer to your Rental Contract to get more information about your physical stand location and stand type. The price difference that may occur as a result of switching from a standard stand construction to custom stand (space only) construction is refundable for demands placed only until 30 days prior to opening date.

Standard Stand
This is a system provided by EUF that is made of white melamine-coated chipboard and aluminum profiles, using all of the rectangular space stated in the rental contract.

Services included in the Standard Stand:
For each stand,
• 1 m² storage area and clothes rack inside
• 1 table, 4 chairs and 1 trash bin
• 1 triple socket
• 1 info desk and 1 bar stool
• 1 brochure holder, 2 shelves, 1 glass showcase
• Floor covering (tiled floor)
• Fascia Board Lettering & Logo
• 150w spotlight for every 6 m²

For each stand bigger than 20 m²:
• 2 tables, 8 chairs

Note: Please refer to EUF Sales Team for detailed information and stand prices.
For detailed stand dimensions (see page 19)

Inspection of the Stand Location in the Exhibition
The EUF will mark all exhibitors' stand areas, mark the corner points on the ground at the exhibition area and deliver them properly to the Exhibitor. However, each Exhibitor is obliged to receive confirmation from the EUF about the location of the utility ducts, fire extinguisher cabinet etc. within the stand area. When installing the stand, during the construction of the flooring, the electrical cables under the floor must not be crushed, compacted and kept accessible to intervene in all situations. The Exhibitor must prepare the stand project to take the technical details into consideration.

Space Only – Custom Stand
Custom Stand application refers to a stand system that is to be designed and set up by the EXHIBITOR in a manner not exceeding the space rented by taking into consideration height and other technical specifications.

The services provided for Space Only – Custom Stands:
• An empty area with formatted corners and marked stand area a cable for electricity as stated in Grid Plan.
• The Exhibitor is responsible for handling its own power distribution and setting up the lighting of the stand.
Max Heights of Stands

The maximum stand height determined by the EUF for all Exhibitors is 4 meters.

Railing & Banister Usage

Railing should be installed to protect the open sides of the staircase and balcony. Railing & Banisters should have an unrestrained structure for children. The use of spiral stairs is strictly prohibited. EUF has the authority to intervene in inappropriate structure identified in the installation. The following table shows the required glass thickness for the use of glass in the construction of a railings;

EUF HAS THE RIGHT TO INTERVENE IN IMPROPER APPLICATIONS AND HAS A RIGHT TO REQUEST FOR A PROPER APPLICATION.

<table>
<thead>
<tr>
<th>Dimensions</th>
<th>Thickness Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>6mm</td>
</tr>
<tr>
<td>1100mm x 1100mm</td>
<td>8mm</td>
</tr>
<tr>
<td>2250mm x 2250mm</td>
<td>10mm</td>
</tr>
<tr>
<td>4500mm x 4500mm</td>
<td>12mm</td>
</tr>
<tr>
<td>No limit</td>
<td>15mm</td>
</tr>
</tbody>
</table>

Double-Deckers and Usage of Railing & Banisters for Second Floors

The two-storey stand applications are valid for the stands larger than 24 sqm and 2nd floor application is not permitted for the stands smaller than 24 sqm. The two-storey stand applications are subject to the “Stand Project Approval” items.

For more detailed information, please contact;
Construction Engineer: Mr. Muhammed Yildirim
E-mail: projedanismani@nehirisgm.com

IT IS MANDATORY TO USE IRON OR STEEL CONSTRUCTION IN THE CONSTRUCTION SYSTEM AND LADDERS CARRYING THE SECOND FLOOR IN DOUBLE DECKERS STAND PROJECTS!

It is mandatory to use the railing and banister infrastructure for stairs.
Double-deckers that are not installed with railing and banister infrastructure will not be allowed to use the second floor.

EUF HAS THE AUTHORITY TO INTERVENE IN INAPPROPRIATE STRUCTURE IDENTIFIED IN THE INSTALLATION.
Exhibitors who participate in the exhibition with space only - custom design must have submitted their projects to the project Supervision team at the latest by March 8, 2019 and have written “suitable for installation”. EXHIBITORS who have not received the letter “Suitable for Installation” for the project and/or have not fulfilled the required changes in the projects will not be allowed to enter the materials in the exhibition area. Although the “Suitable for Installation” article was sent, changes will be demanded in the projects in every negative situation identified in the field.

For more detailed information, please contact;
Construction Engineer: Mr. Muhammed Yıldırım
E-mail: projedanismani@nehirisgm.com

50% Open Rule for Island Stands

Stands which are surrounded by visitor aisles from all sides must have each side at least 50% open for visitors to enter the stand area.

Stand Project Check and Approval

Exhibitors who participate in the exhibition with space only - custom design must have submitted their projects to the project Supervision team at the latest by March 8, 2019 and have written “suitable for installation”. EXHIBITORS who have not received the letter "Suitable for Installation" for the project and/or have not fulfilled the required changes in the projects will not be allowed to enter the materials in the exhibition area. Although the "Suitable for Installation" article was sent, changes will be demanded in the projects in every negative situation identified in the field.

For more detailed information, please contact;
Construction Engineer: Mr. Muhammed Yıldırım
E-mail: projedanismani@nehirisgm.com

Neighbouring Stands: Covering Backside Of Your Stand’s Exceeding Walls

In the event that the Exhibitor’s stand is higher compared to the neighbouring stands the Exhibitor must then cover the exceeding portion of its stand walls/panels, ensuring that the level looks neat and painted in white color. The Exhibitor is not allowed to apply any type of visual elements such as logos, writings or flags on the exceeding area. If the exceeding area/surface is not covered by the Exhibitor, the process will be conducted by EUF for a fixed fee of 75 € (VAT included) per sqm.

Glass Usage on Stands

<table>
<thead>
<tr>
<th>Dimension</th>
<th>Required Thickness</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>6mm</td>
</tr>
<tr>
<td>1100 x 1100mm</td>
<td>8mm</td>
</tr>
<tr>
<td>2250 x 2250mm</td>
<td>10mm</td>
</tr>
<tr>
<td>4500 x 4500mm</td>
<td>12mm</td>
</tr>
<tr>
<td>No limit</td>
<td>15mm</td>
</tr>
</tbody>
</table>

Sample 1: Proper Application

Sample 2: Improper Application

Sample 3: Improper Application
Rubble Removal

It is under the responsibility of the Exhibitor to dispose of all remaining materials/waste during the breakdown process. If the exhibitors request written permission from the EUF, the number of pick-ups from the stand area will be determined in the area and the invoice will be charged to the Exhibitor as 265 € per truck (VAT included). Exhibitor are required to leave the stand areas clean for the exit confirmation from the area and have the Stand Area Delivery Record validated by the EUF authorities.

In order for the Exhibitor companies to leave the exhibition area, they must approve the Stand Area Delivery Record with EUF officials, indicating that they leave the stand areas clean.

Material & Goods Entry Time During Exhibition

During the exhibition (10 - 12 April 2019) material & goods entrance will only be allowed between 08:30 - 09:30 and between 18:30 - 20:00 in the evening.
Gates will remain shut except for the above-mentioned time intervals, hence packages, deliveries, goods and other items will not be allowed inside the halls. Material & goods entrance will only be with Exhibitor Badge. Exhibitors who are going to do work must fill Work Permit Form in order to work during exhibition time. No Exhibitor will be allowed to work without Work Permit Form.

Music Broadcasting Inside Stands

All promotional activities including but not limited to video shows and music broadcasting must be conducted within Exhibitor’s stand area and not disturb neighbouring stands and visitors. The maximum noise level for any type of promotional activity should be below 80 db (decibel)

Security at the Exhibition Area

Safety precautions in the exhibition space are taken by EUF. However, EUF does not provide a detailed and comprehensive security service for the size of the area and the heavy Exhibitor traffic; it is not liable in this regard.
Assignment of private security personnel for the stand is recommended to the Exhibitor in order to avoid any breach of security.

Insurance Information

EUF does not hold any responsibility for any loss and/or damage that may occur at any stage of the exhibition including set-up, exhibition time and stand breakdown. This includes, stand materials, exhibited products, stand furniture and all relevant items. It is suggested that the Exhibitor applies for insurance to cover its possessions.

Internet Service at the Exhibition Area

Internet services provided at the exhibition area and halls are provided by a special service provider and EUF does not have any control over this subject.

Cocktail and Offering Services at the Exhibition Area

Grand Plaza Catering is the only authority in the sales, presentation and catering services of the exhibitions, cocktails, promotions and similar events to be organized at the exhibition area. No service is available directly or indirectly from any company other than the authorized organization.

Contact: Arzu Günaydın
agunaydin@grandplaza.com.tr
00 90 232 293 47 06
Additional Services – Fire and Safety Applications

Additional Services

Interpreter
You may hire experienced interpreters to better communicate with your visitors throughout the exhibition.
(Please refer to form Additional Services Form)

Stand Attendants
Host-Hostess for your stand may be requested to charge in the stand during the exhibition.
(Please refer to form Additional Services Form)

Security
You may hire security for your stand during the exhibition.
(Please refer to form Additional Services Form)

Cleaning
You may hire cleaning for your stand during the exhibition.
(Please refer to form Additional Services Form)

Fire Safety and Important Safety Applications

Fire Safety Applications
Exhibitors must use non-flammable and non-combustible equipment and materials during the build up process. Fire Extinguisher Systems are available in each hall. Fire cabinets are also placed 30 meters apart from each other. Stand constructions must be undertaken in such a way that Fire Cabinets remain accessible at all times. In emergency cases, especially during stand build up and breakdown, access to the fire extinguisher cabinets may be restricted. In this case EUF may immediately remove the materials on the road and it will not be liable for any damage to these materials that may occur.

The front of fire cabinets will not be left open as indicated in the exhibition registration process in the presence of the notary, as well as to exhibitors 1970 € (VAT included) in the amount of penalty proceedings shall apply. The exhibitor is obliged to pay such invoice.

Displayed Goods
Goods and materials that are to be displayed inside each exhibitor’s stand must comply with general health & safety regulations to prevent accidents from happening.

Working at Height During Stand Build Up
Lifting vehicles must be complete and safe for those working at heights. Workers at heights should be protected with guardrails or fastened with a fall protection belt. All personnel working in the fair area must wear personal protective equipment (Helmet, Gloves, Shoes, Eyewear, Mask, Safety Belt etc.).

Motorized Vehicle in Stand Area
It is prohibited to keep, be in possession of and/or display any and all kinds of ignitable, inflammable, combustible, nuclear, biological or chemical materials that pose threat to the human health or the environment, or that are limited by the laws, at the exhibition venue.

Fuel tanks of all kinds of vehicles to be displayed shall be empty throughout the exhibition.

It is forbidden to display Vehicles with LPG combustion systems. Furthermore, such vehicles will not be allowed inside the indoor parking zones.

Emergency Evacuation
In case of an emergency; EUF has the right to evacuate specific areas or the entire exhibition space with the help of the police and the fire department. Exhibitors must comply with EUF’ directives (verbally communicated and/or through public announcements) in case of an emergency.
### STAND PANEL DIMENSIONS

<table>
<thead>
<tr>
<th>Panel</th>
<th>Width (cm)</th>
<th>Height (cm)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. (1, 2, 3, 4, 5)</td>
<td>98</td>
<td>47,5</td>
</tr>
<tr>
<td>B. (1, 2, 3, 4, 5)</td>
<td>147,5</td>
<td>47,5</td>
</tr>
<tr>
<td>C. (1, 2, 3, 4, 5)</td>
<td>141,5</td>
<td>47,5</td>
</tr>
<tr>
<td>D. (1, 2, 3, 4, 5)</td>
<td>92</td>
<td>47,5</td>
</tr>
<tr>
<td>E. (1, 2, 3, 4, 5)</td>
<td>141,5</td>
<td>47,5</td>
</tr>
<tr>
<td>F. (1, 2, 3, 4, 5)</td>
<td>147,5</td>
<td>47,5</td>
</tr>
<tr>
<td>G.</td>
<td>98</td>
<td>47,5</td>
</tr>
<tr>
<td>H.</td>
<td>91</td>
<td>85</td>
</tr>
<tr>
<td>Processes</td>
<td>Check</td>
<td>Deadline</td>
</tr>
<tr>
<td>--------------------------------------------------------------------------</td>
<td>-------</td>
<td>---------------------</td>
</tr>
<tr>
<td>Planning of on-site advertisement materials that will be used at exhibition area (Please contact EUF Sales Department)</td>
<td></td>
<td>8 February 2019</td>
</tr>
<tr>
<td>Planning of Event Services you wish to benefit from at the Exhibition Area (Please contact EUF Sales Department)</td>
<td></td>
<td>15 February 2019</td>
</tr>
<tr>
<td>Submission of Technical Services Forms to EUF</td>
<td></td>
<td>8 March 2019</td>
</tr>
<tr>
<td>Submission of stand projects to Nehir ISG</td>
<td></td>
<td>8 March 2019</td>
</tr>
<tr>
<td>Staffing of Exhibition Stand Personnel (hosts, hostesses, interpreters etc.)</td>
<td></td>
<td>8 March 2019</td>
</tr>
<tr>
<td>Contacting Customs Company for the Customs &amp; Transportation of Your Materials to the Exhibition Area</td>
<td></td>
<td>22 March 2019</td>
</tr>
<tr>
<td>Starting preparations for Stand Build Up</td>
<td></td>
<td>27 March 2019</td>
</tr>
<tr>
<td>Submission of on-site advertisement materials to EUF</td>
<td></td>
<td>29 March 2019</td>
</tr>
<tr>
<td>Initiating the production of the stand components.</td>
<td></td>
<td>2 April 2019</td>
</tr>
<tr>
<td>Processes</td>
<td>Check</td>
<td>Deadline</td>
</tr>
<tr>
<td>--------------------------------------------------------------------------</td>
<td>-------</td>
<td>-----------------</td>
</tr>
<tr>
<td>Undertaking Insurance Coverage of Materials &amp; Goods That will be shipped to the Exhibition Area</td>
<td></td>
<td>2 April 2019</td>
</tr>
<tr>
<td>Arrival: Exhibitors with Customs Stands</td>
<td></td>
<td>7 April 2019</td>
</tr>
<tr>
<td>Arrival: Exhibitors with Standard Stands</td>
<td></td>
<td>8 April 2019</td>
</tr>
<tr>
<td>Finalizing Stand Build Up Works (must be finished by 12:00)</td>
<td></td>
<td>9 April 2019</td>
</tr>
<tr>
<td>Cleaning of stands (must be finished by 20:00)</td>
<td></td>
<td>9 April 2019</td>
</tr>
<tr>
<td>Official Opening (10:00)</td>
<td></td>
<td>10 April 2019</td>
</tr>
<tr>
<td>Exhibition Close Time (17:30)</td>
<td></td>
<td>12 April 2019</td>
</tr>
<tr>
<td>Exhibitor Check-out for Standard Stands (Breakdown) until 24:00</td>
<td></td>
<td>12 April 2019</td>
</tr>
<tr>
<td>Exhibitor Check-out for Custom Stands (Breakdown) until 17:00</td>
<td></td>
<td>13 April 2019</td>
</tr>
</tbody>
</table>
To: E Uluslararası Fuar Hizmetleri A.Ş. (EUF) / Operation Department  
E-Mail: dogucan.lale@ite-turkey.com (Dear Exhibitor, please send your forms without waiting for the deadline.)

Company: ...........................................  
Name / Surname: ...........................................  
Mobile Phone: ...........................................  
E-Mail: ...........................................  

### ELECTRICITY

**ELECTRICITY CONNECTION FEES**

- **Between 1-5 KW**: 95 € (VAT is included)  
  - Please specify the amount of electricity required for your stand.  
  - If the electricity request is not marked, 1-5 KW cable will lay out to the stand and 95 € (VAT is included) will be charged to the exhibitor.

At the exhibition area, any changes regarding previously placed demands and/or new requests of Exhibitors will be met by EUF. This said, EUF can not guarantee timely fulfillment of these demands as it can not foresee the workload in advance. Changes or new requests are subject to a surcharge of 100%. Thus, Exhibitors should pay a fee twice as high as what is originally indicated in this form.

- Refrigerator 0.5 KW  
- Spotlight 0.1 KW  
- Laptop 0.4 KW  
- TV set 0.5 KW  
- Coffee Machine 1.5 KW  
- Projector 0.3 KW

Please indicate electricity connection point on the Grid Plan.

### WATER CONNECTION

Please indicate your water connection request below.

- **Yes** | Price 130 € (VAT is included)  
  - If your response is “Yes”, please indicate water connection point on the Grid Plan.

- **No**

### WASHbasin

Please indicate your washbasin request below.

- **Yes** | Price 130 € (VAT is included)  
  - If your response is “Yes”, please indicate water connection point on the Grid Plan.

- **No**

### COMPRESSED AIR CONNECTION

Please indicate your compressed air connection request below.

- **Yes** | Price 130 € (VAT is included)  
  - If your response is “Yes”, please indicate water connection point on the Grid Plan.

- **No**

### INTERNET SERVICE WITH MOBILE MODEM

Please indicate your internet request below.

- **Yes** | Price 75 € (VAT is included)  
  - Internet connection is limited as 50GB.

- **No**

Account information below:

The payment for the delivery of the requested service or material to the stand must be completed.  
**Important Notice:** Payments for services requested at the area will collect in cash.

### E ULUSLARARASI FUAR TANITIM HIZMETLERİ A.Ş. (EUF) BANK ACCOUNT INFORMATION

<table>
<thead>
<tr>
<th>BANK</th>
<th>NO</th>
<th>IBAN NO</th>
<th>SWIFT CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td>CITIBANK A.S. - EUR</td>
<td>0607 8460 49</td>
<td>TR30 0009 2000 0000 0607 8460 49</td>
<td>CITITRIX</td>
</tr>
</tbody>
</table>

---

23
To: E Uluslararası Fuar Hizmetleri A.Ş.(EUF) / Operation Department

E-Mail: dogucan.lale@ite-turkey.com (Dear Exhibitor, please send your forms without waiting for the deadline.)

Deadline for submission: 8 March 2019

Date: 

Company: 

Name / Surname: 

Mobile Phone: 

E-Mail: 

DATE

STAMP - SIGNATURE

GRID PLAN FORM

Draw the stand area on the table and specify the connection points of the requested services. Exhibitors with a Standard Stand at the exhibition may choose to create a storage area within their stand areas. In this case, the warehouse area should be specified in the Grid Plan Table.

Note 1: Warehouse Area should be created, Panel and Locked Door should be ordered in Extra Stand Material Form.

Note 2: All electrical installations (electricity, water, etc.) A single outlet point must be specified. In-house distribution of the technical installation elements is realized by experiencing later.

Important: The cabling of electricity and the distribution inside the stand will be conducted by the Exhibitor, therefore please marked only one point for electrical output (E) on the grid plan.

Example Drawing 5x4 m²

- Stand borders and the letters should be readable
- Each square refer to 1 sqm

Panel

Air

Door

Water
To: E Uluslararası Fuar Hizmetleri A.Ş.(EUF) / Operation Departmant
E-Mail: dogucan.lale@ite-turkey.com (Dear Exhibitor, please send your forms without waiting for the deadline.)

Deadline for submission: 8 March 2019

Exhibitors with custom stands and companies that will use a sub-contractor company/3rd person for their stand design and setup fill out this form.

**STAND PROJECT CHECK AND APPROVAL**

Exhibitors who participate in the exhibition with custom stand must submit their projects to the project Supervision team no later than March 8, 2019 and have written approval letter “Suitable for Installation”.

EXHIBITORS who have not received the letter for their stand project and/or have fulfilled the required changes in the projects will not be allowed to bring their stand materials in the exhibition area.

EUF has the right to intervene in projects that are foreseen as not suitable.

For more detailed information, please contact;
Construction Engineer: Mr. Muhammed Yıldırım
E-mail: projedanismani@nehirisgm.com

**STAND DESIGNER COMPANY INFORMATION**

Company Name (*): ...........................................
Company Address: ...........................................
Company Phone: ...........................................
Company Fax: ...........................................
Name, Surname of Contact Person (*): ...........................................
Job Title: ...........................................
Mobile Phone (*): ...........................................
E-Mail (*) ...........................................

* The phone number of the person in charge of the stand design must be provided.

**IMPORTANT NOTICE:** By the end of exhibition, it is under the responsibility of the Exhibitor to dispose of remaining materials/trash/rubble after stand dismounting. The cost of disposal regarding remaining stand material and waste at the Exhibition Area will be billed to the Exhibitor with a fixed price of 65 € (VAT is included) per sqm. Rubble Removal Fee to be applied will be based on the total sqm.

If the exhibitors request written permission from the EUF, the number of pick-ups from the stand area will be determined in the area and the invoice will be charged to the Exhibitor as 265 € per truck (VAT included).
EXTRA STAND MATERIALS FORM

To: E Uluslararası Fuar Hizmetleri A.Ş.(EUF) / Operation Department
E-Mail: dogucan.lale@ite-turkey.com (Dear Exhibitor, please send your forms without waiting for the deadline.)

Deadline for submission: 8 March 2019

Company: ...........................................
Name / Surname: ...........................................
Mobile Phone: ...........................................
E-Mail: ...........................................

DATE STAMP - SIGNATURE

Important Notice: Exhibitors that have Custom Stand should provide their extra stand equipment themselves.

<table>
<thead>
<tr>
<th>CODE</th>
<th>EQUIPMENT</th>
<th>PRICE (€)</th>
<th>QUANTITY</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>A11</td>
<td>Refrigerator</td>
<td>42</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A13</td>
<td>Plasma TV 42&quot; (Daily)</td>
<td>54</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A14</td>
<td>Kettle</td>
<td>14</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B13</td>
<td>Square Table</td>
<td>10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B14</td>
<td>Chair</td>
<td>9</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B15</td>
<td>Metal Table</td>
<td>24</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B16</td>
<td>Metal Chair</td>
<td>14</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B17</td>
<td>Glass Table</td>
<td>30</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B18</td>
<td>White Table</td>
<td>28</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B19</td>
<td>Black Leather Chair</td>
<td>18</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B20</td>
<td>Sofa</td>
<td>24</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B21</td>
<td>Wooden Locker</td>
<td>28</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B22</td>
<td>Shelving Unit</td>
<td>18</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B23</td>
<td>Table</td>
<td>18</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B24</td>
<td>Bank</td>
<td>24</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B25</td>
<td>Bar Stool</td>
<td>10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B27</td>
<td>Clothe Hanger</td>
<td>10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C12</td>
<td>Showcase</td>
<td>24</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C13</td>
<td>Showcase w/Shelves (Single Door)</td>
<td>30</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C14</td>
<td>Showcase w/Shelves (Double Door)</td>
<td>38</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C15</td>
<td>Aluminum Brochure Holder (A4)</td>
<td>18</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C18</td>
<td>Shelf</td>
<td>9</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C21</td>
<td>Fixed Rack</td>
<td>14</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C22</td>
<td>Extra Panel</td>
<td>10</td>
<td></td>
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</tr>
<tr>
<td>C23</td>
<td>Door w/ Lock</td>
<td>24</td>
<td></td>
<td></td>
</tr>
<tr>
<td>D10</td>
<td>Spotlight</td>
<td>24</td>
<td></td>
<td></td>
</tr>
<tr>
<td>D11</td>
<td>Projector</td>
<td>24</td>
<td></td>
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</tr>
<tr>
<td>D13</td>
<td>Triple Socket</td>
<td>10</td>
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<td></td>
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</tbody>
</table>

TOTAL € (VAT Included)

Account information below:
The payment for the delivery of the requested service or material to the stand must be completed.

Important Notice: Payments for services requested at the area will collect in cash.

E ULUSLARARASI FUAR TANITIM HIZMETLERİ A.Ş. (EUF) BANK ACCOUNT INFORMATION

BANK: CITIBANK A.S. - EUR
IBAN NO: TR30 0009 2000 0000 0607 8460 49
SWIFT CODE: CITITRIX
To: E Uluslararası Fuar Hizmetleri A.Ş.(EUF) / Operation Departmant
E-Mail: dogucan.lale@ite-turkey.com (Dear Exhibitor, please send your forms without waiting for the deadline.)

Deadline for submission: 8 March 2019

Company: ...........................................
Name / Surname: ...........................................
Mobile Phone: ...........................................
E-Mail: ...........................................

DATE STAMP - SIGNATURE

**ADDITIONAL SERVICES FORM**

**INTERPRETER**

Please indicate your interpreter request below.

☐ Yes ☐ No

Interpretation services will be provided during exhibition’s visiting hours (between 10:00-17:30 on the dates of 10-12 April 2019).

Upon receipt of your request, you will be contacted by the contractor in charge of Interpreter Services.

**HOST - HOSTESS**

Please Host - Hostess your interpreter request below.

☐ Yes ☐ No

Host-Hostess services will be provided during exhibition’s visiting hours (between 10:00-17:30 on the dates of 10-12 April 2019).

Upon receipt of your request, you will be contacted by the contractor in charge of Host-Hostess Services.

**SECURITY**

Please indicate your security request below.

☐ Yes | . . . . . day I Price 45 € / DAY (VAT is included) (09:00 - 17:30) ☐ No

☐ Yes | . . . . . day I Price 70 € / DAY (VAT is included) (17:30 - 09:00)

☐ Yes | . . . . . day I Price 110 € / DAY (VAT is included) (24 Hours)

Security services will be provided during exhibition’s visiting hours (between 10:00 - 17:30 on the dates of 10-12 April, 2019)

**CLEANING**

Please indicate your cleaning request below.

☐ 9 April 2019; .......... hour .......... personnel | Price 15 €/1 personnel - 1 hour (VAT is included) ☐ No

☐ 10 April 2019; .......... hour .......... personnel | Price 15 €/1 personnel - 1 hour (VAT is included) ☐ No

☐ 11 April 2019; .......... hour .......... personnel | Price 15 €/1 personnel - 1 hour (VAT is included) ☐ No

☐ 12 April 2019; .......... hour .......... personnel | Price 15 €/1 personnel - 1 hour (VAT is included) ☐ No

Account information below:
The payment for the delivery of the requested service or material to the stand must be completed.

Important Notice: Payments for services requested at the area will collect in cash.

**E ULUSLARARASI FUAR TANITIM HİZMETLERİ A.Ş. (EUF) BANK ACCOUNT INFORMATION**

<table>
<thead>
<tr>
<th>BANK</th>
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<tbody>
<tr>
<td>CITIBANK A.S. - EUR</td>
<td>0607 8460 49</td>
<td>TR30 0009 2000 0000 0607 8460 49</td>
</tr>
</tbody>
</table>

SWIFT CODE: CITITRIX
**FASCIA LETTERING FORM**

To: E Uluslararası Fuar Hizmetleri A.Ş. (EUF) / Operation Department

E-Mail: dogucan.lale@ite-turkey.com  (Dear Exhibitor, please send your forms without waiting for the deadline.)

<table>
<thead>
<tr>
<th>Company</th>
<th>Date</th>
<th>Stamp - Signature</th>
</tr>
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<tbody>
<tr>
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<table>
<thead>
<tr>
<th>Name / Surname</th>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
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<table>
<thead>
<tr>
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**FASCIA BOARD LETTERING (STANDARD STAND)**

This service is only provided to the Exhibitors with Standard Stands 1 – 2 (OCTANORM and MAXIMA owners).

The brief version of your Exhibitor Name will be used on fascia board.

(max. 22 characters excluding abbreviations such as .Corp., .Co., .Ltd., etc.)

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**THIS FORM SHOULD BE FILLING ON THE ONLINE SYSTEM**

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To: E Uluslararası Fuar Hizmetleri A.Ş.(EUF) / Operation Department  
E-Mail: asli.erden@ite-turkey.com (Dear Exhibitors, please send your forms without waiting for the deadline.)

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**EXHIBITOR BADGES FORM**

**THIS FORM SHOULD BE FILLING ON THE ONLINE SYSTEM**

*Deadline for submission: 8 March 2019*
Eurasia Rail Organiser and Subcontractors Contact Information

Eurasia Rail Contact Information

General Questions  00 90 212 233 97 54  |  info@ite-turkey.com
Exhibitor Badges  00 90 212 233 97 54 / 3019  |  batuhan.koroglu@ite-turkey.com
Invitations  00 90 212 233 97 54 / 3024  |  emre.bicen@ite-turkey.com
Accounting Department  00 90 212 233 97 54 / 3049  |  hicran.celik@ite-turkey.com
Technical Support  00 90 212 233 97 54 / 3137  |  dogucan.lale@ite-turkey.com
Health and Safety  00 90 212 233 97 54 / 3075  |  mehmet.yildirim@ite-turkey.com

Subcontractor Company Information

You can easily reach all the answers of your questions you want to ask the subcontractor company information below.

Logistics

Ekspres Ulus. Nak. Den. ve Lojistik
Bagdat Caddesi No:167/5-6, Selamiceşme
34730, Kadıköy, İstanbul / Turkey

Authorized Staffs: Yener Tezyener
Abdullah Tunçay
Osman Coşkan

Phone: 00 90 (216) 478 63 58 (4 Lines)
Fax: 00 90 (216) 302 86 74
E-mail: ytezyener@ekspreslojistik.com
atuncay@ekspreslojistik.com
ocoskan@ekspreslojistik.com
Web: www.ekspreslojistik.com

Stand Build Up & Materials

FTS Fuarcilik
Şehitler Cad. No:123 Alsancak / İzmir

Authorized Staff: Koray Çizmeci
Phone: 00 90 (232) 463 87 63
Fax: 00 90 (232) 464 98 09
E-mail: teknik@ftsfuar.com.tr
Web: www.ftsfuar.com.tr

Travel and Accommodation

İtalTur
Cumhuriyet Bulv. Kadıoğlu Apt. No:159 Kat:2 D:3
Alsancak/ İzmir Turkey

Phone: +90 232 464 70 60
E-mail: info@italtur.com.tr
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Bağdat Cad. No: 167 / 5-6 Selamiçeşme 34730 Kadıköy – İstanbul  
Tel: + 90 216 478 63 58 (4 Lines) Fax: + 90 216 302 86 74  
E-mail: ytezyener@ekspreslojistik.com  
www.ekspreslojistik.com