

**SIGEP 2018 - APPLICATION FORM**

return by post to: ITALIAN EXHIBITION GROUP SPA Via Emilia,  
155 - 47921 Rimini ITALY F.a.o. Sigep Team

**1/4 MANDATORY**  
**EXHIBITING AREA REQUEST FORM**



**20-24 JANUARY 2018**

**EXHIBITING AREA \***

The Company \_\_\_\_\_ also said contracting party,  
interested in participate in SIGEP 2018, asks to value an exhibiting proposal as follows:

Sq.m. requested \_\_\_\_\_ Open sides 

1	2	3	4
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Turnkey area <sup>1)</sup>

yes	no
-----	----

 type 

A4	A4 Plus	A4 <sup>2)</sup> Luxury
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Red Area increase + 15% 

yes	no
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<sup>1)</sup> Compulsory for stand smaller or equal to 16 sq.m  
<sup>2)</sup> available only from 16 sq.m

**INTERESTED EXHIBITING IN AREA**

- Gelato
- Confectionery
- Furnishing
- Chocolate
- Coffee
- Bakery
- Packaging and Decoration

**DEPOSIT**

With reference to the Application Form and the provisions in General Rules & Regulations, the above mentioned company requests to participate in SIGEP 2018, to value an exhibiting proposal and for that pays a deposit of:

requested sq.m \_\_\_\_\_ x € 70,00 = € \_\_\_\_\_  
(+ VAT only if due)

**NOTES - IMPORTANT**

\* ) for information about application costs, area rates etc see exhibiting rates form; for information about turnkey booths see turnkey stand form. Technical forms or available on web site [www.sigep.it](http://www.sigep.it)  
All companies requesting an exhibit area of 16 square metres or less must take a Turnkey area (free choice about type) provided by the Organizer (for more info about registration procedure please see General Rules & Regulations Chap. I art. 5 here attached or always available on web site [www.sigep.it](http://www.sigep.it) )

**PAYMENT PROCEDURE**

via bank transfer to : ITALIAN EXHIBITION GROUP SPA  
indicating: DEPOSIT SIGEP 2018  
Bank: BANCA NAZIONALE DEL LAVORO  
Code IBAN - IT53 T 01005 24200 000000016561  
Code BIC /SWIFT - BNLIITRR,

Acceptance of applications also depends on the fact that there are no outstanding payments due to the ITALIAN EXHIBITION GROUP SPA.  
**WE REMIND YOU THAT THE TOTAL BALANCE MUST BE PAID WITHIN OCTOBER 31<sup>st</sup> 2017**

Please clearly indicate company name

**APPLICANT'S REQUESTS / NOTES**

.....  
.....  
.....  
.....

**APPLICATION FORM SIGNATURE**

The company \_\_\_\_\_ application form holder, having read the General Rules & Regulations, always also available on <http://my.sigep.it/upload/ianus/modulistica/SIG/regolamentoeng.pdf> , which it accepts in their entirety and returns, undersigned in the box below, and sending this form, requests to participate in the next edition of SIGEP 2018

MANDATORY

\_\_\_\_\_

Date \_\_\_\_\_ Stamp and signature of contracting firm's legal representative

**As specific approval of the General Rules and Regulations' clauses indicated below:**

According to and by effect of art. 1341 of Italian Civil Code, the undersigned approves the General Rules and Regulations of Participation printed overleaf at numbers: Chapter I art.3 points 1 and 2 (categories of exhibitors allowed to participate), art. 3 points 3 and 4 (compulsory declarations), 4 (acceptance of General Rules and Conditions and competent Court), 5 (participation methods and exclusion), 6 (stand allocation - modification - reduction - replacement), and 6.1 (expansion of the expo center in 2017/2018 and withdrawal), 7 (supplies cancellation- assignment - cancellation - withdrawal), 8 (rates and compulsory exhibiting formulas), 9 (terms and method of payment), 10 (inclusion of data in the Official Catalogue), 11 (exhibition cancellation or suspension); Chapter II art. 1 and 1.1 (stand plan and approval), 2 (stand occupation - outfitting), 3 (services suppling), 4 and 4.1 (damages), 5 (safety), 6 (workplace safety), 7 (stand dismantling), 10 (exhibition safety - security service, responsibility exemption); Chapter III art. 1 (modification to duration, opening and closing date and daily opening hours), 3 (smoking regulations), 4 ( food and beverage distribution), 5 (machinery and its use), 6 (sounds level), 7 (advertising), 8 (retailing), 9 (stand cleaning waste and food disposal),10 at point 10.1 (business meetings); Chapter IV art. 1 (damage-insurance), 2 (industrial and intellectual property rights), 4 (communications and complaints), 5 (supplementary rules, modifications and compliance to General Rules and Regulations), 6 (photo release).

MANDATORY

\_\_\_\_\_

Date \_\_\_\_\_ Stamp and signature of contracting firm's legal representative

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**2/4 MANDATORY  
COMPANY DETAILS FORM**



**COMPANY DETAILS** please indicate the company interested in value an exhibitong proposal(contracting party) in capital letters

-----  
 Company name Company Owner/ General Manager.  
 -----  
 Address phone  
 -----  
 Town Zip code Country Fax  
 -----  
 email Website

**CONTACT DETAILS mandatory** **MAILING ADDRESS** to be filled in if different form above

To be contacted ----- Mobile <span style="margin-left: 100px;">Direct phone</span> ----- Email address -----	Company name ----- Address ----- Town <span style="margin-left: 150px;">ZIP code</span> <span style="float: right;">Country</span> -----
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to this address will be sent invoices and other materials ( badge exhibitors, park permits and such things)

**INVOICING DETAILS** Please fill in every field in capital letters

-----  
 Company Name V.A.T. no./ T.I.N.(mandatory for invoicing)  
 -----  
 Address Phone no.  
 -----  
 Town ZIP code Country Fax no.

We remind you that with the indication of a different billing name on the invoices/fiscal documents, the contracting party/participant declares to Italian Exhibition Group Spa that he/she will assess the proposal of participation that will be sent to him/her and, after signing the proposal of participation, will participate in the expo, in the interest of the person in whose name the invoice/fiscal document is issued, and by whom he/she has been commissioned. In the event of any dispute on behalf of the person in whose name the invoice is issued, the contracting party/participant undertakes to settle any outstanding matters with Italian Exhibition Group SpA directly and personally

MANDATORY

  
 \_\_\_\_\_  
 Date Stamp and signature of contracting firm's legal representative

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**3/4 OPTIONAL  
CO-EXHIBITOR FORM**



**20-24 JANUARY 2018**

The company \_\_\_\_\_ as per contracting party/ renter of the stand, registers, as Cap I art. 8 of the General Rules & Regulations, the following co-exhibitors<sup>1)</sup>, hosting them on its stand and undertakes to pay the sum of € **1.120,00** <sup>2)</sup> **plus registration fee (€ 680,00)** for each of them.

Hosted firms participate directly in the exhibition and will be listed in the exhibition's Official Catalogue, with the caption: "hosted by", followed by the name of the host company.

**Notes:**

**This form has to be sent only in case of hosted firms**

1) Co-exhibitor firms participate in the exhibition directly and will be listed in the exhibition's Official Catalogue, with the caption: "hosted by", followed by the name of the host company..

2) The sums due for co-exhibitors will be automatically charged to the hosting company

If due, VAT must be added to these figures

**1- CO-EXHIBITOR DATA to be filled in in capital letters**

Company _____	Contact name: _____
Address _____	
Town _____	Direct phone: _____
ZIP code _____ Country _____	
Phone no. _____ Fax _____	Direct email: _____
Email _____	
Website _____	

**2- CO-EXHIBITOR DATA to be filled in in capital letters**

Company _____	Contact name: _____
Address _____	
Town _____	Direct phone: _____
ZIP code _____ Country _____	
Phone no. _____ Fax _____	Direct email: _____
Email _____	
Website _____	

**3- CO-EXHIBITOR DATA to be filled in in capital letters**

Company _____	Contact name: _____
Address _____	
Town _____	Direct phone: _____
ZIP code _____ Country _____	
Phone no. _____ Fax _____	Direct email: _____
Email _____	
Website _____	

ITALIAN EXHIBITION GROUP SpA declines all responsibility for any errors or omissions in the Official Catalogue. No responsibility is taken for the entry of companies who have not sent the original form correctly filled in and within the foreseen deadline, or have not paid the entire or partial sums due for the registration of hosted firms. The General Rules & Regulations are valid and applicable in their entirety for hosted firms.

Date	Stamp and signature of contracting firm's legal representative

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**4/4 MANDATORY  
DATA PROCESSING FORM**



20-24 JANUARY 2018

**COMPANY DETAILS to be filled in in capital letters**

----- Company name		----- Company Owner/ General Manager.	
----- Address		----- phone	
----- Town	----- Zip code	----- Country	----- Fax
----- email		----- Website	

**NOTIFICATION AS PER ART. 13 OF ITALIAN LEGISLATIVE DECREE NO. 196/2003**

Pursuant to the provisions of article 13 of Leg. Decree 196/2003 (Code on the protection of personal data), you are hereby informed that the personal data supplied by you or otherwise acquired as part of Italian Exhibition Group S.p.A. activities is subject to processing in compliance with the laws on confidentiality and in accordance with the provisions expressly provided by the aforementioned Code. Such data will be processed using electronic, manual and paper media (e.g. the publication of photos in brochures, etc.) for the following purposes:

1. Fulfillment of contractual and legal obligations relating to the participation of the party concerned as an exhibitor or partner in the events organized by Italian Exhibition Group S.p.A.

2. Organizational Management of the events promoted by Italian Exhibition Group S.p.A., such as, for example, creating personal ID badges for security purposes, statistical analyses of aggregate data, planning, communications with third-party partners which collaborate to organize and manage events (e.g. other trade-fairs, suppliers, consultants, etc.), inclusion of personal data in the Official catalogue and map of events to be distributed within Italy and abroad. In such case, some data may also be gathered through pre-registration procedures (online or on paper) or by operators authorized by us prior to entering the exhibition centre.

3. Profiling, retention of loyalty and sending of commercial and promotional communications regarding the activities of Italian Exhibition Group S.p.A. via email, txt, mms, fax, telephone calls, direct selling, as well as additional marketing purposes (e.g. analysis and market surveys).

4. Profiling, sending commercial communications, promotion and advertising, relating to products and services of third-party partners of Italian Exhibition Group S.p.A. (organizers, exhibitors, operators involved in trade or operating events in other areas) interested in offering advantageous commercial benefits to the participants in the events and exhibitions of Italian Exhibition Group S.p.A. via email, txt, mms, fax, or telephone calls. To this end, the data may also be disclosed or transferred to such entities in order to enable them to use them directly for sending their commercial messages.

By the processing of personal data shall be meant the gathering, recording, organization, storage, processing, editing, selection, extraction, comparison, reclassification into homogeneous economic categories, use, interlinking, blocking, communication and distribution of data. The duration of processing shall be proportionate to the purposes from time to time pursued.

The provision of data to Italian Exhibition Group S.p.A. is always optional. However, if - as is usual for those who intend participating as exhibitors or partners in the events - the data, to which the provision request relates, must be processed by Italian Exhibition Group S.p.A. in order to properly fulfil a legal or contractual obligation, as well as to provide whatever required by the person concerned (purposes envisaged in par. 1), the provision thereof is in fact necessary. In fact, failure to provide such data on your part would inevitably result in the inability of Italian Exhibition Group S.p.A. to provide the contractual services requested by you and/or to comply with the legal obligations arising from establishment of relations with you. Consequently, it would not be in point of fact possible for you to take part in the event, to enter the trade-fair and to use our services, etc. Permission to process for the purposes indicated in paragraph 1, on the other hand, is never necessary (inasmuch as art. 24 of Leg. Decree 196/2003 exempts Italian Exhibition Group S.p.A. from the obligation to ask for such permission).

We point out that the "provision" of data means the material placing at disposal of same in favour of Italian Exhibition Group S.p.A., and does not therefore amount to "permission" to process them for the purposes set out in paragraphs 2, 3 and 4; the party involved which

provides the data (having read this privacy policy) is assumed to have tacitly given permission considering the mere fact that the same data are subject to processing for the purposes mentioned in par. 1. In the case instead of data being processed for the purposes of paragraph 2, permission is optional, but any failure to provide permission would prevent Italian Exhibition Group S.p.A. from carrying out such processing and, in some cases, also from providing the service requested by the party involved.

We therefore suggest, in the event of the party involved wanting to take part in the trade-fair, not to limit itself to providing data but also to provide the express permission to process data for the purposes indicated in paragraph 2.

In the event, instead, of the data being processed for the purposes referred to in paragraphs 3 and 4, permission is optional and any failure to give permission shall not result in the non-execution of the service requested by the party involved, but shall result in the impossibility for Italian Exhibition Group S.p.A. to perform relative processing (for example to use an email address or mobile number for sending promotional messages).

The data gathered for the purposes of paragraph 1 may be transmitted: to companies which, on behalf of Italian Exhibition Group S.p.A. provide the management and maintenance services regarding computer systems and databases, to contractor/appointed Companies which, on behalf of Italian Exhibition Group S.p.A. provide services essential to participation (e.g. installation and management of installations and equipment, logistics, security, private security, first aid, hostesses, etc.). Any processing of data by such parties will take place with purposes and procedures identical to those mentioned above.

Italian Exhibition Group S.p.A. furthermore informs that during the events organized by it, photographers and/or video-makers may be authorised to film and/or take photographs, for documentation and promotion purposes, both on the sites of events, and on the social profiles of same (e.g. twitter, facebook, whatsapp, youtube, vimeo, etc.). The published photographs and videos concern trade-fair activities, which shall be deemed as events or matters of public interest and do not show indications for which the express permission is required of the party involved in filming.

If the party involved does not want to be photographed or filmed, please let the appointed staff know at the time of shooting or filming. Photographed persons shall in any case be entitled to request removal or deletion from the company's web site database and/or linked platforms by sending an email message to [privacy@iegexpo.it](mailto:privacy@iegexpo.it). In this case, Italian Exhibition Group S.p.A., will promptly remove the documentary material.

The data gathered for the purposes referred to in paragraphs 2 and 3, which may be acquired on-site by operators authorized by Italian Exhibition Group S.p.A. may be disclosed to the photographers and/or video-makers producing material, to post-production companies working with them, to journalists and newspapers, to companies appointed to carry out market surveys, to advertising, communication and/or public relation agencies, to companies appointed to print advertising or promotional material, to website production companies, to web marketing companies, to other entities in charge of planning and/or maintenance of promotional materials, and to companies appointed to manage and service the computer systems used for data processing, to any third partners with which Italian Exhibition Group S.p.A. shares such promotional initiatives or the realization of shows and events, as well as, through catalogues, to exhibitors and/or visitors of events organized by Italian Exhibition Group S.p.A. including in collaboration with third-party partners.

Notification will take place according to principles of proportionality and will therefore from time to time be limited to whatever is necessary. Such persons shall process the materials and data for

the same purposes and using the same procedures as those described above.

You are further informed that article 7 of the aforementioned Code grants the party involved numerous rights, including the right to: obtain information about the existence of data concerning it and their communication in intelligible form, to obtain the cancellation, transformation into anonymous form or blockage, or the updating, amendment or, if interested, the supplementing of such data, as well as certification that such operations have been brought to the attention of the parties to whom the data were communicated, to oppose the processing of such data for legitimate reasons, even if pertinent to the purpose of gathering, to oppose processing for marketing purposes (profiling, marketing communications, market research and market survey).

The above rights can be exercised by writing to the email address: [privacy@iegexpo.it](mailto:privacy@iegexpo.it)

The data controller is Italian Exhibition Group S.p.A., based in Rimini, Via Emilia, 155, registered in the Companies' Register of Rimini under no. 00139440408. A list of processing Supervisors can be requested from the processing Controller.

**Consensus Leg. Decree 196/03 –  
Protection of privacy**

I declare having read and understood the privacy policy indicated in article 13 Leg. Decree 196/2003 and give my consent for the organizational management of the events promoted by Italian Exhibition Group S.p.A., and consequently some data may also be gathered through online or paper pre-registration procedures, or on-site by your authorized operators before entering the exhibition centre (purpose 2 of the privacy policy)

I give my consent     I do not give my consent

as well as for data processing for the purposes of profiling, loyalty retention and direct marketing (conducting market research, marketing communications, promotion and advertising with offers of goods and services by mail, telephone, automated calling systems, fax, email, txt, mms) relating to the activities of Italian Exhibition Group S.p.A. (purpose 3 of the privacy policy)

I give my consent     I do not give my consent

and furthermore for data processing for the purposes of profiling, loyalty retention and direct marketing (conducting market research, marketing communications, promotion and advertising with offers of goods and services by mail, telephone, automated calling systems, fax, email, txt, mms) carried out by third-party partners of Italian Exhibition Group S.p.A. (organizers, exhibitors, operators involved in the trade-fair events or also operating in other sectors) and regarding their activities. To this end, the data may be subject to communication and/or transfer to third parties for the sending their business communications and performing related processing. (purpose 4 of the privacy policy)

I give my consent     I do not give my consent

\_\_\_\_\_  
DATE

\_\_\_\_\_  
Stamp and signature of contracting firm's legal representative