



GENERAL RULES FOR THE EXHIBITORS

1. The exhibition will be located ground floor of the Conference building - Integrated Students' Center of **Wroclaw University of Technology** (Wybrzeże Wyspiańskiego St. 23-25, building C-13, Localization: lat. N51.107446 lon. E17.0599008).
2. Exhibitors are offered standard stands with a surface 4 m² (2 m wide, 2 m long) for 700€ A double and triple stand or one and a additional half of the standard stand may be reserved. The stands are equipped with fascia board with exhibitor logo and name, exhibition tables, a small table, two chairs, lights and have a 220 V, 50 Hz electricity supply at the disposal of the Exhibitor (**Universal Euro Plug-in required**). Organizers provide each exhibitor with 20 minutes company presentation during dedicated company's session. For exhibitors with double-standard or larger booth additionally single invitation to cocktail and picnic is provided.
3. The stand is at the disposal of the Exhibitor from the day prior to the opening of the exhibition (from 14 am. to 8 pm.), to the day after the close of the exhibition (from 8 am. to 3 pm.).
4. The fee for a standard stand for three day exhibition (September 14, 2010 morning till September 16, 2010 afternoon) is EURO 700 (22% VAT included). **Bank transfer should be made in 7 days period after sending the Exhibitors Application Form.**
5. This rental charge includes cleaning and 24 hour security with the limitation of point 14.
6. The following additional items are available to the Exhibitor for the additional charge quoted:

a display cabinet	EURO	35
a table	EURO	30
a chair	EURO	15
an armchair	EURO	35
additional lighting	EURO	10
a ventilating fan	EURO	20
a refrigerator (big)	EURO	120
a refrigerator (small)	EURO	80
a coat-stand	EURO	10
a waste-paper basket	EURO	5

7. The delivery address for exhibitors forwarding their exhibits and auxiliary materials is:

WROCLAW UNIVERSITY OF TECHNOLOGY
Institute of Telecommunication, Teleinformatics and Acoustics
EMC Laboratory (building C-12)
Janiszewskiego St. 7/9, 50-372 WROCLAW, POLAND

Warning for Exhibitors from non European Union countries !!!

If you plan to send your exhibits and auxiliary materials with the forwarder (cargo freight agency) **you shall not use the above address as a destination address in the custom documents**. The address you send your exhibits should be the address of forwarder operating in Poland. You have to attached ATA card to the exhibits. **So, to deliver exhibits in a proper time on the exhibition you can:**

- send them with your exhibition personnel (ATA card recommended),
- send them via world wide express (e.g. DHL) to the delivery address,
- send them with the forwarder (ATA card recommended). In this case do not use in custom documents the delivery address of the Wroclaw University of Technology - use address of the forwarder operating in Poland. We cooperate with **PROSPED CARGO** and recommend to ask them (phone: +48 22 606 9239) for help in case you want to avoid serious custom problems (see 13).

Besides the address of Wroclaw University of Technology, on the each item the name of the event (**EMC EUROPE 2010**) should appear. The items should arrive no later than the day prior to the exhibition and be forwarded on the day after the exhibition. The information about date of forwarding and name of forwarding agent (no. of freight) should be sent to:

Organizers:
 Wroclaw University of Technology
 National Institute of Telecommunications
 Foundation for Development of Wroclaw University of Technology

EMC Symposium 2008
 Wroclaw University of Technology
 Institute of Telecommunications, Teleinformatics and Acoustics
 Wybrzeże Wyspiańskiego 27, 50-370 Wroclaw, Poland
 Phone/Fax: +48 71 3223473
 e-mail: emc@emc.wroc.pl, home page: www.emc.wroc.pl

EMC EUROPE 2010
WROCLAW UNIVERSITY OF TECHNOLOGY
Institute of Telecommunication, Teleinformatics and Acoustics
Wybrzeże Wyspiańskiego 27, 50-370 Wrocław, POLAND
fax: +48 71 322 34 73, e-mail: emceurope@pwr.wroc.pl

It will help organizer to avoid delay, which may be caused by customs formalities.

8. In the unpacking and packing the exhibits, the Exhibitor may take advantage of assistance offered by the organizer.
9. The address to which duly completed application form and other correspondence should be sent is:

EMC EUROPE 2010
WROCLAW UNIVERSITY OF TECHNOLOGY
Institute of Telecommunication, Teleinformatics and Acoustics
Wybrzeże Wyspiańskiego 27, 50-370 Wrocław, POLAND

Exhibitors Application Form should be sent not later than July 16, 2010.

For information please contact Ms. Anna Kozłowska, phone: +48 71 3204352
e-mail: anna.kozlowska@pwr.wroc.pl
or Mr. Artur Florek, phone: +48 71 3202947
e-mail: artur.florek@pwr.wroc.pl

10. The Exhibitor will receive the confirmation of his stand reservation.
11. The rental charges in EURO resulting from the application should be remitted by bank transfer into account of the

Foundation for Development of the Wrocław University of Technology,
Wybrzeże Wyspiańskiego 27, 50-370 Wrocław, POLAND
Acc. No PL-71 1500 1067 1210 6007 7963 0000, SWIFT-BIC: KRDBPLPW
Please add code: „EMC EUROPE 2010 – Exhibition”

Payment for additional services may be made on the spot.

Payment can be done in Polish Zloty (PLN). Please use current Euro/PLN rate of Polish National Bank (www.nbp.pl) to calculate fees in PLN and transfer to the following account:

Fundacja Rozwoju Politechniki Wrocławskiej
Wybrzeże Wyspiańskiego 27, 50-370 Wrocław
Acc. No: 33 1500 1067 1210 6002 1100 0000
Please add code: „EMC EUROPE 2010 – Exhibition”

12. Should the application be cancelled more than two months before the date of the opening of the exhibition, the payment will be returned in full. However, if notice of cancellation is received after this period the payment will not be returned.
13. Customs formalities and documentation (including delivery) should be arranged by the Exhibitors themselves (the ATA card is recommended for exhibitors outside EU). **The organizer does not take any responsibility for custom formalities.** If you need help, we recommend you to call to Customs and Forwarding Broker PROSPED CARGO, phone: +48 22 6068752, +48 22 606 8751, fax: +48 22 6068755, e-mail: agencja.celna@prosped.com.pl (Address: 02-153 Warsaw, ul. Wirazowa 35, <http://www.prosped.com.pl>). Prosped Cargo cooperates with 500 agencies all over the world and can arrange door to door delivery. For further information please contact Anna Kozłowska.
14. The organizer takes no responsibility for the loss or damage of the exhibits, irrespective of circumstances, when the exhibition is open to the public and the stand is served by the exhibitor.
15. Any misunderstandings arising from the organization of the individual exhibit will be resolved by mediation without appeal to judicial decision. In case of arbitration procedure both parties will appoint their arbiters who will agree upon a mutual umpire for the case. If one of the parties involved does not appoint its arbiter to represent it within 14 days from the date that the plaintiff appoints the arbiters or if the arbiters fail to find an umpire within 30 days from their appointment, then the arbiters and the umpire will be appointed by the President of the Polish Chamber of Foreign Trade. The arbitration will take place at the place of business of the defendant party.