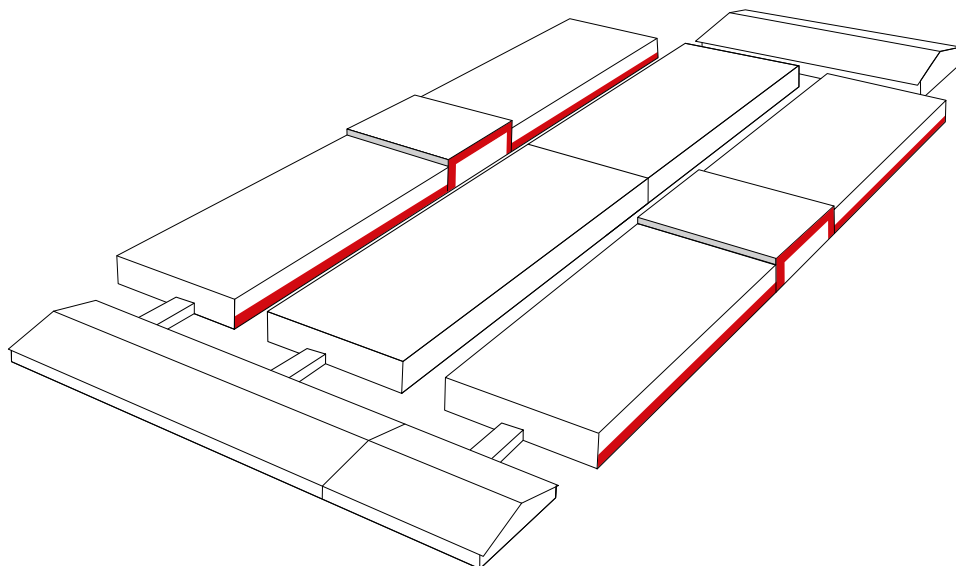


ORDER  
**CATALOGUE OF SERVICES**  
FOR EXHIBITORS

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## HOLIDAY WORLD & REGION WORLD

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CLOSING DEADLINE:

**13 March 2026**

1

Exhibitor (commercial name) \_\_\_\_\_

**MULTI-DAY PARKING CARD - TRANSFERABLE****closing deadline for orders: 13 March 2026**

The multi-day parking card is intended for passenger cars of the exhibitors. Its validity is 17–18 April 2026 inside the PVA EXPO PRAGUE area in reserved sites. It must be placed, for all the time of staying within the Exhibition Centre area, in a visible place behind the windscreen and properly marked (in such a manner that it can be possible to identify the exhibitor- stand number). With regard to the limited number of parking cards, the individual orders will be managed (chronologically) according to the delivery dates. **The multi-day parking card is transferable.**

|                        |                  |           |
|------------------------|------------------|-----------|
| * TWO-DAY PARKING CARD | price: EUR 38/pc | Quantity: |
|------------------------|------------------|-----------|

**MULTI-DAY PARKING CARD - NON-TRANSFERABLE****closing deadline for orders: 13 March 2026**

The multi-day parking card is intended for passenger cars of the exhibitors. Its validity is 17–18 April 2026 inside the PVA EXPO PRAGUE area in reserved sites. It must be placed, for all the time of staying within the Exhibition Centre area, in a visible place behind the windscreen and properly marked (in such a manner that it can be possible to identify the exhibitor- stand number). With regard to the limited number of parking cards, the individual orders will be managed (chronologically) according to the delivery dates. **The multi-day parking card is non-transferable and it serves for one vehicle only (one plate number).**

|                        |                  |           |
|------------------------|------------------|-----------|
| * TWO-DAY PARKING CARD | price: EUR 31/pc | Quantity: |
|------------------------|------------------|-----------|

**OVERNIGHT PARKING****closing deadline for orders: 13 March 2026**

For overnight parking must be also daily parking card purchased.

|                               |                     |           |
|-------------------------------|---------------------|-----------|
| Overnight parking up to 3,5 t | price: EUR 16/night | Quantity: |
| Overnight parking over 3,5 t  | price: EUR 25/night | Quantity: |

**ASSEMBLY VEHICLE ENTRY CARD****closing deadline for orders: 13 March 2026**

During 15–16 April 2026, a free vehicle entry into the Exhibition Centre for the exhibitors who show the Assembly Card and Assembly Vehicle Entry Card is available. The Assembly Vehicle Entry Card must be completely filled in and placed, for all the time of staying within the area, in a visible place in every vehicle. On the 16 April 2026 (Thursday), a deposit of EUR 50 including VAT will be collected upon entering the complex, which will be refunded upon departure if the permitted stay is not exceeded (3 hours) or according to the operator's instructions. If this time is exceeded, there is no entitlement to a refund and the PVA EXPO PRAGUE will issue a proof of the penalty fee upon request.

|                               |                                  |           |
|-------------------------------|----------------------------------|-----------|
| * ASSEMBLY VEHICLE ENTRY CARD | Included in the registration fee | Quantity: |
|-------------------------------|----------------------------------|-----------|

**EXHIBITOR / ASSEMBLY CARDS****closing deadline for orders: 13 March 2026**

The exhibitor cards authorise their holders to enter the PVA EXPO PRAGUE area to the trade fair on 17–18 April 2026. Each exhibitor will receive a standard number of exhibitor cards according to the size of the area ordered (see the Table "Standard number of assembly and exhibitor cards"). Fill in the order only in the case that you require exhibitor cards beyond the framework of the standard number.

|                  |                                  |           |
|------------------|----------------------------------|-----------|
| * EXHIBITOR CARD | price: EUR 9/pc                  | Quantity: |
| * ASSEMBLY CARD  | Included in the registration fee | Quantity: |

**STANDARD NUMBER OF ASSEMBLY AND EXHIBITOR CARDS**

|                | up to 30 m <sup>2</sup> | 31 – 99 m <sup>2</sup>                        | 100 – 199 m <sup>2</sup> | 200 m <sup>2</sup> and more |
|----------------|-------------------------|-----------------------------------------------|--------------------------|-----------------------------|
| Assembly card  | 5                       | 10                                            | 15                       | 20                          |
| Exhibitor card | 5                       | One card for each 10 m <sup>2</sup> commenced |                          |                             |

\* You will receive directly at the PVA EXPO PRAGUE Exhibition Centre in the business department in the Entrance Hall II on registration of exhibitors. The documents for entry into the exhibition area and vehicle access to the centre will be issued after the checking of the invoice payments.

All prices are stated as VAT exclusive.

\_\_\_\_\_  
Date, signature for the Client, stamp

Exhibitor (commercial name) \_\_\_\_\_

**VOUCHERS - COMPLIMENTARY TICKETS - ELECTRONIC (FREE OF CHARGE)**

During **March 2026** you receive an Internet link with a unique code that might be sent to your business partners. After the registration via code your business partner receive a voucher (ticket) to the fair. Complimentary electronic ticket can be distributed up to 50 partners of your company. The electronic tickets will not be charged to exhibitors.

**RESERVATION OF CONFERENCE ROOMS****closing deadline for orders: 13 March 2026**

Within the framework of the trade fair, the exhibiting companies can lease a conference room for their conferences, seminars, lectures, etc. The PVA EXPO PRAGUE Centre offers two conference rooms with a maximum capacity of 650 persons (the above mentioned capacities are valid at a theatre arrangement of the rooms) and 7 conference rooms with capacity 10–200 persons. The conference rooms are situated in the Entrance Hall I, Entrance Hall II and Entrance Hall III. The most of them are equipped with basic presentation technologies (screen, data projector and in the case of the large room with an acoustic system as well).

|                                                                            |                       |                          |
|----------------------------------------------------------------------------|-----------------------|--------------------------|
| Conference Room 5 and 6 (max. 10 persons) – Entrance Hall I                | EUR 68/hour           | <input type="checkbox"/> |
| Conference Room 7 (max. 200 persons) – Entrance Hall I                     | EUR 68/hour           | <input type="checkbox"/> |
| Conference Room 3 (max. 30 persons) – Entrance Hall I                      | EUR 68/hour           | <input type="checkbox"/> |
| Conference Room 1 (max. 150 persons) – Entrance Hall II                    | EUR 114/hour          | <input type="checkbox"/> |
| Conference Room 4 (max. 50 – 60 persons) – Entrance Hall III               | EUR 68/hour           | <input type="checkbox"/> |
| Congress hall (max. 650 persons) – Entrance Hall I 1 <sup>st</sup> floor   | individual offer      | <input type="checkbox"/> |
| Congress hall (max. 650 persons) – Entrance Hall III 1 <sup>st</sup> floor | individual offer      | <input type="checkbox"/> |
| Date of lease:                                                             | Time period of lease: | from _____ to _____      |

**ORDER OF MEETING ROOMS****closing deadline for orders: 13 March 2026**

Business Centre (20–25 persons) – Entrance Hall II – private meetings, press conferences, etc. EUR 45/hour

**INDIVIDUAL SAFEGUARDING OF EXPOSITIONS****closing deadline for orders: 13 March 2026**

During the assembly, trade fair organisation and dismantling, the organiser ensures basic safeguarding of the Exhibition Centre and security service. The security service operating in the centre is authorised to make random checks relating to all vehicles entering or exiting the Exhibition Centre, as well as visible identification of persons authorising them to stay in the Centre. Within the meaning of the General Conditions for Participation in the Trade Fairs of ABF, a.s., the organiser is not liable, towards the exhibitors or their co-exhibitors at the Exhibition Centre, for any loss, destruction or any damage to exhibits, equipment and accessories of stands, goods, packages, packaging materials, regardless of the fact whether the loss, destruction or other damage arose during assembly, transport or in the course of the trade fair. The exhibitors can order individual safeguarding of their expositions.

|                                        |                       |                        |
|----------------------------------------|-----------------------|------------------------|
| INDIVIDUAL SAFEGUARDING OF EXPOSITIONS | EUR 18 per hour       | Total number of hours: |
| Date of safeguarding:                  | Time of safeguarding: | from _____ to _____    |
| Date of safeguarding:                  | Time of safeguarding: | from _____ to _____    |

The price of EUR 18 per hour is only valid if the security service is ordered **by 13 March 2026**. In case of later orders the price is EUR 20 per hour.

All prices are stated as VAT exclusive.

1b

Exhibitor (commercial name) \_\_\_\_\_

All services not marked will be automatically considered as NOT ORDERED.  
For Technical Terms and Conditions, as well as for specification of services, see the following page.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Order of power supply</b><br/>(Price per one inlet, mark those requested with <input checked="" type="checkbox"/> )</p> <p><b>Power supply inlet of 230 V – L + N + PE (1 phase + neutral + grounding)</b></p> <p>up to <b>2 kW</b> – 1 socket <input type="checkbox"/> EUR 231</p> <p>up to <b>3 kW</b> – 1 socket <input type="checkbox"/> EUR 268</p> <p>up to <b>5 kW/230</b> – 2 sockets<br/>2 kW + 3 kW (10 A and 16 A) <input type="checkbox"/> EUR 313</p> <p>up to <b>6 kW/230</b> – 2 sockets<br/>3 kW + 3 kW (16 A and 16 A) <input type="checkbox"/> EUR 354</p> <p><b>Power supply inlet of 400 V – 3L + N + PE (3 phases + neutral + grounding)</b></p> <p>up to <b>9 kW</b> – 32 A socket <input type="checkbox"/> EUR 431</p> <p>up to <b>15 kW</b> – 32 A socket <input type="checkbox"/> EUR 550</p> <p>up to <b>21 kW</b> – 32 A socket <input type="checkbox"/> EUR 690</p> <p>up to <b>40 kW</b> – 63 A socket <input type="checkbox"/> EUR 1,209</p> <p>Price per one power inlet includes electric inspection</p> | <p><b>The refrigerator circuit</b><br/>The refrigerator circuit (with an input of up to 0.4 kW) can only be ordered together with a connection of min. 2 kW</p> <p style="text-align: right;"><input type="checkbox"/> EUR 36</p>                                                                                                                                                                                                                                                    |
| <p><b>Circuit breaker type</b></p> <p><input type="checkbox"/> B – standard    <input type="checkbox"/> C    <input type="checkbox"/> D</p> <p><b>All connections are installed using a residual-current device</b><br/>Other types of connection must be discussed beforehand with the technical department of ABF, a.s.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <p><b>Order of connection to the Internet</b><br/><b>Fixed cable connection (RJ45)</b></p> <p>1x connection (the first one) <input type="checkbox"/> EUR 114</p> <p>Number of additional connections <input type="text"/> EUR 32</p> <p>Static IP address <input type="text"/> EUR 46</p> <p><b>Connection to the Wi-Fi network for 1 device in the 5GHz band.</b><br/>(802.11a, n, ac, not available on outdoor areas)</p> <p>Number of connections <input type="text"/> EUR 41</p> |
| <p><b>Non-stop power supply – over 2 kW</b><br/><b>30% surcharge to the price of the ordered power supply</b></p> <p>we hereby order the <input type="text"/> kW supply to run non-stop</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <p><b>Order of water supply and sewerage</b><br/>(The same price for both indoor and outdoor areas)</p> <p>Number of connections lines <input type="text"/> EUR 227</p>                                                                                                                                                                                                                                                                                                              |
| <p><b>Top inlet to the illumination ramp</b><br/>or any vertical routing of the inlet to the stand from the hall roof structure<br/>(Top inlet can only be ordered with the electrical connection line min. 2 kW)</p> <p style="text-align: right;"><input type="text"/> EUR 36</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <p><b>Order of swimming pool water filling (including drainage)</b><br/>(The same price for both indoor and outdoor areas)</p> <p>A one-off amount charged plus EUR 11 for each m<sup>3</sup> <input type="text"/> EUR 55</p> <p>Number of m<sup>3</sup> <input type="text"/> EUR 12</p>                                                                                                                                                                                             |
| <p><b>Lending of a power switchboard</b><br/>(same price for both indoor and outdoor areas)</p> <p><b>Switch board for power supply 9-21 kW / 400 V</b> <input type="checkbox"/> EUR 91</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <p><b>Compressed air inlet</b></p> <p>6 bar compressed air inlet to 1 exposition <input type="text"/> EUR 341</p> <p>Number of Y-branches <input type="text"/> EUR 160</p> <p>Assurance of constant pressure on an individual branch line <input type="text"/> EUR 46</p> <p>Consumption in liters <input type="text"/></p>                                                                                                                                                          |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <p><b>Order of cleaning services</b></p> <p><b>Daily cleaning</b> – number of m<sup>2</sup> <input type="text"/> EUR 2 per m<sup>2</sup>/ and event<br/>(Includes one-time cleaning)</p> <p><b>One-time cleaning</b> – number of m<sup>2</sup> <input type="text"/> EUR 1 per m<sup>2</sup><br/>(Includes: removing the cover film from the carpet, vacuuming or wiping the floor, emptying of waste basket)</p>                                                                     |

All prices are given without VAT.

We hereby declare that we have made ourselves familiar with and accept without reservations the ABF, a.s. Business and Technical Terms and Conditions of the Participation of Exhibitors in the Trade Fair, which form an integral part of the Binding Application Documentation. We undertake to pay all of the advance invoices and the final invoice including VAT in due terms.

\_\_\_\_\_  
Date, signature for the Exhibitor/ Exhibitor's representative, stamp

## Article 1. – Technical services

On the Exhibitor's order it is possible to provide the inlet of power supply, water and sewerage, telephone, Internet, cleaning and possibly other services to all expositions in both indoor and outdoor areas. The inlets of the power supply, water and sewerage, Internet and telephone connections are brought from the floor conduits and channels, whose location will be marked on the raster with the location of the Exhibitor's exposition.

### a) Order of power supply

For the stands which are not ordered from ABF, a.s. the Exhibitors are obliged (apart from the exceptions permitted by ABF, a.s.) to have their own switchboard - adapted to the 5-wire distribution system, or the voltage system TNS 3L + N + PE, 50 Hz. A single-phase connection of the exposition is carried out through a standard plug of 230V/16A - L + N + PE, three-phase consumers must be fitted with a recommended ball plug of 400V/32 A - 3L + N + PE. The connection of larger power inputs will be carried out upon an agreement with ABF, a.s. Electrical equipment of Exhibitors which is not fitted with separate operation N (neutral) and protecting PE (grounding) wires, or which is not fitted with a protecting wire, without its featuring double insulation, or the wires of which do not have appropriate cross section, will not be allowed for connection, for the reason of the protection of visitors from electric accidents and for fire safety reasons. If necessary, it is possible to order, before the assembly deadline, the services of an electrician at a price of EUR 27 per hour (every started hour of work is billed), which is to be paid in cash at the cash desk of the Trade Fair Administration. The price for the power supply inlet includes the inlet to the stand (230 V or 400 V) with a possibility of its use for the duration of assembly and dismantling (maximum consumption of 2 kW/230V for electrical tools). It also includes the lease of the appropriate part of the hall switchboard, consumption of electricity and electrical inspection in the course of the exhibition. The actual inlet the stand represents 1 to 2 sockets - 230V (without a distribution within the stand), or 1 socket of 400V, possibly a combination of 230 and 400 V.

The power input required by the Exhibitor to the stand must include the total of all the power inputs of electrical appliances in the exposition, i.e. illumination, cooker, coffee machine, tea kettle heating unit, through-flow water heater, computer, television set and video recorder, exhibits etc. For the purpose of a more exact order we provide the following examples: Illumination of a 9 m<sup>2</sup> stand about 0.5 kW, kitchen complete set about 3.5 kW, coffee machine (for drip coffee) about 0.8 - 1.2 kW, tea kettle heating unit about 2 kW, two hot-plate cooker about 2 kW. These power inputs are only for your orientation - it always depends on the particular electrical appliance which is connected.

The firm implementing the stand shall be liable for the inspection of the electrical installation. If the electrical installation does not meet the requirements, it will remain, to the Exhibitor's detriment, unconnected.

**ATTENTION!** If you use a refrigerator, we recommend ordering a separate refrigerator circuit (with max. power input 0.4 kW), which will not be switched off overnight. The refrigerator circuit can be ordered only for the main power input of energy to a minimum power input of 2 kW.

### b) Order of water and sewerage

The connection of the sink, i.e. of an ordinary battery to the closing valve and of an ordinary siphon outlet with a 5/4" hose is included in the price of the "water inlet and sewerage". The lease of the sink is not included in the price of water inlet and sewerage. If you want to make a wider use of the plumber's service exceeding the connection of the sink, you will be charged EUR 27 per hour (every started hour of work is billed). The settlement of this service is payable in cash at the cash desk of the Trade Fair Administration.

**c) Daily cleaning** includes vacuum cleaning of the Exhibitor's stand carpet+ emptying of the waste basket every day, after the end of the Exhibition business day, i.e. in evening hours, or on the basis of the special requirements of the Exhibitor in morning hours before the opening of the Trade Fair. Any additional requirements beyond the above mentioned framework will be charged separately to the Exhibitor.

**d) One-time cleaning** - cleaning of the exposition after the end of assembly before the start of the fair. Includes removing the covering film from the carpet, vacuuming, emptying of waste basket.

### e) Other services

ABF, a.s. will provide, free of charge, working illumination, fire brigade and health service, Trade Fair protocol, and for consideration it will ensure ordinary cleaning of expositions, dispatching and customs services, insurance service, hostesses and interpreters, promotional and photograph services, graphic design and production, accommodation and catering services. ABF, a.s. will send the Order Catalogue of Services, Organisational Instructions and the exhibition raster system to the Exhibitors sufficiently in advance of the Trade Fair commencement.

### f) Connection to the Internet

Two types of connection are possible at the Exhibition Centre - fixed connection by means of a cable and wireless network "Wi-Fi" (not available in the outdoor areas).

**Fixed connection by means of a cable** is carried out with the help of a connection line to the local Ethernet 10/100/1000 Mbit/s network. The devices to be connected must be equipped with the Ethernet 10/100/1000 Mbit/s network card with a possibility of connection of the RJ-45 connector. The standard baud rate of the connection is 5 Mbit/s. This type of the connection line is recommended if connection stability is required.

**Connection to the Wi-Fi wireless network** can be used in the case when the exhibitor does not require high connection stability. It is not recommended for VPN connection. The quality is influenced by the number of currently connected clients. In the case of non-permitted use of the transmission Wi-Fi equipment by the exhibitor it is possible to register interference and connection quality reduction. In such a case ABF, a.s. is not liable for full functionality of the connection line. The standard connection baud rate is 3 Mbit/s. The device connected must be equipped with a WiFi network card. The Wi-Fi network is transmitted only in the 5 GHz band (802.11a,n,g standard).

For connection to the network (at both the types of connection lines) it is necessary to set acquisition of the IP address from the DHCP server. For connection to the network it is necessary to enter subsequently, in the Internet browser, a unique code, which is to be handed over to the exhibitor at the technical control workplace during the exhibitor's registration.

For connection of the equipment which does not make it possible to enter the unique code (payment terminals, routers etc.), it is necessary to additionally order the equipment configuration service.

The equipment configuration service means that the technician will put the access to the Internet on the given equipment into service on the WAN interface. The matter does not concern a complete configuration of the equipment - for example LAN interface of a possible Wi-Fi etc. For both the types of connection the basic price of the connection line includes connection of one device. In the case of the use of a router and ordering of the equipment configuration service it is then possible to connect an unlimited number of devices to the router. The connection line baud rate with the equipment configuration service is 10 Mbit/s. If the unique code is used on another device, the previous device will be logged off automatically - this means that the unique code is transferable between the devices.

The exhibitor who has ordered a fixed connection line by means of a cable can order additionally an advantageous connection of another device. The Internet connection line is active not later than at 6 p.m. of the day preceding the first day of the event.

The SLA during the business hours of the event is 98 %. In the case that SLA is not adhered to on the part of ABF, a.s., the exhibitor is entitled to a proportional reduction of the fee for the Internet connection. ABF, a.s. is not responsible for the damage or other detriments incurred by the exhibitor through the fact that the service required was not provided in the full extent. ABF, a.s. does not bear any responsibility for possible misuse of the Internet connection line.

The requirements for a higher connection baud rate must be discussed by the exhibitor with ABF, a.s. The exhibitor is responsible for protection of the connected device against viruses, spyware, adware and other malicious programs. In the case that any of the above mentioned malicious programs is identified on the connected device of the exhibitor, ABF, a.s. is authorised to disconnect the connection line without compensation until the removal of those programs by the exhibitor.

In order to avoid interference of the Wi-Fi network at the exhibition centre it is forbidden to use one's own Wi-Fi transmitters. In the case of a requirement for necessary operation of such a device it is necessary to consult the situation and obtain the consent of the technician of ABF, a.s. The service of the DHCP server on the WAN interface must not be activated on the connected device.

## Article 2. – Stand construction

1. ABF, a.s. will ensure the construction of the stand in both indoor and outdoor areas on the basis of the receiving of an order. There are schell scheme in the OCTANORM system available for the indoor area, with dimensions according to the schell scheme Order. ATTENTION! Consumption of power supply for the schell scheme must be ordered separately. It is possible to order the additional furnishing with movable items of the schell scheme.
2. Furthermore ABF, a.s. offers the construction of individually designed stands (lease) for the indoor area according to special requirements of the Exhibitor, including their furnishing with movable items (lease).
3. In the case that the construction is implemented through ABF, a.s., it is possible to ask for a free-of-charge 3D visualisation. Nevertheless, if the visualisation is processed and the construction is not implemented through ABF, a.s., the organiser will charge an amount of EUR 159 without VAT for the design creation.
4. The preassembled stands („Montistand“) are available for the outdoor area with dimensions according to the order. It is possible to order additional furnishing with movable items of these preassembled stands.

## Article 3. – Technical and operating preconditions

1. The architectural realisation and the operation of the exposition or billboard must not disturb or limit other expositions. The firm whose walls (side as well as the rear) exceed the height of 250 cm and neighbour on the rear or side wall of the surrounding stands is obliged to design this height above 250 cm in a neutral way from the construction and graphic points of view. The use of these raised walls for one's own advertising purposes is inadmissible and if used this way - the firm will be forced to remove the advertising and to design the walls on a graphically neutral way at its own expense. Billboards exceeding the height of 250 cm have to be placed at a distance of at least 1.5 m from neighbouring stands.
2. The outline of the exhibition stands must not exceed the outline of the exhibition area leased by the Exhibitor, which applies also to the space above the ceiling structure of the stand as well. Possible overhang of the fascia or eye-catcher of the stand to the path is allowed on the basis of the prior approval given by ABF, a.s., if the minimum height of the bottom edge is 3 m, and it will be subject to the payment of EUR 45 for each m<sup>2</sup> of its projection into the ground plan (including a fractional part of m<sup>2</sup>).
3. Except for handling carts, entry into the covered exhibition spaces by any means of transport of the exhibitors is prohibited. In the event of damage to the floor of the hall, the exhibitor is obliged to pay for the damage in full. Motor vehicles, including vehicles powered by electricity or hydrogen, may be exhibited as exhibits, provided that they are secured against starting (battery disconnected, switched to exhibition mode, use of special equipment, etc.) and the tank does not contain fuel.
4. Smoking and naked flame handling are strictly prohibited in the entire indoor exhibition areas, any breach of this ban will result in the charging of a contractual fine amounting to EUR 227, payable immediately in cash.
5. No electrical appliances may be left in operation without any supervision. When leaving the place, the appliances must be disconnected from the mains.
6. It is not allowed to hang any eye-catchers and flags of the Exhibitors, on the structure of the halls with the exception of the cases pre-discussed with ABF, a.s. and subject to a fee.
7. During the assembly in the indoor exhibition premises it is forbidden to cut and grind any building elements, which causes excessive pollution and dust formation (plasterboard, tile materials, fibreboard and other similar materials).
8. The stand must not touch the structure, walls and roof of the exhibition halls with any of its parts. The distance between the highest point of the stand and the hall roof must be at least 70 cm.
9. Height of halls, loading of floors - For a limited number of expositions it is possible to implement two-storey stands, as well as height dominants. The height usable oscillates between 3.0 and 8.0 m (depending on the specific place of the exposition in the raster). The height of hall doors is from 3.5 metres up to 5 metres depending on the hall. The hall floor in terms of the length is at a ratio of 1/140. In the case that the basic load bearing capacity exceeds 1500 kg/m<sup>2</sup>, it is necessary to consult such a fact with ABF, a.s.
10. For the laying of carpets into expositions in the halls it is necessary to adhere to the following procedure: First glue a masking - paper tape onto the concrete floor, and then an arbitrary two-sided carpet tape. It is possible to buy the masking tape directly in the Exhibition Centre.
11. It is forbidden to discharge the remains of paints and other toxic substances which could pollute or otherwise endanger the environment into the sewerage, sinks and basins. The Exhibitors (or the firms authorised by the Exhibitors) are obliged to take these substances away and ensure their disposal at their own expense.
12. Storage of any materials in technical corridors (in particular behind the rear wall of the stand) is unacceptable for fire, safety and operational reasons. The storage of the packages, including their removal and return delivery to the stand can be ordered from the contractual forwarding service of ABF, a.s.
13. The exhibits which are to be presented in the operation can only be serviced by the persons authorised thereto. The exhibits to be presented must be secured by the Exhibitor in such a way that no third party could handle them wilfully.
14. Except for the prescribed business hours of the Trade Fairs and permitted time interval for the supplying of the stands it is forbidden to stay in the exhibition areas. Please, respect for this reason the instructions of the Security Service and of the ABF, a.s. staff.
15. If the final deadline for the clearing of the exhibition area fails to be observed, a contractual penalty amounting to EUR 3 per m<sup>2</sup> and hour of the non-cleared area will be charged. In the necessary case, the exposition will be cleared by ABF, a.s. at the expense of the Exhibitor. The risks associated with the clearing shall be borne by the Exhibitor.
16. The Exhibitors are obliged to hand over, by the deadline for disassembly works, the leased exhibition area completely empty, clean and in the condition in which it was taken over, i.e. also the floor covering (carpets, PVC) must be removed as well as the sticking carpet tapes, such a removal being carried out at the expense of the Exhibitors, and the Exhibitors are also obliged to return all movable assets which they have taken into lease from ABF, a.s., in an undamaged condition. Should the exhibition area or leased areas be damaged and/or contaminated, the Exhibitors will be obliged to reimburse the damages in full. In the case of damage to the panels of the OCTANORM system, the Exhibitor will be charged, on the basis of photo-documentation, an amount of EUR 41 for each panel damaged. The Exhibitor will not be entitled to the handover of the panels damaged.
17. All changes related to the order of technical services, the construction and equipment of stands, requested by the exhibitor additionally after the deadline for technical services, may be charged with a surcharge of up to 30% (7 or less days before the installation start date) and 100% during the assembly itself. Additional orders during assembly will only be processed after they have been properly completed ordered works and services towards other exhibitors.
18. The exhibitor declares that he has read the overview of risks in the activities of external suppliers and their elimination stored on [www.pvaexpo.cz](http://www.pvaexpo.cz)

## Article 4. – Submission of details for the installation of technical connections and stands

1. The Exhibitors who order the erection of the stand from ABF, a.s. will send their orders by the closing date stated in the Application Form documentation.
2. The Exhibitors who ensure the erection of the stand on their own or through an advertising or realisation firm will send to ABF, not later than 30 days before the Trade Fair commencement, the binding design of the stand for approval (in the front view and ground plan) where all possible dominant heights and eye-catchers, including the stand orientation within the framework of the ordered area will be drawn by means of the location dimensioning of the inlets of power supply, water and sewerage. In the case that the Exhibitors fail to send appropriate backgrounds within the requested deadlines to ABF, a.s., they will expose themselves to the danger of possible difficulties during the implementation of the stands and possibly to additional financial costs connected with the relocation of power supply, water, sewerage or other services.
3. The Exhibitors are fully responsible for the activity in the exhibition premises of the advertising or realisation firm authorised by them.

The present Technical Conditions form an integral part of the Binding Order of Technical Services.

2

Exhibitor (commercial name) \_\_\_\_\_

**PROMOTION OF EXHIBITORS OUT OF THE EXPOSITION****closing deadline is 13 March 2026**

The PVA EXPO PRAGUE Exhibition Centre offers a number of other opportunities for making your company visible even out of the exhibitions. This concerns both traditional and untraditional forms of advertising which you can order in the term of the trade fair or for the term of the entire month. We will be pleased to consult any details with you.

**Campaign term for the event: 17–18 April 2026****Campaign term for the month: April 2026**

| Order | Advertising space/service                                                                                                                     | Event time range/day/month | Number of pcs/days/persons | Price per piece  | Total price |
|-------|-----------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|----------------------------|------------------|-------------|
| 1.    | Triboard (three-sided banner) - width 294 cm, height 530 cm including banner production                                                       | event                      |                            | EUR 1,050/1 side |             |
| 2.    | Triboard (three-sided banner) - width 294 cm, height 530 cm including banner production                                                       | month                      |                            | EUR 1,460/1 side |             |
| 3.    | Fixed billboard - width 510 cm, height 240 cm including printing and posting the paper poster                                                 | event                      |                            | EUR 500/pc       |             |
| 4.    | Fixed billboard - width 510 cm, height 240 cm including printing and posting the paper poster                                                 | month                      |                            | EUR 710/pc       |             |
| 5.    | Mobile billboard - width 510 cm, height 240 cm including printing and posting the paper poster                                                | event                      |                            | EUR 500/pc       |             |
| 6.    | Mobile billboard - width 510 cm, height 240 cm including printing and posting the paper poster                                                | month                      |                            | EUR 710/pc       |             |
| 7.    | Flags (flutters) – flagpoles in front of Entrance Hall II or III (a pack of 5) – width 150 cm x height 100 cm, or width 80 cm x height 200 cm | event                      |                            | EUR 350/5 pcs    |             |
| 8.    | A2 poster - cash registers, including printing                                                                                                | event                      |                            | EUR 250/pc       |             |
| 9.    | Fence advertising space a) – width 400 cm, height 100 cm                                                                                      | event                      |                            | EUR 500/pc       |             |
| 10.   | Fence advertising space a) – width 400 cm, height 100 cm                                                                                      | month                      |                            | EUR 670/pc       |             |
| 11.   | Fence advertising space b) – width 200 cm, height 100 cm                                                                                      | event                      |                            | EUR 420/pc       |             |
| 12.   | Fence advertising space b) – width 200 cm, height 100 cm                                                                                      | month                      |                            | EUR 625/pc       |             |
| 13.   | City Light Indoor - width 118.5 cm, height 175 cm including print                                                                             | month                      |                            | EUR 350/pc       |             |
| 14.   | City Light Indoor - width 118.5 cm, height 175 cm including print                                                                             | month                      |                            | EUR 625/pc       |             |
| 15.   | City Light Outdoor - width 118.5 cm, height 175 cm including print                                                                            | month                      |                            | EUR 350/pc       |             |
| 16.   | City Light Outdoor - width 118.5 cm, height 175 cm including print                                                                            | month                      |                            | EUR 625/pc       |             |
| 17.   | Railing advertising space in Entrance Hall II – width 100 cm, height 100 cm                                                                   | event                      |                            | EUR 210/pc       |             |
| 18.   | Railing advertising space in Entrance Hall II – width 200 cm, height 100 cm                                                                   | event                      |                            | EUR 420/pc       |             |
| 19.   | Roll-up stand area in the entrance halls – width 85 cm, height 200 cm                                                                         | event                      |                            | EUR 210/pc       |             |
| 20.   | Samsung advertising screens 16:9 (horizontal)                                                                                                 | event                      |                            | EUR 350/pc       |             |
| 21.   | Samsung advertising screens 9:16 (vertical)                                                                                                   | event                      |                            | EUR 350/pc       |             |
| 22.   | Digital indoor LED poster                                                                                                                     | event                      |                            | EUR 375/pc       |             |
| 23.   | UHD Signage QM98C advertising screen                                                                                                          | event                      |                            | EUR 670/pc       |             |
| 24.   | Advertising screen 4 x 1 m single-sided                                                                                                       | event                      |                            | EUR 1,350/pc     |             |

Exhibitor (commercial name) \_\_\_\_\_

| Order | Advertising space/service                                                                                                                                                           | Event time range/day/month   | Number of pcs/days/persons  | Price per piece              | Total price |
|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|-----------------------------|------------------------------|-------------|
| 25.   | Advertising screen 4 x 1 m double-sided                                                                                                                                             | event                        |                             | EUR 2,460/pc                 |             |
| 26.   | A1 poster – Information, including print                                                                                                                                            | event                        |                             | EUR 125/pc                   |             |
| 27.   | A3 poster – toilets, a pack of 10 including print                                                                                                                                   | event                        |                             | EUR 420/10 pcs               |             |
| 28.   | A3 poster – toilets, pack of 10 including print                                                                                                                                     | month                        |                             | EUR 750/10 pcs               |             |
| 29.   | A4 sticker on mirrors – toilets, including print* (min. 14 pcs.)                                                                                                                    | month                        |                             | EUR 590/flat rate            |             |
| 30.   | Double-sided sticker on exhibition hall doors – width 50 cm, height 50 cm, including print                                                                                          | event                        |                             | EUR 125/1 door               |             |
| 31.   | Double-sided sticker on entrance hall doors – width 45 cm, height 27 cm, including print                                                                                            | event                        |                             | EUR 170/1 door               |             |
| 32.   | Floor advertising in exhibition halls – space 1 sqm including sticker print                                                                                                         | event                        |                             | EUR 170/sqm                  |             |
| 33.   | Distribution of promotional materials at cash registers                                                                                                                             | event                        |                             | EUR 0.15/pc                  |             |
| 34.   | Distribution of promotional materials at information desks                                                                                                                          | event                        |                             | EUR 0.10/pc                  |             |
| 35.   | Permission to distribute promotional materials by own hostess, newsboy or mascot                                                                                                    | day                          |                             | EUR 85/person                |             |
| 36.   | Promotion on the homepage of the pvaexpo.cz website – banner without text 1320 x 432 px, title max. 13 characters, subtitle max. 39 characters, button max. 10 characters, url link | week                         |                             | EUR 750                      |             |
| 37.   | Banner in the Events Calendar section on the pvaexpo.cz website – 312 x 416 px                                                                                                      | week                         |                             | EUR 350                      |             |
| 38.   | Banner in the News section on the pvaexpo.cz website – 312 x 416 px                                                                                                                 | week                         |                             | EUR 350                      |             |
| 39.   | Facebook post PVA EXPO PRAGUE – max. 200 characters incl. spaces, 1x image – jpg, 940 x 788 px                                                                                      | week                         |                             | EUR 65/pc                    |             |
| 40.   | Lanyards for exhibitor passes                                                                                                                                                       | action                       |                             | Based on current calculation |             |
| 41.   | Lanyards for exhibitor passes including production                                                                                                                                  | action                       |                             | Based on current calculation |             |
| 42.   | Newsletter distribution to the visitor database (max. 200,000 addresses) at the required date                                                                                       | day                          |                             | EUR 0.10/pc                  |             |
| 43.   | Advertising spot on the ORION screen in VH III – video 16:9, full HD, AVI or MPG, DivX codec, frame rate 25 fps, max. 200 MB, max. 30 sekund                                        | day                          |                             | EUR 125/pc                   |             |
| 44.   | Large-format LIGHT BOX advertising area in Entrance Hall III – 460 x 300 cm                                                                                                         | event                        |                             | Based on current calculation |             |
|       | Surcharge for non-exhibiting companies ** 20 %                                                                                                                                      | YES <input type="checkbox"/> | NO <input type="checkbox"/> |                              |             |
|       | Price, total, VAT exclusive                                                                                                                                                         |                              |                             |                              |             |

Notes concerning clarification of the campaign

**\*We guarantee exclusivity**

The prices of advertising spaces are listed including installation. The prices of advertising space and services apply to the exhibitor of the given event (fair, exhibition) for which he has ordered exhibition space and for which he also orders the advertising space and services selected above.

\*\* For non-exhibiting companies, a surcharge of 20% is charged to the prices.

All prices are without VAT.

2b

1. ABF, a.s. (hereinafter referred to as "the Lessor") is the operator of the PVA EXPO PRAGUE Exhibition Centre, Beranových 667, Praha-Letňany (hereinafter referred to as "the PVA EXPO PRAGUE").
2. The Client is interested in presenting its firm, products or services, by way of lease of the advertising area or an order of advertising services at the PVA EXPO PRAGUE with which the visitors coming to the PVA EXPO PRAGUE will have an opportunity of getting themselves familiar.
3. The Lessor undertakes to provide to the Client the advertising area ordered for use according to the Binding Order of lease of advertising areas and advertising services. The Lessor has the right to approve the visual and text forms of the advertising, i.e. whether the advertising area content is in conformity with legal regulations. The Lessor undertakes to ensure or enable advertising services according to the Binding Order of lease of advertising areas and advertising services. Deployment of fixed advertising areas in the Exhibition Centre is stated in the Offer Catalogue of Advertising Areas and Services at the PVA EXPO PRAGUE. The exact deployment of other areas for advertising will be specified by the Lessor according to the terms required. The Lessor shall decide about the final deployment of the advertising.
4. The Client is obliged to pay the price for the lease of the advertising area and assurance of advertising services to the Lessor in an amount stated in the Binding Order of lease of advertising areas and advertising services, plus Value Added Tax within 14 days from the issuing of the invoice.
5. In case that the price of the advertising area includes costs of production of advertising eye-catchers (print of posters, curtain production), The Client will send graphic backgrounds to the Lessor according to technical specification sufficiently in advance at least 14 days before the campaign beginning. If the price of production is not included in the price of the lease of the advertising area, the Client will ensure the advertising eye-catcher production at its own expense in accordance with technical requirements obtained from the Lessor. In case of use of its own advertising eye-catchers and materials, the Client is obliged to ensure their delivery to PVA EXPO PRAGUE at least 4 business days before the campaign commencement. Then, after the end of the campaign, it shall ensure their removal at its own expense within 2 days.
6. The Client is authorised to perform exchange of visual materials of the advertising area provided that the Client is only authorised to make any change in or exchange of the advertising area after the Lessor's approval.
7. In case of exchange of advertising visual materials, the Client shall pay all further costs for each exchange of the advertising visual materials.
8. The Client undertakes to use the advertising areas fully in accordance with legal regulations, especially in accordance with the Act no. 40/1995 Coll. on regulation of advertising, as amended, Act no. 89/2012 Coll., Civil Code, as amended, Act no. 121/2000 Coll., on copyright and rights related to the copyright and on amendment to certain other Acts (Copyright Act), as amended, i.e. especially in accordance with legal regulations regulating advertising, legal regulations governing copyright and intellectual property rights, legal regulations for protection of personality and name and commercial name of legal entities and legal regulations governing the so-called unfair competition. The Client further undertakes not to damage the interests of the PVA EXPO PRAGUE or ABF, a.s. in any manner.
9. In case of enabling distribution of advertising materials to visitors, the Client undertakes to observe the following principles: to have the Distribution Permission attached on the clothing for the entire time of the distribution agreed upon, and to identify themselves with it on the entry into the PVA EXPO PRAGUE Centre, to respect the Organisational Instructions of the event in question, to hand over the advertising materials directly to the hands of the visitors, not to place them on the information counters or behind the car windscreen wipers.
10. The lessor processes the personal data of the Client (hereinafter also as "data subject") in accordance with the Regulation of the European Parliament and Council (EU) 2016/679 of 27 April 2016 (general regulation on the protection of personal data), hereinafter referred to as "GDPR". The Lessor acts as the administrator of personal data and the Client acts as the administrator can contact in connection with the processed personal data at address of its headquarters. The Lessor processes the Client's personal data related to him with the signature of the order or contract provided due to necessity for the fulfillment of the contract, due to the necessity for the fulfillment of legal obligations, as well as due to necessity for the protection of beneficiaries interests of the Lessor. The lessor processes and collects personal data for the purpose of closing contract, provision of performance according to the contract and upon its termination, further for the purpose of possible enforcement of claims arising from the contract. The Lessor processes the following personal data of the Client or natural persons who act on his behalf in contractual relations: name, surname, title, business address and seat, identification and tax number identification number, account number, email, telephone number. Personal data provided by the Client are processed in writing through a contract, an order, while they are further introduced into of the Lessor's computer system, which has taken such measures that there could be no unauthorized or accidental access to personal data, to their other unauthorized processing, as well as to another misuse of personal data. Only those responsible have access to personal data persons. Detailed information can be found at [www.abf.cz/navstevnik/gdpr](http://www.abf.cz/navstevnik/gdpr).
11. The Lessor and the Client have agreed that the facts which the Client has learnt in connection with execution of the present Agreement are confidential and the Client is not authorised to disclose them to any third person, to use them in contradiction with their purpose for their needs or to enable their use in any manner on the part of third persons.

I agree to sending business communications to ABF, a.s. in accordance with Act No. 480/2004 Coll. Consent can be revoked by sending an e-mail with the text "do not send" to [stoplist@abf.cz](mailto:stoplist@abf.cz).

\_\_\_\_\_  
Date, signature for the Client, stamp

I declare that I have familiarized myself with the Business Terms and Conditions of ABF, a.s., which are an integral part of this application, I understand and agree with their content. I understand that this is a framework contract that will be implemented in parts, based on written, e-mail orders. If orders are issued by a third party, the original is always required.

\_\_\_\_\_  
for ABF, a.s.

\_\_\_\_\_  
Date, signature for the Client, stamp

Exhibitor (commercial name) \_\_\_\_\_

**BONUS PROMOTION ON THE WEB SITE**

**To be found at the exhibition section** on the exhibition web side provides ideal place for introduction of interesting exhibits, new technologies or information on offered services you intend to present in your exposition. As Exhibitor or Co-exhibitor, you can introduce your novelties or exhibit even before the Exhibition starts. Provided information can be used also as a part of PR campaign or as a part of your entry in the electronic exhibition catalogue. We will publish your materials right after we receive them, texts will be subjected to editorial revision. Our editors do not guarantee correctness of the materials submitted to publication. The exhibitor is entitled to publication of two exhibits free of charge, each additional one costs CZK 100.

Example:

**Bioaktivní mořský kolagen COLLAMEDIC**Vystavovatel: **Global Nutrition s.r.o.****Hala 3 - C 1 For Beauty podzim 2022**

COLLAMEDIC – bioaktivní mořský kolagen z Norska ve formě nápoje v prášku, kapslí a pleťového séra. Nápoj v prášku patří k nejsilnějším kolagenům na českém trhu. Obsahuje 5000 mg kolagenu v denní dávce a podporuje krásu všemi směry. Kolagenní peptidy vyhlazují vrásky, zajišťují pevnost a lesk vlasů a zamezují lámavosti nehtů. V kapslích (doplňek stravy) a séru (kosmetika) je spojena síla kolagenu a kyseliny hyaluronové. Podpora krásy zevnitř má studiem podložené pozitivní výsledky.

**Name of the presented product / technology / service** (max. 80 characters):**Description of the exhibit / technology / service** (max. 500 characters) – description of qualities, market use, advantages:**Web** (link to the site with the product detailed description):**Picture / photo:** please send the best quality pic possible in the attachment. Demanded format jpg, minimum width 800 px, file name = exhibit nameApproval to picture/photo publication 

The sender of the picture/photo hereby confirms the publication of picture/photo will not violate copyrights, any other rights or legitimate interests of the third party. The sender grants to the ABF a.s. (ID: 63080575) and to the CS katalogy s.r.o. (ID: 01708511) the non-exclusive license to use the picture/photo in all the uses necessary in unlimited range and with right to provide sub-license. This license is granted in the Czech Republic territory for duration of proprietary copyrights and without quantitative limitations. ABF and CS katalogy companies are authorized to publish complete or partial picture/photo not only in the original form, but also in modified version, together with other copyrighted works, including texts, pictures, photos, visual or audio records. Should the picture/photo publication violate any rights of the third party, the sender undertakes to compensate third party claims that may arise from such violation.

**Sender of the picture/photo:**

Contact person \_\_\_\_\_

Tel./mobile \_\_\_\_\_ E-mail \_\_\_\_\_

Please fill in the form electronically and send it to [ehajkova@cskatalogy.cz](mailto:ehajkova@cskatalogy.cz) including the attachment (picture/photo).

3

Exhibitor (commercial name) \_\_\_\_\_

Dear Exhibitors,

Thank you very much for paying high attention to the construction of your expositions, and at the same time we would like to ask you to remove the waste arising during the subsequent dismantling (debris, chipboard, plasterboard, metal scrap, packaging materials, etc...). Please remember to order waste containers according to the dimensions of the waste planned by you.

The containers will be prepared no sooner than on 18 April 2026 in the morning, at the entrance, as close to your exposition as possible.

Thank you for your understanding. We are looking forward to our future cooperation.

For the Trade Fairs Implementation Team

Zuzana Knapová  
 Technical Delivery Specialist  
 M: +420 739 003 165  
 knapova@abf.cz

**WE ORDER THE BELOW SPECIFIED CONTAINERS FOR WASTE REMOVAL DURING DISMANTLING**



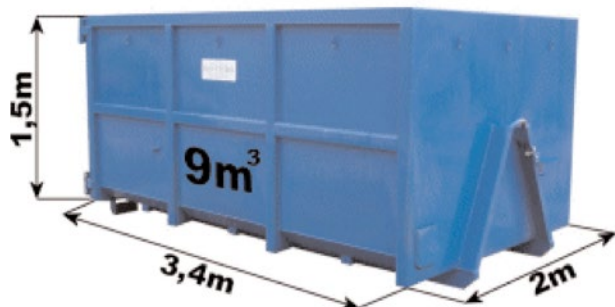
Capacity 1 100 litres  
 Price EUR 36

We order  items



Capacity 3 m<sup>3</sup>  
 Price EUR 114

We order  items



Capacity 9 m<sup>3</sup>  
 Price EUR 350

We order  items

All prices are stated without VAT.

\_\_\_\_\_  
 Date, signature for the Client, stamp

## 4

Dear Exhibitor,

The insurance company “**Slavia pojišťovna, a.s.**” is pleased to offer you insurance of your exposition within the framework of the Insurance Contract **no. 5900002770** for exhibitors at PVA EXPO PRAGUE in Letňany.

The organiser recommends the exhibitors, besides obligatory liability insurance, **to order also the insurance of the set of their own Trade Fair exhibits, equipment and accessories of the exposition for the following risks:**

Scope of the insurance contracted:

**1. Comprehensive insurance against natural hazards**

It covers all risks insured in a standard manner (fire, explosion, lightning stroke, flood, inundation, fall of aircraft, trees, poles and others), including damage caused by liquid or steam leaking from water main systems, air conditioning, heating and fire extinguishing system.

The maximum limit of the insurance benefit amounts to as follows (the limit being derived from the exposition value):

Group A) **CZK 5,000,000**

Group B) **CZK 1,000,000**

Group C) **CZK 500,000**

The deductible to be borne by the insured is determined at CZK 5,000, for group C) CZK 3,000.

**2. Thieving (theft, robbery)**

The maximum limit of the insurance benefit amounts to as follows:

Group A) **CZK 1,000,000**

Group B) **CZK 500,000**

Group C) **CZK 500,000**

The deductible to be borne by the insured is determined at CZK 5,000, for group C) CZK 3,000.

The loss of an exhibit shall not be considered as a theft if the offender takes possession of the thing in an unidentified manner, without any traces of violence.

Any exhibits with dimensions smaller than 30x30x10 cm are only covered with the insurance provided that they were placed in locked glass or other display boxes, and other insured things of this size must be placed in locked cabinets or boxes, in order to be covered.

**This insurance furthermore applies also to the cases of a “simple theft”**

This means a situation when there has not been overcome any obstacle preventing thefts from occurring or when no violence or no threat of violence has been used. It applies to the exhibits presented and to the equipment in the stand. The insurance is valid provided that the damage event occurred in the course of the official business hours of the exhibition and at presence or the exposition staff.

The maximum limit of the insurance benefit amounts to as follows:

Group A) **CZK 50,000**

Group B) **CZK 25,000**

Group C) **CZK 15,000**

The deductible to be borne by the insured is determined at CZK 5,000, for group C) CZK 3,000.

The insurance shall apply to the entire term of the exhibition event, including the assembly and dismantling of the exposition, max. 120 hours before the official beginning of the actual exhibition and max. 48 hours after the official end of the actual exhibition event.

**Amount and method of the payment of the insurance premium**

Group A) **CZK 4,600**

Group B) **CZK 2,400**

Group C) **CZK 1,500**

The insurance premium for the duration of the trade fair is payable on the day of underwriting, the exhibitor will receive a document of insurance and payment of the insurance premium.

The handling and processing of insurance interests of exhibitors at the PVA EXPO PRAGUE Letňany have been entrusted to the insurance broker:

**TOTAL BROKERS, a.s.**

Registered office: Tábořská 619/46, Praha 4 – Nusle, Postal Code 140 00, Czech Republic

Company Reg. No.: 273 79 345

mobil: +420 604 211 974

The insurance broker will be present in the **PVA EXPO PRAGUE Letňany in the Entrance Hall II.**

In case of interest representative of TOTAL BROKERS will visit you directly at your stand.

Dear Exhibitor,

The insurance company "Slavia pojišťovna, a.s." is pleased to make you familiar with the scope of obligatory insurance ensured within the framework of the services provided to you by the organiser of the exhibitions and Trade Fairs - ABF, a.s. for a fee 55 EUR.

**Scope of the insurance contracted:**

**General liability insurance for damage for which the exhibitor is liable in connection with his activities when participating in the fair**

The limit of insurance indemnity in case of damage or destruction of exhibition halls is **CZK 50,000,000**.

The sublimit of the insurance indemnity for the damage caused by the exhibitors to each other is **CZK 2,000,000**.

The deductible from the damage borne by the insured is determined as **CZK 5,000**.

**The insurance shall apply to the entire term of the exhibition event, including the assembly and dismantling of the exposition, max. 120 hours before the beginning of the actual holding of the trade fair and max. 48 hours after the end of the actual holding of the trade fair.**

SLAVIA POJIŠŤOVNA a.s. WISHES YOU A SUCCESSFUL AND TROUBLE-FREE COURSE OF THE EXHIBITION EVENT

**Steps in case of damage event:**

Dear Exhibitor,

If a damage event occurs, it is necessary for the insured (which is at the same time the aggrieved party as well) to take the following steps:

1. To address an insurance broker and on the basis of the broker's instructions to fill in a damage report form in writing; in the printed form, in a letter, by telephone, by fax, by email.
2. Written claim for damage compensation exercised by the aggrieved party against the party causing the damage, with evidence of the extent of the thing damaged through photograph documentation, acquisition document, document for the repair and number of the account where possible insurance benefit is to be sent.

**Please state always the Insurance Contract number in the form – 5900002769**

**Insurance Broker:** Total Brokers a.s.  
Táborská 619/46, 140 00 Praha 4 – Nusle  
Dagmar Míková  
mobil: +420 604 211 974  
dagmar.mikova@totalbrokers.cz  
www.totalbrokers.cz

If the damage event has been reported by phone, fax or e-mail, the policy holder (the insured) is obliged to report the damage event additionally, without any unnecessary delay, in writing as well. The reporting of a damage event is considered as delivered at the moment when it has been delivered on the form prescribed or through a letter signed by the policy holder or the insured, to the above mentioned address.

**Please report any damage event at the same time to ABF, a.s., directly at the Exhibition Centre in the registration department or in the technical control workplace.**

If you are interested in more detailed information **about insurance or if you consider additional insurance of the exhibits for the risks of natural hazard and theft**, please contact directly the TOTAL BROKERS company, sufficiently in advance before the event or at the PVA EXPO PRAGUE Exhibition Centre.

The insurance broker (TOTAL BROKERS, a.s.) will be present at the event on the last day of the assembly and on the first day of the trade fair at the stand in the Entrance Hall II in the following terms:

|               |                       |
|---------------|-----------------------|
| 16 April 2026 | 1:00 p.m. - 6:00 p.m. |
| 17 April 2026 | 9:00 a.m. - 1:00 p.m. |

5

For our customers, we offer discounted accommodation in several partner facilities.

**WE Hotel EXPO Prague** is the largest modular hotel in Central Europe. It is a unique hotel that combines functional comfort with modern design. We know that the best ideas are created where you feel truly good.



#### Why WE Hotel EXPO Prague:

- **105 modern rooms** with premium Rituals cosmetics and high-quality Italian mattresses
- Location directly **on the PVA EXPO PRAGUE exhibition grounds** (just 1 minute walk from the exhibition halls)
- Great hotel breakfast in the form of a continental buffet (fresh ingredients and homemade pastries every day)

#### Special offer: Get a 20% discount!

Use the code **FORBEAUTY2026** when booking directly on our website. Discount code is valid from 15-19 April 2026. Just go to [www.we-hotels.com](http://www.we-hotels.com), select the desired date of stay and enter the code in the Promo code field.

#### Groups, events and special requests:

Are you planning a **larger group, a banquet or a corporate event?**

We will be happy to prepare a tailor-made offer for you. Write to us at [sales@we-hotels.com](mailto:sales@we-hotels.com) or call **+420733633853**.



More information and contacts: [www.pvaexpo.cz/en/ubytovani](http://www.pvaexpo.cz/en/ubytovani)



Professional gastronomic service for your exhibition stands is available for trade fair events: we can arrange for the delivery of refreshments to your stands, or catering services at your stand, including service.



We look forward to working with you

Apolena Zemková  
Business Director  
zemkova@abf-catering.cz, M: +420 722 692 463

Pavel Petřina  
Event manager & Chef Catering  
petrina@abf-catering.cz, M: +420 775 992 898



ABF Catering s.r.o.  
Beranových 667, 199 00 Prague 9 - Letňany  
Czech Republic  
IČO 21942820



7



**Ing. Lenka Rohlíková Svatošová – LS Production**  
**Hostesses and promoters agency**  
**Suchý vršek 2133, 158 00 Praha 5**

We would like to offer you the service of our specially trained hostesses and interpreters, speaking in several world languages that will create the right atmosphere and shine for you and your clients during the trade fair. In our database we register hostesses and promotional teams working in all major cities in the Czech Republic and in Slovakia. Girls are selected for events according to your specific requirements to meet your ideas and in order to independently and efficiently perform the assigned tasks. Their great advantage is not only language skills, but also refinement, professionalism and long-term trade fair experience. LS Production is a hostesses and promoters agency that provides hostesses and interpreters at trade fairs and its over 15 years of experience is a guarantee of rich experience and high professionalism.

We offer hostesses for print distribution to interpreting services in the Czech Republic as well as abroad. Billing is based on your confirmed job report. Our great advantage is a wide range of costumes and gala dresses. We are able to match our clothing with your company logo or with colors of your stand.

Except the hostesses we are glad to fully prepare for you the accompanying program at your stand.

LS Production is looking forward to cooperation with you!



|                                                                                                                                                                                                                                                   |              |          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|----------|
| Hostess with knowledge of english or german language, as preferred, introduction and attendance on guests, preparing simple snack, feeding basic information about company (1 day at least).                                                      | 1 hour       | EUR 13,5 |
| Hostess with knowledge two foreign language, as preferred, introduction and attendance on guests, preparing simple snack, feeding basic information about company (1 day at least).                                                               | 1 hour       | EUR 17   |
| Accompanying translate while business conference at stand, while feeding information about exhibits and companies and while social cathering at knowledge in one foreign language (4 hours per one foreign language, 4 hours per day at least).   | 1 hour       | EUR 18   |
| Accompanying translate while business conference at stand, while feeding information about exhibits and companies and while social cathering at knowledge in two foreign languages (4 hours per two foreign languages, 4 hours per day at least). | 1 hour       | EUR 20   |
| Costume lending (choice).                                                                                                                                                                                                                         | 1 trade fair | EUR 25   |

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 svatosova@hostesky-online.com  
**www.hostesky-online.com**

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Organiser:

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**Forwarders:**

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**Hostesses and promoters:**

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