

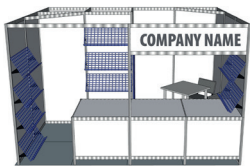
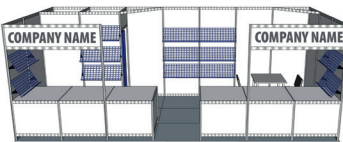
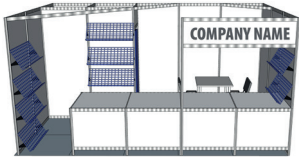
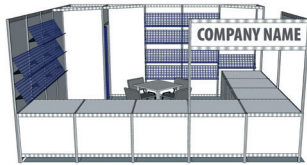
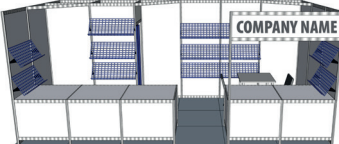
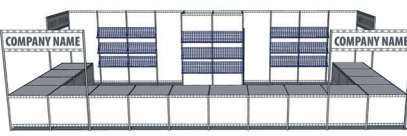
PLEASE FILL IN BLOCK CAPITALS

APPLICATION - CONTRACT FOR PARTICIPATION

| | | |
|-----------------|---------------------------|---|
| COMPANY NAME | COUNTRY | |
| CONTACT PERSON | TELEPHONE/CELLULAR PHONE | |
| V.A.T. (Number) | POSTAL CODE, TOWN ADDRESS | |
| E-MAIL | WWW. | APPLICATION DEADLINE 30 th January 2026 |

COMPANY NAME FOR TITLE ON THE STAND:

Please write the name of the company you want to be written on the stand. If you do not fill in the column, the full name of the exhibitor from this application will be written on the stand. Any changes to the title will be invoiced later.

| RENTAL OF EXHIBITING INDOOR AREA IN HALL WITH STAND CONSTRUCTION | PRICES/EUR | ORDERED | RENTAL OF EXHIBITING INDOOR AREA IN HALL WITH STAND CONSTRUCTION | PRICES/EUR | ORDERED |
|--|------------|---------|--|------------|---------|
|  <p>12 m² 4 x 3 m</p> <ul style="list-style-type: none"> - area, stand construction, lighting, electric receptacle and company name - 3 desks and 9 bookshelves - 1 table and 2 chairs - compulsory catalogue listing | 380/item | item |  <p>21 m² 7 x 3 m</p> <ul style="list-style-type: none"> - area, stand construction, lighting, electric receptacle and company name - 6 desks and 14 bookshelves - 1 table and 2 chairs - compulsory catalogue listing | 550/item | item |
|  <p>15 m² 5 x 3 m</p> <ul style="list-style-type: none"> - area, stand construction, lighting, electric receptacle and company name - 4 desks and 9 bookshelves - 1 table and 2 chairs - compulsory catalogue listing | 460/item | item |  <p>25 m² 5 x 5 m</p> <ul style="list-style-type: none"> - area, stand construction, lighting, electric receptacle and company name - 8 desks and 18 bookshelves - 1 table and 4 chairs - stand open on two sides - compulsory catalogue listing | 710/item | item |
|  <p>18 m² 6 x 3 m</p> <ul style="list-style-type: none"> - area, stand construction, lighting, electric receptacle and company name - 5 desks and 14 bookshelves - 1 table and 2 chairs - compulsory catalogue listing | 505/item | item |  <p>50 m² 5 x 10 m</p> <ul style="list-style-type: none"> - area, stand construction, lighting, electric receptacle and company name - 16 desks and 18 bookshelves - 1 table and 4 chairs - stand open on three sides - compulsory catalogue listing | 1.350/item | item |

STANDS OVER 50 m² AVAILABLE UPON REQUEST.

| | | |
|------------------|--|--------------------------|
| ASSIGNED PARKING | 12 m ² - 49 m ²1 | 50 m ²2 |
|------------------|--|--------------------------|

NOTE:

- ALL PRICES DO NOT INCLUDE V.A.T. ACCORDING TO THE LEGAL REGULATIONS IN POWER AT THE TIME WHEN THE SERVICE IS PROVIDED. V.A.T. IS COVERED BY THE BUYER.
- BY SIGNING THIS APPLICATION-CONTRACT, EXHIBITOR AGREES WITH GENERAL TERMS AND CONDITIONS OF CONTRACTING, WHICH MAKE CONSTITUTENT PART OF PRESENT APPLICATION-CONTRACT, AS WELL AS WITH MANNER OF PAYMENT SPECIFIED IN GENERAL TERMS AND CONDITIONS.
- IN CASE OF LEGAL DISPUTE, THE RESOLUTION SHALL FALL WITHIN THE RESPONSIBILITY OF A COURT IN NOVI SAD.
- APPLICATION IS IRREVOCABLE AND OBLIGES THE EXHIBITOR UNLESS CANCELLED IN WRITING FORM (OFFICIAL LETTER) 20 DAYS BEFORE THE OPENING OF THE EVENT.

| | |
|--|--|
| FILLED BY NOVI SAD FAIR Confirm the renting of exhibiting space _____ m ² Hall _____ Novi Sad, _____ Seal _____ Date _____ Signature of Novi Sad Fair _____ | FILLED BY EXHIBITOR _____ Name and surname of the authorized person Seal _____ Signature _____ |
|--|--|

INTERNATIONAL BOOK FAIR

17 - 23 / 3 / 2026



RENTAL OF EXHIBITING AREA

Phone: + 381 21/483-01-29; + 381 63/594-106

E-mail: tijana.cicmil@sajam.net

Phone: + 381 21/483-02-50; + 381 63/360-535

E-mail: tatjana.stojilovic@sajam.net

Phone: 021/483-02-35; 061/154-95-03

E-mail: nevena.kamenar@sajam.net

STAND CONSTRUCTION

Phone: + 381 21/483-07-72

E-mail: tehnika@sajam.net

MARKETING SERVICES

Phone: + 381 21/483-11-25

E-mail: marketing@sajam.net

PARKING

Phone: + 381 21/483-07-07, 483-07-10

E-mail: parking@sajam.net

CONGRESS CENTRE

Phone: 021/483-07-77

E-mail: kongresnicentar@sajam.net

1B

PLEASE FILL IN BLOCK CAPITALS

APPLICATION - CONTRACT FOR PARTICIPATION

| | | |
|-----------------|---------------------------|---|
| COMPANY NAME | COUNTRY | |
| CONTACT PERSON | TELEPHONE/CELLULAR PHONE | |
| V.A.T. (Number) | POSTAL CODE, TOWN ADDRESS | |
| E-MAIL | www. | APPLICATION DEADLINE 30 th January 2026 |

COMPANY NAME FOR TITLE ON THE STAND:

Please write the name of the company you want to be written on the stand. If you do not fill in the column, the full name of the exhibitor from this application will be written on the stand. Any changes to the title will be invoiced later.

| SERVICES | | PRICES/EUR | ORDERED |
|---|--|-------------------|----------------|
| RENTAL OF EXHIBITING INDOOR AREA IN HALL WITH STAND CONSTRUCTION PER m ² | | 35/m ² | m ² |
| ADDITIONAL EQUIPMENT | Kitchenette utilisation with water connection | 185/item | item |
| | Electric receptacle of up to 15 kW | 60/item | item |
| | Branding | 20/m ² | m ² |
| | Company logo | 61/m ² | m ² |
| | Spotlight up to 150 W | 12/item | item |
| | Spotlight up to 300 W | 14/item | item |
| INTERNET | Speed of 1 Mbps 1 licence = 1 device | 20/item | item |
| RENTAL OF NUMBERED PARKING-SPACE | In front of the Business Center at entrance to "Master" Hall | 20/item | item |
| COMPULSORY CATALOGUE LISTING | Exhibitor | 49/item | item |
| | Co-exhibitor | 45/item | item |
| | Indirect exhibitor | 42/item | item |
| CONGRESS CENTRE SERVICES Date _____ Time _____ | Up to 50 seats | 150/hour | hour |
| | Up to 100 seats | 210/hour | hour |
| | Up to 200 seats | 320/hour | hour |
| | Grand Hall (350 seats) | 420/hour | hour |

- NOTE:
- PRICE OF PARKING ARE WITH V.A.T. INCLUDED, AND OTHER PRICES DO NOT INCLUDE V.A.T. ACCORDING TO THE LEGAL REGULATIONS IN POWER AT THE TIME WHEN THE SERVICE IS PROVIDED. V.A.T. IS COVERED BY THE BUYER.
 - BY SIGNING THIS APPLICATION-CONTRACT, EXHIBITOR AGREES WITH GENERAL TERMS AND CONDITIONS OF CONTRACTING, WHICH MAKE CONSTITUTENT PART OF PRESENT APPLICATION-CONTRACT, AS WELL AS WITH MANNER OF PAYMENT SPECIFIED IN GENERAL TERMS AND CONDITIONS.
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| | |
|--|--|
| FILLED BY NOVI SAD FAIR Confirm the renting of exhibiting space _____ m ² Hall _____ Novi Sad, _____ Seal _____ Date _____ Signature of Novi Sad Fair _____ | FILLED BY EXHIBITOR _____ Name and surname of the authorized person Seal _____ Signature _____ |
|--|--|

CATALOGUE DATA - EXHIBITOR

| | | | |
|--|--|--------|--|
| The exact name of the exhibitor | | | |
| Country, ZIP code, city/town, street and number | | | |
| Phone | | Fax | |
| www. | | E-mail | |
| Contact person in charge of the Catalogue listing and their phone number | | | |

CATALOGUE DATA - CO-EXHIBITORS

| | | | |
|------------------------------|--|------------------------------|--|
| Name of the co-exhibitor | | Name of the co-exhibitor | |
| Country, ZIP code, city/town | | Country, ZIP code, city/town | |
| Street and number | | Street and number | |
| Phone | | Phone | |
| Fax | | Fax | |
| www. | | www. | |
| E-mail | | E-mail | |

CATALOGUE DATA - INDIRECT EXHIBITORS

| | | | |
|--------------------------------|--|--------------------------------|--|
| Name of the indirect exhibitor | | Name of the indirect exhibitor | |
| Country and City | | Country and City | |

Outline of the list of products presented at the fair - according to commodity groups which are an integral part of the catalogue.

| | |
|--------------------------|------------------------|
| <input type="checkbox"/> | Filled by Exhibitor |
| <input type="checkbox"/> | Filled by Co-Exhibitor |
| <input type="checkbox"/> | Atlas |
| <input type="checkbox"/> | Audio cassettes |
| <input type="checkbox"/> | Magazines |
| <input type="checkbox"/> | Didactic material |
| <input type="checkbox"/> | Encyclopaedia |
| <input type="checkbox"/> | Maps |
| <input type="checkbox"/> | Globes |
| <input type="checkbox"/> | Publishing industry |
| <input type="checkbox"/> | Books |
| <input type="checkbox"/> | Monographs |
| <input type="checkbox"/> | Newspaper |
| <input type="checkbox"/> | Forms |
| <input type="checkbox"/> | Dictionary |
| <input type="checkbox"/> | Obrasci |
| <input type="checkbox"/> | Rečnici |

| | |
|--------------------------|-------------------------------|
| <input type="checkbox"/> | Picture-books |
| <input type="checkbox"/> | Professional literature |
| <input type="checkbox"/> | School supplies and equipment |
| <input type="checkbox"/> | Text books |
| <input type="checkbox"/> | |
| <input type="checkbox"/> | |

If you celebrate an anniversary in 2026, please state.

| |
|--|
| |
| |
| |

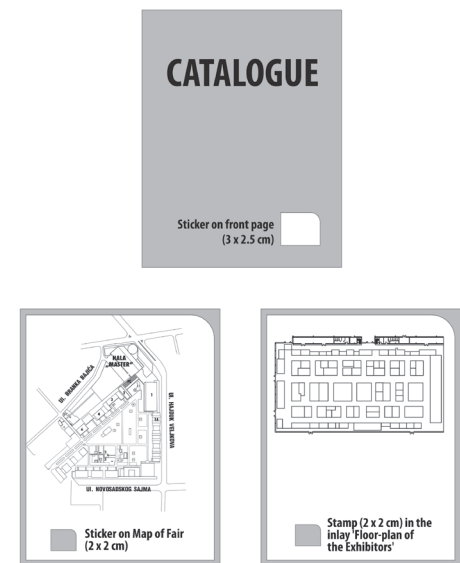
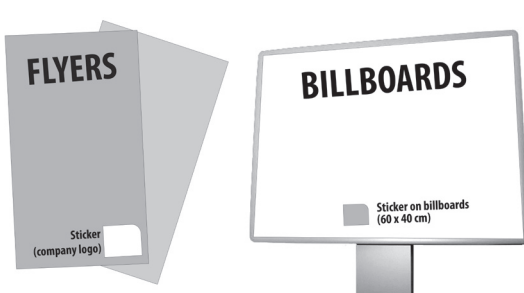
NOTE:

- IN CASE THE EXHIBITOR ALSO APPLIES MORE THAN TWO CO-EXHIBITORS AND INDIRECT EXHIBITORS, PLEASE MAKE COPIES OF THIS PAGE.
- PLEASE SEND YOUR COMPANY COLOUR TRADEMARK AND LOGO ALONG WITH THE CATALOGUE DATA. YOU CAN SEND YOUR COLOUR TRADEMARK AND LOGO IN ELECTRONIC FORMAT (TIF, EPS, JPG, BMP IN HIGH RESOLUTION, OR IN A VECTOR FORMAT AI).


Seal _____
Name and surname of the authorized person for the exhibitor _____ Signature


APPLICATION - CONTRACT FOR MARKETING SERVICES

| | |
|---------------------------------------|---------------------------|
| FULL NAME OF EXHIBITOR / SERVICE USER | COUNTRY |
| CONTACT PERSON | TELEPHONE/CELLULAR PHONE |
| V.A.T. (Number) | POSTAL CODE, TOWN ADDRESS |
| E. POŠTA | WWW. |

| PRINTED MATERIAL | | | |
|--|--|----------|---------|
|  | CATALOGUE | EUR/item | ORDERED |
| | Sticker on front page (3 x 2.5 cm) | 145 | item |
| | Sticker on Map of Fair (2 x 2 cm) | 55 | item |
| | Sticker on the floor map (2 x 2 cm) | 45 | item |
| | Inserting advertising inserts - delivered to the Fair | 100 | item |
| | Dividing cardboard - one colour page | 130 | item |
| | Inside colour page | 95 | item |
| | Inside black-and-white pages | 70 | item |
| | First inside page, colour | 195 | item |
| | Second cover page, colour | 255 | item |
| | Third cover page, colour | 240 | item |
| | Fourth cover page, colour | 300 | item |
|  | OTHER SERVICES | EUR/item | ORDERED |
| | The right to hand out advertising material - exhibitors * | 120 | item |
| | The right to hand out advertising material - exhibitors (one day) * | 45 | item |
| | The right to hand out advertising material - non-exhibitors ** | 255 | item |
| | The right to hand out advertising material - non-exhibitors (one day) ** | 70 | item |
| | Advertising space of a flyer distributed to visitors (distributed throughout Novi Sad and nearby villages) | 340 | item |
| | Logo on billboards (60 x 40 cm) and on posters (12 x 10 cm) advertising the event | 1.950 | item |
| * The Fair shall provide three day ticket for the distribution of advertising material for exhibitors. ** The Fair shall provide three day ticket for the distribution of advertising material for non-exhibitors. | | | |
| The abovementioned prices for graphic design services are valid in case the exhibitor delivers the design solution via e-mail or on a CD. Other services related to design and prepress are negotiated separately and charged according to a valid price-list. | | | |

- NOTE:**
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| TV SHOW “LET’S ALL GO TO THE FAIR” | | | | | |
|---|-----------|---------|---|-----------|---------|
| TV SHOW | EUR | ORDERED | PRODUCTION | EUR | ORDERED |
| Broadcasting of 1 second/spot (brought in CD) | 6/second | second | Filming and editing reportage from the stands of the exhibitors (up to 1 minute) | 220/item | item |
| One report broadcast of 30 seconds | 90/item | item | Filming and editing reportage from the place of event (up to 1 minute) and broadcasting reportage | 270/item | item |
| Broadcasting video events with the Fair (one minute) | 90/minute | minute | | | |
| Subtitle up to 10 words (design and one broadcasting) | 47/item | item | Talk at the Fair (up to 2 minutes) | 153/item | item |
| A sticker along with the anchor’s introduction (in one show) | 93/item | item | Video record of events at the Fair (up to 1 minute) | 90/minute | minute |
| The host mentions the company’s name (in one show) | 85/item | item | Video of the event - award presentation (up to 1 min.) | 90/minute | minute |
| Insertor to 5 seconds (in a show) | 100/show | show | | | |
| <div><div>TV SHOW “LET’S ALL GO TO THE FAIR” – TV show produced by the Novi Sad Fair, broadcast on 40 regional and local television stations across Serbia DURING THE FAIR – 25-minute shows produced daily during the event and broadcast on local television stations BEFORE AND AFTER THE FAIR – 15-minute shows produced once a week and broadcast on the network of regional and local television</div></div> | | | | | |

| www.sajam.net | | | | | |
|--|----------|---------|--|----------|---------|
| INTERNET SITE - BANNERS | EUR/item | ORDERED | INTERNET SITE - BANNERS | EUR/item | ORDERED |
| Banner on first page of website - per month * | | | Banner of the page of the fair event - per month * | | |
| Size 970 x 90 pixels | 255 | item | Size 970 x 90 pixels | 153 | item |
| Size 180 x 150 pixels | 209 | item | Size 250 x 250 pixels | 205 | item |
| Banner on all pages of website - over 4,000 pages - per month * | | | Banner on the page reserved for exhibitors, page for visitors, and page about us - per month * | | |
| Size 970 x 90 pixels | 404 | item | Size 970 x 90 pixels | 110 | item |
| Size 250 x 250 pixels | 545 | item | Size 250 x 250 pixels | 136 | item |
| Banner on the page with the fairs of events and press page - per month * | | | Profile - per month * | | |
| Size 250 x 250 pixels | 110 | item | Advertising page for sponsors | 851 | item |
| * Serbian and English, with a link to the company's site | | | | | |
|  | | | | | |

| www.facebook.com/novosadskisajam | | |
|---|----------|---------|
| Promotion on the Facebook page of the Novi Sad Fair - monthly | EUR/ITEM | ORDERED |
| Placing information, tagging and shuffling customer information | 180 | item |

| www.instagram.com/novosadski_sajam | | |
|---|----------|---------|
| Promotion on the Instagram profile of the Novi Sad Fair - monthly | EUR/ITEM | ORDERED |
| Placing information, tagging and shuffling customer information | 180 | item |

| www.facebook.com/novosadskisajam · www.instagram.com/novosadski_sajam | | |
|--|----------|---------|
| Package of services on the Facebook page and Instagram profile of the Novi Sad Fair - monthly | EUR/ITEM | ORDERED |
| Content placement: tagging and sharing of client information, reels and stories (4 posts and 12 stories) | 270 | item |

| LinkedIn | | |
|---|----------|---------|
| LinkedIn | EUR/ITEM | ORDERED |
| Posting thematic posts on social media with mandatory tagging | 90 | item |

| www.youtube.com/user/Novosadskisajam | | |
|---|----------|---------|
| Promotion on the YouTube channel of the Novi Sad Fair - monthly | EUR/ITEM | ORDERED |
| Placing information | 180 | item |

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| ADVERTISING SPACES - ADVERTISING-TECHNICAL SERVICES (during fair events) | | | | | |
|--|--------------------------|----------------|---|--------------------------|----------------|
| ENTRANCE HALL | EUR/m ² /item | ORDERED | WITHIN THE FAIR SITE AND IN THE HALL | EUR/m ² /item | ORDERED |
| Rental of advertising space for a brought banner 5 x 1 m (tarpaulin or mesh) | 64 | m ² | Rental of advertising space for a brought board or brought banner | 47 | m ² |
| Rental of advertising space for a brought board 1 x 2 m | 93 | m ² | Flags (1.5 x 3 m) in 'Master' Hall | 100 | item |
| MAIN ENTRANCE | EUR/item | ORDERED | Flags (1.5 x 3 m) on a flagpole, without a console | 47 | item |
| Rental of advertising space 5 x 1 m for a brought banner 2 x 3 m (tarpaulin or mesh) | 1.447 | item | Flags (1.5 x 3 m) on a flagpole, with a console | 90 | item |
| | | | Flags (1.5 x 3 m) on a movable flagpole with a console | 107 | item |
| Flags (1.5 x 3 m) | 150 | item | ZEPPELIN | EUR/item | ORDERED |
| Flags (1.5 x 3 m) for a period of one month | 223 | item | Space rental for a brought zeppelin | 136 | item |

UPON SPECIAL REQUESTS

- An option to rent advertising space on the facade of the Novi Sad Fair over a period of one month novior one year

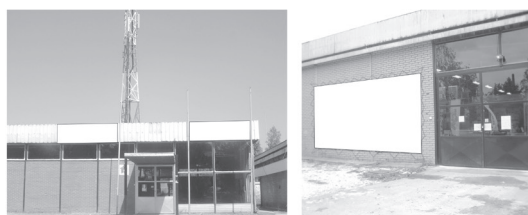
ENTRANCE HALL



Banner 5 x 1 m

Board 1 x 2 m

WITHIN THE FAIR SITE



Banner 3 x 1,5 m

Banner 5 x 3 m

MAIN ENTRANCE



Flag 1,5 x 3 m

SPONSORSHIP PACKAGES AND OTHER PACKAGE OF MARKETING SERVICES ARE CHARGED BY SPECIAL OFFERS. PHONE + 381 21/483-11-25

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Novi Sad, _____

Seal

Date

Signature of Novi Sad Fair

Name and surname of the authorized person for the exhibitor / Service user

Seal

Signature

GENERAL TERMS AND CONDITIONS OF CONTRACTING

1. TERMS AND CONDITIONS OF CONTRACTING

A signed application form and the General Terms and Conditions comprise a contract concluded between the applicant (hereinafter: the Exhibitor) and the Novi Sad Fair (hereinafter: the Fair).

If the Exhibitor is canceled, exclusively in writing (official letter) from 35 to 21 days before the opening of the Fair, the Exhibitor is obliged to pay the Fair 20% of the amount of the last advance within 8 days from the delivery of the cancellation, in the name of the obligations arising from the contract relationships, executed reservations of the exhibition space (project design, location, PTT costs, etc.).

The filed application is irrevocable and obligatory for the Exhibitor if it is not canceled exclusively in writing (by official letter) 20 days before the opening of the Fair. In the event that the Exhibitor cancels an appearance within a period shorter than 20 days before the opening of the Fair, it is obliged to pay the entire amount of the last budget for the outstanding debt for the reservation of the exhibition space and other services under this contract, whether it is exhibited in the registered area or not, and the Fair reserves the right to allocate the given space to another exhibitor or space that the Exhibitor does not use according to the concept of the event at the expense of the Exhibitor.

Upon completion of the event, the Exhibitor will be sent a final invoice for the services that have been used. The Exhibitor is obligated to pay the remaining debt according to the final invoice within the specified period.

The Fair reserves the right to:

- approve or reject the application
- determine the location and size of the exhibition space
- modify the already assigned location
- cancel the accepted application 15 days before the opening of the event
- registered exhibitors by commodity groups.

The minimum size of the exhibition space that can be leased is 12 m² of the indoor space. The Fair reserves the right to increase or decrease the exhibitor's space depending on possibilities for determining location. The Fair will notify in writing the Exhibitor of the location of the allocated exhibition space and will submit the Space Plan.

Without the approval of the Fair, the Exhibitor may not transfer the right to use the leased space to another user.

A single booth may not be used by more than one exhibitor, unless the present business entities have been registered with the Fair as co-exhibitors alongside the lead exhibitor.

If the exhibitor does not register co-exhibitors or indirect exhibitors, or fails to provide complete information in his registration, Fair is entitled to subsequently charge the exhibitor for costs of co-exhibitor and indirect exhibitor registration fees.

All complaints for the exhibition space and technical services may be submitted only for the time of the event in writing(official letter).

It is forbidden to take exhibits and disassemble the stand before the official closing of the fair event. Exhibitors are obliged to ensure that their representatives are present on the stand until the official end of the fair event. In the event that the Hall Inspector notes on the record the non-compliance with the provision from the previous paragraph, the exhibitor is obliged to pay a contractual fine in the amount of 500 EUR with VAT.

Packaging can begin after the official end of the fair event (after the gates of the Fair have been closed for visitors).

The Exhibitor may take out the goods only with a permit issued at the Exhibition Service of the Fair, after all the debts to the Fair have been settled.

The Exhibitor is required to upload their property from the area of the Fair within two (2) days after the end of the event. After this period, the Fair has the right to charge the cost storage of the Exhibitor's assets in its space for the price by the current price list of the Fair Services. If the Exhibitor at the expiration of the period of 15 days from the date of completion of the event does not upload their property, it becomes the property of the Novi Sad Fair.

2. PAYMENT TERMS AND CONDITIONS

On the basis of signed application, the Fair will deliver a pro-forma invoice, based on which is required that the Exhibitor settle the payment in advance of 20% of the total amount of the invoice within 5 days of the date of invoice, and the remaining 80% no later than 15 days before the event. Additional services ordered by the exhibitor according to the offer will be invoiced in accordance with the request.

3. STAND CONSTRUCTION

Design of exhibition area includes structural design of booth, work on booth (erection of aluminum construction, erection of water-supply and electric power supply), expert and technical supervision.

Standard booths have aluminum construction in natural aluminum color OCTANORM, **floor covering, small floodlights, sign on booth** in block letters (logotype charged additionally), **bookshelves** and **counters** according to size of standard stand, **furniture** – as per Exhibitor's choice.

The Exhibitor may order **additional equipment**, the prices of which are not specified in the registration, by completing an order form, all in line with the current Fair price list. The complete price list is available on the Novi Sad Fair website at www.sajam.net.

Part of the additional equipment that the exhibitor may order (prices are without VAT):

- A barrier - wall - 18 EUR/pc.
- Installation and use of floor covering - 6 EUR/m²
- "Vizi" chair - 8 EUR/ pc.
- Table 120 x 80 cm - 12 EUR/ pc.

Price of setting up standard booth includes services related to erecting and disassembling of following booth elements:

STANDARD BOOTH

| NAME | QUANTITY | Up to 25 m ² | 26 - 50 m ² | 51 - 100 m ² | > 100 m ² |
|--------------------|--|-------------------------|------------------------|-------------------------|----------------------|
| OFFICE | ITEMS | 1 | 2 | 2 | 4 |
| STORAGE | ITEMS | 1 | 1 | 1 | 1 |
| TABLE | ITEMS | 1 | 2 | 4 | 5 |
| CHAIR | ITEMS | 4 | 8 | 16 | 18 |
| KITCHEN SHELF LOW | ITEMS | 1 | 1 | 1 | 1 |
| KITCHEN SHELF HIGH | ITEMS | 0 | 1 | 1 | 3 |
| FLOOR COVERING | ACCORDING TO SIZE OF STAND IN m ² | | | | |

Terms and conditions for renting stand construction and furniture:

Stand elements must not be covered, painted, dismantled or appropriated.

The Exhibitor is responsible for maintenance of elements at the stand during the fair event. The Exhibitor shall compensate for any possible loss or damage of any rented element in accordance to its market value.

The Fair retains the right to make minimal changes in the project.

The Fair guarantees that all elements shall be delivered, provided there are enough items on stock, which depends on the time of application for exhibiting. If the Exhibitor

chooses not to use all elements belonging to the particular stand type, the price of stand construction shall not be lowered.

It is possible to order a construction of a customized stand at the request of the Exhibitor.

The Exhibitor may carry out the construction and the arrangement of the exhibition area in the manner as follows:

- Engaging Novi Sad Fair, in which case design certification is not charged;
- If Exhibitor independently carries out work or engaging other contractors will be charged design certification in the amount of 3,5 EUR/m² (VAT not included).

The attestation of the project and the project attestation fees are solely the obligation of the contractor.

The Exhibitor may take over the obligation of paying for the project attestation fee, in case, before the assembly has been started, he provides a certified document wherein he confirms such obligation.

In case the Exhibitor executes the construction himself or contracts his own constructor, works cannot start until the Novi Sad Fair acknowledges the project of the stand.

If exhibitors independently decorate leased area or enlist the services of a decorating company, they are obliged to submit the design to the Fair for APPROVAL, including the following attachments, namely:

1. Specification of materials for setting up booth
2. Specification of furniture
3. Registered own blank bill of exchange (signed by authorized person) and proof of bill of exchange registration (for contractors from Serbia)
4. Vehicle license plate number
5. List of workers who will be carrying out works.

If any of the above is missing, they will not be able to access Fair Halls.

Contractor is obliged to pay the invoiced amount or to deposit a bill of exchange upon design certification and prior to commencing works.

Works not mentioned in the application, but wanted by the Exhibitor to be done at his stand in the hall or outdoors, can be ordered, in writing, in an order form, not later than two days (48 hours) before the beginning of the event.

For all timely extra orders of the Exhibitor, the current pricelist will be used.

4. OTHER TECHNICAL INFORMATION

Upon arrival at the Fair, each Exhibitor shall report to the relevant inspector, in order to receive precise information regarding the location and dimensions of the designated premises in the hall. Should an Exhibitor occupy a location other than the one designated to him, he shall bear all costs of relocating to his designated exhibition area.

The Exhibitor is obliged to be present during pavilion opening and closing during preparations for the fair event and during the fair event itself. **Fair shall in no way be liable for any disappearance of or damage to exhibition materials or exhibits.**

Sound system at exhibitor's stand can be tolerated if it doesn't disturb other exhibitors and visitors and it cannot be louder than 85 dB.

The Exhibitor may use the exhibition space to organise demonstrations of equipment, provided it does not disturb other exhibitors and visitors. During the demonstration, all safety and precaution measures should be taken by the Exhibitor, who takes the whole responsibility for possible damage.

The Exhibitor may begin arranging and decoration of the exhibition area, as well as delivery of merchandise to Fair premises five (5) days prior to fair event opening in the closed area, respectively, but no later than 48 hours prior to the opening. Activities may commence earlier than stated above, subject to special approval of the Fair. Otherwise, Fair shall not be liable for untimely arranging and decoration of the exhibition area.

The Exhibitor is obliged to complete arranging and decoration of the exhibition area 24 hours prior to fair event opening, as well as to remove any packaging and other materials which will not be exhibited, by the same deadline.

The exhibitor is obligate to fully apply and respect all regulations on health care, instructions of the organizers as well as the measures of the Emergency Situations Headquarters of the City of Novi Sad.

The Exhibitors obliged to provides the application of required measures of safety and healthcare at work in accordance with the law and other bylaws for all his employees, other persons engaged or for the company he engages for assembling stands or other activities. The Exhibitor is obliged to empower the engaged employees for the above mentioned jobs for safe and healthy work, to provide equipment for work, i.e. material and equipment for personal safety at work to which safety and healthcare measures have been applied.

Pursuant to the Law on Protection of the Population from Exposure to Tobacco Smoke in Facilities, it is forbidden to smoke in the halls of the Novi Sad Fair.

Should the Exhibitor decide to perform plumbing works at the Fair, the Exhibitor should ask the Novi Sad Fair to inspect the installations.

Novi Sad Fair will supply electrical power for installations in exhibition areas.

If exhibitor or his contractor will be doing electrical wiring from the main power supply, he is obliged to submit the wiring diagram to Novi Sad Fair for inspection prior to commencing works.

Exhibitor or contractor shall be liable for correct electrical wiring from the main power supply.

The Exhibitor shall pay for the damage done by the Exhibitor's workers or third parties hired by the Exhibitor to perform works at the Fair. The amount shall be determined by a committee established by the Fair.

5. COMPULSORY CATALOGUE LISTING

All exhibitors, regardless of the application deadline, are obliged to pay the catalogue listing, mobile application and internet. The Fair has defined the following categories of exhibitors:

EXHIBITORS - economic entities who present their own products or services, rent a designated exhibition space and who are obliged to be listed in the official Catalogue. If the Exhibitor lists its representative offices (outside of headquarters) pays the registration fee that applies to indirect exhibitors for each of the specified representative office.

CO-EXHIBITORS - If on the stand rented by the Exhibitor are the other economic entities, they are required to be registered as co-exhibitors. The co-exhibitors are registered by the Exhibitor and the Exhibitor is also obliged to pay the Catalogue listing fee. The information about the co-exhibitor shall not be listed under the first letter of the company's name, but are listed alongside the information about the Exhibitor, in accordance with the text submitted by the Exhibitor.

INDIRECT EXHIBITORS - If business entities (manufacturers and countries of origin) which are not Fair exhibitors, and which have a business relationship with an exhibitor, are listed in the catalogue of exhibitors, they shall have the status of indirect exhibitors. The Exhibitor shall the Fair a fee for each listed indirect exhibitor. The information about the indirect exhibitor shall not be listed under the first letter of the company's name, but are listed alongside the information about the Exhibitor, in accordance with the text submitted by the Exhibitor.

• The fee for compulsory Catalogue listing for EXHIBITORS includes the following:

- publishing of information about the Exhibitor (exact name, address, phone and fax number, e-mail address, http, logo) in the list of exhibitors in the Catalogue
- publishing of up to 20 words about the products or services in the list of exhibitors in the Catalogue, in accordance with the commodity groups published in the Catalogue
- entering data in the list of exhibitors on the Fair website
- entry in the Fair information system (a multimedia information centre)
- a copy of the Catalogue

• The fee for compulsory Catalogue listing for CO-EXHIBITORS, includes the following:

- publishing of information about the co-exhibitor (exact name, address, phone and fax number, e-mail address, http, logo) in the list of exhibitors in the Catalogue
- publishing of up to 20 words about the products or services in the list of exhibitors in the Catalogue, in accordance with the commodity groups published in the Catalogue
- entering data in the list of exhibitors on the Fair website
- entry in the Fair information system (a multimedia information centre)
- a copy of the Catalogue

• The fee for compulsory catalogue listing for INDIRECT EXHIBITOR includes the following:

- name of the indirect exhibitor, town/city and country

The Catalogue is printed in Serbian. The Exhibitors are responsible for correctness of the information published. The Fair retains the right to adjust the names of products listed in the Catalogue application form in accordance with the commodity groups, which are integral part of the Catalogue.

The Catalogue application form is submitted with the application for exhibiting and the two forms are regarded as the same application. **The information received after 6th March 2026 shall be printed in a supplement for late-entries.**

6. PARKING

- An appropriate parking is provided at the Fair's circle. Every exhibitor gets a certain number of parking places according to the size of the rented exhibiton space.
- 1 (one) parking space belongs to the exhibitor up to 49 m², 2 (two) parking spaces belong to one that occupies over 50 m². Parking passes are handed out at the Exhibition services. Entrance at the Novi Sad Fair's circle will be secured at Cargo entrance 1, from Branka Bajica street.
- Exhibitors that enter Novi Sad Fair's circle by vehicle without a parking ticket will take the ticket at the ramp and will pay the parking for every next hour according to Novi Sad Fair's valid price list.
- Parking payment machine is located in front of Hall 4.

7. INSURANCE

The exhibitor shall be obliged to arrange insurance for the property and persons who will be exposed to or who will be present at the premises of the Fair in the duration of the fair. During the fair, the exhibitor shall be directly liable and obliged to compensate for all damages caused to employees and/or to property of the Fair, to third parties and/or to property of third parties and to the environment by the exhibitor's activities or by owned property.

The Fair shall not be liable for the loss of or for the damage to the property of the exhibitor at the Fair.

8. GENERAL TERMS AND CONDITIONS FOR CONTRACTING MARKETING SERVICES

MATERIAL DELIVERY DEADLINES:

The signatory applicant for marketing services is obliged to deliver the material ready for print (advertisements on CDs or in electronic format) to the Novi Sad Fair not later than 20 working days prior to the beginning of the fair event. In the event that he does not deliver the material, the Fair will realise the ordered service according to the data it has at its disposal, and if it is not possible, the applicant will bear all the costs stated in the application as if the service were done.

Materials for a CD: format jpg 800 x 600

Materials for the Internet site - banners: format jpg or gif, 120 x 60 pixels or 180 x 150 pixels

DEADLINES FOR AND TERMS OF CANCELLATION OF SIGNED REGISTRATIONS

Once submitted, the application for marketing services is irrevocable and legally binding, unless cancelled in writing, as follows:

- THE CATALOGUE

- **At least 20 days before the start of the event**, the applicant is obligated to pay on behalf of the obligations of the contractual relationship 10% of the ordered services (final invoice).

- **In period shorter than 20 days and if the Exhibitor do not submit the material for publication**, the applicant is obligated to pay on behalf of the obligations of the contractual relationship 100% of the value of ordered services (final invoice).

- ADVERTISING SPACES

Renting and making advertising signs may be stipulated for the duration of the fair or for a period longer than the duration of the fair event.

In case the contract is terminated due to any applicant's fault, the applicant shall bear the costs of the dismounting of the advertisement from the advertising space.

Once submitted, the application is irrevocable and legally binding, unless the applicant submits a cancellation in writing:

- within 20 days before the start of the event (cancellation deadline less than 20 days)-the applicant is obligated to pay on behalf of the obligations of contractual relationship 10% of the ordered services (final invoice).

The applicant is obliged to make the payment in full not later than before the works begin, according to the stated prices for the services.

9. CONGRESS CENTRE SERVICES

The price of renting the hall includes the complete audio-visual support:

a) from Great Hall (350 seats)

- frontal projections with two projectors, 6,000 ANSI Lumen each
- two automatic screens 4 m
- plasma screen in front of the Hall
- PC (PowerPoint, DVD, Video, USB drive)
- audio (Radio, DVD, Mic, PC)
- video (DVD)
- two cameras on the ceiling
- wireless microphones
- desk microphones
- monitors on the chairperson's desk
- monitor on speaker's desk
- access provided for notebooks, both on the speaker's desk and the chairperson's desk

b) for halls accommodating between 100 and 1.000 people

- frontal projection with a projector, 4,500 ANSI Lumen
- automatic screen 3 m
- PC (PowerPoint, DVD, Video, USB drive)
- audio (Radio, DVD, Mic, PC)
- video (DVD)
- a camera on the ceiling
- wireless microphones
- desk microphones
- monitors on the chairperson's desk
- monitor on the speaker's desk
- access provided for notebooks, both on the speaker's desk and the chairperson's desk
- plasma screen in front of the Hall (halls 3, 4, 5 and 6)

The Renter is responsible for possible damage to the equipment which is an integral part of the rented space during the renting period. The Fair is not responsible for possible loss or damage to technical devices, material, equipment and other items brought in by the Renter before, during and after the renting period agreed.

Novi Sad Fair reserves the right to set the final date and time in accordance with the order of registrations.

Catering and hospitality services shall be arranged separately.

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