

EXTRACT FROM THE GENERAL EXHIBITION REGULATION - (artt. 9 - 14 - 15 - 16 - 17- 18)

9. ACCEPTANCE OF THE GENERAL RULES AND REGULATIONS

By forwarding the Application Form duly signed to indicate acceptance, the Exhibitor and Co-Exhibitor undertakes to participate in the Show in the allocated exhibition area even if the exhibition area is of a different size or in a different position to that requested and to accept without reservation these Regulations and all additional regulations that will be issued at any time by the Organizer in the interest of the Show. As well as the Technical Regulations of the Fiera Milano Fairgrounds available on the Fiera Milano website.

The stand size and type requested on the Application Form shall not be binding upon MADE eventi Srl, which may allocate a stand of different size and type if the request is - at the sole discretion of MADE eventi Srl - incompatible with overall organization requirements or organizational requirements in connection with exhibition areas dedicated to specific product categories.

Exhibitors shall be entitled to use the stand as specified in the official notification of stand allocation as set out in art. 11 below. In any case, occupation of a specific exhibition area or type by an Exhibitor during earlier editions of the Show does not give the Exhibitor priority in the allocation of the same exhibition area or type in subsequent editions of the Show. The Exhibitor and the Co-Exhibitor declare that they have examined and understood the Code of Ethics of the Fiera Milano Group, the latest version of which is published on the website www.madeexpo.it and undertake not to commit any violation of the principles set out therein. The Exhibitor and the Co-Exhibitor also declare that they are aware of the contents of the Legislative Decree 231/2001 undertaking to refrain from conducts suitable for configuring the offenses referred to in the decree itself. **The Exhibitor and the Co-Exhibitor undertake to fully accept every part of the General Regulations insofar as, for all legal purposes, they make up the agreement to participate in the Show.**

14. EXECUTIVE TECHNICAL PROVISIONS AND SAFETY IN THE WORKPLACE

In addition to the planimetric survey of the respective exhibition areas assigned or reassigned, the Organizer shall make available to the Exhibitors the Technical Regulations issued by Fiera Milano S.p.A. in their current version (hereinafter the "Technical Regulations") and will communicate to the Exhibitor any additional technical or general updates that may be established by the Organizer itself and/or by Fiera Milano S.p.A. in relation to the best organization and functioning of the Exhibition and/or the Trade Show Centre through additions to the General Regulations, hereafter "additions to the General Regulations" or "executive technical provisions".

Each Exhibitor is required to scrupulously comply with the entire regulatory system in force, also and above all with regard to the protection of the health and physical integrity of workers, and with labour, social security and welfare legislation for the entire duration of the Exhibition, including the time required for the assembly and dismantling of stands and any other related activity, waste disposal included.

Furthermore, the Exhibitor undertakes to observe and ensure that all contractors working on its behalf, during the assembly and dismantling of the stand and in relation to any other related or connected activity, comply with the Technical Regulations of Fiera Milano S.p.A. and any supplementary sections thereof that he declares having fully understood, the provisions contained in art. 88 of the Italian Legislative Decree 81/2008, paragraph 2-bis and its implementing Ministerial Decree of 22.7.2014, issued by the Ministry of Labour and Social Policies and the Ministry of Health.

The Technical Regulations, which can be consulted on the website www.fieramilano.it, in the section "Exhibitors - Technical Documents - Link to event" contain, among other things, precautionary rules regarding exhibition safety (fire prevention, electrical systems, environmental protection, etc.), with the exclusion of the specific safety rules concerning the activities carried out by the Exhibitor or contracted out by the latter to the contractors (stand assembly and dismantling and related activities), the verification and observance of which remains the responsibility of the Exhibitor itself.

For the purposes of fulfilling the obligations contained in the Italian Ministerial Decree 22.7.2014 above, the Organizer makes the documents referred to in Annexes IV and V of the Ministerial Decree itself available on its own website and that of Fiera Milano S.p.A..

Behaviors that do not comply with the above safety regulations, in particular when they may affect the general safety of the halls and third parties present, may be subject to intervention by the Organizer and/or Fiera Milano S.p.A., in the context of sample checks and lead to the immediate closure of the stand until safety conditions are restored.

Any other consequence that may arise from non-compliance with the aforementioned provisions is solely attributable to the responsibility of the Exhibitor and the companies appointed by him.

Fiera Milano S.p.A. may remove from the Exhibition Centre the personnel of the executing companies/self-employed workers who work on behalf of the Exhibitor from the Fiera exhibition center if they do not have the identification card provided for in Articles 18, c. 1, lett. u); 21, c. 1, lett. c); 26, c. 8 of the Legislative Decree 81/08 and non-EU personnel if, even in the presence of the aforementioned card, they are not in possession of a residence permit and/or a legible and valid identity card.

The Employer who is responsible for such personnel will be charged consequently. The Exhibitor that, as customer, has authorized the company to operate in the district on its own account for the execution of works, will be informed of the claim.

The Exhibitor is responsible for the compliance with the regulations in force of everything that is carried out and organized on its behalf in relation to outfittings, structures, systems, products on display and all related activities.

Each Exhibitor must appoint a "Contact Person for the Exhibition Safety of the Exhibitor" (hereinafter RSE) who will, for safety purposes, be liable towards all subjects possibly involved for all responsibilities in respect of the activities conducted on the Exhibitor's behalf during the entire time of stay at the exhibition district. At the Exhibitor's discretion, and under its full responsibility, the RSE may also be a different person in each of the three stages mentioned above (assembly, exhibition and dismantling).

The name of the RSE and all references (email, telephone, etc.) must be communicated to the Organizer (and through the latter to Fiera Milano S.p.A.), before the start of the assembly work of the stand and in any case before access by workers and the introduction of materials in the exhibition center. At the Organizer, the names and references of the RSE of neighboring stands will be made available to Exhibitors. Each Exhibitor, through his/her own RSE, is obliged to coordinate with the other RSE of the adjacent stands, so that, through the exchange of information, any prevention measures to be identified can be identified, apply to eliminate or, where this is not possible, minimize the risks from interference, when present. In the absence of communication of the name of the RSE, this function will remain the responsibility of the Legal Representative of the Exhibitor. Any changes must be promptly communicated to the Organizer. The most relevant obligation for the Customer (Exhibitor) concerns the DUVRI (unified document for the assessment of interference risks), or the PSC [safety and coordination plan] in the event that, respectively, the rules contained in article 26 of the Italian Legislative Decree 81/08 are applied, or those contained in Title IV of the same decree, according to the provisions of the Italian Interministerial Decree of 22 July 2014. This documentation must be uploaded to the appropriate section of the Fiera Milano Exhibitor platform, that we remind you to be available to the competent authorities (ATS and law enforcement agencies), and be present at the stand for the entire period of the event (including assembly and dismantling).

15. EXHIBITION AREA FITTING AND CUSTOMIZATION

The Exhibitor is responsible for fitting the exhibition areas, including decoration and furnishing, at their own expense; **partial or no partition and/or bordering walls are not allowed as well as fitting without lighting systems.**

The stand must be fitted within the area assigned to the Exhibitor, which can be identified using adhesive tapes or coloured strips on the floor, remaining within the allocated area; any occupancy of areas other than those assigned, without prejudice to the Organizer's right to prevent this, will be due by the Exhibitor at the price per square metre specified in the Application Form. The exhibition areas must be completed by 6.00 p.m. on **14 November 2023**. After this deadline, MADE eventi Srl may otherwise dispose of the unoccupied exhibition areas, deeming the exhibiting company's willingness to participate in the Show to have lapsed and applied to it the economic conditions provided for in art. 12 of these General Rules and Regulations, without prejudice to the obligation to pay any further expenses incurred by MADE eventi Srl for the closure of the stand and/or possible reuse thereof. The mobilization and demobilization times shall be communicated by Fiera Milano S.p.A. with a special circular available on www.fieramilano.it/en - calendar - Exhibitors technical information or through the Exhibitor Portal.

15.1 Characteristics

The fittings must have characteristics of decorum and furnishing complying with the quality standard of the Show. The Organizer, therefore, reserves the right to demand adjustments, if it does not consider it respected. The fittings and the respective

systems must be built in a workmanlike manner, in compliance with accident prevention and fire prevention regulations. The Organizer reserves the right to have the fittings and installations modified or renewed if they do not comply with the provisions and prescriptions indicated above.

15.2 Fitting designs

All Exhibitors with empty areas are required to upload on the Exhibitor Portal, in the dedicated card "Activate fitting company and upload stand fitting design" a complete fitting design with dimensions and heights for testing and checking. The fitting works cannot be started unless the fitting design is submitted. The fitting design, complete with plans indicating the orientation, listed sections, renderings and precise indications of the areas in which graphics will be applied, shall be attached in the appropriate section on the Exhibitor Portal, within and no later than 30 days from the notification of allocation of the exhibition area and in any case no later than 15 days before the start of the Show.

Fiera Milano "Customer Service - Exhibitors Assistance" will review the fitting design for conformity with the Show and Technical Regulations and approve it or demand adjustments as necessary.

15.3 Arrangements for fitting

The provisions of these Regulations must be strictly observed and adhered to when fitting the exhibition area. In particular, the following provisions shall be implemented:

- **Wall height:** the maximum height allowed for the stands is **3.50 metres**, including the thickness of raised floors, lighting elements and related supports. MADE eventi Srl allows exhibiting companies to request a waiver from the maximum height rule indicated above and build structures up to a maximum of 6 meters.
The Exhibitor shall pay the Organizer for such excess:
 - a lump sum equal to of € 500.00 + VAT (if due) for exceeding the maximum permitted height;
 - a sum of € 800.00 + VAT (if due) for the affixing of trademarks, logos and graphics in general at a height over 3.50 metres. (the fee of € 800.00 + VAT (if due) also includes the amount due for exceeding the maximum permitted height).**Excess height consisting exclusively of fittings with lighting fixtures and/or of exhibiting products (if these will not show any logo, banners or advertising images) shall be excluded from the above fees.** Neighbouring walls must have a neutral finish, in white and made "in a workmanlike manner" and must not have any writing, logos, trademarks, images or graphics.
- **Architectural elements:** structures (masts, trellises, flagpoles, banner poles, totems, etc.) may be authorized for a height of 6.5 metres upon presentation of the project as indicated above, and if compatible with the structural constraints of the hall. These structures must be arranged in such a way that they do not cut off visibility and light, or cause annoyance or in any case damage to other adjacent Exhibitors. In creating stand perimeter walls, the Exhibitor must respect the following requirements: perimeter walls longer than 6 meters must provide continuity solutions at full height (openings/passages for entry/exit from the stand, french doors, windows, glass walls, etc.) with a frequency of at least one opening every 6 linear meters and for 50% of the total length. These requirements are aimed at respecting the exhibition visibility of the adjacent stands: projects that do not comply with these clauses cannot be approved and must be modified. This clause also applies to the upper part of the raised platforms/mezzanines. Therefore, no continuous structures may be built inside the exhibition area that prevent the visibility of the surrounding Exhibitors.
 - No changes may be made to the fixed structures of the halls (walls, columns, floors); painting, varnishing, application of nails and hooks, glueing and similar operations are also forbidden.
 - No changes may be made to the technical installations (electrical, water, telephone, fire-extinguishing systems), which must be left accessible at all times; fire-extinguishing equipment and systems must be left visible and accessible from any point.
 - Suspended structures: the construction of suspended structures is allowed in compliance with the height limits described above.
- **Ramps and platforms for wheelchair access:** each exhibition area with a platform must be accessible with at least one ramp. Steps or ramps must not obstruct the paths of the public in the aisle; the corners of the platform must be rounded or

protected and the perimeter must be closed with the possibility of inspection on each side. The corners of the platforms at aisle crossings must be protected to prevent visitors from tripping.

- **Raised platforms/mezzanines:** raised platforms can be built inside the stand in accordance with the construction standards and conditions specifically indicated in the "Rules for the assembly of raised platforms in the show areas of the Fiera Milano (Rho) Fairgrounds" booklet prepared by Fiera Milano S.p.A.. Subject to authorization and submission of the detailed design, these multi-storey structures must be located in the centre of the stand or on one of the sides provided that the latter faces the hall perimeter walls. The maximum height is 5 metres from the ground. The raised platform areas, excluding access stairs, must not exceed 50% of the total exhibition area or cover more than 200 square metres regardless of the size of the exhibition area. The raised platform areas will be charged in accordance with the fees shown in Attachment 1 - Table 1 - participation fees per square metre.

- **Structures in the aisle between stands of the same Exhibitor:** exhibition structures resting on the ground must be approved by Fiera Milano S.p.A. and provided with the necessary certifications. The space occupied in the aisle will be charged according to the fee indicated in art. 7.2. Thin flooring may be laid in the portion of the aisle facing the stands of the same Exhibitor provided that the following conditions are met:
 - the availability of the Exhibitor's personnel must be guaranteed at all times, including on public holidays, for the necessary assistance (stringing, securing, etc.);
 - Fiera Milano S.p.A. has the right to intervene on the flooring whenever deemed necessary, including removal, with costs to be borne by the Exhibitor, who will in any case hold Fiera Milano S.p.A. harmless from any liability in relation to possible deterioration or damage, total or partial, of the carpet itself;
 - installation must in no case cause delays or jeopardize the proper performance of services for which Fiera Milano S.p.A. is responsible, including cleaning, either during the mobilization or demobilization of the Show;
 - **the installation must be carried out in the hours immediately before the deadline for mobilization operations;**
 - the removal must be carried out immediately after the closure of the Show or, in any case, within the first hours allowed for the dismantling of the fittings;
 - Fiera Milano S.p.A. reserves the right to assess on a case-by-case basis and, if necessary, deny the laying of the flooring if it may cause damage or annoyance to other Exhibitors.

15.4 Certifications of structures/fittings/systems

All structures/fittings/systems made in the Show area must be certified for the observance of legal regulations. The documentation shall be delivered to Fiera Milano S.p.A.. In particular, the mandatory certifications to be delivered are:

- a) the declaration of conformity and correct installation of the fitting materials must be submitted for fire prevention purposes. The use of the fitting materials is permitted only on the condition that they are accompanied by a regular document certifying their reaction to fire class under Ministerial Decree 26/06/1984. From the Exhibitor Portal, the Exhibitor must download the "Fitting material fire safety" form. The filled-in form must be delivered to Fiera Milano S.p.A. at the end of the work;
- b) declaration in conformity to Ministerial Decree 37/08 shall be submitted for additional electrical systems; Exhibitors who use the services of foreign electrical equipment fitters, as usual, in place of the Declaration of Conformity under Ministerial Decree 37/08, must request a compliance check from Fiera Milano S.p.A. on the Exhibitor Portal;
- c) a declaration of correct installation of the fittings must be produced. From the specific section "Mandatory documents" on the Exhibitor Portal, the Exhibitor must download the "Correct assembly declaration" form. The filled-in form must be kept at the stand at the end of the work.

16. PRESENTATION OF PRE-FABRICATED STRUCTURES, CRANES, SCAFFOLDINGS, ETC. AND RULES FOR DISPLAYING WORKING MACHINERY

To display pre-fabricated structures, tower cranes, self-elevating cranes and the like, or scaffolding of any kind, Exhibitors shall ensure the complete and meticulous application of all safety rules, legal provisions, regulations and rules of good practice dictated by experience and prudence for the entire time of permanence in the Fairgrounds, and undertake to comply with all instructions issued by Fiera Milano S.p.A. and MADE eventi Srl, as summarized on the specific document sent on-demand as an electronic document. The installation and operation of the above-mentioned machines and equipment are subject to the written approval by Fiera Milano S.p.A. and MADE eventi Srl.

17. ENTRANCE, TRANSIT AND PARKING INSIDE THE SHOW AREA DURING ASSEMBLY AND DISMANTLING PHASES

The dates of assembly and dismantling are governed by the document "Assembly and dismantling rules" available on the Exhibitor Portal.

17.1 Rules for access and pedestrian traffic

To access and circulate in the exhibition area, the Exhibitors and/or the Personnel of the subjects operating on their behalf shall have a special personal access card. To request access cards during assembly and dismantling, each Exhibitor shall enter the necessary data on the Exhibitor Portal. The "Assembly and dismantling rules" indicating the days and times allowed for entry are indicated in the same area. After entering the data, the Exhibitor will receive valid access passes by e-mail. **Exhibitor cards (see art. 7.4) are also valid on the days of mobilization and dismantling.**

For the access of its Fitters/Contractors, the Exhibitor will proceed to the authorization using the pre-accreditation system on the Exhibitor Portal. All personnel of companies working on behalf of the Exhibitor shall also display the identification card provided for in art. 18, paragraph 1, letter u, art. 21, paragraph 1, letter c), art. 26, paragraph 8 of Legislative Decree no. 81/08.

Please note that staff not in good standing with access permission and without the required documents will be immediately removed from the exhibition area.

IMPORTANT! Access to non-operators and minors under the age of 15 is forbidden in the exhibition areas while maintenance and/or assembly/dismantling work is in progress.

For minors between the ages of 15 and 18 years of age, access to the exhibition area for work purposes is permitted only on the condition that the laws in force regarding the employment of children, with particular reference to Law no. 977/1967 on the protection of children and adolescents, are complied with.

17.2 Rules for access and movement of vehicles

To request pre-accreditation for vehicles during assembly and dismantling, the Exhibitor shall enter the necessary data on the Exhibitor Portal. The "Assembly and dismantling rules" and the plan of the Fairgrounds with the access points can be found in the same area. After entering the data, the Exhibitor has to download from the Exhibitor Portal a barcode which must be shown to the staff present at the entrances. For the access of its Fitters/Contractors, the Exhibitor will proceed to the authorization using the Logistics pre-accreditation system. The barcode must be clearly displayed on the windscreen of the vehicle for circulation and parking, allowed only for loading/unloading operations. Barcodes are not transferable, in case of abuse the Logistics Service of Fiera Milano S.p.A. will collect them. Vehicles without an identification barcode can be registered by contacting the Offices of the Show. Please note that vehicular and pedestrian traffic in the exhibition area is governed by the rules of the Highway Code. In particular, attention is drawn to strict compliance with the horizontal and vertical signs and the speed limit of 20 km/hour prescribed in the area of the Show. Driving at walking space may be required under special conditions. In compliance with what has just been said, however, the speed of the vehicles must always be suited to the state of the existing places and situations. It is absolutely forbidden to park vehicles in front of driveways, fire hydrants, emergency exits, near crossroads and in areas in front of public utilities (First Aid, Fire Service, etc.). Due to the high density of traffic in the exhibition area during assembly and dismantling, all drivers shall:

- strictly adhere to the routes and parking areas indicated by the service staff in charge of supervision and traffic of the Organizer;
- limit parking for loading and unloading to no more than 2 hours;
- not leave vehicles parked overnight (not even in case of breakdown) inside the exhibition area, from 8:00 p.m. to 7:00 a.m., and, in any case, in case of extended opening hours, not later than the closing time.

17.3 Measures for the protection of the safety of persons present in the exhibition area

Fiera Milano S.p.A., in observance of the obligations imposed by the Public Safety Authorities, adopts the infrastructure, organizational and operative measures it deems appropriate to protect the safety of persons present for any reason in the Show Area. As a non-exhaustive example, at its sole discretion, Fiera Milano S.p.A. may provide:

- a) particular ways of accessing and exiting the Show Area (destination of specific reserved gates or aisles, timetables, access and flow control systems) - even differentiated - for the different categories of users of the Area;
- b) security checks, also carried out with the aid of fixed or portable technical equipment and instruments, on persons, luggage and personal effects, and on means of transport and work, both at the time of entering the Show Area and inside it and, where necessary, at the time of leaving it. The checks will be run by Fiera Milano S.p.A. staff or third parties charged by the former to do so. Without prejudice to the reporting of the fact to the Police and any measures taken by the same, users who do not submit to said controls will be denied access to the Show Area and, should they already be in the Show Area, will be removed immediately therefrom. Users subjected to checks must collaborate fully, to ensure that the checks are completed as effectively and quickly as possible, given the nature of the activity. On conclusion of said checks, without prejudice to the reporting of the fact to the Police and any measures taken by the same, Fiera Milano S.p.A. reserves the inalienable right to deny access to the Area to any suspicious persons or objects, and should the suspicious persons already be in the Area, to immediately remove them, while suspicious objects must be removed immediately from the Area by and under the responsibility of their custodians.

Fiera Milano S.p.A. is not required to provide any custodial service for suspicious objects;

- c) variations or restrictions on the circulation of pedestrian and vehicular traffic inside the Exhibition Area, including the use of fencing, Jersey barriers, speed limiters and similar equipment;
- d) forcible removal, at the risk and expense of the owner, of means of transport or work, objects or personal effects considered suspect or otherwise hindering the exercise of security controls. The provisions in the paragraph above also apply to all visitors and guests admitted to the Show.

18. ECOLOGICAL SERVICES, WASTE DISPOSAL, EMPTY PACKAGING/PACKING CASE SERVICE

The collection, storage, transportation and recycling of waste must be carried out in compliance with Legislative Decree n. 152 of 2006 and subsequent amendments and additions.

The Exhibitor is obliged to remove waste materials and rubbish from the event area daily, disposing of them in authorized reclamation/disposal plants, in accordance with current legislation.

Under the Technical Regulations the Exhibitor and his appointees are jointly and severally liable for the correct management of waste produced within the assigned exhibition space. It is forbidden for the Exhibitor (or any appointees) to abandon waste of any kind within the exhibition spaces, both in the assigned space and in the common areas (lanes, access roads, etc.). The Exhibitor and/or his appointees shall remove the waste produced directly or use the professionals authorized for the management of waste and enrolled in the National Register of Environmental Managers, which can be consulted at: <https://www.albonazionalegestoriambientali.it/public/elenchiscritti>.

The prohibition of waste abandonment and the connected obligation for the correct management of the same must be applied to all waste materials and those resulting from the assembly/disassembly procedures (packaging, materials used as walls, false ceilings, floor coverings, etc.).

The waste materials deriving from the cleaning of the stand during the event are excluded and will be attended to by the companies appointed by Fiera Milano S.p.A., which concern the cleaning of the floor, the cleaning of any coatings and emptying of the waste paper baskets and bins of the stand. **In the event of waste abandonment in the pavilions or within the fairground, Fiera Milano S.p.A. will apply a penalty of € 5,000.00 without prejudice to compensate for the greater damage, also reserving the right to remove the personnel responsible from the locality and undertake legal proceedings.** The Exhibitor is required to comply with all local regulations in force and in accordance with the Regulations governing solid urban waste collection services, differentiated collection and urban hygiene, currently in force and applied by the Rho Municipal Council pursuant to Art. 198, C.3 of Legislative Decree 152/2006. During the course of the event, the Exhibitor and his appointees are required to separate the waste produced according to type and nature in containers located within the pavilions and in the specially equipped outdoor areas. In this way, the precise management of the different types of waste can be guaranteed along with its reclamation and disposal in controlled environments.

The official shippers are available for the collection, storage and return of the empty packaging at the end of the event according to the rates in force and present on the Exhibitor Portal; the reference numbers can be found on the Exhibitor Portal - E-Service tool as "Other Services".