

**MIĘDZYNARODOWE TARGI POZNAŃSKIE sp. z o. o.**

POZNAŃ INTERNATIONAL FAIR Ltd.

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Podatnik VAT czynny / Active VAT Payer, NIP / Tax ID: 777-00-00-488

Sąd Rejonowy Poznań – Nowe Miasto i Wilda w Poznaniu / Poznań District Court

VIII Wydział Gospodarczy Krajowego Rejestru Sądowego / 8th Division of National Court Register

KRS / Registered number: 0000202703

Kapitał zakładowy / Share capital: 42 310 200,00 PLN



CAVALIADA LUBLIN 2020  
**30.01-2.02.2020**  
 CAVALIADA WARSZAWA 2020  
**12-15.03.2020**

## SPECIFIC PROVISIONS

### 1. Application deadline

**13.12.2019r.**

Applications submitted after this date shall be considered provided exhibition space is still available.

### 2. Trade fair opening dates and times

- 2.1. Trade fair dates:
- |                    |                          |
|--------------------|--------------------------|
| CAVALIADA LUBLIN   | <b>30.01 - 2.02.2020</b> |
| CAVALIADA WARSZAWA | <b>12 – 15.03.2020</b>   |
- 2.2. Opening times:  
 - for exhibitors: **8 am – one hour after end of the last competition**

### 3. Stand assembly and dismantling periods

- 3.1. **Assembly:**
- |                    |                   |
|--------------------|-------------------|
| CAVALIADA LUBLIN   | <b>29.01.2020</b> |
| CAVALIADA WARSZAWA | <b>11.03.2020</b> |
- 3.2. **Dismantling:**
- |                    |                   |
|--------------------|-------------------|
| CAVALIADA LUBLIN   | <b>3.02.2020</b>  |
| CAVALIADA WARSZAWA | <b>16.03.2020</b> |

3.3. Pavilions and fairgrounds opening times: **7.00 am to 9.30 pm.**

### 4. Entry cards

4.1. An **exhibitor card - armbands** will be required from exhibitors to enter MTP grounds during the trade fair, stand construction and dismantling periods.

4.2. Exhibitor cards are provided depending on the size of exhibition space ordered, according to the following rules:

- for a stand of up to **10m<sup>2</sup>**, 2 cards
- for a stand of up to **20m<sup>2</sup>**, 4 cards
- for a stand of up to **50m<sup>2</sup>**, 6 cards
- for a stand of up to **75m<sup>2</sup>**, 8 cards
- for a stand of up to **100m<sup>2</sup>**, 10 cards
- for a stand of up to **200m<sup>2</sup>**, 12 cards
- for each **50m<sup>2</sup>** over **200m<sup>2</sup>**, 1 card

### 5. Car entry cards

5.1. **Fair participants** are entitled to enter the fairgrounds:

a) **by passenger cars** or delivery cars with additional passenger space – during the fair, stand construction (except last day of stand construction\*) and dismantling period – upon the **permanent car entry cards**.

b) **by delivery cars** – on the last fair day, when the grounds are closed to the visitors or during stand construction (except last day of stand construction\*) and dismantling period – on the basis of **car entry cards for stand constructing teams**.

5.2. **Stand constructors and deliverers / recipients** of exhibits are entitled to enter the fairgrounds by car during stand construction (except last day of stand construction\*) and dismantling period, on the basis of car entry cards or delivery / receipt order.

\* on the last day of stand construction the car entrance is limited and possible only upon the deposit car entry card, mentioned in point 6.5.

5.3. On the last fair day, **when the grounds are closed to the visitors for stand dismantling purposes** the car entrance will be allowed for passenger cars, trucks with a payload capacity of up to 8 tons and length up to 8m, without trailers.

**Large trucks, trucks with trailers**, other large-size and special purpose vehicles may enter the fairgrounds the following day from 7 a.m.

5.4. **It is not allowed to:**

- enter the fairgrounds without valid, authorized car entry documents,
- park vehicles at escape routes and walking areas,
- leave vehicles on the fairgrounds during the trade fair – after 12 p.m.,
- leave vehicles on the fairgrounds in the stand construction and dismantling periods – after 10 p.m.

Entering the fairgrounds without valid, authorized car entry documents, parking vehicles at escape routes and walking areas or leaving the vehicle at the fairgrounds after the time

specified herein without MTP's permission and at a place other than the designated one will be wheel clamped and a fine of PLN 200 will be imposed. The fine will not be invoiced.

### 6. Value Added Tax (VAT)

6.1. MTP shall issue an invoices **with the value added tax (VAT)** on:

a) admission and car entry services and connected auxiliary services (tickets and entry cards, invitations, car entry cards, parking cards, etc.), irrespective of where the fair contractors has a seat or permanent place of business activity;

b) other trade fair services provided to the contractors with a seat or permanent place of business activity **in Poland**.

6.2. MTP shall issue an **invoices without the value added tax (VAT)** on trade fair services other than mentioned at p.7.1.a), for contractors ordering those services whose seat or permanent place of business activity is situated in the EU Member State or in the country outside of EU, provided that **the recipient of the service is not an exhibitor/co-exhibitor who has a seat or permanent place of business activity in Poland**.

6.3. An invoice without the value added tax (VAT) shall be issued to foreign contractors with a seat or permanent place of business activity in the EU Member State provided that **EU VAT ID is given** in the forms for ordering trade fair services.