



Terms and Conditions for the Participation In “Vyno Dienos. Vilnius 2019”

1. Name of the Event

The 15th International Wine Exhibition “Vyno Dienos. Vilnius 2019”, <http://vynodienos.lt/en/>

2. Organiser

VYNO KLUBAS
www.vynoklubas.lt
Stumbry str. 15 Vilnius LT-08101
Tel. +370 5 231 23 72, tel. /fax +370 5 215 94 38
ignas@vynoklubas.lt

3. Venue

Lithuanian Exhibition and Congress Centre LITEXPO, Hall 5,
Laisves ave. 5,
LT-04215 Vilnius,
Lithuania

4. Dates and Time of the Event

03 May (Friday) 10:00-12:00 (only for exhibitors, B2B time)
03 May (Friday) 12:00-20:00 (for all visitors)
04 May (Saturday) 11:00-19:00 (for all visitors)

Exhibitors cannot leave their stand before the end of event – 04th of May 8 p.m.

5. Time of stand installation and moving out

Installation of the stand from: 02 May 9:00-18:00
To move out until 04 of May 23:00
If you want to move out after 05 of May 11 p.m., you need a separate agreement. Contact person: Eglė Mikailaitė, email. e.mikailaite@litexpo.lt; mob.phone. +370 615 24 286

6. Term for Submission of Applications

The **Participant** shall fill in an electronic participation form available at Vyno Dienos website: www.vynodienos.lt. After this, the **participant** receives an e-mail confirming its registration. When the registration is successful, the **participant** receives proforma invoice.

An exhibition plan with the place of the **participant's** stand is available upon paying a registration fee of **EUR 220 (VAT excluded)**. Fee includes registration, costs of participants' cards, invitations, Exhibition catalogue entry. Entry on the webpage of exhibition and social media.

Deadline for submission of applications: 05th of April 2019. It is upon the Organiser's decision whether an application submitted after the deadline is to be accepted.

7. Terms of Payment

The Organiser shall confirm **Participation** in the Exhibition by sending a copy of a Registration Form to the **Participant** together with an invoice for advanced payment by e-mail or fax.

The Exhibitor pays for his participation in the Exhibition the following way:

1. Registration fee is paid after submitting the application;
2. After confirmation the place of the rented stand, **participant** must pay the rest of the sum according the issued proforma invoice.

8. Renting the Exhibition Space, Stand variations and Prices

A fee for the floor space does not cover equipment, furniture or telecommunications costs. It includes organization of the Exhibition (contacts of Lithuanian importers, information in "Vyno Dienos" website, Facebook, other media channels), extensive promotion to attract visitors, general lighting, water and security costs, electricity (maximum 2 kW), ice-cubes (2 kilos for each square meter).

Minimum standard stand area- 9m²

Cost of the raw exhibition space:

1 side of the stand is open-95Eur/m²

2 sides open-105Eur/m²

3 sides open- 120Eur/m²

4 sides open- 130Eur/m²

VAT is excluded.

There is a possibility to rent a standard equipped stand. For costs and other information regarding the standard equipped stand please look at the registration form online.

"Economy package"

Smaller producers/participants are free to purchase an **all-inclusive, fixed price** "Economy package" which includes:

1. Registration fee
2. 4m² of space
3. Light grey carpet (2mx2m)
4. Curved bar table (1 m x 0,5m)
5. Bar chair
6. Company's logo printed (1530x400)
7. A triple power point for electricity (220V/2kW)
8. 2 participant passes
9. Foreign participant's fee (documentation and participant's package):
 - Clearance for documents so wine could be shown in the exhibition
 - Wine storage until the fair
 - Wine transportation to the fair
 - Set of six wine glasses
 - Spittoon
 - Cooling bucket and a dustbin

*Only one company is to be present at the stand (max. 2 representatives), no co-exhibitors allowed. Stand location is predetermined by organiser.

Price TOTAL: **700Eur***

VAT is excluded

For further questions regarding installation of the stand, technical and design queries contact fair's coordinator.

9. Co-exhibitors in the stand

In the same stand, more than one participant related with wine and gourmet products market can participate. In this case, each participant should pay participation fee (180Eur).

10. Fee for foreign participants (documentation and participant's package)

A set fee of **100Eur** per stand includes costs of documents arrangement related with exhibits being sent for the fair, payment of excise duty (for participants from EU, other participants will have to pay customs fees individually), permitted maximum amount of wine per position is **15 litres**.

Information and documents needed:

Company details:

UAB "Duda ir kompanija"
Stumbrų g.15, Vilnius,
LT- 08101, Lithuania
Company code: 300039255
VAT No. LT100001146013
Excise No. LT0000000039T

Documents:

1.e-AD document in electronic system EMCS (Excise Movement and Control System)

or

SAAD simplified accompanying administrative document (documento di accompagnamento semplificato circolazione intracomunitaria dei prodotti già immessi in consumo)

2.Invoice (with 0 eur)

3. Wine description with additional data in excel table (wine title, KN code, litres, %, quantity) (explanatory example is sent by email on request)

Fee includes:

- Clearance for documents so wine could be shown in the exhibition
- Wine storage until the fair
- Wine transportation to the fair
- Set of six wine glasses
- Spittoon
- Cooling bucket and a dustbin
- (Glasses will be replaced for washing as many times as **participant** needs)

Transportation costs from the participant warehouse to organisers warehouse is not included.

All documents and wines should be sent till 10th of April.

Shipping address:

UAB "Duda ir kompanija"
Stumbrų g.15, Vilnius,
LT- 08101, Lithuania

11. Advertising during the Exhibition

Participants may advertise their products within the boundaries of their stands only. Any advertising outside the boundaries of a stand is subject to payment and must be approved by the Organiser.

Participants should inform the Organiser about any public events in the boundaries of their stand prior to using any audio equipment. Should the Participant use loudspeakers, they have to ensure that loudspeakers are directed towards the stand and the sound is isolated by stand partitions. Live music shall not be organized at the stand and can only be held on the Exhibition stage only. Should the

Participant fail to comply with these requirements, the Organiser reserves the right after one warning to remove the noise by terminating the electricity supply.

12. Renting the Exhibition Stage

By paying an additional fee, the Participant may organize shows/presentations on a stage specially prepared for this purpose. Rent conditions and shows/presentations should be coordinated with Mr. Ignas Borovojus ignas@vynoklubas.lt

13. Catalogue (NEW)

This year an interactive internet version of Participants' Catalogue will be published instead of paper version. A standard entry price is included into a registration fee.

Information needed for the web-based catalogue: name of a company, address, e-mail, website address, list of the products presented in the fair, their description and photos, logo of the company. Standard form is sent by email on request.

Deadline for sending this information: **10th of April 2018**. E-mail for sending information: info@vynodienos.lt

For an additional advertising in the catalogue, please contact: info@vynodienos.lt

14. Sponsorship

All the participants and industry-related companies or organisations may support the Exhibition. For more information on sponsorship, please contact us at info@vynodienos.lt

15. Participants' Passes

During the exhibition, the participants and stand maintenance staff are entitled to enter the venue upon presenting Participants' passes. Each **Participant** is entitled to a fixed number of participant's passes in accordance with a size of ordered exposition space: 6m² - 2 passes, 9 m² – 3 passes, 10-29 m² – 5 passes, 30-50 m²– 8 passes, 50 m² or more – 12 passes. The price of the extra pass: 8 Eur.

Participant passes will be sent by email.

16. Invitations

Each **Participant** is entitled to a fixed number of invitations, which provide a free pass to the Exhibition, in accordance with a size of ordered exposition space: 6m² -4inv., 9 m² – 6 inv., 10-29 m² – 8 inv., 30-50 m² – 15 inv., more than 50 m² – 20 inv.

The Participant may order more invitations by paying an additional fee- 13 Eur/ unit.

Invitations will be sent by e-mail.

17. Refusal to Participate in the Exhibition

Upon refusing to participate in the Exhibition and informing the Organiser about it in writing (by registered mail) before 10th of April 2018, the **Participant** shall pay the Organiser 30 % of the participation fee.

Upon expiration of the afore-mentioned term or in case the Participant fails to arrive to the exhibition, the Participant does not reserve the right to terminate the Agreement and shall pay a full (100 %) participation fee.

18. Arrival to the Lithuanian Exhibition and Congress Centre LITEXPO on 02nd May 2018

Upon arrival, an authorised representative of the Participant shall register at the **Information Centre**. **Only the Participants who have fully paid a participation fee shall be registered and provided further service.** The participant shall be provided with all relevant information about work and services provided during the exhibition. Exhibitors are free to enter exhibition area from 09:00 on all three days (Thursday, Friday, Saturday). Loading gates is situated behind Hall 5 and is reachable by auto transport easily. This gate might be opened till 11:00 during both exhibition dates (before the actual start of event) but only after scheduling it before hand with "Litexpo".

19. Transportation of Exhibits and Customs

The participant shall perform transportation, loading and unloading of the exhibits at the territory of the Exhibition at the time provided.

The **participant** shall be responsible for drawing up of customs documentation related to exhibits that are imported to the Republic of Lithuania and compliance with the order stipulated by normative acts and laws of the Republic of Lithuania.

Wines of foreign **participants** can be sent to 'Vyno Klubas' partner, who takes care of documents related with wine delivery. It also stores and delivers wines to the exhibition venue on 02nd May. Wine and all documents should be sent until **10th of April 2018** (see article Nr.10 above).

20. Commerce in the fair

It is prohibited to sale all alcoholic beverages until the end of the exhibition in the entire exhibition area. Organizer has a right to take away drinks from visitors if there are any doubts that they could have been bought in the exhibition.

21. Security

Organizer of the fair ensures general security of the fair. However, organizer does not take any responsibility for the security of personal belongings and exhibits. **Participants** ensure to protect their personal belongings by themselves.

22. Professional visitors

Should you decide not to present your products at this year's exhibition, you are cordially invited to participate as a professional visitor in the programme for professionals. Wine importers and sellers or wine shop staff members are kindly requested to fill in registration forms **before the 25th of April 2018**. **The registration form will be available on www.vynodienos.lt. Professional visitors receive special price for the entrance.**

23. More information

Organisers:
VYNO KLUBAS
www.vynoklubas.lt
Coordinator
Ignas Borovojus
ignas@vynoklubas.lt