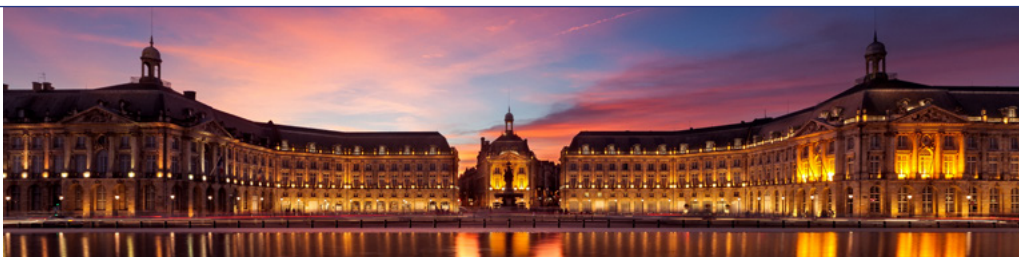




# PARTNERSHIP FILE

14<sup>TH</sup> WORLD  
FILTRATION  
CONGRESS  
**BORDEAUX FRANCE**  
**30 JUNE - 4 JULY 2025**



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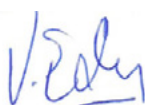
# EDITORIAL

The Société Française des Séparations Fluides Particules (SF2P, France) will be organizing the next World Filtration Congress (WFC14) in Bordeaux from June 30 to July 4. Held every 3 to 4 years, the World Filtration Congresses take place in a member country of the International Filtration Delegates Association (INDEFI). The aim of the WFC, since its creation in 1974, has been to create a meeting place for scientists, engineers and industrialists from all over the world, specialists in filtration and separative techniques, to exchange views on the latest advances in science and technology. Since its inception, the WFC has promoted the development of separation processes in line with the socio-economic challenges of each era. Our organizing committee wishes to continue this mission by placing WFC 14 firmly at the heart of environmental and sustainable development issues.

SF2P's ambition is to offer the best possible welcome to experts from all over the world who will be attending WFC14, and to organize an exceptional event. This is why we have chosen Bordeaux as our host city, renowned for its economic, scientific and, of course, tourist appeal. Bordeaux's existing infrastructure is ideally suited to host all the participants in the dynamic of Nouvelle Aquitaine region.

We'll be taking full advantage of the new Bordeaux Exhibition and Convention Centre. A trade show, bringing together solution providers, principals, designers, consultants, etc., and specific forums will enable visitors to discover the innovations on display and to take advantage of discussions and debates with other professionals. Exchanges between academic researchers and industrial partners will be intensified through specific communications open to exhibitors, or through the creation of meeting spaces. The aim is to promote opportunities for friendly interaction during the event, in order to discuss key topics in the field of separative techniques and filtration. The expected number of participants is 150 exhibitors and around 1 000 visitors (scientists, industrials, stakeholders...).

We look forward to meeting you in Bordeaux, which will also appeal to you with its diverse cultural, artistic, gastronomic and architectural heritage.



**Vincent EDERY**  
Managing Director IFTS



**Professor PONTALIER**  
President of SF2P

# COMMITTEE (Provisional)

## + ORGANISATION WFC14

### CHAIRMAN

Pascal GINISTY  
Pierre-Yves PONTALIER

### FRENCH EXECUTIVE COMMITTEE

Jean-Christophe APPERT COLIN  
Roger BEN AIM  
Corinne CABASSUD  
Christel CAUSSERAND  
Jessica DESABRES  
Vincent EDERY  
Pierre-Colin GERVAIS  
Matthieu JACOB  
Aurelie JOUBERT  
Martine MEIRELES  
Anthony SZYMCZYK  
Marc VALAT  
Eugène VOROBIEV  
Philippe VROMAN

### INTERNATIONAL EXECUTIVE COMMITTEE

Harald ANLAUF (Germany)  
Raja BEN AMAR (Tunisia)  
Steven CHEN (Taiwan, INDEFI)  
Tung-Wen CHENG (Taiwan, INDEFI)  
Kwun-Ho CHOO (Corea, INDEFI)  
Morten CHRISTENSEN (Denmark, INDEFI)  
Courfia Kéba DIAWARA (Senegal)  
Sophie GRZANNA (Germany)  
Wilhelm HOEFLINGER (Austria, INDEFI)  
Ming Chuan HU (Taiwan, INDEFI)  
Masashi IWATA (Japan, INDEFI)  
Nobuyuki KATAGIRI (Japan)  
Gernot KRAMMER (Austria, INDEFI)  
Wallace LEUNG (USA, INDEFI)  
Nandor NEMESTOTHY (Hungary, INDEFI)  
Connie RHEA (USA, INDEFI)  
Urs PEUKER (Germany, INDEFI)  
Eberhard SCHMIDT (Germany)  
Kuo Lun TUNG (Taiwan, INDEFI)  
Qian ZHANG (Germany, INDEFI)

## + SCIENTIFIC WFC14

### FILTRATION

Pascal GINISTY  
Pascal GUIRAUD  
Martine MEIRELES  
Pierre-Yves PONTALLIER  
Marc VALAT  
Eugène VOROBIEV  
Philippe VROMAN

### MEMBRANE

Roger BEN AIM  
Corinne CABASSUD  
Christel CAUSSERAND  
Anthony SZYMCZYK

### GAZ

Jean-Christophe APPERT-COLIN  
Pierre-Colin GERVAIS  
Aurélie JOUBERT  
Dominique THOMAS

### INTERNATIONAL

Harald ANLAUF (Germany)  
Seitgiy ANTONYUK (Germany)  
Raja BEN AMAR (Tunisia)  
Steven CHEN (Taiwan, INDEFI)  
Kwang-Ho CHOO (Korea, INDEFI)  
Morten CHRISTENSEN (Norway, INDEFI)  
Courfia Kéba DIAWARA (Senegal)  
Marco GLEISS (Germany)  
Antti HAKKENEN (Finland)  
Wilhelm HOEFLINGER (Austria, INDEFI)  
Bernhard HOFFNER (Germany)  
Eiji IRITANI (Japan)  
Masashi IWATA (Japan, INDEFI)  
Gerhard KASPER (Germany)  
Nobuyuki KATAGIRI (Japan)  
Bakhtiyor KHUZHAYOROV (Uzbekistan)  
Gernot KRAMMER (Austria)  
Dietmar LERCHE (Germany)  
Wallace LEUNG (USA, AFS)  
Patrick MORSCH (Switzerland)  
Nandor NEMESTOTHY (Hungary, INDEFI)  
Ioannis NICOLAOU (Cyprus)  
Hermann NIRSCHL (Germany)  
Urs PEUKER (Germany)  
Eberhard SCHMIDT (Germany, INDEFI)  
Antony STICKLAND (Australia)  
Christine SUN (USA)  
Steve TARLETON (England)  
Hans THELIANDER (Sweden)  
Kuo Lun TUNG (Taiwan)  
Qian ZHANG (Germany)



# CONGRESS TOPICS

## + GAS SEPARATION

### Fundamentals

- > Theoretical developments
- > Numerical models
- > Testing and standards

### Media separations

- > Fibrous media separations (woven and non-woven)
- > New developments in fiber media
- > Membrane separations
- > New developments in filters and filter assemblies
- > Filter tests systems

### Separation applications

- > Air separation
- > Gas cleaning
- > Nano particle separations
- > Liquid aerosol separations
- > Power industry
- > Automotive industry
- > Aerospace

### Separation instrumentation

- > Sampling methods
- > Particle measurement

## + MEMBRANE SEPARATION

### Fundamentals

- > Theory
- > Modeling and simulation

### Membrane materials, development and characterization

- > Novel membrane development
- > Membrane characterization

### Membrane technologies/processes

- > Forward osmosis
- > Advances in NF and RO
- > Advanced reactors

### Pervaporation, vapor separation

### Membrane distillation

## + LIQUID SEPARATION

### Filtration

- > Fundamentals
- > Modeling and simulation
- > Media characterization
- > Cake filtration and washing
- > Filter aids
- > Technology
- > Backwashing
- > Depth filtration
- > Slurry/particle/liquid/cake characterization

### Solid/Liquid separation

- > Coagulation/floculation
- > Gravity settling
- > Centrifugal separation
- > Flotation
- > Cycloning

### Applications

- > Filtration for the electronics
- > Biomedical separation
- > Solid/liquid separation for the process industries
- > Pulp and slurries concentration

### Filter media and system design

- > Filtration and separation process development
- > Advanced filter media developments
- > Technologies and equipment selection
- > Porous media characterization

### Assisted (hybrid) separation

### Ion exchange and adsorption

### Coalescence, coalescor

## + SUSTAINABLE DEVELOPMENT AND WATER

### Desalination and water treatment

### Wastewater treatment

### Water reuse

### Sludge

### Food and beverage applications

### Cellulose

### Biorefinery

### Eco-extraction/separation biological/vegetal cells

# SUPPORTING ORGANISATIONS

The french hosting "candidature" for WFC14 in 2025 was supported by:

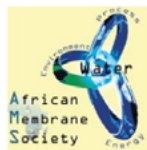
## + UNIVERSITIES



## + COLLECTIVITIES



## + SCIENTIFIC SOCIETIES



## + INDUSTRIALS



# EXHIBITION

A dedicated area will gather the main companies from the filtration industry and be the place for exchange and trade. Booths will be delivered unequipped with “liberté +” formula, equipped with “tradition” formula (minimum of 6sqm) or with the “Prestige +” formula (with a minimum of 12sqm):

## BOOTHS

FORMULA	DESCRIPTION	RATES/SQM VAT EXCL.
<b>LIBERTÉ +</b>	<p>Floor area Single-phase circuit-breaker of 1kW <b>NEW!</b> Cleaning of the carpet every night</p>	<b>490 €/sqm</b>
<b>TRADITION</b>	 <p>Furnitures: 1 table &amp; 2 chairs per booth Floor: carpet Partitions: melamine panels Power supply: Single-phase circuit-breaker of 1kW Lighting Signage: 1 sign with company name and booth number Cleaning of the carpet every night</p>	<b>560 €/sqm</b> <b>NEW EQUIPMENT</b>
<b>PRESTIGE +</b>	 <p>Furnitures: 1 table &amp; 3 chairs (special design) per booth 2sqm locable storage with a fridge of 140L 1 desk 1 display 1 stool Floor: carpet (2 colors possibility) Partitions: melamine panels Power supply: Single-phase circuit-breaker of 1kW Lighting Signage: 1 sign with company name and booth number Cleaning of the carpet every night</p>	<b>660 €/sqm</b> <b>NEW EQUIPMENT</b>

## + NEW VISIBILITY FOR EXHIBITORS IN 2025!

Each exhibitor’s logo or name will appear:

- in the final program
- on the website
- in the WFC app
- Exhibitor badges will give access to the exhibition, coffee-break, lunches and the opening ceremony cocktail on Tuesday evening
- Visitor badges: we settle up free invitations allowing access to the exhibition, coffee-break, lunches only. They don’t provide access to training and conference sessions. Rigorous control will be done at the entrance of the rooms.
- Conference session pass: (FOR EXHIBITORS ONLY) Possibility to buy scientific registration on-site with a reduced price (see page 8)

BOOTH SIZE	EXHIBITOR'S BADGE*	VISITOR'S BADGE**
6sqm	2	2
9sqm	3	3
12sqm	4	4
15sqm	5	5
18sqm	6	6

\*For any additional badge, 250€ VAT Excl. will be charged per person.

\*\*For any additional visitor’s badge, please see page: [www.wfc14.com/registration](http://www.wfc14.com/registration) tag “VISITOR PASS FOR EXHIBITION”

# EXHIBITION

BOOTH SIZE	LIBERTÉ *	TRADITION*	PRESTIGE +*	EXHIBITOR'S BADGE**	VISITOR'S BADGE***
6sqm	3 390 € VAT Excl.	3 810 € VAT Excl.		2	2
9sqm	4 860 € VAT Excl.	5 490 € VAT Excl.		3	3
12sqm	6 330 € VAT Excl.	7 170 € VAT Excl.	8 370 € VAT Excl.	4	4
15sqm	7 800 € VAT Excl.	8 850 € VAT Excl.	10 350 € VAT Excl.	5	5
18sqm	9 270 € VAT Excl.	10 530 € VAT Excl.	12 330 € VAT Excl.	6	6

If you need more sqm, do not hesitate to contact us: see page 11

## IMPORTANT & NEW

### IMPORTANT

\* The handling fees (300€) and public liability and multi-risk insurance (150€) are included in these rates.

**Handling fees:** Costs related to the technical, administrative and financial follow-up of your booth reservation from the receipt of your purchase order until your arrival on site. Handling fees will be doubled in the event of management of a contractual document from the partner.

**Multi-risk insurance:** Exhibitors must take out the insurance of Europa Group at their own expense to the insurers of the group policy drawn up on behalf of the exhibitors and approved by the organizer, "all risk" and liability insurance. Each exhibitor is insured for a mandatory minimum capital of €3,050. See general terms of insurance attached to the partnership file.

\*\* **Exhibitor badges** give access to the exhibition, coffee-break, lunches and the opening ceremony cocktail on Tuesday afternoon.

\*\*\* **Visitor badges give access** to the exhibition, coffee-break and lunches.

## BOOTH ALLOCATION

Upon reception of your order form along with the 100% deposit, the exhibition floor map is sent to you for location selection. Booth location is treated on a first come, first served basis. *Please note that while our PLATINIUM, GOLD, SILVER and BRONZE partners will be given priority to booth location within the exhibition, early commitment will ensure optimum visibility to your company.*

## CONFERENCE PASS

(only for exhibitors)

Access to Sessions & Exhibition

1-Day Pass	300 € VAT* Excl.
Full Day pass	600 € VAT* Excl.

\*10% VAT



### ONLY FOR LIBERTE +

Instead of using the services of your usual booth builders, we will propose you in the technical guide of the exhibition, a solution of booth layout (not compulsory) which answers to the environmental constraints and will allow you to work with reusable materials, to reduce the waste resulting from the construction of the booths and to reduce the construction costs. These solutions can be adapted to your needs.

**Contact :** CO-NECT - Maeva LAVAYSSE - mail: m.lavaysse@co-nect.fr - Tel: 05 57 94 80 80



# INNOVATIONS FORUM & SYMPOSIUM

Forum and symposium organised by the partners of the WFC14 are devoted to the presentation of study results, scientific information or promotion of your services and products. Themes and speakers must be submitted to the scientific and organization committees before January 2025.

## SYMPOSIUM 30 MINUTES

Symposium has no concurrent sessions (only one per timeslot during lunch break. **Available dates and hours to be confirmed**)

### This partnership includes:

- From 200 up to 500 seats room equipped with computers, video projector, and 2 hostesses equipped with badge readers.
- Inclusion of the Symposium on the website and in the final program.
- Publication of the symposium's abstract in the exhibitor's book

*PS: Communication's reservation is subject to the rental of a booth (minimum 6sqm)*

a 200 seats capacity room	<b>5 500 € VAT Excl.*</b>
a 500 seats capacity room	<b>10 000 € VAT Excl.*</b>

## FORUMS 30 MINUTES IN A 120 PEOPLE CAPACITY ROOM

2 forums maximum will take place per time slot and per day. **Available dates and hours to be confirmed**

### This partnership includes:

- A 120 seats room (equipped with computer, video projector, one hostess equipped with badge readers.
- Inclusion of the forum's details on the website and in the final program.
- Publication of the forum's abstract in the exhibitor's book

*PS: Communication's reservation is subject to the rental of a booth (minimum 6sqm)*

**3 500 € VAT Excl.\***

## COMMUNICATION'S RECORDING

On simple request, we organize the A/V record of your forum or symposium

### This price include:

- Technical means of capture (1 robot camera), projection HD, customization of the graphic background in HD and recording on USB key (without mounting point)
- Streaming options: ability to do a stream that allows your prospects or collaborators to follow the live retransmission of your communication on your own site, or on a dedicated website.

**ON DEMAND**

## LECTERN FORUM

Possibility to organise a 10 minutes presentation on the exhibition in a dedicated area during coffee break

*PS: Communication's reservation is subject to the rental of a booth (minimum 6sqm)*

**1 500 € VAT Excl.\***

## IMPORTANT

In order for the content of your forum/symposium to be included in the WFC website and the exhibitor's book, the headline and speakers name and country regarding your symposium or forum **must be provided before March 31, 2025.**

\* These rates do not include your speakers fees (catering, registration, transportation, accommodation)

# ADVERTISEMENT

To promote the conference and to support the organisation, various documents will be released to attendees. We suggest you to enhance your image by booking advertising pages there.

## ADVERTISEMENT ON THE PRELIMINARY PROGRAM

This document will be sent to all the prospect data file in November 2024.

Back cover page (full colour page)	<b>850 € VAT Excl.</b>
2 <sup>nd</sup> cover page (full colour page)	<b>850 € VAT Excl.</b>
3 <sup>rd</sup> cover page (full colour page)	<b>650 € VAT Excl.</b>
Inside page (full colour page)	<b>500 € VAT Excl.</b>

## ADVERTISEMENT ON THE FINAL PROGRAM AND THE BOOK OF EXHIBITORS

This document will be printed and provided to all attendees

Back cover page (full colour page)	<b>850 € VAT Excl.</b>
3 <sup>rd</sup> cover page (full colour page)	<b>750 € VAT Excl.</b>
2 <sup>nd</sup> cover page (full colour page)	<b>850 € VAT Excl.</b>
Inside page (full colour page)	<b>500 € VAT Excl.</b>
½ Inside page (full colour page)	<b>300 € VAT Excl.</b>

## LOGO ON THE EXHIBITION MAP

Your logo in color on your booth location  
A map of the exhibition will be printed and provided to all attendees

**500 € VAT Excl.**

## BAGS INSERTION

You have the possibility to promote your company and your products by inserting your advertisement in the conference bags. 500 documents (approx quantity to be confirmed) must be supplied by your company (one A4 or A5 size). Further information will be provided by the sales administrator team.

DVD or Keys USB	<b>1 000 € VAT Excl.</b>
Letter page on A4 sheet front and back	<b>850 € VAT Excl.</b>
Other	<b>ON REQUEST</b>

## CONFERENCE BAGS EXCLUSIVE PARTNERSHIP

(PROVIDED BY THE ORGANISER OR THE PARTNER)

Conference bags with sponsor and event logos are provided to all conference attendees upon arrival onsite. This sponsorship provides an excellent opportunity for brand/name recognition during the three days of the conference and each time they are reused throughout the year. Your logo on the congress bag and one insert are included in the partnership.

**ON DEMAND**

## PENS & NOTEPAD EXCLUSIVE PARTNERSHIP

(PROVIDED BY THE ORGANISER OR THE PARTNER)

Your pens and notepads will be directly added into the delegate bags.

**ON DEMAND**

## ATTENDEE LANYARDS EXCLUSIVE PARTNERSHIP

Your logo (in 2 colors) will be printed in a highly visible way on the badge-holding lanyards, worn throughout the conference.

**3 500 € VAT Excl.**

## COFFEE BREAKS EXCLUSIVE PARTNERSHIP

Your logo will be placed on the buffet "this coffee break is proposed by..."

**800 € VAT Excl. each coffee break**

# OTHER SPONSORSHIP OPPORTUNITIES

## DIGITAL SPONSORSHIP

### SMARTPHONE APPLICATION

#### EXCLUSIVE PARTNERSHIP

Smartphone application to be used by attendees to search meeting information on their mobile device (news, program, maps, exhibition map, exhibitor list, information, etc). The application will be available for all smartphone devices.

- Company logo or products will be displayed on the opening screen of the application (3 seconds)
- Banners with company logo or products will be viewable on top of every pages of the application
- Promotional information inserted is placed on every signage or printed matter regarding the APP and its QR code
- Your banner on the newsletter announcing the opening of the App. WFC14 downloading

**5 500 € VAT Excl.**

### DIGITAL PRODUCT DESCRIPTION ON THE WFC14 APP

#### in the "partner's widget"

- Strengthen and personalize your communication directly to congress participants but also post-congress visitors!
- Display your company logo with your product with free downloadable product file (max. 10 products)
- A presentation of your company on the final final program and in the congress website

For 10 products max.

**2 000 € VAT Excl.**

### EMAILING

Reach out to the pre-registered participants of the Conference, before and during the Congress to inform them of your presence and stay in touch after the event, to prolong the learning experience.

- Content chosen by the partner
- Provision of datas regarding opening vues and clics with statistics

Per emailing:

**1 500 € VAT Excl.**

### NEWSLETTER'S BANNER

Insert an advertising banner at the top of the newsletters sent to 8 400 email addresses.

- Content of the choice provided by the partner like link, GIF, text (to be define)
- Provision of datas regarding opening vues and clics with statistics

**1 200 € VAT Excl.**

Exclusivity: 1 newsletter = 1 banner = 1 partner

### BANNER ON OFFICIAL WEBSITE

Insert of an advertising banner on the official website [www.wfc14.com](http://www.wfc14.com) during 8 weeks.

Content of the choice provided by the partner like link, animated GIF, text (to be defined)

**1 500 € VAT Excl.**

Per banner (limited to 4 partners)

### GALA DINNER

#### EXCLUSIVE PARTNERSHIP

Thursday 3rd, July 2025

- Your logo and your partnership will be mentioned in the final program
- Your logo and your partnership will be mentioned on the invitation for the dinner
- 10 free invitations
- Possibility to bring your own kakemono at the entrance of the dinner

**10 000 € VAT Excl.**

### MEETING ROOM TO HIRE

(Limited number - first come, first served)

We offer you to receive suppliers, customers, prospective buyers in a convivial and private space located close to the exhibition hall. between 8:00 am and 6:00 pm. It includes tables and chairs.

Meet your client or your partners in a private room in the Congress center.

Rental includes the room one day before the congress till the end of conference

**20 people capacity 3 500 € VAT Excl.**

**For the whole congress**

# OTHER SPONSORSHIP OPPORTUNITIES

## DIGITAL SPONSORSHIP

### VIDEO PROMOTION

For the first time, the Organizing Committee offers you to present a company promotion video of your products or services on the screens located in the exhibition hall.

**800 € VAT Excl. 3/7 minutes**  
**1 200 € VAT Excl. 7/15 minutes**

### BADGE READER MYSCAN LICENCE

Download the MyScan App on your own smartphone or on one of our devices to collect the participants' personal data for commercial purposes by simply scanning their badge .

- Scan participants' badges and upload their contact data GDPR Compliant information (if and as provided in the registration form): Civility / First Name / Last Name / Specialty / Institute / Profession /Department / address / Email / professional number
- Enrich your data sheets with comments, or with a personalized questionnaire (optional). Questionnaire to be sent to us beforehand for configuration.
- Follow the scans LIVE through the dedicated platform .
- Download whenever you want the scanned leads up to 10 working days Post Course

**650 € VAT Excl.**

for the App only (one licence is downloadable on multiple devices, but cannot be used simultaneously)

**850 € VAT Excl.**

for the App + device (a deposit will be requested)

### WIFI

#### EXCLUSIVE PARTNERSHIP

Wireless internet access will be provided to all conference attendee courtesy of the sponsoring company.

Onsite signage will be positioned throughout the conference space and will feature your logo. Your partnership will also appear on the final program.

**3 000 € VAT Excl.**

### OPENING CEREMONY COCKTAIL

#### MULTI SPONSORS PARTNERSHIP

**Tuesday 1st, July 2025**

The official opening ceremony cocktail will take place within the exhibit.

We offer you the possibility to co-finance the cocktail on Tuesday evening. This formula will be limited to 4 multi-sponsoring partners. Cocktail will be spread throughout the exhibition with supply points offered on the exhibition.

- Mention of your partnership in the final program and your logo near the opening ceremony buffet.

**3 500 € VAT Excl. per partner**

# SPONSORSHIP PACKAGES

In addition to the standard sponsorship opportunities described above, we offer a number of packages that provide extensive visibility before and during the conference. Platinum, Gold, Silver and Bronze packages are designed to highlight our majors sponsors.

## PLATINIUM

EXCLUSIV FOR 3 SPONSORS ONLY

### FIRST COME, FIRST SERVED

Your company is mentioned as a "PLATINIUM sponsor":

- on the WFC14 Website
- in the preliminary program
- in the final program
- on the conference screen
- acknowledgment panels to partners
- your logo with a hyperlink on the WFC14 website
- 3 minutes speech during the congress (date and hour to be defined)
- a 30 minutes communication forum or 2 lectern forum on the exhibition
- welcome slide in intersessions
- sponsoring of the smartphone application
- sponsoring of the congress bag (logo)
- 4 Conference Registrations
- insertion in the delegate bag (A4 or brochure)

- priority of choice on the exhibitor space
- a 21 sqm booth (Liberty or Tradition or Prestige)
- 2 MyScan licences to identify visitors on your booth
- 2 e-mailing in order to promote your services or your products
- inside page (full colour page) in the final program

#### Congress gala dinner sponsoring including:

- recognition at the welcome desk
- one pre-booked table for 10 people with 10 invitations to the dinner.
- your logo next to the mention of the gala dinner (all printed matters and internet)

#### Opening ceremony cocktail on Tuesday afternoon sponsoring including:

- your logo next to the mention of the congress (all printed matters and internet)

30 000 € VAT Excl.

## GOLD

Your company is mentioned as a "GOLD sponsor":

- on the WFC14 Website
- in the preliminary program
- in the final program
- on the conference screen
- acknowledgment panels to partners
- your logo with a hyperlink on the WFC14 website
- insertion in the delegate bag (A4 or brochure)
- priority of choice on the exhibitor space

- a 18 sqm booth (Liberty or Tradition or Prestige)
- a 30 minutes communication forum or 2 lectern forum on the exhibition.
- 8 invitations to the gala dinner on thursday afternoon
- 2 MyScan licences to identify visitors on your booth and participation to your forum
- one e-mailing in order to promote your «forum», services or your products
- inside page (full colour page) in the final program

20 000 € VAT Excl.

## SILVER

Your company is mentioned as a "SILVER sponsor":

- on the WFC14 Website
- in the preliminary program
- in the final program
- acknowledgment panels to partners
- a 15 sqm booth (Liberty or Tradition or Prestige)
- your logo with a hyperlink on the WFC14 website
- insertion in the delegate bag (A4 format)
- 4 invitations to the gala dinner on thursday afternoon
- MyScan licences to identify visitors on your booth
- one e-mailing in order to promote your services or your products
- inside page (full colour page) in the preliminary program

15 000 € VAT Excl.

## BRONZE

Your company is mentioned as a "BRONZE sponsor":

- on the WFC14 Website
- in the preliminary program
- in the final program
- acknowledgment panels to partners
- a 12 sqm booth (Liberty or Tradition) or Prestige (+ €1,400)
- your logo with a hyperlink on the WFC14 website
- 2 invitations to the gala dinner on Thursday afternoon

10 000 € VAT Excl.

## RESERVATION

Ask for a quote !

**SPONSORSHIP CONTACT**

EUROPA ORGANISATION - Vincent GRIMALDI

Tel: 00 33 (0)6 52 05 67 71 - FRANCE

We remain at your disposal for any additional information.  
vgrimaldi@europa-group.com

# ACCOMMODATION & TRAVEL



## DO YOU NEED HOTEL ROOMS?

Insight Outside by Europa (IO) is dedicated to help you find the best accommodation near the congress venue at preferred rates and conditions.

For any further information and for your requests for groups of more than 5 rooms, please contact IO, your personal contact:

INSIGHT OUTSIDE / E-mail: [eturbiez@europa-group.com](mailto:eturbiez@europa-group.com)

For bookings of less than 5 rooms, we have set up a dedicated online booking site for this congress: **BOOKING**

### Our services:

- IO selects the hotels, negotiate the rates and bedrooms allotment
- IO makes you the best available hotel offer corresponding to your needs and criteria, manage the hotels options, reservations, and rooming list
- IO manages the hotel's contracts of your reservations, invoicing, and the accounting monitoring of your projects
- IO offers sales support before, during and after the congress. During the congress, we take care of all your last-minute requests.

### Why choosing IO:

- Bubbly and extremely professional team that is 100% customer-orientated
- A qualitative, attractive, and tailor-made offer to optimize your needs
- An easy management of your projects (reservations, invoicing, payments)
- Service which is at your expectation's level
- Privileged hotels partners
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**BOOKING**



# HOW TO BOOK?

## 1 | VALIDATION OF THE AVAILABILITY OF THE OFFERS

Check availability with Vincent GRIMALDI at [vgrimaldi@europa-group.com](mailto:vgrimaldi@europa-group.com)  
Services are allocated on a “first come, first served” basis.

## 2 | RESERVATION

**The reservation will be effective upon receipt of your quotation signed.**

**The signature of the quotation implies the acceptance of the General Conditions of Sales at the end of the partnership file.**

Finally, if you are using an accounting procedure with a purchase order number, you will must imperatively join this number on your quotation.

Without this number your partnership will not be validated.

## 3 | INVOICE

Once the quotation is signed and returned, we will send you an invoice for the amount of 100% of the total price of the order.

## 4 | PAYMENT

The amount must be paid by bank transfer within 60 days from the date of the invoice.

In the event that the acceptance of the order takes place less than 3 months before the event, we will require a payment on receipt of the invoice.

## ASK FOR A QUOTE!

**Vincent GRIMALDI**

**Business Development Manager**

19, allées Jean-Jaurès - 31015 TOULOUSE Cedex 6 - FRANCE

Tel: 00 33 (0) 5 34 45 26 32 - Cell phone: 00 33 (0)6 52 05 67 71

E-mail: [vgrimaldi@europa-group.com](mailto:vgrimaldi@europa-group.com)

**Get in touch with us for further tailored sponsorship opportunities  
according to your needs**

# PARTNER GENERAL TERMS & CONDITIONS OF SALE

Ref 03CP - Updated May 2022

(These General terms and condition are no legal value. They are just a translation of the official French version available on demand)

## 1 DEFINITIONS

**Europa:** means the Europa Group.

**Event:** means the event organized by Europa Group on the Organizer's behalf as defined in the Partnership File and the Technical Guide.

**Exhibitor:** means a Partner which has subscribed for the rental of a space within the exhibition with or without a view to setting up a stand.

**Hosting venue:** means the lessor of the exhibition venue at which the Event is held.

**Organizers:** means the entity made up of Europa and its co-contractor, mentioned in the Partnership File, who together define all of the terms and conditions related to the organization of the Event.

**Partnership File:** means the file provided to the Partner by Europa that presents the Event and details of the offers and options the Partner may subscribe for.

**Safety Regulations:** means the safety regulations drawn up by the Hosting venue; the Safety Regulations are appended to the Technical Guide.

**Stand:** means the physical or virtual exhibition space made available to the Partner, whether delivered bare or pre-equipped.

**Technical Guide:** means the document provided to the Partner by Europa that contains relevant practical information about the Event.

## 2 PREAMBLE

These General Terms & Conditions apply to any Partner (hereinafter, the "**Partner**") participating in an Event organized by Europa in the name and on behalf of the Organizers which have accepted the terms hereof.

The purpose of these General Terms & Conditions is to define the terms under which Europa provides products and services to the Partner in the name and on behalf of the Organizer. They apply without restriction or exception to all purchases of products and services made by the Partner.

In the event of any deficiencies, these General Terms & Conditions shall be supplemented by the catchall provisions of the General Regulations for Commercial Events (RGMC/2015) (*Règlement Général des Manifestations Commerciales*) of UNIMEV, a professional body of which Europa is a member. To obtain these regulations, please contact: [infos@unimev.fr](mailto:infos@unimev.fr) - Tel: +33 (0)1 53 20 20 00

In accordance with article L 441-1 of the French Commercial Code, these General Terms & Conditions of Sale constitute the sole basis of the commercial relationship between the Parties.

## 3 CONTRACTUALIZATION

### 3.1 CONTRACTUAL FRAMEWORK

The Partner is informed that Europa is contracting with the Partner as the representative of the Organizers and that, in all subsequent relations, Europa will act in the name and on behalf of the Organizers vis-à-vis the Partner.

### 3.2 ORDER FORM - QUOTE

3.2.1. In principle, the Partner's application to participate is made using the "Partnership Order Form" attached to the Partnership File (the "**Order Form**"), which the Partner must fill in, sign and return to Europa along with these accepted and signed General Terms & Conditions of Sale.

Unless the Purchase Order is rejected for a legitimate reason as specified below, Europa will formalize its acceptance by sending an order confirmation within 10 days after the Order Form is received.

Europa may only reject an Order Form for legitimate reasons (such as the existence of unpaid invoices, the Partner's failure to comply with its obligations during previous events, the Partner's refusal to accept the General Terms & Conditions of Sale, etc.).

3.2.2. At the Partner's request, Europa may also prepare a customized quote (the "**Quote**") for the Partner. In such a case, acceptance of the order will be materialized by Europa's receipt of the Quote countersigned by the Partner.

3.2.3. The partnership agreement is definitively formed as of the acceptance of the order (formalized, as the case may be, by Europa's transmittal of the order confirmation or by Europa's receipt of the Quote

countersigned by the Partner).

### 3.3 PARTNER'S WITHDRAWAL

3.3.1 The Partner acknowledges and accepts that its commitment is firm and final as from the acceptance of the order as defined in article 3.2 above. After such date, subject to the provisions of article 3.3.2 below, the Partner cannot cancel its order and any withdrawal on its part for whatever reason (including in the event of force majeure) will be without effect vis-à-vis Europa, which shall be entitled to retain the amounts already paid by the Partner, and the balance of the price remaining due by the Partner shall become immediately payable.

3.3.2 If the Partner's order is subject to prior authorization pursuant to the French Public Health Code or equivalent national regulations, the Partner undertakes to carry out this process as soon as possible and to keep Europa immediately informed. If such authorization is denied, the Partner undertakes to send to Europa in writing the reasoned opinion of the competent authority upon receipt thereof.

In this case, if the denial is motivated by a factor tied to the conditions of the Event or to Europa's offer, the Parties undertake to re-examine the order's elements together and to use their best efforts to submit to the relevant authority an amended authorization request within the required time frame. If despite this the authorization continues to be denied, the agreement will be terminated, and the amounts paid by the Partner shall be refunded.

### 3.4 WRONGFUL NON-PERFORMANCE BY THE ORGANIZERS

The Organizers shall be liable for their faults in performing the agreement as provided for by generally applicable law, within the limits of the cap on liability provided for in article 20.

## 4 CONTROL OF THE EVENT

### 4.1 PRIOR REPRESENTATIONS AND ACKNOWLEDGEMENTS

Europa notes that the organization of any Event is a complex undertaking that the Organizers carry out in constant consultation. Such organization requires Europa to coordinate a multitude of service providers and external participants; the actual holding of the Event under the initially agreed upon conditions depends on a series of conditions (which Europa does not control) to be met.

The Partner - which acknowledges that many circumstances are beyond the control of the Organizers and may lead them to have to modify, postpone or, in exceptional cases, cancel the Event - consequently accepts the specific terms provided for herein and in particular those set out in articles 4.2 and 4.3, which are determinative to the undertakings made by the Organizers.

The Partner recognizes in particular that the economic balance of the Event cannot be achieved if the partnerships entered into are not maintained, which constitute an essential element of the Event's financing. As a result, the Partner accepts the provisions stipulated hereafter and expressly acknowledges that the dates and place of the Event do not constitute determinative factors for it, provided that the Event allows it to achieve its promotion and visibility objective.

### 4.2 DETERMINATION AND MODIFICATION OF THE CONDITIONS OF THE EVENT

In view of the various constraints tied to the Event, the Organizers determine the place, date, duration, opening/closing hours and program of the Event.

The Partner acknowledges and agrees that the Organizers will be entitled to make the following changes to the Event, which shall be automatically binding on the Partner:

4.2.1 Subject to 15 days' advance notice being given (except in the case of a Force Majeure Event as described in article 4.3.1 that prevents such notice to be given):

- rescheduling (i.e., bringing forward or postponement) that does not exceed 30 days of the Event's opening and closing dates. Beyond 30 days' rescheduling, the Parties agree to apply the rescheduling rules referred to in article 4.3.2 below.
- change of location.

4.2.2. Without prior notice, including during the course of the Event:

- change to the Event program (provided that the program



- remains related to the Partner's activity).
- modification to the times at which the Event is open and closed to the public.

#### 4.3 RESCHEDULING OR CANCELLATION OF THE EVENT DUE TO FORCE MAJEURE

##### 4.3.1 Force majeure

The Parties agree that, in addition to the cases provided for by law or case law, a force majeure event exists within the meaning of these General Terms & Conditions if it is impossible for Europa to hold some or part of the Event on the date, at the place and/or under the essential terms agreed with the Organizer for reasons that are beyond Europa's control – regardless of whether such reasons were totally unforeseeable, such as: risks to the safety of the Event, administrative prohibition or closure, health crisis, risk of terrorism, restrictions on travel to the place of the Event, exceptional circumstances leading to a significant number of participants or key-contributors to cancel their participation, fire, flood, storm, destruction or unavailability of the premises in which the Event is to be held, strike, etc. (hereinafter a **"Force Majeure Event"**). The Parties expressly agree that the potential consequences of the Covid 19 epidemic may be considered as being a Force Majeure Event within the meaning of these General Terms & Conditions, notwithstanding their foreseeable nature.

##### 4.3.2 Rescheduling

If the Event cannot be held within 30 days of the originally scheduled date due to a Force Majeure Event within the meaning of paragraph 4.3.1, Europa shall notify the Partner of the Event's cancellation as soon as possible (the **"Cancellation Notice"**).

The Organizers may then decide to postpone the Event to a later date occurring within 13 months of the initially scheduled date. In such a case, the Partner's order will be automatically applied to this new Event, and the amounts paid by the Partner in this regard will be credited to its account and allocated to such new Event, unless the Partner uses such credit to pay for any other service the Partner may have otherwise ordered from Europa for the benefit of the same Organizers.

If within three (3) months of the Cancellation Notice Europa does not propose any rescheduling to occur within the aforementioned 13-month period, then the Event shall be definitively cancelled, and the Partner will be reimbursed as provided for in 4.3.3 below.

##### 4.3.3 Definitive cancellation

If the Event is definitively cancelled due to a Force Majeure Event within the meaning of paragraph 4.3.1, the price stipulated in the Partner's order shall be due and must be paid to the extent of 50% of the amount of the order invoiced to the Partner under article 5 as a contribution to covering the external and internal costs already incurred by the Organizers for organizing the Event as of the date of the Cancellation Notice. However, the Organizers undertake to use their best efforts to limit such internal and external expenses as much as possible so as to reduce the share paid by the Partner to the extent possible. Under no circumstances may the Organizers require payment of over 50% of the amount of the order, irrespective of the amount of the expenses incurred to organize the cancelled Event.

The Partner acknowledges that the Organizers shall not be liable if the Event is cancelled due to a Force Majeure Event within the meaning of these General Terms & Conditions.

## 5 FEES AND PAYMENT

### 5.1 FEES

The fees for participating in the Event and for the various options the Partner may subscribe for are described in the Partnership File and are determined by the Organizers.

### 5.2 PAYMENT TERMS

At the time the order is confirmed, Europa will send the Partner an invoice in the amount of 100% of the total price of the order.

The Partner undertakes to pay such amount within 60 days of the invoice issue date if the Event takes place within a period of more than 3 months as from the date the order is accepted, as defined in 3.2.3, or up front if the Event takes place within a period of less than 3 months as from the date the order is accepted.

If payment on the invoice is not received within the prescribed time limit, then, after sending a formal notice that has remained without effect, Europa may declare the termination of the partnership agreement. In such a case, Europa shall be entitled to seek payment of the price. As appropriate, Europa shall be entitled to dispose of the space (stand, session, time-slot, advertising, etc.) reserved by the Partner as it sees fit.

In any case, in the event of a late payment and without any reminder being necessary, pursuant to article L.441-6 of the French Commercial

Code, the Partner shall be liable to pay (i) late payment penalties at the European Central Bank rate plus ten (10) points, (ii) and a flat-rate indemnity of 40 euros for collection expenses. An additional indemnity may be demanded by Europa upon presentation of supporting documentation when the collection costs it has incurred exceed such amount.

### 5.3 VALUE ADDED TAX

Europa complies with the provisions of Directives 2006/112/EC of 28/11/2006 and 2008/8/EC of 12/02/2008 on value added tax (hereinafter **"VAT"**) to determine the VAT regime applicable to the services invoiced. French VAT may in some cases be applied to foreign partners in respect of services invoiced to them by Europa. In such a case, they will be responsible for requesting, either directly or through the intermediary of approved entities, reimbursement of the VAT in accordance with applicable regulations. In no case may Europa be asked to carry out these procedures.

## 6 ALLOCATION OF SPACES AND PARTNERSHIPS

Europa establishes the Event plan and determines: the locations of the Stands, the time slots of the sponsored sessions and the assignment of all the proposals contained in the Partnership File. The allocated Stands (surface area and location), the session time-slots and all the partnerships proposed in the file may be modified by Europa at any time until the Event opens. If the change made concerns the surface area granted, the Partner will be able to claim a pro rata price reduction.

## 7 FITTING OUT PLAN, TAKING POSSESSION AND STAND INSTALLATION

### 7.1 FITTING OUT PLAN

Europa ensures that the Event's general aesthetics, decoration and layout plan is coherent. In this regard, Europa examines all personal construction or installation plans (hangars, tents, advertising or decorative motifs, illuminated signs, etc.) and all special fittings (removal of partitions, floor shimming, etc.) that may be envisaged by the Partner.

The Partner acknowledges and agrees that billboards or signs placed outside the Stands are prohibited in areas that are not reserved for such purpose and that banners are not permitted.

Upon receipt of the Technical Guide and in any event no later than one month before the start of the Event, the Partner shall submit to Europa a detailed plan of its proposal that complies with the construction guidelines set out in the Technical Guide, showing the planned facilities and/or fitting out so that any changes requested by Europa before the start of the Event can be made.

Europa disclaims all liability in the event the Partner is prohibited from opening its Stand due to (i) late transmittal of the detailed plan, (ii) the Partner's refusal to make the modifications required by Europa, or (iii) a rejection of the Stand by the security committee.

### 7.2 TAKING POSSESSION AND INSTALLATION

At the time the Partner takes possession of the Stand assigned to it, the Partner shall cause to be recorded (i) damage to the Stand made available to it and (ii) differences between the surface area of the Stand made available to it and the surface area included on the partnership order form accepted by Europa. These claims must be made to one of Europa's representatives present on the site; at the desk that will be maintained at the general office during the entire Event. Failing this, the Stand will be deemed to have been received (i) in perfect condition and (ii) in the amount of the reserved surface area.

The Partner shall ensure the installation of its Stand at its own expense and under its responsibility, including the routing and assembly of the equipment and materials to be installed there. Stand installation must not under any circumstances damage or modify the exhibition site's permanent installations and must not jeopardize the safety of other Exhibitors or visitors.

The schedule for the assembling and installing the Stands is provided in the Technical Guide that will be sent to the Partner before the start of the Event. The Partner must have completed installation by the dates and time limits set by Europa in the Technical Guide. After such deadline, no packaging, equipment or transport vehicle may access the Event site for any reason whatsoever, regardless of the consequences for the Partner.

## 8 EXHIBITION REGULATIONS AND SECURITY

Throughout the Event (including during the assembly and dismantling phases), the Partner is required to comply with applicable legal and regulatory provisions, including health regulations, the Safety Regulations made available by the venue's Hosting venue, the Technical Guide provided by Europa and any safety measures taken by the public authorities and/or the Organizers and/or the Hosting venue.

The Partner is responsible for any sub-contractors it may call in during the Event.

It is specified to the Partner that the use of the Stands' walls, posts or floors as supports for mechanical forces is strictly forbidden and that the load per square meter must not exceed the values indicated in the Safety Regulations and/or in the Technical Guide.

The opening of the Stand is subject to authorization by the Event's security committee. The Partner or any person duly authorized to represent it must be present at its Stand during this committee's visit. The opening authorization for any Stand that does not comply with the above-mentioned rules may be refused. Similarly, at any time, the security committee may decide to close a Stand that does not meet the security requirements. Europa shall not be liable for such decisions.

In addition, any breach of safety rules (i) may lead to, by decision of Europa, the Partner's immediate, temporary or permanent exclusion without the Partner being able to claim reimbursement of amounts paid or any compensation, and (ii) will lead to the Partner's full and entire liability in the event of damage or disturbance to other Exhibitors or in the event of an accident.

## 9 OCCUPATION OF THE STAND

The Partner undertakes to occupy the Stand assigned to it in accordance with the installation dates defined in the Technical Guide.

A Partner which, for whatever reason, does not occupy its Stand on the day the Event opens or on the installation deadline set by Europa, shall be deemed to have renounced its right to display. Europa may freely dispose of the unoccupied Stand and assign it to another Exhibitor, and the Partner which did not take up the Stand shall not be able to claim any indemnity and/or reimbursement whatsoever or avoid payment of the full price.

The Stand must remain open and furnished throughout the duration of the Event and during all the Event's opening hours. Under no circumstances may the Partner empty its Stand before the Event closes absent Europa's express exceptional authorization.

The Partner must have sufficient competent reception staff to ensure an ongoing presence. Such staff must be perfectly courteous and abstain from any conduct that could inconvenience visitors or other Exhibitors. Europa reserves the right to request the immediate replacement of any person who does not comply with these requirements.

## 10 TRANSFER AND SUBLETTING OF THE STAND

The transfer or subletting (whether free of charge or against payment) of all or part of the Stand is prohibited.

However, with Europa's express written consent, several Exhibitors from the same or complementary professions may occupy a single Stand together. To do so, a request must be made by a main Exhibitor. The application for participation presented by such Exhibitor must accurately list each of the candidates for such group Stand, it being specified that the information requested in this form must be provided for each candidate. The Organizers reserve the right to accept or reject each of these candidates. The rejection of the application of one or more candidates will not allow the others to cancel the reservation for the group Stand. The main Exhibitor of such Stand will be, vis-à-vis the Organizers, personally and jointly liable with the secondary Exhibitor(s) for the payment of the various amounts due on any basis whatsoever to Europa or to any services or equipment provider presented by Europa. The same shall apply to compliance with all the obligations incumbent on the Exhibitors.

## 11 MAINTENANCE OF THE STAND

The Partner must ensure that the Stand made available to it is perfectly conserved and undertakes that it will not damage in any way whatsoever, the walls, floors or ceilings or any equipment provided by Europa.

The Stands must be kept perfectly clean and organized at all times. The Partner must have its Stand cleaned every morning before the Event opens. No packaging and/or container may be stored in or around the Stand. The Partner shall not leave displayed objects and/or materials covered during the Event's opening hours.

## 12 STAND ACTIVITY

### 12.1 ADVERTISING AND COMMUNICATION WITH THE PUBLIC

Any advertising carried out by the Partner must comply with applicable regulations. Advertising may only be carried out inside the Stand and provided that it does not cause any inconvenience. Any advertising that is called out or made with the assistance of a sound device, or by mimes, clowns or other types of attractions, is expressly prohibited.

The delivery of small objects and/or leaflets free of charge is permitted so long as such objects and/or leaflets are not inconsistent with the

Event's image, they are distributed from inside the Partner's Stand and they do not cause any inconvenience. The distribution of advertising balloons is prohibited.

The projection of films or slides, the use of sound amplifiers, the installation of a sound system within the Stand, and the use of computer monitors and television screens are authorized so long as they do not encroach past the Stand's boundaries and do not cause any inconvenience. Europa reserves the right to intervene in the event of an established inconvenience. Only quizzes on content related to the Event can be organized at the Stand with Europa's prior authorization.

Only occasional receptions are authorized, provided that there is no overflow onto neighboring Stands or in the aisles and only during the Event's opening hours.

### 12.2 EXHIBITION AND DEMONSTRATION

The Partner undertakes to present only products, services or equipment that comply with applicable regulations. Explosive materials and, in general, all dangerous or harmful products are not allowed.

All devices and machines on display must be equipped with a safety device, and in particular those whose moving parts may be left unattended by the Partner, even if the barrier provided for by the Safety Regulations has been set up. Devices whose installation or operation may cause an inconvenience or be a source of danger to other Exhibitors or visitors are prohibited.

### 12.3 CASH AND CARRY SALES

The Partner acknowledges and accepts that cash and carry sales are strictly prohibited at the Event. However, the Partner is authorized to take orders at its Stand.

## 13 RELEASING THE SITES

The emptying of Stands, the removal of goods, special decorations and any waste and the restoration of the Stand will be carried out at the Partner's expense and under its responsibility, within the time periods and according to the terms set out in the Technical Guide. If the Partner has not acted within the prescribed time limit, at the Partner's expense, Europa may have the materials remaining in place removed and have the granted space restored.

The Partner or one of its duly authorized representatives must be present at the Stand when dismantling commences and up until the Stand is completely emptied, notably to prevent risks of loss and theft. The mandatory insurance will not cover any losses or theft if this obligation is not complied with.

## 14 COMMUNICATION OPTIONS

The Partner can subscribe for several communication options allowing it to reinforce and optimize its visibility during the Event. The characteristics of and prices for these options are set out in the Partnership File provided to the Partner.

The subscription request for additional communication options shall be made using the Order Form or the Quote drawn up by Europa, under the conditions of article 3 of these General Terms & Conditions.

### 14.1 PUBLICATION OF CONTENT

The Partner's content that is intended for publication (logo, company name, trademark, press release, internet links, advertising, etc.) must be sent by the Partner on the dates and in the format to be communicated in due time by Europa, in order to allow printing, uploading and any corrections within the proscribed deadlines. Europa reserves the right not to perform an option subscription of a Partner who does not comply exactly with these requirements. The Partner risks losing the price paid if it fails to send its content.

The Partner's content is published, distributed, and put online under the Partner's sole responsibility. The Partner represents that it has all the necessary rights for such purpose. The Partner undertakes to guarantee and indemnify Europa against any harmful consequences and for any expenses it will have had to incur to defend itself against any third-party claim and/or action. Europa reserves the right to not publish any content that it deems to involve a risk of its liability. In such a case, and provided that the Partner has complied with all the content transmittal and approval deadlines, the cost of the ordered service shall be refunded to the Partner, and the Partner shall not be able to claim any other compensation.

Although Europa commits to use its best efforts to avoid any factual errors or technical failure during the publication/putting online/insertion/delivery of the content, the Partner recognizes that Europa is only bound to a best efforts obligation (*obligation de moyens*) and that Europa's liability in any case shall be limited to the price paid by the Partner for the selected communication option.

Insertion orders may be sent by the Partner's advertising agency. Pursuant to French law dated January 29, 1993 known as the *Loi Sapin*, the advertising agency will have to possess a mandate from the

Partner and prove this capacity to Europa. Europa shall send the invoice directly to the Partner, with copy to the advertising agency. The Partner will be responsible for paying its agency, as, by law, Europa cannot pay any remuneration to the advertising agency.

#### 14.2 SESSION ORGANIZED BY THE PARTNER

##### 14.2.1 Partner's role

If the option selected by the Partner includes a communication session (hereafter, a "**Session**") organized by the Partner with Europa's support, the Partner shall develop the program for such Session under its sole responsibility.

As such, the Partner will determine the speech subjects, select the speakers, and draw up the speech program. The Partner shall send the draft program it has drawn up to the Organizers on the dates and in the format to be communicated in due course. The Organizers may reject it or request certain modifications if the program is unsuitable in relation to (i) the Event's objectives, or (ii) the economic and/or technical imperatives of the Sessions organized within the framework of this Event.

The Partner is solely responsible for managing relations with the speakers it has selected, in accordance with applicable regulations. The Partner is responsible for paying their registration fees, expenses (travel and accommodation costs) and for the payment of their fees (as the case may be) in accordance with applicable regulations. In this regard, the Partner acknowledges that it is responsible for entering into a written agreement that complies with applicable regulations with each speaker who is a healthcare professional and, if necessary, submitting such agreement to the competent professional authorities. The Partner shall ensure that speakers who are healthcare professionals comply with the applicable regulations in all circumstances and, in particular, the obligation of transparency imposed on them. The Partner acknowledges that, for its part, Europa wishes to enter into an agreement with each Session speaker pursuant to which the speaker authorizes Europa to exploit the rights over his/her speeches in various forms (online in text and video format, in particular). The Partner will so inform the speakers who are scheduled to speak during the Session and will assist Europa such that all the speakers enter into the aforementioned agreement. The text of the agreement is available from Europa on simple request.

##### 14.2.2 Organizers' role

Europa shall ensure the technical and material organization of the Session under conditions that comply with the Purchase Order or the Quote signed by the Partner and shall use its best efforts to maintain in this respect quality that is consistent with the standard of the Event.

In this regard, it provides the following services in particular: it sets the date and time of the Session, taking into account as much as possible the Partner's preferences; it assigns for the conduct of the Session a room of sufficient size and configuration and equipped with the necessary equipment (furniture, audio/video equipment); it purchases the insurance policies necessary in the framework of the organization of the Session; it undertakes to present a certificate to the Partner upon the Partner's simple request; it promotes the Session in the documentation relating to the Event consistent with customary practice; it negotiates and enters into the service contracts necessary for the proper technical and material organization of the Session, other than with respect to specific requests from the Partner, which are the subject of additional purchase orders. It proceeds with the payment of service providers and is responsible for any of their claims, if any.

##### 14.2.3 Responsibilities

The Partner will be fully responsible for the program's content and the speeches given during the Session. It undertakes to guarantee the Organizers against any claim by a third party to which it may be subject in this regard.

The Partner is responsible for managing its relationships with the speakers in accordance with applicable regulations and to ensure that the speakers comply with applicable regulations. The Partner therefore undertakes to guarantee Europa against any claim to which it may be subject in this regard.

The Partner is responsible for informing Europa of any regulations to which it is subject as a result of its activity and that may have an impact on the organization of the Session. The Partner undertakes to comply with such regulations and guarantees Europa against any claim to which it may be subject due to non-compliance with such regulations.

The parties undertake to comply with regulations (in particular health and safety regulations) in force that may concern the organization of the Session.

In the event of a default in the context of the technical and material organization of the Session for the services it is coordinating, Europa shall be liable only for direct damages (*dommages directs*) that may result from breaches of its obligations that are duly proven and

attributable to it, to the exclusion of any indirect losses of any kind. As an exception to article 20 below, its liability to the Partner shall in any event be limited to 20% of the amount of the price paid for the Session.

#### 15 EQUIPMENT RENTAL DURING THE CONVENTION

The Partner undertakes to use the rented equipment in accordance with its customary use and to do nothing nor allow anything to be done that damages such equipment. The Partner shall be responsible for any damage commencing upon delivery and throughout the time such equipment is made available. Damaged or non-returned equipment shall be invoiced to the Partner at its replacement value.

#### 16 ACCESS TO THE EVENT

All persons present on the Event site must wear a name badge. Any person unable to produce their badge may be expelled from the Event. When the Event includes a virtual part, connection to it is reserved for persons duly registered with Europa.

Details about the access policy and the procedures for issuing badges and connections, whether free or paying, are provided in the Partnership File and/or in the Technical Guide sent to the Partner several weeks before the start of the Event.

#### 17 FAILURE TO COMPLY WITH THE RULES APPLICABLE TO THE EVENT

Any breach of the provisions of these General Terms & Conditions and/or the specifications of the Technical Guide and/or the provisions of the Safety Regulations may result in the offending Partner's Stand being closed immediately and the termination of the partnership agreement.

This applies in particular to lack of insurance (art. 18), violation of the rules governing the safety, fitting out and installation of the Stand (arts. 7 and 8), failure to comply with the rules governing the occupation of the Stand, subletting, transfer and maintenance of the Stand (arts. 9, 10 and 11) and failure to comply with the rules governing the Stand's activity (art. 12).

In such a situation, the price paid by the Partner shall remain the property of Europa, without prejudice to any compensation due as damages.

In addition, any item (signs, banners, etc.) affixed in violation of these General Terms & Conditions, the Technical Guide or the Safety Regulations, may be removed by Europa at the Partner's expense, risk and peril, without any prior notice being necessary.

#### 18 INSURANCE

Under applicable regulations, at the time Exhibitors send their Order Form or sign the Quote, they are required to purchase comprehensive insurance cover (*assurance "tous risques"*) and civil liability insurance cover from the insurers under the group policy established for the account of Exhibitors and approved by Europa.

The mandatory insurance premium provides covers, up to a value limit which the Partner may increase by paying an additional premium:

1. Displayed goods, Stand fittings and installations.
2. The Partner's civil liability towards third parties.

In the same way that Europa waives any recourse against Exhibitors and their agents (except in the case of malice), any Partner, by the mere fact of its participation in the Event, also waives any recourse against Europa. The special terms of the conditions of the insurance contract are made available to Exhibitors.

Europa represents that it has taken out an insurance policy covering its professional civil and contractual liability in connection with the Event. Europa undertakes to maintain such policy in force for the necessary time and to present a copy of the insurance certificate upon the Partner's simple request.

#### 19 PERSONAL DATA

Each Party shall be responsible for the processing of personal data, for which it shall determine the purposes and means of processing. Each Party undertakes to comply with the obligations relating to its processing, and in particular those defined in French law no. 78-17 of January 6, 1978 (the "*Informatique et Libertés*" law), as amended, and European Regulation (EU) 2016/679 of April 27, 2016 applicable as of May 25, 2018 (GDPR).

Europa has a Personal Data Protection Policy, the characteristics of which are explained in the document entitled "Privacy Policy" available at <https://www.europa-group.com/en/privacy-policy>.

#### 20 LIMITATION OF LIABILITY

Europa's liability is limited to direct damages (*dommages directs*) that may result from breaches of its obligations that are duly proven and that are attributable to it, to the exclusion of any indirect loss (*préjudice indirect*) of any nature whatsoever.

In any case, Europa's liability to the Partner within the framework of the organization of the Event is strictly limited to the total amount of the Partner's order, except in the case of gross or intentional misconduct. In addition, if the Partner receives an indemnity under the insurance that must be subscribed in accordance with article 18, such indemnity shall reduce any amount due by Europa to the Partner to the extent of such indemnity.

## **21 INTELLECTUAL PROPERTY**

The Partner is and remains the sole owner of its corporate name, trademarks and logos, its domain name and the displayed products and equipment displayed.

As the Event is organized by Europa in a spirit of partnership, the Partner grants Europa a right to reproduce and/or represent its identifying elements (name, corporate name, logos and trademarks in particular), as well as all the products and equipment displayed during the Event. This right is strictly limited to what is necessary or useful for the organization, holding and promotion of the Event and its after-effects, namely in particular the reproduction and representation of the identifying elements referred to above on all visuals and media relating to the Event (catalog, Event website, maps and visuals given to visitors, etc.) and exclusively in the form furnished by the Partner.

The Partner shall not use in its documentation, whatever the nature or media, the Event's trademark, logo or visual identity unless it has received Europa's prior authorization.

## **22 COMPLIANCE WITH REGULATIONS - TRANSPARENCY**

The Parties undertake to comply with laws and regulations and with the ethical principles applicable to their respective activities, as applicable, and represent that they meet all the conditions and possess all the authorizations necessary within the framework of the partnership.

In particular, they undertake to comply with the following regulations.

### **22.1 ANTI-CORRUPTION**

The Parties undertake to act in accordance with anti-corruption laws (in particular, the U.S. Foreign Corrupt Practices Act, the UK Bribery Act, and the French "Sapin" laws).

The Parties undertake that they will not make any business gifts and, more generally, not provide any free services to any of the other Party's employees.

### **22.2 RELATIONSHIPS WITH HEALTHCARE PROFESSIONALS - TRANSPARENCY**

The Parties undertake to strictly comply with the regulations applicable to relations with the medical and healthcare professions and to pharmaceutical product and medical device advertising, in particular when organizing the Sessions (see article 13.2 above).

The Parties undertake to comply with any transparency, publication or reporting obligations incumbent upon them under public health regulations. Each Party undertakes to provide the other Party with all information necessary for it to fulfil these obligations.

### **22.3 LABOR LAW**

The Parties undertake to comply with all their labor law obligations. Europa certifies that the services provided to the Partner will be performed by employees who are employed lawfully in accordance with the applicable labor laws. In particular, Europa declares that it is in compliance with the provisions of the French Labor Code applicable to and concerning the prohibition of undisclosed work and the employment of foreigners without a work permit.

## **23 CONFIDENTIALITY**

The Parties guarantee the strictest confidentiality concerning information, data, databases, materials, samples transmitted by one Party to the other and are marked as confidential. The Parties undertake, throughout the duration of the partnership and for a period of five (5) years after it expires, to use these elements only within the framework of the partnership and within the limits agreed upon by the Parties.

## **24 APPLICABLE LAW AND JURISDICTION**

French law applies to these General Terms & Conditions and to the orders placed under these General Terms & Conditions. In the event of any dispute relating to a partnership, the Parties expressly agree that the courts of Toulouse shall have exclusive jurisdiction, even in the case of multiple defendants.

**TRADE FAIR & TRADE SHOW POLICY INFORMATION FOR EXHIBITORS**

**Insurance policy taken out by the EUROPA ORGANISATION on behalf of exhibitors**

Policyholder: EUROPA ORGANISATION, 19 allées Jean Jaures, 31000 TOULOUSE, France

For further details on this policy, please contact:

Mr G de Malefette, e-mail: [gillesdemalefette@gmail.com](mailto:gillesdemalefette@gmail.com), tel. +33 (0)6 81 26 26 50

Insurance cover is hereby provided for the periods below:

- Damages to equipment, articles and/or merchandise: Cover starts on Sunday June 29<sup>th</sup> at 8:00 and ends on Friday July 4<sup>th</sup> at 23:00- Public liability: Cover starts on Sunday June 29<sup>th</sup> at 8:00 and ends on Friday July 4<sup>th</sup>

**IMPORTANT: OBLIGATORY CONDITION**

The exhibitor's property must remain under their own observation at all times, including during assembly and disassembly work.

**COVER AND EXCESS VALUES**

COVER	INSURED VALUE PER STAND	EXCESS PER CLAIM AND PER EXHIBITOR
<b>DAMAGES TO EXHIBITORS' EQUIPMENT, ARTICLES AND/OR MERCHANDISE</b> Full first risk cover, per exhibitor .....	3,050€	150€
<b>NATURAL DISASTERS</b> .....	As per the benefits shown for the other forms of cover	Current statutory excess and at least that of the damages excess
<b>EXHIBITORS' PUBLIC LIABILITY (outside USA/Canada)</b> <b>All physical injuries, property damage and consequential losses, per event</b> .....	<b>For all exhibitors</b> 5,000,000€	Nil
<b>Including:</b>		
- <b>Food poisoning</b> , per event .....	800,000€	Nil
- <b>Gross negligence</b> : accidents at work and work-related illnesses, all injuries combined, per event, for a maximum per claim of .....	800,000€ 500,000€	Nil Nil
- <b>Environmental damage</b> , all physical injuries, property damage and consequential losses combined, per event .....	50,000€	1,500€
- <b>Property damage and consequential losses</b> , per event .....	800,000€	750€
- with <b>non-consecutive moral prejudice</b> , per event .....	75,000€	450€
- with <b>damages to entrusted property</b> , per event .....	30 000€	450€
<b>LEGAL ASSISTANCE</b>		
- Insurer's maximum commitment, per event	15,000€	
- For litigation costs in excess of	1,500€	

The insurer's maximum commitment for property damage is limited to 500,000€ unless contractually stated otherwise.

- **To qualify for Theft cover, the permanent presence of the insured exhibitor or their agents on the stand is obligatory during assembly and disassembly work.**
- As a partial waiver of the DAMAGES cover exclusion clause, plasma and/or LCD screens are hereby covered. **To qualify for Theft cover, however, plasma and/or LCD screens, and any computers, must be securely attached to the stand by cables or protected by some anti-theft system throughout the period of the event.**

**SPECIAL CONDITIONS**

**1. TERMS USED IN THIS POLICY**

Wherever some definition applies only to one form of cover, this cover is shown in *italics* between *parentheses* next to the term being defined, e.g., *(PL)* for Public Liability cover.

**Accident (PL):** Any incident arising suddenly, without warning and independently of the insured's wishes. For Environmental Damage cover, the occurrence of the damage must also be associated with the causal event and unforeseen by the insured.

**Insured:** The exhibitors at the event, duly signed in.

**Environmental damage (PL):**

- The emission, leakage, disposal or deposit of any substance, whether solid, liquid or gas, released into the air, soil or waters.
- The production of odours, noises, vibrations, temperature changes, radio frequencies, EM propagations or radiation in excess of ordinarily approved local values.

**Other person (PL):** Any entity other than the

Insured. **The following are NOT considered to be Other persons:**

- Any representatives of the insured Company in the exercise of their duties.
- The life partner, parents or children of the Insured or their life partner, where the damages have been caused by the Insured.
- The agents of the Insured in the exercise of their duties for any injury that, under French legislation, must be covered by the Social Security service or for those not covered under Book IV of the French *Code de Sécurité Sociale*, but who may yet seek compensation in cases of gross negligence by their employer.
- Volunteers (PL):** Any individual freely providing their support for the purposes of organising and/or conducting an event.
- Entrusted property (PL):** Any item of personal property belonging to an Other person and entrusted to the Insured and/or used by the Insured or another person and/or exhibited by the Insured or another person as part of the event.
- Property provided – Temporary rental liability**

*(PL):*

- Real estate rented or occupied by the Insured inasmuch as the buildings are to be used for the conduct of the event.
- Personal property for which the Insured may be responsible insofar as it has been leased or entrusted jointly with the real estate made available for the conduct of the event.
- End of cover:** The effective date of the policy's termination, cancellation, expiry or suspension.
- Code:** the French *Code des Assurances* insurance codex
- Premium:** The sum to be paid by Policyholder in exchange for our insurance cover.
- Work/services achievement date (PL):** The date on which the Insured is observed to have fulfilled some 'duty to achieve' incumbent upon them. The fulfilment date may be different to the work acceptance date.
- Delivery date (PL):** The date on which the Insured is observed to have fulfilled some 'duty to deliver' incumbent upon them or the effective date of the provision of some item whereby the



delivery takes it beyond the insured's power, management, control or use.

**Lapse:** The loss of the right to insurance cover for the claim in question.

**Loss (PL):**

**Physical injury:** Any harm resulting directly from some physical injury suffered by an individual.

**Property damage:** Any damage, destruction or disappearance due to theft of some item, or any physical injury to an animal.

- **Consequential loss CL:** Any financial loss resulting from the inability to exercise a right, the interruption of some service being provided by an individual or item or some loss of income arising directly from the occurrence of some 'physical injury' or 'property damage' covered by the policy.

- **Non-consecutive loss NCL:** Any financial loss resulting from the inability to exercise a right, the interruption of some service being provided by an individual or item or some loss of income arising in the absence of any 'physical injury' or 'property damage'.

NCL also refers to consequential losses following on from some property damage affecting any work carried out but not covered by the policy.

**Environmental damage (PL):** Any damage mentioned in the European Parliament and Council Directive 2004/35/CE, i.e., serious or measurable adverse change in a natural resource and/or a natural resource service that it fulfils as constituted by damages affecting:

- Land: any contamination of the soil likely to cause a significant risk to human health.

- Water: Any damages having, or likely to have, a serious negative effect on the ecological, chemical or quantitative status of the water concerned.

- Protected species and natural habitats: Any damage seriously affecting the existence or maintenance of a favourable conservation status for these species or habitats.

**Instalment date:** The date under the policy on which the Policyholder must pay the premium.

**Clothing effects:** Clothing, items of dress, spectacles, leatherwear, motorcycle helmets.

**Cash and valuables (Damages):** Moneys, bank notes, cheques, diners' cheques, stamps of any kind and credit card receipts.

**Exhibitors (Damages):** see 'Insured'.

**Exhibitors (PL):** In accordance with the provisions of Articles 1, 3 and 4 of the Order dated 12 June 2006 concerning the prior declaration of commercial events:

- **Principal exhibitor:** An individual or legal entity who has a direct contract with the organiser of some commercial event and who displays on their stand their own goods or services using their own staff.

- **Co-exhibitor:** An individual or legal entity that, within an exhibition area used by several exhibitors, occupies their own space under their own logo and who displays their own goods or services using their own staff.

- **External exhibitor:** An exhibitor from a EU member state or a 3rd party country whose contract with the organiser shows an address within that state or country or, failing that, who has supplied the organiser with an affidavit as to their nationality.

**Harmful event (PL):** The event that gives rise to the damage or injury.

**Excess:** That part of the indemnified damages that must always be paid by the Insured and only beyond which our cover comes into effect.

**Cover per exhibition:** Our maximum commitment for the coverage of claims arising during the period between the cover start date and its end date.

**Compensation:** The sum due to the Insured under some claim covered by this present policy.

**We = the Insurers:** ALBINGIA, on its own behalf.

**Full first risk (Damages):** Cover is provided up to the sum shown in the 'Cover and Excess Values' table, overriding the proportional benefits rule shown at Article 7.

**Policyholder:** The individual or legal entity who requests and signs the policy and who undertakes to pay the premium under it. Any entity deputising for them, legally or with the agreement of all parties, shall also be considered as the Policyholder.

**Time-bar:** A period, at the end of which some activity can no longer be exercised.

**Claim:** All the harmful consequences of one single event likely to invoke our insurance cover.

**Claim (PL):** Any injury or damages caused to some third party incurring the Insured's liability, resulting from some harmful event and giving rise to one or more claims for damages. **Insurance cover is to be initiated by:** any claim for damages, in or out of Court, made by the victim of a harmful event, or their claimants, and addressed to the Insured or the Insurers.

**It is hereby agreed that:**

- All harmful events having the same specific cause are to be grouped under one single harmful event.

- All the damages that may be imputed to the same harmful event are to constitute a single insurance claim, even if the claims for damages are spread over time, and the date of the insurance claim shall be that of the first claim for damage by some Other person.

**Sub-contractor (PL):** Any individual or business that agrees, on behalf of the Insured as their client, to carry out all or some of some business contract or public tender work for which our Insured is the sole contractor.

**Substitution:** The transfer in our favour of the Insured's right to legal remedy against a liable third party.

**Suspension:** The withdrawal of cover benefits even though the policy has not been terminated or cancelled. The period is to end with the renewal of cover or the termination of the policy.

**Jobber (PL):** A professional service provider who carries out specialist work entrusted by the Insured and who works under the authority, orders and instructions of the Insured.

**Computer virus:** Code or instructions unlawfully introduced into a computer system, regardless of the propagation means or the likelihood of its disturbing the system's operation or any data-processing hardware.

## 2. DAMAGES TO EXHIBITORS' EQUIPMENT, ARTICLES AND/OR MERCHANDISE

### 2.1. PURPOSE OF THE COVER

We provide cover for the Insured's equipment, articles and/or merchandise up to the limits shown in the 'Cover and Excess values' table against risks arising from theft, loss, fire, explosion, water damage and other accidental damage (including natural disasters, bombings, acts of terrorism or sabotage).

This cover is provided within the perimeter of the exhibition.

### 2.2. EXCLUSIONS TO THE DAMAGES COVER

THE FOLLOWING ARE SPECIFICALLY EXCLUDED:

- TRANSPORTATION
- LOADING AND UNLOADING WORK
- ANY MOVEMENT OF THE INSURED EQUIPMENT, ARTICLES AND/OR MERCHANDISE WITHIN THE EXHIBITION PERIMETER WHERE THIS IS UNDERTAKEN OUTSIDE THE BUILDINGS OR STRUCTURES INTENDED TO HOUSE THE EXHIBITION AND ITS VISITORS
- THEFTS FROM VEHICLES PARKED WITHIN THE PERIMETER OF THE EXHIBITION (UNLESS DURING

LOADING/UNLOADING WHERE TRANSPORTATION COVER HAS BEEN TAKEN OUT)

■ THEFTS, DURING THE OPENING HOURS OF THE EXHIBITION (FOR THE PUBLIC OR EXHIBITORS), FROM ANY STAND LEFT UNATTENDED BY THE INSURED OR THEIR AGENTS

■ DAMAGES DUE TO BAD WEATHER WHERE THE INSURED EQUIPMENT, ARTICLES AND/OR MERCHANDISE HAS BEEN LEFT OUTSIDE A PLACE BUILT AND COVERED IN SOLID MATERIAL (DAMAGES DUE TO STORMS, HOWEVER, REMAIN COVERED)

■ CASH AND VALUABLES

■ MERCHANDISE, FOODSTUFFS AND BEVERAGES INTENDED FOR FREE TASTING SESSIONS OR DISTRIBUTION

■ VEGETABLES (UNLESS PUT OUT AS MERCHANDISE, WHICH IS COVERED EXCEPT FOR WILTING)

■ CLOTHING EFFECTS AND PERSONAL ITEMS

■ LIVE ANIMALS

■ JEWELLERY, GOLD, PLATINUM, GILDED SILVER, SILVER, PRECIOUS STONES AND PEARLS (MOUNTED OR OTHERWISE) AND WATCHES WITH A UNIT PURCHASE VALUE IN EXCESS OF 150€ BEFORE VAT

■ FURS

■ BROKEN GLASS, CRYSTAL, PORCELAIN, POTTERY, EARTHENWARE OR PLASTER ITEMS UNLESS THE BREAKAGE WAS CAUSED BY FIRE, EXPLOSION OR THEFT

■ PLASMA AND/OR LCD SCREENS

■ SCRATCHES, FLAKING, CIGARETTE, ETC. BURNS, GRAFFITI, TAGS, CRUMPLING OR STAINS OF ANY KIND

■ OUTSIDE OF MAINLAND FRANCE, ANY DAMAGES, LOSSES, COSTS OR EXPENSES CAUSED DIRECTLY OR INDIRECTLY BY:

- BOMBINGS OR ACTS OF TERRORISM OR SABOTAGE  
- BIOLOGICAL OR CHEMICAL CONTAMINATION RELATED TO A TERRORIST ACT

■ DAMAGES DUE TO THE PRESENCE OR ACTION OF A COMPUTER VIRUS OR SIMILAR

■ ANY DAMAGES ARISING BEFORE THE POLICY COVER CAME INTO EFFECT

■ ANY MECHANICAL AND/OR ELECTRICAL PROBLEMS AN/OR DAMAGE SUFFERED BY EQUIPMENT, ARTICLES AND/OR MERCHANDISE AS A RESULT OF THEIR USE

■ ANY DAMAGE ARISING FROM GRADUAL DETERIORATION, WEAR, LACK OF MAINTENANCE, ATMOSPHERIC HUMIDITY, TEMPERATURE VARIATIONS, MITES OR OTHER PESTS OR INHERENT VICES

■ DELIBERATE ACTS BY THE INSURED

■ ANY SEQUESTRATION, SEIZURE, CONFISCATION, DESTRUCTION OR REQUISITION BY THE CIVIL OR MILITARY AUTHORITIES OR BY ORDER OF THE CUSTOMS AUTHORITIES

■ WAR BETWEEN STATES: THE INSURED IS TO PROVIDE PROOF THAT THE INSURANCE CLAIM WAS DUE TO SOME EVENT OTHER THAN THE WAR BETWEEN STATES

■ CIVIL WAR: THE ONUS IS ON THE INSURERS TO PROVE THAT THE INSURANCE CLAIM WAS DUE TO THIS EVENT

■ ANY DAMAGES, LOSSES, COSTS OR EXPENSES OF ANY KIND WHATSOEVER, CAUSED DIRECTLY OR INDIRECTLY BY SOME NUCLEAR REACTION OR NUCLEAR CONTAMINATION, INDEPENDENTLY OF ANY CAUSE THAT MAY HAVE CONTRIBUTED TO THE DAMAGE OR BROUGHT IT ABOUT, REGARDLESS OF THE SEQUENCE OF THE CAUSES' OCCURRENCE.

### 2.3. PARTIAL RELIEF FROM THE PROPORTIONAL BENEFITS RULE

The proportional benefits rule shown at Article 7 shall not be applied where the value of the property, as at the date of the insurance claim, does not exceed the sum covered by more than 20%.

### 2.4. COMPENSATION IN THE EVENT OF INSURANCE CLAIMS

**Full claims:** A full claim is one in which the replacement or repair costs of the insured equipment is equal to the total compensation value.

The total compensation value is calculated on the basis of the new replacement value, as at the date of the insurance claim, with a depreciation factor set by mutual consent or by expert evaluation.

The total compensation value calculated in this way cannot exceed the insured value.

**Partial claims:** The total compensation value is equal to the total costs of repair for the equipment and/or articles insured, without the application of any depreciation factor.

### 2.5. NATURAL DISASTERS – ANNEX 1

The standard clauses are to be applied for the insurance policies shown at Article L125-1 (paragraph 1) of the French *Code des Assurances*.

### 2.6. COVER FOR BOMBINGS AND ACTS OF TERRORISM

Article L126-2 of the *Code des Assurances* is to be applicable.

## 3. PUBLIC LIABILITY COVER (PL)

### SPECIAL PROVISION:

IN ACCORDANCE WITH ANY DECISIONS BY THE COUNCIL OF EUROPE TO TAKE SANCTIONS AGAINST CERTAIN STATES, THE COVER UNDER THIS POLICY SHALL BE INAPPLICABLE:

- WHEREVER THE INSURERS ARE PROHIBITED FROM PROVIDING INSURANCE POLICIES OR SERVICES DUE TO STATUTORY OR REGULATORY SANCTIONS, RESTRICTIONS OR PROHIBITIONS,

OR

- WHEREVER THE INSURED PROPERTY OR ACTIVITIES ARE SUBJECT TO ANY STATUTORY OR REGULATORY SANCTIONS, RESTRICTIONS, EMBARGOES, IN WHOLE OR IN PART, OR PROHIBITIONS.

↑ THIS INSURANCE COVERS PUBLIC LIABILITIES DERIVING FROM THE PROVISIONS OF THE FRENCH CODE CIVIL, SOME OTHER CODEX, LEGISLATION OR REGULATIONS, DIRECTIVES, JURISPRUDENCE, PROFESSIONAL CUSTOMS AND PRACTICE OR OTHERWISE, WHETHER THE LEGAL BASIS IS FRENCH, FOREIGN, EUROPEAN OR INTERNATIONAL.

↑ THIS INSURANCE COVER IS APPLICABLE UP TO THE TOTAL INSURED VALUES AFTER DEDUCTION OF ANY EXCESS VALUES AS SHOWN IN THE 'COVER AND EXCESS VALUES' TABLE.

### 3.1. PURPOSE OF PUBLIC LIABILITY COVER

We provide cover for the financial consequences of any public liability that the Insured may incur as a result of physical injury, property damages or consequential losses caused to some other person and arising during the exhibition as a result of their own actions, those of their agents or volunteers or due to their properties and furniture and any animals for which the Insured is the owner or in charge of.

### 3.2. EXTENSIONS

#### Non-consecutive losses

For non-consecutive losses, cover will be granted where these result exclusively from one or more accidental events, as listed below:

- Shocks, spills, breakages, failure or some sudden collapse of furniture or property in a good state of repair and working order and of which the Insured is the owner or is in charge of or using, or fires, explosions or sudden water damage arising inside or outside the premises that they own or are in charge of
- Some faulty use by the Insured or their agents.

#### Food poisoning

We provide cover for:

- a) The Insured's public liabilities arising from physical injuries caused to another individual, including co-workers, where such injuries are

not covered under the terms of accidents at work legislation and where the source is some product prepared and/or served in the company's restaurants or delivered by caterers provided for the staff.

- b) In partial waiver of the **M** clause under Exclusions, any public liabilities that may be incurred by the Insured subsequent to any physical injuries arising from food poisoning or other poisoning caused by drinks or other food products prepared and/or supplied by them, whether paid for or free, or caused by the accidental presence of some foreign body in the said foodstuffs, where suffered by the visitors or other participants at the exhibition.

■ ANY INJURIES CAUSED BY THE DISTRIBUTION OF THE COMPANY'S PRODUCTS AS PART OF SOME SALES PROMOTION ARE HEREBY EXCLUDED.

#### Wilful misconduct

We provide cover for the vicarious public liabilities of the Insured with regard to any of their agents falling victim to some physical injury caused by a co-worker and acknowledged as wilful misconduct under Article L452-5 of the French *Code de la Sécurité Sociale*.

■ THE REIMBURSEMENT OF ANY ADDITIONAL CONTRIBUTIONS AS SHOWN AT ARTICLE L242-7 OF THE *CODE DE LA SÉCURITÉ SOCIALE* IN PUNISHMENT OF THE EXCEPTIONAL RISK GENERATED BY THE MISUSE OR FAILURE TO OBSERVE THE REQUIRED SAFETY MEASURES IS HEREBY EXCLUDED.

#### Gross negligence

In partial waiver of the **L** clause of the Standard Exclusions section, where an accident at work or an occupational illness affecting one of the Insured's agents is the result of some gross negligence by the Insured or someone deputising for them in the management of the business, we provide cover for:

#### 1) The reimbursement of any sums owed to the primary health insurance fund (CPAM)

- a) As additional contributions under Article L452-2 of the *Code de la Sécurité Sociale*
- b) As additional compensation liable to be claimed by the victim under Article L452-3 of the *Code de la Sécurité Sociale*

#### 2) The settlement of any additional compensation due for damages not covered under Book IV of the *Code de la Sécurité Sociale*:

- a) To the victim
- b) To their claimants: any person having a legal relationship with the victim or any person that, in the absence of such a relationship, can prove a relationship of sufficient stability with the victim to seek compensation for material damages or moral prejudices as a result of their death in compensation for physical injuries not covered under L452-3 of the *Code de la Sécurité Sociale*.

■ THE FOLLOWING ARE HEREBY EXCLUDED:

■ THE CONSEQUENCES OF SOME GROSS NEGLIGENCE ATTRIBUTED TO THE INSURED, WHERE:

- THEY HAVE BEEN PENALISED PREVIOUSLY FOR SOME INFRINGEMENT OF THE HEALTH & SAFETY AT WORK PART OF THE FRENCH *CODE DU TRAVAIL* AND ANY ENABLING LEGISLATION,
- THEIR LEGAL COUNSEL DELIBERATELY DID NOT MEET THE REQUIREMENT TO COMPLY WITHIN THE PERIOD LAID DOWN BY THE RELEVANT AUTHORITY.

■ THE REIMBURSEMENT OF ANY ADDITIONAL CONTRIBUTIONS AS SHOWN AT ARTICLE L242-7 OF THE *CODE DE LA SÉCURITÉ SOCIALE* IN PUNISHMENT OF THE EXCEPTIONAL RISK GENERATED BY THE MISUSE OR FAILURE TO OBSERVE THE REQUIRED SAFETY MEASURES.

The total annual value of the cover is to be set against the year during which the action in respect of the gross negligence was initiated.

#### Use of motor vehicles by the agents

The agents of the Insured may use land-based motor vehicles, for which the Insured is neither the owner nor responsible, for business purposes or to travel between their places of residence and places of work, and vice versa.

In such cases, the Insured must make their permission for their staff to use such a vehicle subordinate to an adequate insurance policy suited to the use to which the vehicle may be put. In the event that this provision is not met and that the Insured, in good faith, is unaware of the absence or invalidity of such a vehicle policy, this insurance policy will cover:

- a) The Insured's vicarious public liabilities in respect of physical injuries, property damages and consequential losses caused to another person.
- b) The Insured's vicarious public liabilities under Article L455-1-1 of the *Code de la Sécurité Sociale* with respect to one of their agents in the event of an accident as defined at Article L411-1 of the *Code de la Sécurité Sociale* arising on a road open to public traffic and involving a land-based motor vehicle if driven by the employer, an agent or an individual belonging to the same business as the victim.

■ THE FOLLOWING ARE HEREBY EXCLUDED:

■ ANY DAMAGES SUFFERED BY THE VEHICLE BEING USED

■ THE PUBLIC LIABILITIES OF THE AGENTS

#### Travel accidents between co-workers

We provide cover for the vicarious public liabilities of the Insured in respect of any physical injuries that their agents may cause one another when travelling between their places of residence and places of work and vice versa, in accordance with Article L455-1 of the *Code de la Sécurité Sociale*.

#### Legal actions by compulsory welfare insurance organisations

We provide cover for the Insured's public liabilities in the event of some claim lodged by the Social Security services or any other compulsory welfare insurance organisation in respect of physical injuries caused to any individual where their coverage by these organisations is not the result of some family relationship to the Insured.

■ PHYSICAL INJURIES CAUSED BY THE INSURED TO THEIR LIFE PARTNER ARE HEREBY EXCLUDED.

#### Volunteer assistance

We provide cover for the Insured's public liabilities with respect to physical injuries, property damages and consequential losses caused and/or suffered by:

- a) Volunteers, **except during periods where they exercise the duties entrusted to them covered only for those damages that, under French legislation, must be covered by the Social Security services or under their own statutory provisions.**
- b) Those individuals who freely provide their assistance during some act of help or rescue (including those under some support agreement).

#### Removal of obstructions

We hereby cover the Insured's public liabilities in respect of property damages and consequential losses suffered by property that they neither own nor are in charge of, but which must be moved some critical distance in order to prevent its forming an obstruction to the declared activities.

#### Environmental damage

We provide cover for the Insured's public liabilities in respect of physical injuries, property damages and consequential losses caused to another person by pollution of the atmosphere,

waters or land, or any other environmental damage insofar as such damages are of an accidental nature.

Environmental damages are only covered where they result from one of the following events:

- Breakage of some part, machine or installation
- Unforeseen dysfunction of some mechanism
- Fire or explosion: **but excluding those arising within the premises owned by the Insured or for which they are responsible in any way**
- Faulty use

Insofar as these events match the definition of an accident as defined in the Definitions section.

■ THE FOLLOWING ARE HEREBY EXCLUDED:

- ANY PROPERTY DAMAGES AND CONSEQUENTIAL LOSSES WHERE IT IS PROVEN THAT THESE WERE CAUSED OR AGGRAVATED BY POOR CONDITION, INADEQUACIES OR FAULTY MAINTENANCE OF SYSTEMS INTENDED TO PREVENT ENVIRONMENTAL DAMAGE AND THAT THIS POOR CONDITION, INADEQUACY OR FAULTY MAINTENANCE WAS KNOWN, OR SHOULD HAVE BEEN KNOWN, TO THE INSURED OR, WHERE THE INSURED IS A LEGAL ENTITY, ANY INDIVIDUAL MANAGER OF THE BUSINESS
- ANY FEES TO BE PAID BY THE INSURED IN ACCORDANCE WITH ARTICLES 12, 14 AND 17 OF THE ACT No. 64-125 OF 16 DECEMBER 1964, EVEN IF THESE FEES WERE INTENDED TO PUT RIGHT SOME SITUATION CONSECUTIVE TO THE POLLUTION DAMAGES GIVING RISE TO THE COVER
- NON-CONSECUTIVE LOSSES
- ENVIRONMENTAL DAMAGES

### Entrusted property

We provide cover, as a partial waiver of the exclusion clause Q in the Exclusions paragraph, for the Insured's public liabilities in respect of any property damages and consequential losses suffered by property entrusted to them for any tasks falling within the framework of the insured exhibition.

■ THE FOLLOWING PROPERTY DAMAGES AND CONSEQUENTIAL LOSSES ARE HEREBY EXCLUDED:

- THOSE SUFFERED BY THE ENTRUSTED PROPERTY OUTSIDE THE PREMISES USED FOR THE EXHIBITION
- THOSE CAUSED BY SOME DISAPPEARANCE OR THEFT TAKING PLACE WITHIN THE PREMISES OWNED BY THE INSURED OR FOR WHICH THEY ARE RESPONSIBLE
- THOSE OCCURRING IN TRANSIT, INCLUDING DURING LOADING AND UNLOADING OPERATIONS
- THOSE AFFECTING SERVICES INVOICED BY THE INSURED AND REPRESENTING ADDED VALUE
- THOSE DIRECTLY ORIGINATING FROM THE REPAIR, PROCESSING, MACHINING OR MODIFICATION OF THE ENTRUSTED PROPERTY

## 3.3. STANDARD PROVISIONS

### 3.3.1. Joint liabilities

This policy covers the consequences of any joint liability convictions that may be awarded against the Insured.

### 3.3.2. Subcontractors and jobbers

As part of their declared activities, the Insured may carry out certain tasks using subcontractors or jobbers. We provide cover for the public liabilities of the Insured in the event that any claim is made against them in respect of physical injuries, property damages, consequential losses and non-consecutive losses caused to another person by the said subcontractors or jobbers, provided that the Insured has not abandoned any legal remedies or third party claims against them.

### 3.3.3. Arbitration

If the Insured is required to sign contracts under which the parties intend to settle their disputes by means of arbitration, such cover may be granted under this present policy, provided that:

- The arbitration is entrusted to:
  - For international contracts; the international Chamber of Commerce

- For national contracts; some institutionalised French arbitration chamber

- We are involved in the organisation and follow up of the arbitration procedures, in particular, the drawing up of any compromise solution, the selection of the arbitrators and the definition of their tasks.

**Where reference is made to some form of arbitration other than the above, cover can only be extended to the Insured with our prior agreement.**

### 3.3.4. Provision of cover over time

This policy covers the Insured against the financial consequences of insurance claims, provided that the claimable event took place before the termination or expiry of the cover and that the first claim for damages was sent to the Insured or their Insurers between the effective start date of the cover and the end of a period after its termination or expiry as shown in the policy, regardless of the date of any other element of the insurance claim. To this end, cover is hereby granted to claims drawn up for damages arising before its start date but unknown to the Insured at the time of taking out the policy.

NOTWITHSTANDING, THIS POLICY COVERS CLAIMS ONLY WHERE THE HARMFUL EVENT BECAME KNOWN TO THE INSURED AFTER THE TERMINATION OR EXPIRY DATE IF, AT THE TIME THAT THE INSURED BECAME AWARE OF THE HARMFUL EVENT, THE COVER HAD NOT BEEN RENEWED OR HAD BEEN RENEWED ON THE BASIS OF INITIATION BY THE HARMFUL EVENT. THE INSURERS WILL NOT COVER THE INSURED AGAINST THE FINANCIAL CONSEQUENCES OF INSURANCE CLAIMS WHERE IT CAN BE PROVEN THAT THE INSURED WAS AWARE OF THE HARMFUL EVENT AT THE TIME OF TAKING OUT THE POLICY.

The subsequent lifespan of the cover is to be five years from the date of its termination or expiry.

Where the policy taken out by an individual for their own business activity is the final cover before the closure of their business activity or decease, the subsequent lifespan of the cover is to be raised to ten years.

In the event of their restarting the same activity, the lifespan is to be reduced to a period between the policy's expiry or termination date and the date the business was restarted but this period cannot be less than five years or any period agreed contractually.

The application of the subsequent coverage period only concerns public liability cover, to the exclusion of any cover in respect of insurance for damages leading to the payment of compensation to the Insured.

### 3.3.5. Values insured

Values insured are determined per event except where the wording "per event and with a minimum per claim" appears in the "Cover and Excess values" table.

When the value insured is determined per event, it diminishes progressively with each payment made.

The values insured constitute the limit of our cover irrespective of the number of persons benefitting from the status of an insured party.

**The threshold applicable to the cover triggered in the subsequent period is unique for the entire period.**

This limit is specific and only applies to the claims triggering coverage during this period.

It is equal to the limit in effect for the coverage triggered during the year preceding its termination or expiry, and the coverage limits per claim or those constituting a sub-limit of the main coverage also apply.

These amounts diminish progressively with any

compensation or fees paid during the subsequent period and cannot be reconstituted.

### 3.3.6. Geographic scope of coverage

The coverage afforded by this policy extends worldwide EXCEPT FOR USA/CANADA. If, due to the location of the loss, French legislation is not applicable, the cover extends, as per the provisions of the policy, to the monetary consequences of the PL the insured may incur pursuant to local legislation.

■ ANY CLAIMS ORIGINATING FROM INSTALLATIONS, PREMISES, PERMANENT BRANCHES, OR PROPERTY ON LOAN LOCATED IN, OR OF WHICH THE BUSINESS ACTIVITY(IES) IS/ARE CONDUCTED OUTSIDE METROPOLITAN FRANCE OR THE PRINCIPALITIES OF MONACO AND ANDORRA, ARE EXCLUDED FROM THIS COVER.

**Special clause applicable to the United States of America and Canada.**

**When the insurance is established and a claim is filed by the insured, we cover bodily damage, damage to property and consequential bodily damage caused to third parties during an event in USA/Canada, for a period not longer than 3 months per event.**

**Without waiving the other clauses of the policy, it is agreed that the following provisions shall apply to losses incurred in the United States of America and/or Canada:**

- Coverage amounts to 5,000,000 Euros per event for all bodily injury, material and immaterial damage taken in the aggregate; the sub-limitations provided for in the coverage table remain unchanged.
- The excess values on all types of damage including bodily damage amount to 7,625 Euros per claim.

Legal and lawyer's fees are included in the coverage amounts.

■ THE FOLLOWING ARE EXCLUDED

- NON-CONSECUTIVE LOSS
- SUPPLEMENTARY COMPENSATIONS OWED BY THE PARTY CAUSING THE DAMAGE (I.E. PUNITIVE DAMAGES OR EXEMPLARY DAMAGES);
- LIABILITY CONSECUTIVE TO ENVIRONMENTAL DAMAGE.

### 3.3.7. Settlement of claims

Procedure, transaction:

In the event of a third party claim with respect to liability insured by a policy, we may, within the limits our coverage:

- before civil, commercial or administrative jurisdictions: provide for the defence of the insured, direct the proceedings and take appropriate legal action,
- before criminal jurisdictions: exercise the faculty, should the victims maintain their interest, with the agreement of the insured, direct the defence in criminal matters or join it. Failing this agreement, nonetheless provide the defence of the insured's civil interests. We may take all appropriate action on behalf of the insured, including appeal to the supreme court, when the criminal liability of the insured is no longer entailed. Otherwise, we can only take action with the agreement of the insured.

We alone are entitled, within the limits of our cover, to compromise with injured parties or their assigns.

No acknowledgement of liability and no transaction attempted without our knowledge, are not binding upon us. The admission of a material factor or the sole fact of having provided emergency care in circumstances in which any person has the legal or moral duty to do so are not considered to be an acknowledgement of



liability.

#### **Purchase of an annuity:**

If the compensation allocated to a victim or his/her assigns consists of an annuity and if the purchase of securities is ordered to guarantee its payment, we use the available portion of the insured benefits to constitute said guarantee. If no special guarantee is ordered by a judicial ruling, the value of the annuity benefits is calculated according to the rules applicable for calculating the mathematical reserve of this annuity. If this value is less than the available sum, we bear the full cost of the annuity; otherwise, we only bear the portion of the annuity corresponding to the available portion of the insured benefits.

#### **Payment:**

In the framework of international conventions, we are only under the obligation to pay the compensation determined by the French judicial authorities and foreign jurisdictions whose decision has received approval on national territory. Compensation is payable in France and in euros.

The coverage limits determined in the Cover and Excess values Table include the principal, interests, fees for settlement, procedure or proceedings in addition to lawyers' or attorneys' fees.

#### **3.3.8. Legal assistance**

These provisions pertain to the liabilities defined by the PL coverage. Thus, and in the framework of the activities declared, We undertake:

#### **Defence:**

##### **- Inexcusable conduct**

- To provide defence of the insured employer in amicable or legal settlements based on articles L.452-1 to 4 of the Social Security Code filed against him/her with a view to ascertaining his/her inexcusable conduct and/or that of the person he/she may have substituted as a manager of the company.
- To provide defence of the insured and its agents against criminal jurisdiction in the event of suits for involuntary homicide or injury subsequent to a vocation accident or illness affecting an agent of the insured.

##### **- Other cases**

- To provide defence of the insured when the latter is sued in a criminal court for losses covered by the policy.

#### **Remedies:**

When the dispute is greater than the amount determined in the Cover and Excess Values Table, to claim, either amicably or in any court, monetary compensation for:

- Bodily damage sustained by the insured,
- Consecutive Material and Immaterial losses to movable and real property used for operating purposes, incurring the liability of others.

#### **Legal assistance application management:**

The Defence and Remedies legal assistance applications are processed by a legally independent company: INTERIURA France (9/15, rue Paul Doumer 92508 RUEIL MALMAISON Cedex) which meets the requirements of the Insurance Code.

#### **Choice of a lawyer**

The insured is free to choose a lawyer or any other person qualified by applicable legislation or regulations:

- **To defend, represent or service its interests** in the circumstances provided for in the paragraphs Defence and Remedies.
- **To assist**, whenever a conflict of interest arises between it and us.

#### **Conciliation attempt**

Any disagreement between the insured and us must give rise to a conciliation attempt through a third party appointed:

- by mutual agreement,

- failing this, by the Presiding Judge at the Magistrates' Court ruling in chambers at the initiative of the most diligent party. The costs of these proceedings are supported by us, except where a decision to the contrary is returned by the Presiding Judge at the Magistrates' Court should the insured's claim be deemed abusive.

#### **3.4. EXCLUSIONS SPECIFIC TO PL COVERAGE:**

##### **■ THE FOLLOWING ARE EXCLUDED**

**A. LOSSES CAUSED BY MOTORISED LAND VEHICLES AS PER ARTICLE L 211-1 OF THE CODE, AIRBORNE DEVICES OR VEHICLES, MOTORIZED MACHINES OR VEHICLES, WHETHER MARITIME, FLUVIAL OR LACUSTRINE OWNED, OPERATED OR DRIVEN BY ANY PERSON FOR WHOM IT IS CIVILLY LIABLE;**

##### **B. LOSSES CONSECUTIVE TO:**

- 1) ANY PARTICIPATION AS A COMPETITOR OR ORGANISER BY THE INSURED OR PERSONS FOR WHOM IT IS CIVILLY LIABLE, IN WAGERS, MATCHES, RACES OR SPOTS COMPETITIONS FEATURING ON THE SCHEDULE OF A SPORTS FEDERATION OR IN PREPARATORY TRIALS PRIOR TO THESE EVENTS;**
- 2) DURING THE TRIALS OR COMPETITIONS SUBJECT TO COMPULSORY INSURANCE PURSUANT TO ARTICLE 11 OF THE DECREE DATED 16/05/2006 ON CONCENTRATIONS AND EVENTS HELD ON OPEN ROADS OR IN PLACES NOT OPEN TO PUBLIC TRAFFIC AND INCLUDING PARTICIPATION BY MOTORISED LAND VEHICLES AND ITS ENFORCEMENT ORDER DATED 27/10/2006;**

##### **C. LOSSES CAUSED BY:**

- 1) FOREIGN WAR:** the insured must prove that the claim arises from an event other than a foreign war,
- 2) CIVIL WAR, ANY ACT OF TERRORISM OR SABOTAGE OCCURRING AS PART OF A CONCERTED ACTION, TERRORISM OR SABOTAGE, RIOTS, POPULAR MOVEMENTS, STRIKES AND LOCK-OUTS;** we must prove that the claim arises from one of these events;

**D. LOSSES CAUSED BY DAMS, DIKES AND ANY WATER RESERVOIRS HIGHER THAN 5 METRES AND/OR LONGER THAN 30 METRES;**

##### **E. LOSSES OR AGGRAVATION TO DAMAGE CAUSED BY:**

- 1) WEAPONS OR DEVICES INTENDED TO EXPLODE BY MEANS OF A CHANGE IN THE STRUCTURE OF THE ATOMIC NUCLEUS;**
- 2) ANY NUCLEAR FUEL, RADIOACTIVE PRODUCT OR WASTE OR ANY OTHER SOURCE OF IONISING RADIATION IF DAMAGE OR AGGRAVATION OF DAMAGE DIRECTLY AFFECTS A NUCLEAR INSTALLATION OR INCUR THE SOLE LIABILITY OF AN OPERATOR OF A NUCLEAR PLANT OR ORIGINATE IN THE PROVISION OF GOODS OR SERVICES INVOLVING A NUCLEAR FACILITY;**
- 3) ANY SOURCE OF IONISING RADIATION USED OR INTENDED FOR USE OUTSIDE OF A NUCLEAR FACILITY FOR INDUSTRIAL, COMMERCIAL, AGRICULTURAL, SCIENTIFIC OR MEDICAL PURPOSES.**

However, the last provision does not apply to damage or aggravation of damage caused by sources of ionizing radiation (radionuclides or X-ray devices) used or intended for use in

France, outside of a nuclear facility, for industrial or medical purposes, when said nuclear device:

- a) uses radioactive substances not requiring authorisation within the framework of the regulations pertaining to Classified Installations for the Protection of the Environment (Article R.511-9 of the Environmental Code),
- b) does not require authorisation by virtue of the regulations relative to health hazards linked to the environment and the workplace (Article R.1333-23 of the Public Health Code).

**F. ANY LOSS OR DAMAGE AND THEIR BODILY, MATERIAL OR IMMATERIAL CONSEQUENCES DIRECTLY OR INDIRECTLY LINKED TO THE PRESENCE OR USE OF ASBESTOS, LEAD, FORMALDEHYDES, NOXIOUS MOULDS, MTBE (METHYL TERT-BUTYL ETHER), THE FOLLOWING PERSISTENT ORGANIC POLLUTANTS: ALDRIN, CHLORDANE, DDT, DIOXINS, DIELDRIN, ENDRIN, FURANE, HEPTACHLOR, HEXACHLOROBENZENE, MIREX, PCB, TOXATHENE.**

**G. LIABILITIES AS DETERMINED IN ARTICLES 1792 ET SEQ ET 2270 OF THE CIVIL CODE (10-YEAR LIABILITY, GUARANTEE OF GOOD WORKING ORDER) IMPOSED UPON THE INSURED OR A LIABILITY OF THE SAME SORT ARISING FROM FOREIGN LEGISLATION.**

**H. THE CONSEQUENCES OF UNDERTAKINGS CONVENTIONALLY ACCEPTED BY THE INSURED INSOFAR AS THEY INCREASE THE STRINGENCY OF THE INSURED'S LIABILITY BEYOND THAT IMPOSED UPON IT HAD SAID UNDERTAKING NOT EXISTED.**

**I. THE CONSEQUENCES OF THE PERSONAL LIABILITY OF THE COMPANY OFFICER.**

**J. FINES AND OTHER PENAL SANCTIONS, PENALTIES FOR LATENESS INFLECTED PERSONALLY UPON THE ENSURED.**

**K. THE CONSEQUENCES OF THE NON-PAYMENT OR NON-RETURN AND ITS CONSEQUENCES, OF ANY FUNDS, BELONGINGS OR SECURITIES RECEIVED FOR ANY REASON WHATSOEVER BY THE INSURED, ITS EMPLOYEES OR ITS AGENTS.**

**L. THE CONSEQUENCES OF INFRINGEMENTS TO SOCIAL LEGISLATION AND LABOUR LAW INCLUDING THE CONSEQUENCES OF DISCRIMINATORY ACTS (ARTICLE L.1132-1 ET SEQ. OF THE LABOUR CODE), THE CONSEQUENCES OF MORAL OR SEXUAL HARASSMENT (ARTICLE L.1152-1 ET SEQ., 1153-1 ET SEQ. OF THE LABOUR CODE).**

**M. COMPLAINTS IN CONNECTION WITH SOCIAL INTERACTION, I.E. ANY COMPLAINTS BASED ON:**

- 1) ANY ABUSIVE DISMISSAL, ANY ABUSIVE TERMINATION OR NON-RENEWAL OF A LABOUR CONTRACT, IRRESPECTIVE OF WHETHER SAID ABUSIVE NATURE IS PROVEN OR PRESUMED,**
- 2) ANY FRAUDULENT FILING RELATIVE TO EMPLOYMENT,**
- 3) ANY ABUSIVE REFUSAL OF EMPLOYMENT OR PROMOTION,**
- 4) ANY ABUSIVE DEPRIVATION OF A CAREER OPPORTUNITY,**
- 5) ANY ABUSIVE DISCIPLINARY MEASURE,**

6) ANY ILLEGAL DISCRIMINATION, WHETHER DIRECT, INDIRECT, INTENTIONAL OR OTHERWISE, ANY INFRINGEMENT OF PRIVACY OR ANY DEFAMATION LINKED TO EMPLOYMENT,

7) ANY BREACH OF RULES APPLICABLE TO COMPANY RELATIONS.

N DAMAGE OCCURRING "AFTER DELIVERY" TO PRODUCTS OR EQUIPMENT, OR "AFTER COMPLETION OF WORKS".

O THE CONSEQUENCES OF THE NON-PERFORMANCE OF OBLIGATIONS TO DO OR ISSUE SOMETHING, WHEN THE INSURED'S LIABILITY RESULTS FROM NON-OBSERVANCE OF THE OBLIGATION TO ISSUE PURSUANT TO A CONTRACT, AN ORDER, A SPECIFICATION, AS PROVIDED FOR IN ARTICLES 1604 TO 1624 OF THE CIVIL CODE.

P THE CONSEQUENCES OF SERVICE PROVISIONS LINKED TO THE BUSINESS OF ORGANISING AND DISTRIBUTING TRAVEL OR HOLIDAY PACKAGES WITHIN THE SCOPE OF VOLUME II OF THE TOURISM CODE (TOURISM INDUSTRY AND PROFESSIONS).

Q DAMAGE OTHER THAN BODILY CAUSED BY FIRE, EXPLOSION OR THE ACTION OF WATER, WHEN ARISING FROM THE PREMISES OF WHICH THE INSURED IS THE OWNER, CARETAKER OR OCCUPIER IN ANY CAPACITY WHATSOEVER;

R MATERIAL LOSSES INCURRED BY MOVABLE OR REAL PROPERTY BELONGING TO OTHERS, ENTRUSTED TO THE INSURED, OR EXPOSED, OR USED AS PART OF THE EVENT AND CONSECUTIVE IMMATERIAL DAMAGE AND NON-CONSECUTIVE IMMATERIAL DAMAGE.

S DISAPPEARANCES, THEFT, LOSS, DAMAGE TO STAGE COSTUMES AND ACCESSORIES, CASH, BANK NOTES, CHEQUEBOOKS, CREDIT CARDS, SECURITIES, FURS, JEWELS, PRECIOUS STONES, PRECIOUS OBJECTS, HANDBAGS AND THEIR CONTENT, CONTENTS OF POCKETS, ENTRUSTED TO THE INSURED OR ITS AGENTS;

T LOSSES ARISING FROM EITHER:

- 1) NON-OBSERVATION OF REGULATIONS FALLING TO THE OWNERS OF BUILDINGS OR THE MANAGER OF A PUBLIC-ACCESS BUILDING TO PREVENT THE RISKS OF CONTAMINATION BY LEGIONELLOSIS.
- 2) THE PERFORMANCE BY THE INSURED OF ITS ACTIVITY DESPITE RESERVATIONS MADE AND MAINTAINED OR BANS FROM INSPECTION OR SECURITY ORGANISATIONS;
- 3) THE NON-OBSERVANCE OF RULES DETERMINING THE OBLIGATIONS IMPOSED ON LIVE SHOW ENTREPRENEURS (ORDER N° 45-2339 DATED 13.10.1945) AND THOSE IMPOSED ON PUBLIC-ACCESS BUILDINGS (ARTICLES R123-1 TO R123-55 OF THE BUILDING AND HOUSING CODE).
- 4) NON-OBSERVANCE OF THE RULES IMPOSED BY THE ANTI-TERRORIST PLANS OR ANY OTHER MEASURE TAKEN BY THE COMPETENT AUTHORITIES;
- 5) ANY CONSEQUENCE LINKED TO THE LACK OR WITHDRAWAL OF ADMINISTRATIVE PERMISSION TO HOLD THE EVENT.

U. LOSSES ARISING FROM THE COLLAPSE OF REMOVABLE GRANDSTANDS OR WALKWAYS OR FIXED GRANDSTANDS

NOT BUILT FROM HARD MATERIALS.

V LOSSES OF ANY KIND, RESULTING FROM COMPUTER VIRUSES OR INFECTIONS AFFECTING PROGRAMS, SOFTWARE PACKAGES, PARAMETER SETTINGS, DATA AND COMPUTER SYSTEMS;

W LIABILITIES LINKED TO INTERNET AND/OR CYBER-RISKS ARISING FROM THE ACTIVITIES OF:

- 1) ELECTRONIC SERVICE PROVIDERS OR COMPANIES.
- 2) ELECTRONIC COMMERCE COMPANIES OR ACTIVITIES.

X LOSSES ARISING FROM THE USE OR DISSEMINATION OF GENETICALLY MODIFIED ORGANISMS PURSUANT TO THE LAW N° 92-654 OF 13 JULY 1992 AND THE TEXTS THAT MAY REPLACE IT AND THOSE USED FOR ITS ENFORCEMENT.

Y LOSSES NOT FORESEEABLE IN THE CURRENT STATE OF SCIENTIFIC AND TECHNICAL ADVANCEMENT IN EFFECT AT THE TIME THE ORIGINAL ACTS OR DAMAGE WAS COMMITTED;

Z THE MONETARY CONSEQUENCES OF DAMAGE CAUSED BY ANIMALS PURSUANT TO THE LAW N° 99-5 OF 6 JANUARY 1999;

AA. DAMAGE MADE UNAVOIDABLE BY A WILFUL, CONSCIOUS AND SELF-INTERESTED ACT OF THE INSURED.

BB. ANY CONSEQUENCE LINKED TO THE LACK OF ADMINISTRATIVE PERMISSION TO HOLD THE EVENT.

### GENERAL CONDITIONS

#### ARTICLE 1. - DISCLOSURE OF OTHER INSURANCES IN THE EVENT OF A CLAIM

If one or more risks insured by the policy are or become insured by another policy, the insured must, in the event of a claim, disclose in a statement to us the name of the Insurer providing the policy, in addition to the coverage provided (art. L.121- of the Code).

#### ARTICLE 2. - PENALTIES

**Concerning the disclosures made on subscription:**

**Any reticence, false declaration, omission or inaccuracy may be punished, even if it does not impact the claim, by:**

- rendering void the policy in the event of dishonesty of the Policyholder or the insured (art. L.113-8 of the Code),
- the reduction of the claim compensation, if the dishonesty of the Policyholder or the insured is not established: reduction in proportion to the premiums paid with respect to the premiums which should have been paid if the risks had been exactly and completely disclosed (art. L.113-9 of the Code).

**About the other insurance policies:**

When several policies against the same risk are contracted fraudulently, the penalties as per art. L.121- 3, 1<sup>st</sup> para. of the Code (policy void, possible damages) are applicable.

#### ARTICLE 3. - PAYMENT OF PREMIUMS

The premium after tax is payable by the Policyholder.

**If the premium is not paid, the coverage described in this Information Notice shall not take effect.**

#### ARTICLE 4. - OBLIGATIONS IN THE EVENT OF A CLAIM

In the event of a claim, the insured must: make its best effort to stop its effects or limit its gravity, rescue insured goods and ascertain their subsequent protection. As soon as it becomes

aware of it and within 5 working days at the latest (or within 2 working days for theft), it must notify us our legal representative – preferable by registered letter – or verbally against a receipt.

**Failing this, and except in cases of force majeure, the insured is stripped of any right to compensation for the claim in question, if we determine the existence of prejudice consecutive to this delay.**

**In the event of theft, the insured must, on pain of forfeiture, file a complaint with the appropriate authorities.**

The following must be specified in the claim statement, or if it is impossible to do so, in a subsequent statement filed as soon as possible afterwards:

- the date and circumstances of the claim, its known or supposed,
- the nature and approximate amount of losses, and the place where they can be evidenced,
- if relevant, the names and address of the perpetrator of the damage (if known) and if possible of any witnesses, and the authority that may have intervened,
- the coverage subscribed from other insurers for the same risks.

Within a period of 30 days, an inventory of losses certified true and accurate must be supplied by the insured as well as any documents evidencing the extent of the losses.

All relevant measures to evidence the losses must be taken in all events until the adjustment is completed, and in particular all elements of proof. In the event of multiple insurance policies, the insured can declare the claim to the Insurer of its choice. No claim may give rise to compensation if the insured fails to produce evidence substantiating its claim.

If the insured does not comply with the obligations of article 4, except for force majeure, we may reduce our provision of services proportionately to the detriment said failure may cause to us.

If the insured or Policyholder dishonestly declares a false date, description, causes, the circumstances and consequences of the claim, exaggerates the amount of damage, deliberately omits to declare the existence of other insurances bearing on the same risks, uses incorrect substantiating documents or uses fraudulent means, it is forfeits entirely any rights to compensation for all risks claimed, said forfeiture being indivisible amongst the articles of the policy.

#### ARTICLE 5. - ADJUSTMENT - ASSESSMENT OF LOSSES

**Adjustment:** The loss amount is determined amicably between us and the insured. If the damages cannot be determined by mutual agreement, an amicable adjustment in the presence of both parties is always mandatory, contingent on the respective rights of the parties. Each party chooses an adjuster. If the adjusters thus appointed are not in agreement, a 3<sup>rd</sup> adjuster is appointed. The 3 adjusters work jointly and on a majority vote basis.

If either party fails to name an adjuster, or the 2 adjusters fail to agree on a 3<sup>rd</sup>, the appointment is made by the Presiding Judge of the Magistrates' Court of the jurisdiction in which the claim occurred. Said nomination occurs at the simple request of the most diligent party 15 days at the latest after the other party sends a registered letter of formal notice with recorded delivery. Each pays the fees and expenses of its adjuster, and if relevant, half the fees of the 3<sup>rd</sup> adjuster and the nomination fees.

**Damage assessment:** The policy cannot be a cause of profit for the insured; it only guarantees compensation for actual losses. It is up to the insured to evidence the reality, nature and extent

of the prejudice using all appropriate means and documents.

#### ARTICLE 6. – DETERMINATION OF COMPENSATION

The compensation due to the insured is equal:

- to the loss amount determined as above, without exceeding the amount set in the table of this Information Notice,
- minus, if relevant, the salvage amount, and the excess value.

This compensation includes VAT except where it is recoverable by the insured.

#### ARTICLE 7. – PROPORTIONAL RULE

Except where agreed to the contrary the proportional rule for benefits decreed by article L.121-5 of the Code is applicable.

#### ARTICLE 8. – SPECIFIC REQUIREMENTS OF THEFT COVERAGE

In the event of recovery of all or part of stolen or lost property, at any time whatsoever, the insured undertakes to advise us of this by registered letter.

- If the stolen or lost property is recovered before the compensation is paid, the insured shall take them into its possession again and we are only under the obligation to pay for definitive losses and possibly damage.

- If the stolen or lost property is recovered after payment of the compensation, the insured may either regain possession of them by reimbursing the compensation, contingent on any damage possibly sustained, on the condition of infirming us of its decision within one month. After this period, we become the outright owners of the recovered assets. In both cases, the insured will be compensated by us for the expenses reasonably incurred with a view to recuperation.

#### ARTICLE 9. – PAYMENT OF THE COMPENSATION AND PAYMENT TIMEFRAME

The payment of the compensation is made within 30 days either of the amicable agreement, either of the judicial enforcement order. This period, in the event of opposition, only begins on the date release is given. Failing this, and except for force majeure, the compensation shall bear interest at the legal rate as of the expiry of this timeframe.

#### ARTICLE 10. - SUBROGATION

We are subrogated in the terms of art. L.121-12 of the Code to the extent of the compensation paid, to the rights and actions of the insured, against any party liable for having caused the loss.

If the subrogation cannot, due to a fault of the insured, work in our favour, our guarantee is no longer binding insofar as the subrogation could have been exercised.

#### ARTICLE 11. SPECIFIC REQUIREMENTS OF THE TERRORIST ACTS COVERAGE

If, by application of the legislation in effect, the insured receives compensation for losses sustained, subsequent to attacks, riots, popular movements, terrorism or sabotage, it undertakes to sign over to us a delegation to the extent of the sums paid to it in respect of the policy.

#### ARTICLE 12. – TIME BAR

Pursuant to article L.114-1 of the Insurance Code, any actions deriving from this policy are limited to two years as of the event that gave rise to them.

This period only proceeds, in the event of reticence, omission, false or inaccurate declaration on the risks incurred, as of the day the insurer became aware of this, and in the event of a loss, as of the day the interested parties became aware of it, if they prove they were unaware of it until then.

When the action of the insured against the insurer is grounded on recourse by a third party, the time bar period only starts as of the day said third party

took legal action against the insured or was indemnified by the latter.

Pursuant to article L.114-2 of the Insurance Code, the time bar period is interrupted by one of the ordinary causes of interruption and by the naming of adjusters following a loss. The interruption of the time bar may, in addition, result from a certified letter with receipt note sent by the insurer to the insured regarding action for payment of the premium, and by the insured to the insurer regarding the payment of the indemnity.

#### ARTICLE 13. - ELECTION OF DOMICILE

- For the performance of this policy, the Insurer elects domicile in its registered office.
- Only the French jurisdictions are recognised as competent.

#### ARTICLE 14. – DATA PRIVACY

Article 27 of the Data Privacy Act of 6 January 1978.

#### ARTICLE 15. - COMPLAINTS

The Policyholder first consults its contact person, and if the answer is unsatisfactory, it may send any complaint to the Mediation correspondent: ALBINGIA 109/111, rue Victor Hugo 92532 Levallois Perret cedex, not forgetting to mention its policy number.

#### APPENDIX TO ARTICLE A. 112 OF THE INSURANCE CODE

#### Information Sheet on how “public liability” coverage operates over time

##### Notice

This information sheet is issued pursuant to article L. 112-2 of the insurance Code. Its purpose is to provide the information necessary to properly understand how the PL coverage works over time. It concerns the policies subscribed or renewed after the effective date of article 80 of law n° 2003-706 on 3 November 2003. The contracts subscribed beforehand are subject to special provisions specified by the same law.

#### Understanding the terms

**Harmful event:** active, direct, and efficient cause of loss sustained by the victim and giving rise to a claim.

**Claim:** An action for liability, triggered by a letter sent to the insured or the insurer, or by a summons before a civil or administrative court. A single loss may give rise to several claims, either from the same victim, or from several victims.

**Period of validity of the cover:** The period between the effective date of the policy and et, after any renewals, its date of termination or expiry.

**Subsequent period:** The period after the date of termination or expiry of the cover. Its duration is specified in the policy. It cannot be less than five years.

If your policy only covers your private civil liability, refer to I. Otherwise refer to I and II.

#### I. – THE POLICY COVERS YOUR PRIVATE CIVIL LIABILITY

Outside any professional activity, the cover is triggered by the harmful event.

The insurer provides cover when the claim consecutive to loss caused by others is formulated and that your liability and that of other persons covered by the policy is incurred, insofar as the event causing the loss has happened between the effective date and the termination or expiry date of the cover.

The claim must be sent to the insurer whose cover was or is valid at the time the harmful event occurred.

#### II. – THE POLICY COVERS CIVIL LIABILITY INCURRED THROUGH A PROFESSIONAL ACTIVITY

The insurance policy must specify whether the cover is triggered by the harmful event or if it is triggered by the

claim.

When the policy simultaneously contains civil liability coverage during professional activities and private civil liability coverage, they are both triggered by the harmful event (see. I).

Some policies, for which the law provides special conditions waive this provision; this is the case for instance for the obligatory 10-year guarantee in the building trade.

#### 1. - HOW DOES THE HARMFUL EVENT TRIGGERING MODE WORK?

The insurer provides cover when a claim consecutive to losses caused by others is issued and your liability or that of other people insured by the policy is incurred, insofar as the event behind the losses has occurred between the effective date and the termination or expiry date of the cover.

The claim must be sent to the insurer whose cover is effective at the time the harmful event occurred.

#### 2. - HOW DOES THE CLAIM TRIGGERING MODE WORK?

Irrespective of the case, the insurer's cover is not owing if the insured was aware of the harmful event on the day the policy was subscribed.

**2.1. First case:** the third party claim is sent to the insured or the insurer during the effective period of coverage.

The insurer provides its cover, even if the event causing the loss occurred before the cover was subscribed.

**2.2. Second case:** the claim is sent to the insured or the insurer during the subsequent period.

**Case 2.2.1:** the insured did not subscribe to new liability coverage triggered by the claim involving the same risk.

The insurer provides its coverage.

**Case 2.2.2:** the insured did subscribe to new liability coverage triggered by the claim from a new insurer covering the same risk.

The new cover is implemented, unless the insured was aware of the harmful event on the day the policy was taken out, in which case the previous cover applies.

In addition, insofar as there is no interruption between successive covers and the claim is sent to the insured or the insurer before the expiry of the subsequent period of the initial guarantee, one of the two insurers is necessarily competent and processes the claim.

When the initial guarantee is triggered during the subsequent period, the compensation limit cannot be lower than that of the guarantee triggered during the year preceding the date of its termination or expiry.

#### 3. IF THE INSURER IS CHANGED.

If you have changed insurer and if a loss caused by a harmful event that occurred before you subscribed to the new policy only gives rise to a claim during the effective period of your new policy, the insurer that will be compensating you has to be determined. Depending on the type of contract, the former or the new insurer may validly receive the claim. Please refer to the standard cases below:

**3.1.** The former and the new covers are triggered by the harmful event.

The cover activated by the claim is that which was effective at the date the harmful event occurred.

**3.2.** The former and the new covers are triggered by the claim.

Your former insurer must process your claim if you were aware of the harmful event before subscribing to the new cover. No cover is owing by your former insurer if the claim is sent to you or to your former insurer after the date of expiry of the subsequent period. If you were not aware of the harmful event before subscribing to the new coverage, it is your new insurer who will process your claim.

**3.3.** The former cover is triggered by the harmful event and the new cover is triggered by the claim. If the harmful event occurred during the effective period of the former cover, it is the former insurer that must process the claims involving losses resulting from the harmful event.

Should the amount of this cover be insufficient, the new cover triggered by the claim shall complete this insufficiency insofar that you were not aware of the harmful event prior to the date you subscribed to the new cover.

Of the harmful event occurred before the effective date of the former cover and remained unknown to the insured at the date of subscription of the new cover, it is the new insurer who must process all the claims

involving the losses arising from said harmful event.

**3.4.** The former cover is triggered by the claim and the new cover is triggered by the harmful event.

If the harmful event occurred before the date of subscription of the new cover, it is the former insurer who must process the claims. No cover is owing from your former insurer if the claim is sent to the insured or your former insurer after the expiry of the subsequent period.

If the harmful event occurred during the effective period of the new cover, it is, of course, the new insurer that

must process the claim.

**4. IN THE EVENT OF MULTIPLE CLAIMS RELATIVE OF THE SAME HARMFUL EVENT.**

The same harmful event may give rise to several claims occurring or arising at different times. Several claims can then be successively sent by the various third parties involved. In this case, the loss is considered as unique. Therefore, it is the same insurer that processes all the claims.

If the harmful event occurred while your policy was triggered by the harmful event, it is therefore your

insurer at the date of the harmful event that must process the claims.

If you were not covered for the harmful event at the date of its occurrence, the insurer that must be designated is the one that is competent pursuant to the conditions specified in paragraphs II-1, II-2 and II-3 above at the time the first claim is formulated.

Insofar that the insurer is competent for the first claim, subsequent claims will then be processed by the same insurer irrespective of the date at which these claims are made, even if the subsequent period is past.



# MyScan Application - Terms of Use

August 2023

## **Product description**

The application developed by Europa Group, MyScan, enables the Customer to import the identification data of a participant (the Participant) attending an event organized by Europa Group (the Event) and to create and fill in a prospect file, as soon as the latter accepts the scan of his badge when visiting the Customer's stand or when participating in an activity organized by the Customer (such as Training village, Hospitality Suite, etc., depending on your contract).

It allows comments to be entered and a questionnaire to be administered.

All data can be downloaded from the application.

## **Functionalities of the product**

Access to the content of the application provides the Customer with the following functionalities:

- Scanning of the Participant's badge when visiting the Customer's stand or when participating in an activity organised by the Customer, after having obtained his/her agreement
- Import of the Participant's identification data such as (as and if collected during registration): Civil status / First name / Last name / Speciality / Institution / Function and profession / Department / Complete professional address / Email / Professional number (RPPS, ADELI, etc)
- Creation of a dated prospect file
- Two areas for entering free comments
- Administration of a questionnaire, questions communicated in advance by the Customer (optional)
- Real-time consultation of leads generated during the event
- Export of data collected on the stand in Excel format from the application (export button)
- Application available in French or English

## **Terms of implementation**

The Customer purchases the use of the MyScan application for the duration of a given event (the Event), for a specific number of (non-nominative) licences and a specific working language as stated by Europa Group for the Event (French or English), the administration of a questionnaire being optional. Licence applications are accepted up to 5 working days before the official opening date of the Event. The elements of the questionnaire must be transmitted to Europa Group by the Client at least 3 working days before the official opening date of the Event.

## **Download and activation of the MyScan application**

The MyScan application developed by Europa Group can be downloaded from the Android & iOS stores, on an iPod or any other device that supports mobile applications (tablet, smartphone, etc.).

The minimum operating system required to be able to use the MyScan application's functions fully and without malfunctioning is set at: 5+ for Android and 13 for iOS.

The licence is activated when the application is opened by entering the unique number or scanning the unique QR code sent by Europa Group.

The application must be installed on each of the media used by the Client (one licence per device).

Europa Group may make its own devices available to the Client, within the limit of stocks available at the time of purchase of the service. Charges may be billed to the client if the loaned devices are not returned at the end of the Event.

### ***Data update***

The scans of the Participants' badges and the associated data are synchronised in real time on the servers of the Firebase solution chosen by Europa Group. This synchronisation is done through the connection of the device used for the exploitation of the license concerned via Wi-Fi or 4G.

If the device hosting the licence is offline, the application saves the scanned Participant's data locally, and will transmit it to the dedicated servers the next time he connects.

### ***Export of collected data***

The Customer can export the Participants data he has collected on a given licence at any time using the dedicated button on the MyScan application.

An export in Excel format is sent as an email attachment to a unique address determined by the Customer when ordering.

The data is transferred by Europa Group as it was entered by the Participant at the time of registration. Europa Group does not carry out any reprocessing or identity verification.

### ***Duration of access to the service***

Licences can be activated up to one working day before the official opening date of the congress.

Licences are deactivated by Europa Group 10 working days after the official closing date of the Event.

The customer using his own equipment has this time to export all the data he has collected.

The customer using Europa Group's equipment must export all data at the end of the event, before returning the equipment.

Europa Group will not retain any data after this period.

### ***Prior consent of the Participant for the transfer of personal data***

The Client is obliged to ensure that it obtains the Participant's consent at the time of scanning his badge and is invited to communicate its own personal data management policy upon request by the Participant.

When registering for an event organised by Europa Group, the Participant is informed of the possibility of the transfer of some of his or her personal data, only if he or she agrees to the scanning of his or her badge by a third party.

The data is transferred by Europa Group to the Client as it was entered by the Participant or his/her representative at the time of registration.

Europa Group will not communicate any data from participants who refuse to have their badges scanned.

### ***Processing of personal data by Europa Group***

The granting of a license for the MyScan application implies the implementation by Europa Group of personal data processing of the Customer's contacts who benefit from the license. As such, Europa Group is responsible for processing in the sense of the applicable regulations, i.e., Regulation (EU) 2016/679 of 27 April 2016, the so-called General Data Protection Regulation (GDPR), and Law No. 78-17 on Information Technology and Civil Liberties in its updated version.

Europa Group therefore undertakes to scrupulously apply the provisions of the applicable regulations on personal data for the processing of the personal data of the Client's contacts.

### ***Processing of personal data by the Customer***

The use of the MyScan application by the Customer implies the processing by the Customer of the Participants' personal data.

As such, the Customer is responsible for the processing of the Participants' personal data in accordance with the applicable regulations.

Therefore, from the moment the Customer collects the Participants' personal data from MyScan, via the equipment made available by Europa Group or directly from the application downloaded onto its tools, the Customer undertakes to scrupulously apply the provisions of the applicable regulations regarding personal data, in particular by ensuring that the Participants are informed and give their consent, and to guarantee Europa Group against any recourse exercised by an individual regarding personal data in the context of this processing.

***Modification and updating of the general terms of use***

Europa Group reserves the right to unilaterally modify or update these general terms of use. These will then be published on the MyScan application.

