

# **REGULATIONS FOR EXHIBITION VISITORS ORGANISED BY LENTEWENC SP Z O.O.**

## **§1. GENERAL PROVISIONS**

1. These Regulations for Exhibition Visitors organised by the company Lentewenc sp. z o.o., with its registered seat at Bema 83/73 Street, 01-233 Warsaw, entered into the register of entrepreneurs kept by the District Court for the Capital City of Warsaw, 12th Commercial Department of the National Court Register, under a KRS number: 0000415363, REGON number: 146063993, NIP number: 5272675051, share capital PLN 1,567,500, hereinafter referred to as the "Organiser". The Exhibition is hereinafter referred to as the "Event".
2. The regulations define the access conditions as well as order provisions, applicable to the Visitors during the Exhibition.
3. These regulations are available for viewing at the registered seat of Lentewenc Sp. z o.o. (Bema 83/73 Street, 01-233 Warsaw, Poland), at the Visitors' Registration Point during the Exhibition at the event place, as well as on the Exhibition's website.
4. By obtaining access to the Exhibitions and their accompanying events, the Visitor accepts these Regulations, and agrees to adhere to their provisions accordingly.
5. The Exhibitions are held in the area of Romexpo, Bucharest, Romania.

## **§2. ACCESS CONDITIONS**

1. Detailed access conditions include, among others, information on: opening dates and times of the Exhibition and their accompanying events, reception, types of access documents for Visitors, Visitors' registration points.
2. The access to the Exhibition is subject to charges, change and limitations depending on the accompanying events.
3. The access to the Exhibition is free of charge for entrepreneurs and their representatives connected with a given branch of the Exhibition (with exception of groups listed in the Visitor's Registration System on-line) and requires prior registration via the Visitors' Registration System on the website of a given event. Registration on-site is not possible.
4. The Exhibition events may include presentations, workshops, lecture, trainings etc. - visitors willing to participate in some of these events may be required to pre-register on the Exhibition website.
5. Visitors, when entering the Exhibition area, consent to have their images recorded by photo/film crews that cooperate with the Organiser. At the same time, Visitors consent to have their images processed by Lentewenc Sp. z o.o. with its registered office in Warsaw. The consent includes multiple, unlimited in time, unlimited as to territory and free of charge Lentewenc's Sp. z o.o. distribution of the Visitor's image contained in the video and photos from the Exhibition, in order to promote the Exhibition and to promote activities of Lentewenc Sp. z o.o.. Videos and photos may be published especially on the Organiser's website, Facebook, Instagram and YouTube channel.
6. With regard to the provisions of the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation) (Official Journal of the European Union L 119) - hereinafter "GDPR", effective from 25 May 2018, the Organiser informs that:
  - 1) The controller of your personal data, such as:
    - a) First Name and Surname,
    - b) E-mail Address,
    - c) Telephone Number,
    - d) Image,

is Lentewenc spółka z ograniczoną odpowiedzialnością with its registered office in Warsaw, at Bema 83/73 Street, 01-233 Warsaw (hereinafter "Controller"). You may contact the Controller via e-mail: [biuro@lentewenc.pl](mailto:biuro@lentewenc.pl).

- 2) Your personal data will be processed by the Controller in accordance with the GDPR provisions, in order to hold and organise the Exhibition by Lentewenc Sp. z o.o., as well as to promote the Exhibition and activities of the Controller.
  - 3) Your personal data will be processed under Article 6 Section 1(a) of the GDPR- "the data subject has given consent to the processing of his or her personal data for one or more specific purposes".
  - 4) Personal data, that is processed based on your given consent, will be processed until this consent is withdrawn, or until you submit the request that must be taken into account, and that considers erasure of your personal data, restriction of the processing of your personal data, or objection to processing it.
  - 5) You have the right to request from the Controller the access to your personal data, to have your personal data rectified, erased, or to have its processing restricted, and the right to have your data transferred.
  - 6) You have the right to lodge a complaint with the supervisory authority, i.e. President of the Personal Data Protection Office.
  - 7) Controller informs that the contact list of registered Visitors may be made available to the organisers of the events connected with the Exhibition.
7. In the case of applications for participation in the event, the Organizer is entitled to suspend the Online Applications without giving any reason, in particular if the maximum number of places is exhausted.
  8. Media accreditations shall be issued at the Visitors' Registration Point. Granting an accreditation or lack thereof shall be decided by the Organiser or its representative. The decision to grant or refuse accreditation is final and is not subject to the right of appeal.

### **§3. OTHER SERVICES AND BENEFITS FOR VISITORS**

1. Guests may receive, along with the access document, a package of additional benefits (publishing companies, access to accompanying events, etc.) which is offered by the Exhibition.
2. During the Exhibition, a Visitor has the opportunity to access free consultations, advice, counselling etc. set forth in the Exhibition Programme.

### **§4. ORDER PROVISIONS**

1. Visitors may be present in the area of the Exhibition only within the time frames of the Exhibitions - a detailed schedule may be found on the website of a given event. Visitors are allowed to collect their badge not later than 30 minutes before the exhibition closing time.
2. Photographing, filming or sketching particular booths and Exhibits requires a prior consent from the Organiser. If the aforementioned actions should cause disturbance in the organisation or the flow of the Exhibition or its accompanying events, the Organiser shall issue a notice to refrain from such actions. Persons who do not observe this provision may be asked to leave the premises, upon the request of the Organiser.
3. Any and all commercial and promotional activities, fund-raisers not approved by the Organisers are strictly forbidden. This applies to any illegal activities hereunder.
4. Due to a commercial nature of the event, in order to ensure a relevant group of visitors the Organiser reserves the right to remove particular individuals from the Exhibition without stating a reason and with no further access to the Exhibition.

5. On the premises of the Exhibition, it is strictly forbidden:
  - a) to bring in and use: firearms, pyrotechnical equipment, hazardous chemical substances, open fire, other materials which constitute a fire threat, property damage or inflicting danger to the health and life of visitors;
  - b) to bring in and consume alcohol, distribute or use abusive substances;
  - c) to disturb the public order (e.g. a loud, aggressive behaviour);
  - d) to bring in animals, skateboards, bicycles etc. unless a permission is granted by the Organiser owing to the nature of some events;
  - e) smoking in the Exhibition, conference areas except for areas dedicated to that very action, labelled accordingly;
  - f) to contaminate the Exhibition premises by litter generated by oneself;
  - g) to destroy the infrastructure.
6. Persons under a visible influence of narcotics or alcohol, or those attempting to bring in alcohol, abusive substance or hazardous items shall not be permitted to enter the premises.
7. Failure to observe the restrictions set forth in section 5 items a) - g) shall result in the execution of the Organiser's right to immediately remove the Visitor from the Exhibition premises without the right to another entry, and, under justified circumstances, to notify the Police.
8. Visitors agree to:
  - a) respect the labelling of shut down areas which are subject to fire protection;
  - b) to follow the order instructions administered by the Romexpo staff owing to organisational issues or the necessity to secure the property and ensure safety of persons present at the Exhibition;
  - c) remove any self-generated litter by placing it in the containers;
  - d) children up to the age of 13 may be present at the Exhibition only under the adult supervision (parents, custodians etc.).

## **§5. LIABILITY AND INSURANCE**

1. The Exhibition Organisers reserve the right to call off, shorten or postpone the Exhibition, and thus shall inform the visitors of this fact in advance on their websites.
2. A Visitor undertakes to secure the property brought in to the Exhibition in case of any potential damage or loss, at their own cost and risk (e.g. keys, documents, hand luggage, laptop, photo camera, mobile phone etc.).
3. Visitors shall be held financially responsible for any damage caused to the Exhibition Organiser's property (damage, shortage, etc.). The damage assessment shall be made by the claimant in the presence of the Organiser and the Visitor or their representative, and shall be put in writing in a relevant report.
4. Parents or custodians are responsible for the safety of the children up to the age of 13.
5. Organised groups chaperones shall be responsible for the safety of their people in care, and is obliged to ensure that they abide by the order regulations.
6. A registering visitor shall be responsible for the veracity and correctness of data provided, including consequences resulting from providing incomplete or erroneous data, especially the e-mail address.

## **§6. FINAL PROVISIONS**

1. The Regulations are enforceable as of 01.01.2022.
2. The Organiser undertakes to inform of any amendments in the Regulations and publish their uniform text on the website of a given event.
3. In cases not provided for in these Regulations, the legal provisions, especially the provisions of the Civil Code, shall prevail.

4. Any disputes with international customers shall be settled based on the English text of the Regulations. These Regulations shall be governed and interpreted by the legal provisions of the Republic of Poland.