

CONDITIONS FOR PARTICIPATION 2020

EXHIBITION MODEL: PARCELS

The conditions for participation (CPFTS1) **PARCELS** apply to the following exhibition sectors:

Passeig del Comtat

Avda País Valencià

Parallel streets (Inmaculada Concepción, Literat Azorín, Miguel Crevea)

Sports (CL Colón)

Innovation and technology (Ausiàs March)

1. ORGANISATION

The CITY COUNCIL OF COCENTAINA is in charge of the ALL SAINTS FAIR organisation, this service is delegated by the mayor, in the extend of her competences, and by the councillor responsible for the Fair, and assigned to the municipal department for Economic Development and Fair (C/ San Cristóbal, 6 – 8 Cocentaina).

This department is in charge of examining the received applications and determining whether they comply with the established conditions, according to the criteria specified in the section 7 of this document, being able to verify them as it deems appropriate.

2. DURATION AND SCHEDULE

This year's edition of the FAIR will take place in its usual place, in the urban area of Cocentaina, **from 30 October to 1 November 2020.**

The commercial opening hours established by the organisation must be respected and are the following:

from 9 am to 9 pm.

3. EXHIBITORS

Manufacturers and craftspeople with their self-made products may participate in the event.

The participation is also authorised to the following type of businesses: **storekeepers, exclusive representatives and distributors.**

The exhibited product must match the one previously agreed on with the organisation. Failure to comply with this condition will automatically exclude the exhibitor for future editions.

Participation applications will not be admitted with reservations, under particular conditions, or if they are on behalf of more than one company, even if it is the case of subsidiary companies, which must register individually, pay the corresponding amount and sign the conditions for participation.

4. EXHIBITION MODEL – PARCEL

Stands, structures, installations, assembling and any other element used by the exhibitors to adjust their parcel must comply with all the aspects in the Technical Building Code (CTE) and other applicable technical regulations specified below:

Basic Document of Safety in Use and Accessibility

Basic Security Document in case of Fire

Basic Document on Structural Safety

Basic Document of Saving on Energy

Furthermore, all the elements installed must also comply with the Low-voltage Electrotechnical Regulations approved by the Royal Decree 842/2002.

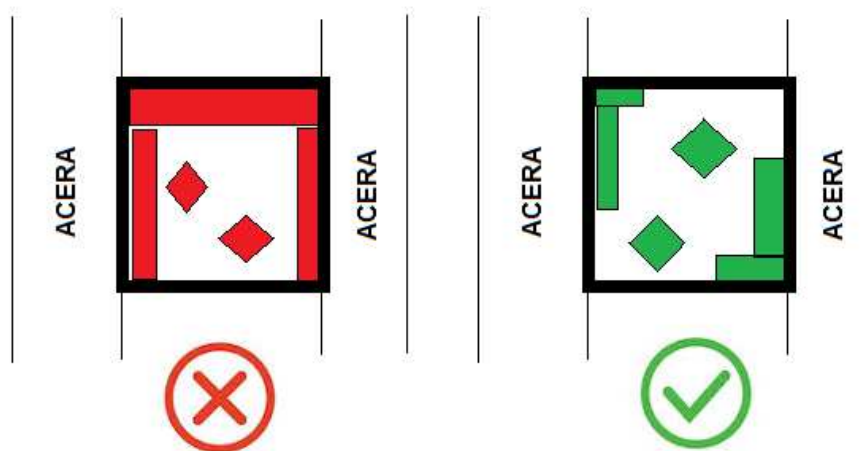
4.1 PASSEIG DEL COMTAT: Parcels comprise modules of **64m²** of unobstructed floor, **8x8 metres**. The organisation **does not provide an electricity connection for the exhibitor**, who must acquire it at its own cost.

The organisation will inform you about the formalities to acquire a supplier / 965590051 254. It is completely prohibited to make a hole in the ground or to anchor to the floor, counterweights should be used instead.

Each exhibitor may rent a **maximum of 4 parcels or modules**.

At the Passeig del Comtat sector, only the exhibition of small and medium volume products will be authorised. In the case of automotive products, the selling of second hand vehicles will not be authorised.

It is mandatory that the final assembly does not obstruct the transit of the visitors on at least three sides of the parcel. Also, there should be enough visibility from one end of the parcel to the other.



PASSEIG DEL COMTAT COMMERCIAL SECTOR	No MODULES/PARCELS			
	1	2	3	4
PARCEL RATE	€ 800.00	€ 1,400.00	€ 2,000.00	€ 2,400.00

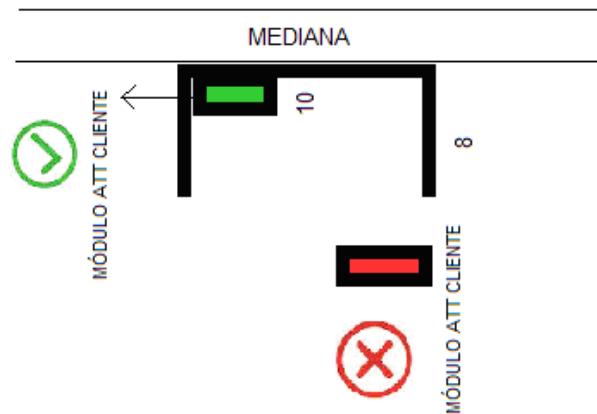
4.2 AVDA. PAÍS VALENCIÀ: Parcels comprise modules of **80m²** of unobstructed floor, **10x8 metres**. The organisation does not provide an electricity connection for the exhibitor, who must acquire it at its own cost (The organisation will inform you about the formalities to acquire a supplier / 965590051 Ext: 254).

Each exhibitor may rent a **maximum of 6 parcels or modules**.

At the País Valencià sector, only the exhibition of medium and large volume products will be authorised. The disposition of this type of parcel, with the back side covered (by the separation of the back side where there is no product exhibited) is outlined by a 10 linear metres front facade and sides of 8 metres.

Customer service modules from every exhibitor should be placed at the back side of the parcel, without blocking the transit or the view of the visitors.

PAÍS VALENCIÀ COMMERCIAL SECTOR	No MODULES/PARCELS					
	1	2	3	4	5	6
PARCEL RATE	€ 600.00	€	€	€	€	€ 3,000.00
	0	1,200.00	1,700.00	2,200.00	2,600.00	€ 3,000.00

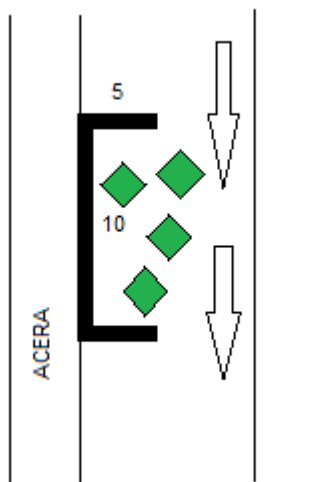


4.3. PARALLEL STREETS (Miguel Crevea, Literat Azorín, Inmaculada Concepción): Parcels comprise modules of **50m²** of unobstructed floor, **10x5 metres**. The organisation **does not provide an electricity connection for the exhibitor**, who must acquire it at its own cost (The organisation will inform you about the formalities to acquire a supplier / 965590051 Ext: 254).

Each exhibitor may rent a **maximum of 2 parcels or modules**.

Mandatory aspects for the assembly:

- **Visibility of the other exhibitors**
- **4 metres space free of exhibited product in the front side, for the transit of the visitors**
- **Open assembly on the front side and on the sides. Only the back side of the parcel remains covered**
- **Security and aesthetics**
- **You should under no circumstances occupy spaces outside of the parcel you rented for the exhibition of products.**

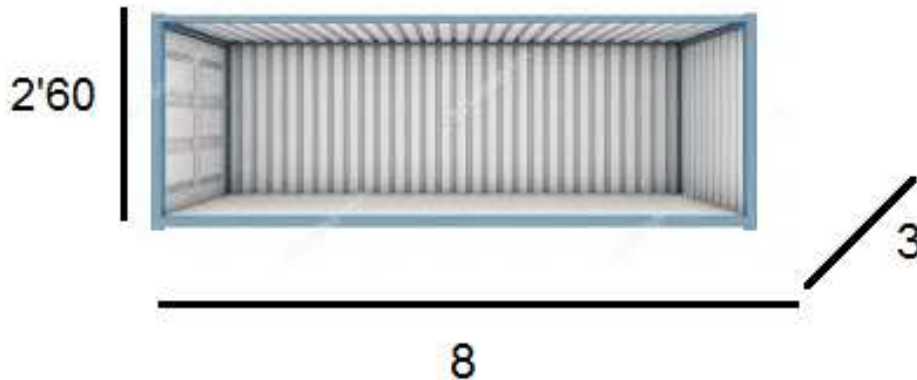


PARALLEL STREETS	No MODULES/PARCELS	
	1	2
PARCEL RATE	€ 500.00	€ 900.00

4.4 SPORTS (CL COLÓN) Parcels comprise modules/stands/containers of **24m²** of space, **8x3 metres**. The organisation **provides electricity connection for the exhibitor**, MAXIMUM OF 3,000W

EACH MODULE COMPRISES FLOOR/PLATFORM IN THE EXHIBITION SPACE, ROOF, PERSONALISED BACK SIDE AND BASIC FURNITURE (counter and stools)
Each exhibitor may rent a **maximum of 3 parcels or modules/containers**.
Rules for general visibility and visitor's transit should be respected.

1 MODULE/CONTAINER (24m²) € 500.00

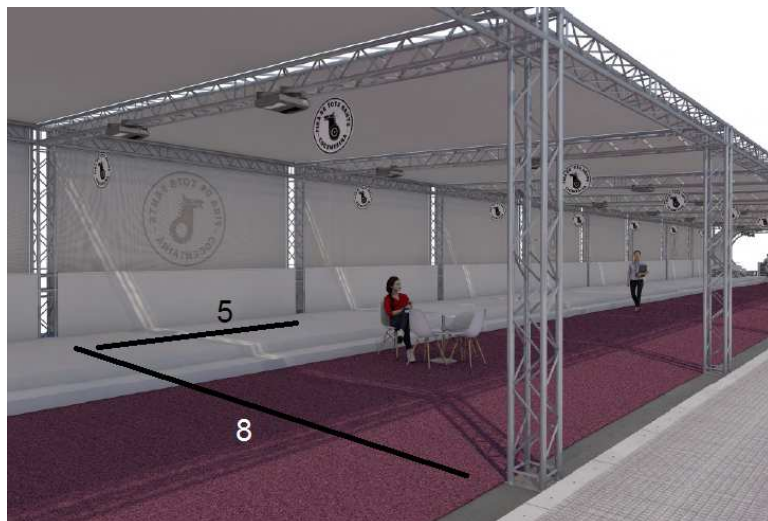


4.5 INNOVATION AND TECHNOLOGY (CL AUSIÀS MARCH): Sector devoted to companies who provide technological innovations for any industrial, economical and/or commercial sector. Parcels comprise modules of **40m²** of unobstructed floor. The organisation **provides electricity connection for the exhibitor**, MAXIMUM OF 5,000 W

EACH MODULE COMPRISES FLOOR/PLATFORM IN THE EXHIBITION SPACE, ROOF AND PERSONALISED BACK SIDE.

Each exhibitor may rent a **maximum of 3 parcels or modules/containers**.
Rules for general visibility and visitor's transit should be respected.

1 MODULE/PARCEL/(40 m²) € 1,200.00



5. SECURITY/SURVEILLANCE

The organisation provides surveillance for the installations of the Fair space, but **cannot be held responsible for the damages, robberies and thefts** that may occur to the elements in the parcels.

In order to secure the exhibited materials, the exhibitor should arrange the corresponding insurance and surveillance.

6. RESERVATION OF SPACE

The reservation of space will be formalised with the payment of the amount specified in the corresponding payment document, and has to be made prior to the indicated payment due date.

Payments made after the due date will not be admitted, unless there are free spots that are not awarded to applications with payments received in due time.

Together with the payment receipt, you will have to present the **acceptance of these participation conditions** signed and stamped, which obliges the company interested to participate in the Fair. With this we assume that you have knowledge of and accept the present conditions for participation, the technical instructions provided by the Fair department and the applicable standards and regulations. (ANNEX I)

7. ACCEPTANCE AND AWARDING OF APPLICATIONS

The Department for the Fair is responsible for examining the received applications and for deciding whether they meet the established conditions and comply with the established criteria and being able to verify them as it deems appropriate.

The organisation is authorised to accept or decline any application for space reservation. The awarding of space is an exclusive right of the city council and will be made based on technical considerations.

Exhibitors who participated in the previous edition, will be able to renew their participation under the same conditions, provided that they did not cause incidences during the event and that they do not request more space than there is available.

Exhibitors who leave the Fair, do not respect the schedule, regulations and/or that are conflictive with the public, organisation, technicians or other exhibitors can be excluded from future editions.

The criteria applied to the selection of new expositors are:

- 1.- Type of product to be exhibited (variety, innovation, quality, branch...)
- 2.- Layout of the parcel (decoration, installations, accessibility, aesthetics, customer service staff...)
- 3.- Sustainable products that offer care and improvement to the environment (green products)
- 4.- Absence of incidents during the participation in previous editions, if any.

The interested parties must present the participation application corresponding to the exhibition model (PARCELS) **before the 30th of June**, together with the additional documentation specified below:

- APPLICANT'S TAX IDENTIFICATION NUMBER
- INFORMATION/CATALOGUE/IMAGES OF THE PRODUCT TO BE EXHIBITED
- PLAN/SKETCH OF THE ASSEMBLY

All the participation applications and the additional documentation must be sent to the SIC of the Ajuntament de Cocentaina (Plaça la Vila, 1 (03820) Cocentaina, Alacant).

Or online at www.cocentaina.sedelectronica.es (general request).

8. SERVICES

The Fair's organisation is in charge of providing basic services such as public lighting and daily cleaning of the fairground. In addition to that, other services are offered such as:

FRACTIONED PAYMENT: Exhibitors can request the "fractioned payment" method at the intervention department of the city council of Cocentaina. This means that 50% of the total amount has to be paid before the celebration of the event (the date will be indicated in the payment document) and that the payment of the remaining amount has to be received before the 31st of December of that year.

Only exhibitors who have rented 3 or more stands can request this payment convenience. (Art. 6 Tax Ordinance Regulating)

GUARDED PRIVATE PARKING: Located at the municipal sports centre and the Parc L'Orxa 4.4

Opening hours are from 8 am to 11 pm. **Every exhibitor who wishes to use this free service, will have to pick up their accreditation at the Stand Central Fira de Tots Sants (intersection of Passeig del Comtat and C/ Ausiàs March) during the assembling days of the Fair (28/29 October from 10 am to 2 pm / 4 pm to 8 pm)**

ADVISING AND RESERVATIONS OF SERVICES: The Tourist Info Cocentaina will provide information about accommodation, food and other services available to the exhibitors during the Fair days. Exhibitors who requests this free service will receive all the necessary information. (Tel. +34 965590159 / Email: touristinfo_cocentaina@gva.es)

WIFI/INTERNET ACCESS: Glass fibre access exclusively for the official exhibitors of the Fair. Every official exhibitor will receive a user name and a password to access to this free and exclusive service.

PLAYGROUND: Installed in the Plaça Alcalde Reig, this service will be available at no cost for children (between 3 and 12 years) of the exhibitors.

STAFF: The Department for Economic Development from the city council of Cocentaina has a job seekers database from Cocentaina and the region available for the exhibitors who need staff for different tasks: assembly, customer services, etc. All these services can be requested at adl@cocentaina.org.

9. ASSEMBLING AND DISMANTLING

After the approval of the authorizations for the participation in the 2020 edition, the organisation will provide the exhibitors with the following information:

EXHIBITORS PLAN (PARCELS) AND LIST OF THE EXHIBITORS: with this information we will be able to know the layout before the assembling in order to organise different aspects and needs for this process.

ASSEMBLY SCHEDULE: A coloured schedule that indicates the day each exhibitor can occupy its parcel completely. However, **starting from Tuesday the 27th of October** all the exhibitors will be able to start unloading materials (preferably at the sides) leaving enough space for other exhibitors to pass by.

The assembly must be completed before 11 pm of the 29th of October and exhibitors will not be allowed to disassemble their parcel until 11:59 pm on the 1st of November of 2020.

To carry out **loading and unloading** activities at the fairground during the celebration of the event, the **exhibitor accreditation** must be **visible** in the vehicle, and you will only be able to access this space **between 12 am and 8 am**. This accreditation will be available to pick up at the Stand Central Fira de Tots Sants (intersection Passeig del Comtat and C/ Ausiàs March) during the assembly days. **(28-29 October from 10 am to 2 pm and from 4 pm to 8 pm)**

10. PRICES

The prices of the different exhibited products must be visible all the time for customers and buyers.

11. ADVERTISEMENT

Advertisement is **only admitted inside the corresponding space** and will be limited to the products exposed by the exhibitors.

Advertising via speakers, films, slides or similar, as well as the installation and usage of musical ambiance or live demonstrations of processes or activities, will only be permitted as long as it does not cause harm or disturbance to the activities of the event or to other exhibitors.

12. RESPONSABILITIES

The applicant commits to have all the **necessary authorisations for the activity** and **is responsible for any damages that he/she may cause to third parties or to the city council** during the activity, assembly or dismantling.

13. FORCE MAJEURE

The city council reserves its right to refuse admission and, in case of force majeure or special circumstances, to postpone, shorten, extend or cancel the commercial exhibition, without having any responsibility.

If for the same reasons, the Fair must be interrupted after the inauguration, exhibitors will not be able to request a refund of the payment they already made.

The refund of the taxes will only be possible if the Fair was cancelled before its inauguration, due to justified public interests.

14. INCIDENTS

It is of public interest to respect the conditions for the participation at the Fair because it is held in the public space and due to the need of respecting the coordination between all the elements that form this complex organisation. Please note that the non-compliance of these conditions by the exhibitor will cause the withdrawal of the authorisation at any time, on duly justified grounds.

This can also give reasons for rejecting an exhibitor's application in future editions of the Fira, even if it does not imply the withdrawal of the authorisation.

15. RESPONSIBLE COURTS

In all disputes, the parties are submitted to the competences of the contentious administrative courts of Alicante.

16. CLAUSE ON DATA PROTECTION AND DISCLOSURE

In compliance with the provisions set forth in Organic Law 15/1999, on 13th of December, on Personal Data Protection (LOPD from now on) we inform you that the data provided by you will be stored in an archive system owned by the City Council of Cocentaina for the processing and management of your request.

By signing and submitting this document you give your consent to the processing of your data by the City Council of Cocentaina for the specified purpose. You express your consent to the disclosure of your data to other departments of the City Council of Cocentaina and/or other public administrations if they need them, as well as in the other cases included in the LOPD. You are free to exercise your right to access, correction, cancellation and refusal of your personal details by sending a letter to the Registre General de l'Ajuntament de Cocentaina (Plaça la Vila, 1, 03820 Cocentaina; or online at the Registre Electrònic (www.cocentaina.sedelectronica.es)). In this letter you should include your request signed by you or by a person with your legal authority, a copy of your tax identification number or equivalent valid document to prove your identity and (if it is the case) of the person representing you.