

GENERAL CONDITIONS OF PARTICIPATION ARCOMadrid / February 22 - 26 2023

• 1. Admission

- The organization of **ArtsLibris** is the responsibility of Raíña Lupa Producciones, in all that refers to its conception, realization and administration.
- The admission of applications, as well as the allocation of spaces, are the exclusive competence of the organization of the fair. The acceptance of the participation request will be notified via e-mail to the applicant.
- The application to participate in **ArtsLibris** can be rejected by the organization without any obligation to justify the refusal..
- The presentation of the completed and signed form, as well as the payment of the participation fee, constitute a non-revocable commitment by the applicant and implies full acceptance of these conditions.

2. Registration

- Any incomplete and / or erroneous payment and / or after the deadline may be a reason for exclusion from the fair.
- The prices per stand are informed in the registration form and do not include VAT, being the responsibility of the applicant to ensure that they are correct when making the payment.
- Your request will not be final until after acceptance by the organization. A committee will evaluate the application and once approved the applicant will have to pay the total amount of the stand.
- The participant must send the required documents within the announced deadline. Otherwise, the organizer is not obliged to provide the contractual services.
- The transport and / or shipments of material to the fair, both of participants with a stand and those who share a stand with others or in charge of the organization, are the responsibility of the participant. In the case of returns at the fair's expense, the postage will be paid by the participant upon receipt of the shipment.

3. Stand

- The stand is made up of the following: a module / table with rear shelves, with a rear and side panel option, according to the models specified in the registration form; seat; stand identification; general lighting.

4. Cancellations

- The withdrawal of a participant must be notified by letter with acknowledgment of receipt to the organizer.
- The resignation of the exhibitor to participate in the fair will result in the loss of the amounts accrued as damages. Being possible the partial or total refund of the amounts, as long as the stand is acquired by another exhibitor.
- In case of change of dates, venue of the event or cancellation due to force majeure, for unforeseeable economic or social reasons, or any other material cause, without the intention or responsibility of the organizing entity, any claim or compensation.

5. General

- The participant will receive an informative file, via e-mail, with the pertinent indications, both about the fair and about any subject related to it..
- The participant has the obligation to insure his material, both during transport and assembly, as well as during the duration of the fair.
- The participant is responsible for the maintenance of their stand, in the case of damage caused by negligence and / or mistreatment of the facilities, the participant will be responsible for the repair costs.
- The organization of the venues where the fairs are held will provide security on the premises, but the participant is responsible for their belongings and merchandise.
- The participant agrees to respect the ArtsLibris assembly, opening and disassembly hours, agreed between the organization and the host entity of the fair (IFEMA). The participant is obliged to exhibit their material during the entire period of the fair, otherwise the organization may sanction the participant.
- The applicant, with sufficient powers of representation, undertakes by himself and, in any case, by his employees, to observe the General Rules of Participation of IFEMA, available at: http://www.ifema.es/Institucional_01/expositores/normas_participacion/.
- The presentation of an application for participation necessarily implies on the part of the applicant the full and unconditional acceptance of the present conditions of ArtsLibris, which the applicant declares to know and accept and which he / she undertakes to comply with.
- ArtsLibris has a dataphone payment service, available for those exhibitors who want to use it. If the participant uses the ArtsLibris dataphone to collect a sale, the amount will be refunded later by transfer, with 4.5% being deducted from this amount as commissions. If the transfer has any cost, it will also be subtracted from the amount that has to be returned.
-
-
- Exhibitors Signature