



# BIOT INTERNATIONAL GLASS FESTIVAL



**2<sup>nd</sup> Biot International Glass Festival, 25<sup>th</sup> - 27<sup>th</sup> September 2020**

06410 Biot / Alpes Maritimes / France

## RULES & REGULATIONS - EXHIBITION SALE

### ORGANISATION

#### 1- Dates and location

The town of Biot is organising the 2<sup>nd</sup> Biot International Glass Festival, being held from Friday 25<sup>th</sup> September to Sunday 27<sup>th</sup> September in Biot in the Alpes Maritimes area of the Provence-Alpes-Côte d'Azur region.

#### 2- Opening times

The Show & Sale of work at the 2<sup>nd</sup> Biot International Glass Festival will be open from 11 AM to 7 PM on the Friday, Saturday and Sunday. Exhibitors are obliged to comply with the opening and closing times and will be present throughout the day during opening hours; the stands must be occupied and supervised by each exhibitor who will be entirely responsible for tending to them and guarding them.

#### 3- Organising Committee

Biot International Glass Festival is being organised by the town of Biot and the selection committee, chaired by the Deputy Mayor, and members of Art & Craft associations, representing the town of Biot.

#### 4- Entry Terms & Conditions

The 2<sup>nd</sup> Biot International Glass Festival only concerns those arts and crafts designated as such in the official list of Arts & Crafts issued by the French National Institute for Arts and Crafts (INMA), pertaining to artistic glass work.

The only people who will be permitted to exhibit are those registered as artisans in the Directory of Trades, and Artists registered with the Maison des Artistes organisation, working in liberal professions as duly declared freelance artists, and who are actually working with glass as a material (the concept of transformation), excluding any dealer or any resale of items that have no connection with glass or its derivatives, and exhibitors chosen by the selection committee.

#### 5- Entry application

Applications must reach the town of Biot before **03<sup>rd</sup> MAY 2020 AT THE LATEST**, accompanied by a deposit of €80 in the form of a cheque made out to the Tresor Public [French treasury] or by bank transfer (bank account details available upon request). Only fully completed

applications will be taken into consideration. Registration applications will be presented to the Biot International Glass Festival selection committee, chaired by the Deputy Mayor. Those not selected will receive a refund of any deposit that is paid by bank transfer at time of application.

#### 6- Enrolment

Enrolment is for the Biot International Glass Festival itself and not for a specific site. In the event of cancellation by the exhibitor after being accepted for the Festival, the deposit will not be refunded (other than in the case of force majeure or incapacitating unforeseeable circumstances).

It is forbidden to transfer or sublet any or all the allocated site. However, in the case of a maximum of two exhibitors wishing to share the same stand, two applications must be submitted.

#### 7- Participation Terms & Conditions

In order to take part, exhibitors must apply, paying the required deposit. Once selected, they will have to confirm their participation by paying the balance for the space reserved for them, by means of an additional cheque made out to the Tresor Public [French Treasury] or by bank transfer.

During set-up, the organisers will carry out an inspection. They reserve the right to exclude any exhibitor who does not meet the criteria detailed in the Entry Terms & Conditions.

#### 8- Site allocation

Stands will be allocated by the organiser. Entry requests are recorded in the order in which completed applications are received.

Stand locations will be assigned in order of arrival, according to availability regarding the requested configuration.

#### 9- Payment Terms & Conditions

As the organiser is not subject to VAT, the prices exclude tax, with no option to reclaim VAT. The all-inclusive price for stand rental for the three days includes: rental of the stand itself, electricity supply, a mention for your business in the festival brochure and on the stand

itself; email invitations to the Biot International Glass Festival will be available to you for your friends and customers.

The rental fee is payable according to the following terms and conditions: €80 will be paid when applying. The balance must be paid before 12<sup>th</sup> June 2020, when confirming participation, which serves as a binding contract.

After this deadline, if the balance has not been paid, the exhibitor will be deemed to have withdrawn their application. Consequently, the organiser may then dispose of the stand concerned, without refunding the deposit and without the person who wanted to exhibit having any possibility of appeal.

#### 10- Security

The stands are in a dedicated area that is guarded out of opening hours.

#### 11- Official opening of the Festival

The presence of all exhibitors is required at the official opening of the Biot International Glass Festival.

## LAYOUT & ALTERATIONS

#### 12- Stand layout

The organiser sees to the overall layout of the stands. Exhibitors will set up on Thursday 24<sup>th</sup> September 2020 between 12 noon and 8 PM.

Exhibitors will take the locations in the condition in which they find them and must leave them in the same condition. It will not be possible to make any holes in the flooring or to attach items (e.g. using tacks, staples etc.) directly to the partitions or walls (bring your own supply of cord, hooks, little chains or any other fasteners that do not cause damage for display use). All equipment, packaging and display materials must comply with current safety standards.

#### 13- Vacating stand locations

Dismantling must take place on Sunday 27<sup>th</sup> September between 7 PM and 11 PM. The exhibitor or their duly authorised agent must be present at their stand right from the start of dismantling until the stand is completely vacated.

The stands must be emptied, and all merchandise, articles and special decorative features removed by the exhibitors by the deadline and during the hours set by the organiser as stipulated above.

Once this deadline has passed, the organiser may have any items found on the stand transported to a storage facility of their choice, at the exhibitor's expense, risk and peril, without the organiser being held liable for any damage, whether partial or total.

The exhibitor remains liable for any accident, injury or complaints that may arise from a failure to comply with these instructions.

#### 14- Non-occupancy

The invoice balance remains payable by the exhibitor in all circumstances. Stands or sites that have not been occupied on the

evening before the opening of the Biot International Glass Festival may be allocated to another exhibitor, without the subscriber who failed to set up their stand being able to make any claim whatsoever for damages or for repayment of the sums paid by them. If the exhibitor does not pay the balance due and takes part in the Biot International Glass Festival, they will be issued with a payment demand.

## SAFETY & INSURANCE

#### 15- Banned items

Explosive materials and, in general, all harmful or hazardous substances are prohibited. It is forbidden to use devices or install or distribute items liable to pose a nuisance or danger to other exhibitors or visitors.

#### 16- Safety

Exhibitors must comply with Decree no. 54-856 of 13/08/54, the Administrative Order of 23/03/65 regarding fire and panic control regulations in public access buildings, and with articles no. R 123-1 and R 123-55 of the French Building Construction Code.

A safety officer will be present during opening hours.

#### 17- Insurance

The exhibitor is obliged to have professional indemnity insurance for the 2020 Biot International Glass Festival. They undertake to take out an insurance policy with a generally well-recognised company, covering all goods exhibited as part of this operation, throughout the duration of the Biot International Glass Festival as well as during assembly and dismantling operations. This policy must include a clause relinquishing any claim against the organiser, notably for theft.

## GENERAL TERMS & CONDITIONS

#### 18- Publicity

The distribution of publicity material can only be done on the stands. Loud publicity announcements or with the aid of a microphone and touting for business are all strictly prohibited. The publishing of prices and distribution are subject to the general regulations in Ministerial Orders. It is forbidden to publicise in any way any products other than those stipulated in the entry form.

#### 19- Price display

Exhibitors must comply with current regulations regarding price display and price labelling, in accordance with the Ministerial Order of 03/12/87.

#### 20- Disputes

In the event of a dispute, the contracting parties agree to take all measures at their disposal to reach an amicable resolution of any dispute that might arise in the course of the performance of this contract. In the event of continued disagreement, the dispute shall be referred to the competent regional courts and tribunals.

Signature (preceded by the phrase: "read and approved by")