



APPLICATION FORM

APPLYING COMPANY'S INFORMATION

(Important: all the necessary documentation regarding contracting -return of receipt, exhibition contract, etc.- will be forwarded to the email address of the "commercial contact").

Company name / Registered name: _____ Identification no. _____

Commercial name / Trade name: _____

Country: _____ Province / Region / State: _____ Town / City: _____ Postcode: _____

Address: _____ Website: _____

Person in charge of the participation: _____ Position: _____

Email: _____ Tel no. _____ Mob. _____ Fax. _____

Commercial contact: _____ Position: _____

Email1: _____ Tel no. _____ Mob. _____ Fax. _____

(1) Address for receiving the contract documents.

INVOICING COMPANY DETAILS

Tick this box if the invoicing details are the same as the details of the exhibition company.

Registered name: _____ Identification no. _____

Country: _____ Province / Region / State: _____ Town / City: _____ Postcode: _____

Dirección: _____ Web: _____

Contact name: _____ Position: _____

Email2: _____ Tel no. _____ Mob. _____ Fax. _____

Address for receipt of invoice (indicate only if it is different from above)

Country: _____ Province / Region / State: _____ Town / City: _____ Postcode: _____

Contact name: _____ Position: _____

In the event that the Applying Company designates another entity to make any of the payments related to its participation, it should provide all the necessary billing information. If the entity designated fails to render payment according to the schedules established, the Applying Company is liable for the payments, to be made upon a simple request by Last Lap.



AREA OF EXHIBITION – FORM AND PARTICIPATION RATES

Last lap (event management) reserves the final say on the applicants participation, as established under the general regulations of participation, which attempt to apply as far as possible to the applicant's request.

Apply for a paddock area floor space (only vehicles and tents) available from 50 sq.m.

Paddock area floor space sq.m.

Apply for a boxes area floor space
Boxes area floor space sq.m

Apply for an expo area key in hand tent
Expo area key in hand tent sq.m.

75 sq.m	6.225 €
100 sq.m	7.810 €
150 sq.m	10.350 €
200 sq.m	12.300 €

(Includes Civil Liability Insurance - Minimum consumption of energy (0.13 kw / sq.m) - Presence of Promotional Elements - Wood deck - Fireproof carpet - Electrical panel - Ambient lighting per sq.m and storage).

5% discount on floor price for AMBE members.

PADDOCK AREA FLOOR SPACE:

Option available only from 50 sq.m

50 sq.m to 100 sq.m	50 €
100.5 sq.m to 200 sq.m and up	45 €

(Civil Liability Insurance not included € 52.6. Presence of Promotional Elements € 100. Minimum energy consumption 0.13Kw / sq.m € 3.78 per sq.m).

ZONA BOXES SOLO SUELO

9 sq.m to 49.5 sq.m	45 €
50 sq.m to 100 sq.m	40 €
100.5 sq.m to 200 sq.m and up	35 €

(Civil Liability Insurance not included € 52.6. Presence of Promotional Elements € 100. Minimum energy consumption 0.13 Kw / sq.m € 3.78 per sq.m).

EXPO AREA KEY IN HAND TENT

9 sq.m	1.300 €
12 sq.m	1.700 €
18 sq.m	2.214 €
25 sq.m	2.750 €
50 sq.m	4.870 €

GENERAL SERVICES – THE EXHIBITOR IS BOUND BY PARTICIPATION TO HIRE General services in paddock or boxes areas floor space. In the expo area are already included.

- (*) Civil Liability Insurance (covering up to 60.000 €): 52,61 €
- (*) Minimum electrical consumption (0,13 kw / sq.m): 3,738 €
- (*) Presence in Promotional Elements: 100 €

I.V.A.

For companies established in the Spanish territory (excluding Canaries, Ceuta and Melilla): 10% VAT not included. For the rest of companies this operation is not subject to Spanish VAT. For European Union companies, the exhibitor will be responsible for paying the applicable VAT in the country of establishment.

AMBE ASSOCIATED COMPANY

- If associated, select this option.



COMPANY'S SECTORS:

- Bicycles: mountain, road, urban, BMX, triathlon and e-bikes
- Health and nutrition
- Cycling clothing and fashion
- New products
- Cycling accessories
- Competitions and clubs
- Triathlon equipment and accessories
- Official Organisms and Federations
- Cycle tourism
- Press
- Technology and Biomechanics for cycling

LABEL IN EXPO AREA (just expo area spaces)
Enter the label you want in the front of the stand (20 characters max.).

CARPET

Enter the color of the carpet you want.

- Red ■ Bkue ■ Light Grey

EXHIBITOR PASSES AND INVITATIONS:

1.- EXHIBITOR PASSES:

Free passes will be given as follows:

- Modules of 9 sq.m.: 2 passes
- From 9,5 to 12 sq.m.: 3 passes
- From 12,5 to 25 sq.m.: 5 passes
- From 25 to 50 sq.m.: 7 passes
- From 50,5 to 75 sq.m.: 9 passes
- From 75 to 100 sq.m.: 14 passes
- From 100 to 200 sq.m.: 16 passes
- Over 200 sq.m.: 20 passes

* Maximum 20 passes per exhibitor.

2.- INVITATIONS: According to the Exhibitor's Guide, depending on the surface area:

A.- GENERAL PUBLIC:

(valid for one access on Saturday or Sunday)

Stands up to 49,5 sq.m.: 50 invitations
Stands from 50 sq.m. on: 100 invitations

B.- PROFESSIONAL: (on-line format, registration required, valid for the 3 days)

Stands up to 49,5 sq.m.: 50 invitations
Stands from 50 sq.m. on: 100 invitations

PAYMENT CONDITIONS

50%. Deadline: 25.05.2019.

50%. Deadline: 31.07.2019.

Through:

* Bank Transfer to: LAST LAP/ FESTIBIKE 2019

IBAN: ES58 0128 6035 7201 0000 7237

SWIFT (BIC): BKBKESMMXXX

Send a stamped copy to
marimar.rozadilla@lastlap.com
o **belen.mora@lastlap.com**

LEGAL CONDITIONS

We would like to remind you that the payments indicated in these documents must be made within the stated period.

The applicant company declares it is aware of and accepts the Regulations of Festibike 2019: General Rules of Participation of Festibike 2019 attached in this document, and the Technical Annexes, all of which are available on the info@festibike.com



PRIVACY POLICY

The personal details provided with the contract documentation of Festibike (the “Event”) and all the relevant facts regarding his or her participation will be entered into a Last Lap computer file, domiciled at Avda. de San Luis, 25, 28033 Madrid. i.d. B80891211 (“LastLap”).

The rights of access, rectification, opposition and cancellation of this data may be exercised by writing to Last Lap at the aforementioned postal address or by e-mailing: lopd@unidadeditorial.es, heading both with the word “Exhibitor” together with the sender’s name and national identity card number. You may also consult our Data Protection Officer: dpo@unidadeditorial.es; or submit a complaint to the Spanish Data Protection Agency via its website: www.aepd.es.

Signature of the legal representative, stamp and date

_____ / _____ / _____

(Signature and stamp)



GENERAL REGULATION OF FESTIBIKE 2019

1. BASES

- 1.1.** Festibike 2019 will be celebrated from the 13 to the 15 September 2019 in Las Rozas Fairgrounds. The Fair is open to the participation of manufactures, distributors, sponsors, tourism agencies, clubs, and it guarantees an equality of treatment and opportunity for all exhibitors.
- 1.2.** These General Rules and Regulations, the Informative Bulletins and the Technical Communications in time duly issued by the Executive Committee, is obligatory to all exhibitors, whom automatically accept it signing the participation contract.

2. PURPOSE

- 2.1.** The idea of creating a two wheels sports Forum to meet manufacturers, distributors, retailers, Institutions, sponsor, sports companies, professionals and cycling lovers.
- 2.2.** The idea of creating a space to show and test the products, an opportunity where professional and fans enjoy the latest developments.

3. PARTICIPANTS AND PRODUCT

- 3.1.** All commercial entities, local and foreign, from the sector, will be able to participate in Festibike 2019.
- 3.2.** Official Institutions that have a similar nature, whether foreign, national, provincial or municipal.

4. CONDITIONS OF PARTICIPATION

- 4.1.** To participate in Festibike 2019, the companies concerned must present the required application form. The Executive Committee may reject any application which, in its opinion, fails to conform to the purpose of the event, reserving their right of admission.
- 4.2.** The prices and the measures of each stand appear in the Participation Rates document, except for the Boxes Area and de Paddock Area, where the participants must request their services.
- 4.3.** These rates include:
- 4.3.1.** The use of space during the time of the assembly, exhibition and disassembly.
 - 4.3.2.** Surveillance of common areas.
 - 4.3.3.** General cleaning of common areas.
 - 4.3.4.** Advice and general management.
 - 4.3.5.** *Cards and invitations in proportion to meters used, as established herein, in the General Regulation.*
 - 4.3.6.** *General advertising and promotion.*
- 4.4.** On 5 September 2019, date of maturity of the last installment, the exhibitor should have paid the amounts mentioned in the Application Form.
- 4.5.** Breach of any of the obligations by the exhibitor to the present General Regulation, especially to the method of payment mentioned above, lead the Executive Committee to:



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4.5.1. Request the contract's fulfillment.

4.5.2. Cancel the contract by operation of law. In this case, the effects will be:

4.5.2.1. Cancellation of participation by the exhibitor shall mean the loss of the prepaid amount. If the cancellation occurs within the 45 days prior to the inauguration of the event, the exhibitor may be asked to pay the total amount of the contracted space, even if it can be subsequently contracted by another exhibitor.

4.5.2.2. The exhibitor shall pay the missing amount to complete the price of the tent, the paddock area or the boxes area in damages to cover within ten days of the rescission.

4.6. If amounts for additional services are overdue in the Inauguration of the Exhibition date, the Executive Committee of Festibike 2019 may establish the closure of the space without pay compensation or reimbursement, until the amounts are cancelled.

4.7. If the exhibitor does not pay the amounts before the deadline, a surcharge will be applied for administrative expenses established by the Executive Committee.

5. ASSIGNMENT OF SPACE

5.1. Exhibitors may not assign, donate, sell, lease, transfer or share the allocated space, or part of the same without the previous authorization in writing of the Executive Committee.

6. BASES

6.1. The distribution and exhibition of samples, brochures, flyers, promotional materials and advertising, will be done only within the space of each exhibitor. The promotional material distributed in those areas shall not depart from the overall theme of the event.

6.2. In its space, the exhibitor shall not advertise products or make promotions and/or third-party services not involved in the event.

6.3. All forms of advertising within the space limits of each exhibitor, is free, if and only if it poses no infringement with the provisions in force.

7. PREVENTION OF ACCIDENTS

7.1. All the activities involving risk of damage or accident in the spaces into the fairground are forbidden. Regarding the objects on exhibition and the assembling and decoration elements, the Norms of Prevention of Labor Risks that may apply for the transport, assembly, handling, functioning and disassembling and the lending of reckless vehicles in the fairground will be achieved.



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8. SAFETY AND SECURITY

8.1. Exhibitors shall be sole responsible for the damages caused to its personnel, to Exposition visitors located in their stands or paddock/boxes areas, and/or their staff or goods, no matter the nature, on account of theft, robbery, fire, lighting, storm, explosion, hail, water leaks, accidents, sabotage or any other cause, no matter the origin, and they shall be, likewise, responsible for the personal damages occurred inside and outside their stands or boxes/paddock areas by their personnel and things they use or have under their care. Thus, exhibitors are obliged to be secured against all risks.

8.2. Festibike 2019 authorities will transfer the impairment charge of damage of their trucks and/or freights of their companies, and the impairment charge of damage they cause to the installations of Parque Ferial de Las Rozas and/or the ones provided by the Exhibition.

8.3. Festibike 2019 shall not be held liable for the damages from the deficiencies or lack of the light installation, electric power, heat, ventilation, etc.; may bring to exhibitors. Exhibitors are obliged to place safety and protection devices for exposed equipment. Festibike is also not responsible if there were a disruption of these services for any external event.

8.4. Festibike 2019 shall provide personnel for general security but is not liable for thefts and robberies that take place inside the fairground. During hours when the Exposition is closed to the public, no personnel other than surveillance personnel above-mentioned, and the surveillance personnel hired by those exhibitors who have a written authorization of the Executive Committee, may stay inside the premises.

8.5. All activities after the closing time are forbidden on the premises where Festibike is held.

9. ACREDITATIONS

9.1. The Exposition shall be put at disposal of the Exhibitor an accreditation every 2 sq.m. occupied (maximum 20). Each accreditation is valid for a single person. These cards shall be aimed at the personnel for attending the space of the exhibitor company.

9.2. The indicated cards shall be delivered to exhibitors once all conditions established herein have been complied with and payments for all amounts owed have been honored.

9.3. Exhibitors and their personnel are obliged to allow the examination of packages and/or vehicles entering and leaving the Exposition's fairground.

9.4. No entrance of vehicles to the fairground is permitted during the event. The vehicles may stay inside the Exposition the time required for loading and discharging where Festibike 2019 Authorities determine during the assembly and disassembly periods.

10. INVITATIONS

10.1. Festibike 2019 shall provide 100 invitations maximum per exhibitor. They will be valid for 1 person.

10.2. Only the official invitations provided by Festibike 2019 shall be accepted to allow the entrance to the Exhibition. Authorizations printed by exhibitor or third-parties shall become invalid.



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11. MODIFICATION, DEFERRAL AND CANCELLATION

11.1. The Executive Committee reserves the right to modify, on its own initiative when it considers it appropriate, the dates and schedule of the Exhibition and the original maps about the distribution of the sites for improved the event development, with no right to compensation of any kind for the exhibitor.

11.2. Likewise, in case of Acts of God or force majeure, resulting in the cancellation of the event, the amounts of money paid by exhibitors shall be reimbursed after deducting, pro-rata, all expenses carried out, without any compensation.

11.3. Festibike is an outdoor event, subject to all types of inclement weather. Under no circumstances, the adverse weather situation can be considered the grounds for suspending the commitments of this contract.

11.4. Any circumstance beyond the control of the Executive Committee constitutes force majeure.

12. EXCEPTIONS OR MODIFICATIONS

12.1. In exceptional cases, the Exposition authorities reserve the right to authorize or change the present Regulation for the success of the event.

13. LIABILITIES

The rules established in the General Regulation, the Informative Bulletins, Technical Communications, Solicitudes, Schedule, Drawings and Prices, are mandatory; if the exhibitor should fail to discharge all or part of these rules, Festibike 2019 may unilaterally terminate the contractual relationship at any time, giving the amount paid and the missing amount to Festibike 2019.

If there is any difference between the translation to other languages, the Spanish version of the Regulation and all other documents must be regarded as the official.

14. KEY IN HAND EXPO SPACES

14.1. Key in Hand Expo Spaces tents and modular stands will be delivered for the decoration and internal assembly from 8.30 h. to 21.30 h. on September 12th, 2019.

14.2. No element can exceed the limits of the tents or spaces or in height (balloons, projections, lighting, etc.), unless those who have the previous authorization of the organization.

15. REGULATIONS FOR THE ASSEMBLY OF Paddock AND BOXES AREAS

15.1. Exhibitors that opt for assembling a space in paddock or boxes area, must present a technical report of the design together with the building plans, which must show floor layouts and elevations to belen.mora@lastlap.com, for the Organization's approval, before August 15th, 2019.



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15.2. Exhibitors should indicate their space in accordance with the official plane.

15.3. The assembly of free decoration spaces is from 8.30h. to 21.30h. of September 12th, 2019, if the company needs a longer assembling time, it may consult with the organization.

15.4. Every structure that is created has to be assembled with their weight of fixtures. A structure without weight fixtures will not be able to be assembled for safety reasons.

15.5. The Organization shall not be liable for any damage caused to the structures of the paddock and boxes areas.

16. EXISTING FACILITIES

16.1. It is forbidden to chip, screw, weld, cut, paint and deteriorate canvas, walls, floors, columns, roofs and all the existing installation.

16.2. The reticulation panels, taps and firefighting fixtures ubicated inside the tents or paddock and boxes spaces should have an easy access. The elements relate to fire protection should be seen well.

17. NOT OCCUPATION OF THE AISLES. PACKAGING.

17.1. For safety purposes, during the assembly and dismantling periods, all the material should remain within the boundaries of the stand, tents or boxes and paddock areas, leaving aisles and other common zones totally free. The cleaning services will remove any objects left in those areas, and the exhibitor will have no right to claim any damages incurred.

18. DISMANTLING PERIOD

18.1. During the dismantling time, no exhibitor will be able to retire his goods until he has paid the requested services consumed in Festibike 2019.

18.2. Exhibitors have to recall products, retire the furnishing, and return the tents or the paddock/boxes spaces under the same conditions (free of residues), on September 15th, before 00.00h. Once this period of time has elapsed, the exhibitor loses the right to compensation for material loss or damage to be claimed.

19. PUBLIC ORDER

19.1. Exhibitors, their contractors and/or subcontractors and their personnel are obliged to comply with current legislation in relation to the maintenance of law and order.