

bijoutex – International Trade Fair for Costume Jewellery and Accessories
organized by TrendSet

Registration Forms

TrendSet Summer 2016

Messe München
9 – 11 July 2016

Company	Contact
VAT ID	E-mail Internet
Street / P.O. Box	Mobile Phone Number
Country / Town / Postcode	Tel. with area code and ext. Fax with area code and ext.
Hall	Stand

Registration Deadline 1 February 2016

Please send us the completed forms by fax to +49 · (0)89 · 4622465 - 50
or by email to info@trendset.de.

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Deadlines

This is a summary of what to do when and all important deadlines in chronological order.

		Our Deadlines	Your Deadlines	Done
Feb	Deadline to register for TrendSet Summer 2016		1 February 2016	<input type="checkbox"/>
	Start of determining stand locations at the fair	16 February 2016		
Mar	Sending of the following/ Online : <ul style="list-style-type: none">• Stand Confirmation• Technical Order at www.trendset.de• Marketing Services at www.trendset.de• Media data for TrendSet Journal, bijoutex Journal and Catalog at www.trendset.de	CW 11/12 2016		
Apr	Deadline for submitting print documents for TrendSet Journal, bijoutex Journal and Catalog		13 April 2016	<input type="checkbox"/>
	Deadline for accepting ads for the TrendSet Journal, bijoutex Journal and Catalog		20 April 2016	<input type="checkbox"/>
May	Last date to send in your: <ul style="list-style-type: none">• Technical Order• Marketing Services order		2 May 2016	<input type="checkbox"/>
	Last date to change your entry in the Catalog		15 May 2016	<input type="checkbox"/>
	Invoicing for the stand (Settlement Date)		20 May 2016	<input type="checkbox"/>
	Sending of the ordered Marketing Services	CW 21/22 2016		
June	Invoicing for items on Technical Order		as of 1 June 2016	<input type="checkbox"/>
	Sending of the following: <ul style="list-style-type: none">• Exhibitor Badges• Information on Installation and Dismantling• Traffic Guide	as of 10 June 2016		
	Confirmation of trend display cubicle and showcases	as of 10 June 2016		
Jul	TrendSet		9 – 11 July 2016	<input type="checkbox"/>
Aug	Deadline to register for TrendSet Winter 2017		1 August 2016	<input type="checkbox"/>
	Final invoicing for TrendSet Summer 2016		as of 15 August 2016	<input type="checkbox"/>

TrendSet Summer 2016	
Installation (set-up)	6 – 8 July 2016
Dates of the fair	9 – 11 July 2016
Dismantling (tear-down)	from 11 July 2016 6:00 pm to 12 July 2016 12 noon

9 - 11 July 2016

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Per Fax at +49 · (0)89 · 4622465 - 50
Registration deadline: 1 February 2016

1 Registration

Company	Contact
VAT ID	E-mail Internet
Street / P.O. Box	Mobile Phone Number
Country / Town / Postcode	Tel. with area code and ext. Fax with area code and ext.

I/We hereby register bindingly on the basis of the Terms of Participation and Terms of Payment of bijoutex.

■ Desired Stand

Layout planning of the halls for bijoutex Summer 2016 is based on the hall partitioning of bijoutex Winter 2016.





☐ I/We would like, if possible, the same stand position, type and size as at the bijoutex Winter 2016:

Hall Stand D m x W m = total sq m

☐ I last exhibited at the fair in month year

■ Stand Type

We will make every effort to fulfill your wish for a stand; however, we reserve the right to change the type, size, placement and dimensions of the stand to a minor extent. Please note the information about stand position and stand size. Only when you receive confirmation of your stand from TrendSet will you receive binding acceptance of stand type, position, placement, and size.

Row stand (3 stand walls)	Corner stand (2 stand walls)	Peninsula stand* (1 stand wall)	Island stand* (no stand wall)
 Please choose a stand depth (D 3 m or D 4 m) and fill in the desired stand width (W). D <input type="radio"/> 3 m <input type="radio"/> 4 m x W <input type="text"/> m = total <input type="text"/> sq m	 Please choose a stand depth (D 3 m or D 4 m) and fill in the desired stand width (W). D <input type="radio"/> 3 m <input type="radio"/> 4 m x W <input type="text"/> m = total <input type="text"/> sq m	 Please fill in the desired stand depth (D). D <input type="text"/> m x W 7 m = total <input type="text"/> sq m	 Please fill in the desired stand depth (D). D <input type="text"/> m x W 7 m = total <input type="text"/> sq m
12 – 25 m ² 69.00 EUR/sq m from 26 m ² 65.00 EUR/sq m	12 – 45 m ² 77.00 EUR/sq m from 46 m ² 73.00 EUR/sq m	ab 81 m ² 73.00 EUR/sq m	ab 81 m ² 73.00 EUR/sq m

* Because of varying block sizes, in individual cases, smaller stands are also possible.

■ SEPA direct debit mandate

☐ Direct debit authorization is attached

☐ Direct debit authorization is already on file (at hand)

■ Please Note

In addition to general fees for the exhibition stand, the advertising flat fee of 200.00 EUR (for the catalog, TrendSet Journal, customer invitations and mailing) and exhibition liability insurance fee of 15.00 EUR must be paid.

■ Terms of Participation

☐ I acknowledge the Terms of Participation.

Place / date	Company stamp and legally binding signature of exhibitor
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Registration deadline: 1 February 2016

2 Stand Location / Focus

Company	Contact	
VAT ID	E-mail	Internet
Street / P.O. Box	Mobile Phone Number	
Country / Town / Postcode	Tel. with area code and ext.	Fax with area code and ext.

■ Exhibition focus

The halls of TrendSet are arranged according to product category. Using the listed product categories, please indicate in which hall you would like to be located. Indicating your choice is, however, not a guarantee of placement in a particular hall. Should you not be sure of which hall to indicate, please use the enclosed product category overview as a guide.

Please indicate the focus of your exhibition here (choose only one focus).



☐ Bijoutex 1
Fashion Jewellery,
Beauty



☐ Bijoutex 2
Fashions,
Accessories

■ Order / Direct sales

Please specify whether you offer only ordering, only direct sales, or both, so that we can place your stand appropriately.

☐ Orders only ☐ Direct sales only ☐ Order or direct sales

Please fill in the exhibited brands here.

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Please provide more detail on your choice of exhibition focus by describing your products briefly here.

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Place / date

Company stamp and legally binding signature of exhibitor

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3 Entry in Catalog



You can update your catalog entry online only.

■ New exhibitor

As a new exhibitor, you will receive your access details along with your stand confirmation.

■ Log in

1. Navigate online (in the Internet) to www.trendset.de.
2. Go to the page [Exhibitors], then to [Catalog] and then to [Login Catalog].
3. Enter your personal access details in the fields shown and click on **[Log in]**.

Your personal access details:

Username

Password

■ Update your entry

There are two parts to updating your catalog entry:

- Updating your address in the exhibitor guide (your company profile)
- Updating your product range classification / brands and collections

1. Updating your address in the exhibitor guide

When you exhibit at TrendSet for the first time, your basic details will be provided to you by TrendSet. From then on, you can update your details yourself. TrendSet does not make changes, perform updates, or check your entry for you.

2. Updating your product range classification / brands and collections

You can update your product range classification yourself. You can change and delete the assignment of your products to existing product range classification, or you can add new product range classification. You can choose more than one product range classification.

■ Check your entry and authorise it

On the right side, you can see your entry. This is where you can check it and then authorize it.

■ Please note

Keeping your entry in the catalog current is entirely your responsibility.
Updating catalog entries is possible as of 15 May 2016.

Terms of Participation

■ Admitted Exhibitors

- (1) Only commercial agents whose products correspond to those on the list of exhibited wares of the event are permitted as exhibitors. The arrangement of the event according to industry sector and product group is carried out by TrendSet.
- (2) The committee entrusted with trade fair preparations, along with TrendSet, decides on the admission of exhibitors according to dutiful discretion with consideration for the available stand space for the event, its function and its structure. A legal right to admission does not exist. A candidate cannot, in particular, refer to participation in past events.

■ Cancellation Fees

- (1) The exhibitor shall pay the full rental amount including any accrued incidental costs. This is also valid in the case that the exhibitor, for reasons for which he is not responsible, should be impeded in exhibiting at the event.
- (2) In justifiable exceptional cases and with the express approval of TrendSet, a right to withdrawal can be granted.
- (3) TrendSet reserves the right to charge the following fees.
Scale: from confirmation of the stand 50% of the stand rental
5 weeks before the fair 100% of the stand rental
- (4) TrendSet reserves the right to assign the stand to another exhibitor if the payment is late or nonexistent.

■ Cancellation of Registration

- (1) A right to withdrawal after an executed registration and possible stand confirmation is only possible with the express written consent of TrendSet.
- (2) Any cancellation of the registration and/or the Catalog entry must be submitted in writing to TrendSet.

■ Catalog

For the fair, a catalog will be published. Exhibitors will be listed in it in the complete directory, hall directory and address directory with their represented brands and lines. The catalog is available printed and viewable online as well. TrendSet GmbH does not accept any warranty for the correctness and completeness of the publishing of the data. Solely the exhibitor itself is responsible for the legal permissibility of its entry. The exhibitor itself bears complete and total responsibility for its entry in the catalog.

■ Circle of Attendees

The event is not generally accessible. Only commercial buyers and other trade visitors are permitted as attendees.

■ Contractual Penalty

TrendSet may, through separate terms, provide a flat rate contractual penalty of the exhibitor due to injury of the Terms of Participation. Oral agreements: All agreements, individual approvals and special provisions are only legally valid when they are confirmed in writing by TrendSet.

■ Domiciliary Rights

TrendSet has domiciliary rights on the premises of the exhibition space. Through registration, the exhibitor subjects itself and its staff to the Terms of Participation and to all instructions of TrendSet.

■ Liability, Insurance

- (1) The organizer is liable for losses of the exhibitor only when the exhibitor or its representative is burdened by intention or gross negligence. To the same extent, tortious liability is excluded. The organizer is not liable for the loss or damage to goods brought in by the exhibitor or its staff members as well as for consequential losses.
- (2) The exhibitor is obliged to cover its liability and that of its staff due to injury of legal rights of other persons through sufficient insurance, proof of which is to be shown upon request of the organizer. The purchase of commercial third party liability insurance is obligatory and will be assumed by TrendSet for each exhibitor. Incidentally, the exhibitor itself is responsible for its own insurance protection.

■ List of Exhibited Wares

Furniture, Lamps, Home Textiles, Home Accessories, Lifestyle, Glass, Porcelain, Ceramics, Kitchen, Household, Gourmet, Decodesign, Gifts, Souvenirs, Seasonal Goods, Christmas, Festive Decor, Bath, Fragrances, Wellness, Floristry, Leisure, Garden, Hobby, Fun, Toys, Office, School, Stationery, Papeterie, Fashion Accessoires, Clothing, Jewellery, Timepieces, Gems, bijoutex – Fashion Jewellery, Beauty, bijoutex – Fashions, Accessoires.

■ Place of Performance, Place of Jurisdiction, Applicable Law

Place of jurisdiction and place of performance is Munich, Germany. German law is applicable to the contractual relationship.

■ Prices and Fees

The square meter, electricity, stand installation and furnishings prices may be obtained from the respectively valid registration form and the Technical Order.

■ Prohibition of Working on Sunday

Every exhibitor must ensure that it has procured a waiver from the prohibition of working on Sunday in the sense of §105 of the trade regulations (Gewerbeordnung) for the staff at its stand who are not family members.

■ Stand Assignment

- (1) The stand allocation will follow on the basis of a professional division of the available space in consideration of special wishes for stands. TrendSet reserves the right to change groupings as well as change stand proportions by up to 20%. Such deviations in the provision of stands or change of stands after supplied confirmation do not establish—except for intent or gross negligence—a right of revocation or claims for compensation for damages by exhibitors.
- (2) Stands under 12 sq m will not be allocated.
- (3) The stand area is effected without consideration for protrusions, columns, pillars, connections to installations, and other installations. Each started square meter will be fully charged.

■ Stand Confirmation

TrendSet shall confirm the stand reservation in writing about 8 – 10 weeks after the stated registration deadline. The confirmation is valid only for the exhibitor named therein. The prerequisite for a valid stand confirmation is that all invoices of the previous fair events have been fully paid.

■ Stand Design; Assembly and Dismantling of Stands

- (1) The design of the stand is the responsibility of the exhibitor. Minimally required are: Company sign, carpeted floor, and observation of the guidelines in "Technical Installation".
- (2) The stand walls (2.50 m) shall be erected by TrendSet. Stand walls exceeding 2.50 m in height require the approval of the event management.
- (3) The assembly and dismantling hours are set in the "Important Assembly and Dismantling Guidelines". The hours named therein are to be kept without exception. TrendSet may mandate otherwise for stand space which is not assembled or moved into up to the named times.
- (4) Every exhibitor is required to staff its stand constantly during the fair opening hours.

■ Stand Registration and Catalog Entry

- (1) The registration and the catalog entry for the event, which are to be completed within the registration deadline, are to be completed fully and are to be signed with a binding legal signature. The signature indicates agreement of the Terms of Participation in their respectively valid form. The stand registration and catalog entry are binding.
- (2) A directory entry shall be made only for exhibitors.
- (3) The exhibitor itself bears complete responsibility for its entry in the catalog.

■ Statute of Limitation

All claims of the exhibitor arising from the contractual relationship with TrendSet come under the statute of limitation within six months. The statute of limitation commences with the expiry of the month in which the last day of the trade fair falls.

■ Subletting

Subletting of stand space or the assignment or transfer of the right to a stand is prohibited. In the case of infractions, TrendSet reserves the right to cancel the stand registration.

■ Technical Installation

- (1) During the design, the general safety regulations are to be observed. In particular, only flame resistant materials according to DIN 4102 may be used for decoration. Safety equipment such as fire extinguishers, hydrants and signs indicating their location may not be covered, built over, or obstructed. Additionally, the other fire safety regulations must be strictly observed. All work on supply installations (electricity, water, gas) may be conducted only by the installation staff approved by the renter of the hall. Stand coverings, canopies, and ceilings are subject to special regulations for fire protection and thus must be reported to the fair organizer without fail.
- (2) Stands which do not meet the safety requirements can be closed by TrendSet. TrendSet also retains the right to do so when nuisances such as smells, sounds and other emissions emanate from the stand and the exhibitor efforts to remove them are not corrective. This is also applicable when the design of the stand does not conform to prevailing standards of good taste or public order. Any and all claims of the exhibitor against the closing of its stand are excluded.
- (3) TrendSet will see to the general lighting and heating of the halls. The connection costs will be charged according to the valid rates of the respective contracted company and the stipulations of the trade fair companies.
- (4) Electrical devices, lamps, machines, etc. must be turned off each day upon leaving the stand. All damage which arises through not adhering to this regulation will be the responsibility of the exhibitor. TrendSet will incur no liability for losses which arise in such a manner that through fluctuations of power or force majeure any technical disruptions occur, or by order of the fire department or the public services the delivery is interrupted.
- (5) Complaints at the stand must be submitted to the fair management at the latest by 12:00 noon of the last day of the fair.

■ Transacting Sales

- (1) Every exhibitor and its staff members are, within the community of exhibitors, to behave correctly in every relationship and may not unreasonably influence the interests of the other exhibitors. In individual cases, TrendSet reserves the right to issue the necessary instructions and, in the case of gross infringements, to exclude the exhibitor temporarily or for the entire duration of the event. Claims for compensation on the part of the exhibitor are also insofar excluded.
- (2) Direct sales; that is, sales and delivery of wares, including fair samples and exhibited goods (including cash sales), is not permitted at the event. This is also expressly valid for the last day of the fair. Additionally, the delivery of free exhibited goods may occur only after the trade fair concludes.

■ Venue and Duration

Venue and duration of the event can be found on the registration form. The opening and closing hours are regulated in the "Important Notes for Assembly and Dismantling". TrendSet reserves the right to cancel the event, postpone it or change its venue, and/or change its length when special circumstances require it. In the case of changes becoming necessary due to special circumstances, the exhibitor is, with proof of a lack of further interest, permitted to withdraw from the contract. The exhibitor is not entitled to claim any compensation for losses.

■ Validity of Individual Provisions

The invalidity, in whole or in part, of any provision of these Terms of Participation, shall not void or otherwise affect the validity of any other provision.

This translation is for courtesy purposes only. The German original shall prevail.

[Current as of: November 2015]

Guidelines for Stand Position and Size

■ Minimum Size

The minimum size for a trade fair stand is 12 sq m.

■ Depth

The depth of a stand is 3 m, 4 m or 7 m, depending on the type of stand.

■ Corner and Peninsula Stands

The minimum size for a corner stand is, as a rule, 12 sq m. Corner and peninsula stands are possible only in exceptional cases due to the arrangement of the blocks. Because of varying block sizes, in individual cases, smaller stands are also possible. A right to particular dimensions does not exist.

■ Variations

The fair organizer reserves the right to arrange the stands differently from your wishes.

■ Calculation of Charges

Fundamentally, the full square meter will be charged.

[Current as of: 15 November 2015]

Terms of Payment

■ Invoicing

- (1) The exhibitor receives an invoice for the rental of the stand, advertising expense flat rate, furnishings, electricity, walls, floor covering, etc. After the event, the exhibitor will receive an invoice with the final incidental charges.
- (2) The invoice for the stand is due for payment about 8 weeks before the start of the fair. All further invoices are payable immediately upon receipt.
- (3) All invoice amounts are exclusive of the respective statutory value added tax.
- (4) Objections to all invoices must take place to TrendSet in writing within a deadline of 14 days after receipt of the invoice. The exhibitor is entitled to compensation with a counterclaim or the assertion of a right of retention only insofar as its demand is uncontested or determined to be legally binding.
- (5) All invoiced amounts will be debited directly per debit order from the account of the exhibitor. Credited amounts will be deposited to the account.
- (6) Payments rendered will be accounted to due payment demands from previous events.
- (7) In the case of a group stand, one exhibitor (the main exhibitor) will receive all invoices.

■ Payment Deadline, Late Payment

- (1) A debit order must be arranged with the organizer as a prerequisite.
- (2) In the case of late payment, TrendSet reserves the right to exclude the exhibitor from participating in the fair. The exhibitor remains liable to pay stipulated charges. If the stand space can partly or otherwise be rented, cancellation charges are accrued according to our Terms of Participation.
- (3) The organizer has the right to charge interest for late payment in the amount of 5% over the respective bank rate of the German Federal Bank.
- (4) Assembly of the stand before payment of the stand rental and incidental charges is not permitted.
- (5) TrendSet reserves the right to assign the stand to another exhibitor if the payment is late or nonexistent.

■ Cancellation of Registration

- (1) A right to withdrawal after an executed registration and possible stand confirmation is only possible with the express written consent of TrendSet.
- (2) Any cancellation of the registration and/or catalog entry must be submitted in writing to TrendSet.

■ Cancellation Fees

- (1) The exhibitor shall pay the full rental amount including any accrued incidental costs. This is also valid in the case that the exhibitor, for reasons for which he is not responsible, should be impeded in exhibiting at the event.
- (2) In justifiable exceptional cases and with the express approval of TrendSet, a right to withdrawal can be granted.
- (3) TrendSet reserves the right to charge the following fees.

Scale:	from confirmation of the stand	50% of the stand rental
	5 weeks before the fair	100% of the stand rental
- (4) TrendSet reserves the right to assign the stand to another exhibitor if the payment is late or nonexistent.

■ Lien

TrendSet is entitled to a lien on the objects brought by the exhibitor to the fair arising from the claim against the exhibitor for the rental of the stand space. §562a of the German Civil Code is not applicable. TrendSet is not liable for damage to or loss of the property to which a lien applies.

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[Current as of: November 2015]

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Authorization to Collect Payments by SEPA Direct Debit Mandate

Exhibitor

I/We hereby authorize TrendSet GmbH to collect payments from my/our account by means of direct debit. At the same time, I/we instruct my/our financial institution to pay the direct debits drawn on my/our account by TrendSet GmbH.

■ Payee: TrendSet GmbH

Payer (debtor) identification number: DE85ZZZ00000018615

Mandate reference: You will receive your mandate reference later.

■ Please note

I/We can demand the reimbursement of the debited amount within eight weeks, beginning with the date on which the amount was debited. The conditions agreed to with my/our financial institution shall apply.

Name of the payee (account holder)

■ Address of the payee

Street Address

Postal Code, City

Country

Name of Bank

IBAN (International Bank Account Number) of the payee (maximum 35 characters)

BIC (Bank Identifier Code) (8 or 11 characters)

Place / date

Company stamp and legally binding signature of exhibitor

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Per Fax at +49 · (0)89 · 4622465 - 50
Registration deadline: 1 February 2016

Invoicing Without VAT

(Is possible if your invoice address is outside of Germany)

Exhibitor

■ Exhibitors from the EU

For invoicing the costs of exhibition without VAT, the details below must be provided to us. The details must be authorized at the Federal Central Tax Office. Therefore, please provide us with the details which are identical to those used at your VAT registration. Invoicing without VAT is not possible without official authorization.

Value added tax identification number

Registered and full name of your company

Legal form of the company

Registered place of business (as shown in the commercial register)

Street Address

Postal Code, City

Country

■ Exhibitors from Other Countries

Invoicing of your exhibition costs without VAT is possible only with certified proof from your taxation authority that you are registered as a VAT taxable subject in your country.

The document must be translated into German or English by a registered translator.

Please send us both the original version and the translation.

The document is valid for one year after date of issue.

A new proof must be presented after this period.

The requested document must contain the following details:

- Name and address of the responsible tax authority
- Registered and full name of your company
- Legal form of your company
- VAT identification number or tax number of your company, or both
- The statement that your company is registered to pay VAT in your country
- Date and place of issue
- Stamp and signature of the tax authority

Place / date

Company stamp and legally binding signature of exhibitor