

EXHIBITOR'S GUIDE



29 MAY TO
2 JUIN 2024

HANGAR 14
BORDEAUX

bad-bordeaux.com

SUMMARY



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01 YOUR CONTACTS

CONTACT	PHONE	MAIL
Commissioner general Jean-Daniel COMPAIN	06 75 24 45 73	j.compain@bad-bordeaux.com
Associate commissioner Haily GRENET	06 88 96 38 31	h.grenet@bad-bordeaux.com
Artistic director Marie MAERTENS	06 62 45 33 02	m.maertens@bad-bordeaux.com
Executive manager Léa LECLAIR	06 65 39 62 73	l.leclair@beam.fr
Communication manager Myriam DEI CIECHI	06 65 40 52 27	m.deiciechi@beam.fr
Press Agency Armance communication : Romain MANGION	06 27 87 41 81	romain@armance.co
Director of external relations Victoria GANDIT LELANDAIS	07 83 87 07 44	vip@bad-bordeaux.com
Coordination assistant Gaud DORY	06 65 30 62 52	g.dory@beam.fr
Sales administration Mathilde EYRIGNOUX Ulyana KUKHARUK	06 74 55 09 03 06 62 55 00 73	m.eyrignoux@beam.fr u.kukharuk@beam.fr

THE VENUE CARACTERISTICS



- 2 level building
- Length : 102m
- Concrete flooring with quartz finish
- Power supply via ceiling cable

➤ Ground Level

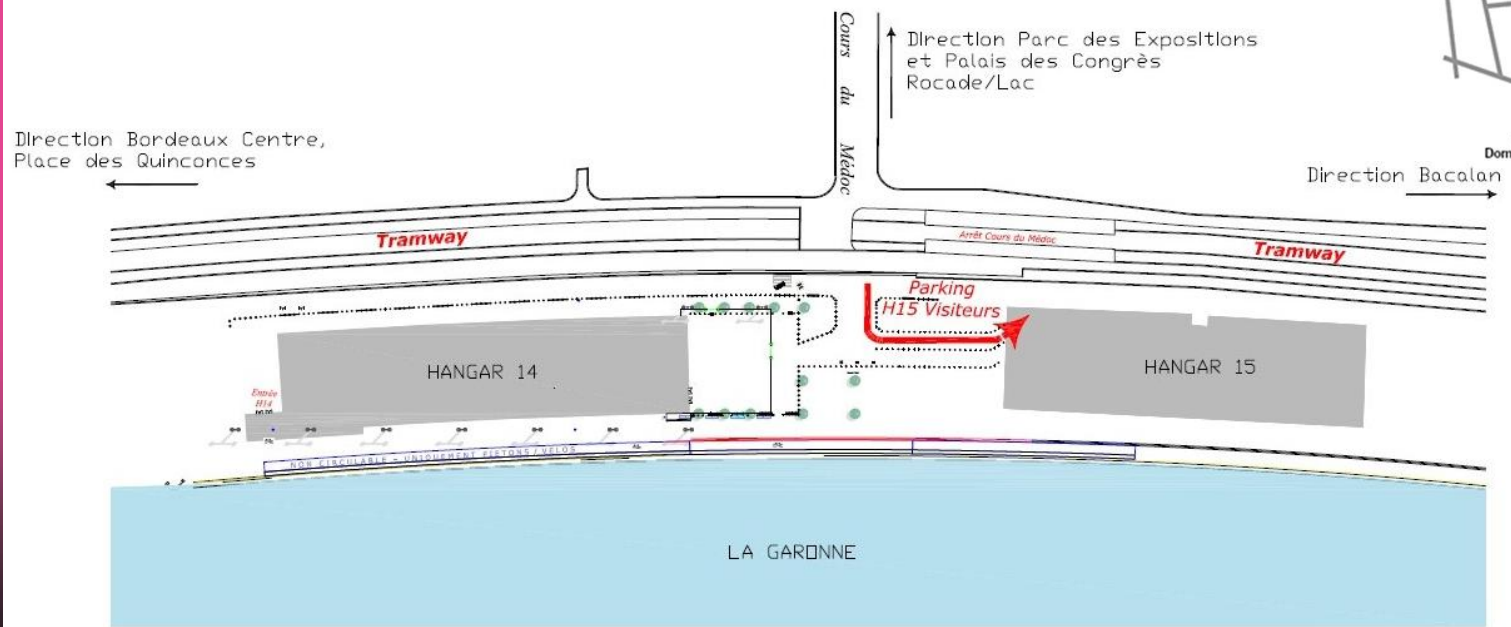
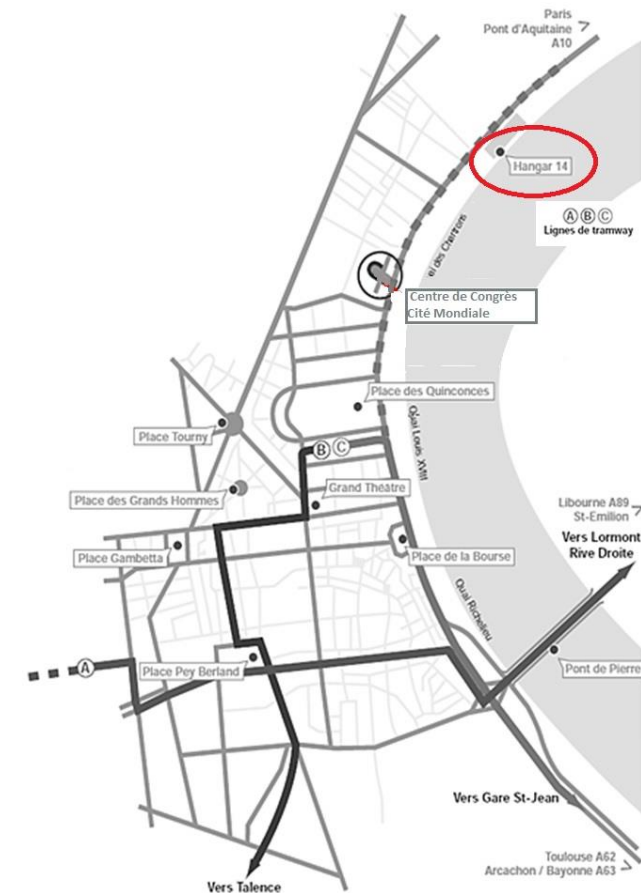
- 3000 m², with pillars every 6m
- Length : 102m, width : 30m
- Usable floor-to-ceiling height: 4.30m
- Service side-entrance, 72m²
- 50 m² catering unit
- 2 sanitary blocks
- 2 visitors' entrances: one upstream facing the city and one downstream facing Hangar 15 (H15)
- Office for organizers

➤ Upper Level

- 2400m², including 1800m² without pillars, extending into a covered patio of 600m² overlooking the Garonne
- Length : 102m, width : 24m (including 18m without pillars)
- Usable floor-to-ceiling height : 3.50m
- Covered patio, 6m wide, with view of the Garonne
- 3 meeting rooms
- 72m² catering unit (6mx12m) with goods lift
- Floor load: 500kg/m²
- 2 sanitary blocks

LOCATION & ACCESS

- **BY PLANE** : From Bordeaux Mérignac Airport to downtown :
 → Bus 1 (Stop: Gambetta) then Tramway B (stop : Cours du Medoc)
www.bordeaux.aeroport.fr
- **BY TRAIN** : Bordeaux Saint Jean station to downtown : Tramway C (stop: Quinconces) then Tramway B (stop: Cour du Medoc) www.oui.sncf
- **BY CAR** : A public paid-parking area, practical & easily accessible :
 Hangar 15 : 114, quai des Chartrons, Bordeaux
- **BY PUBLIC TRANSPORT** : Tramway B, stop: Cours du Medoc www.infotbm.com





FAIR CALENDAR

Setting up - opening - dismantling

GENERAL

WEDNESDAY 29 MAY	THURSDAY 30 MAY	FRIDAY 31 MAY	SATURDAY 1st JUNE	SUNDAY 2 JUNE	MONDAY 3 JUNE
GALLERIES SET UP 7am - 6pm	GALLERIES SET UP 9am - 12pm				GALLERIES DISMANTLING 8am-12pm
	ENTRE'VUES VIP PROGRAMM 8.30 am > 1pm	ENTRE'VUES VIP PROGRAMM 8.30 am > 1pm	ENTRE'VUES VIP PROGRAMM 8.30 am > 1pm	ENTRE'VUES VIP PROGRAMM 8.30 am > 1pm	ENTRE'VUES VIP PROGRAMM 8.30 am > 1pm
		CONFERENCE 9am-12pm	CONFERENCE 9am-12pm		
	VIP & MEDIA 1pm-5pm	Opening of the Fair 12-8pm	Opening of the Fair 12-8pm	Opening of the Fair 12-7pm	ORAGNISATION DISMANTLING 12pm-7pm
	VERNISSAGE by invitation only 5-10pm				
GALA DINNER 8-11pm			Galleries & partners evening 8-11pm	GALLERIES DISMANTLING 7pm-12am	

DELIVERY TIMES SET UP/DISMANTLING

DELIVERIES DURING SET UP/DISMANTLING

The access to H14 (115 Quai des Chartrons, 33000 Bordeaux) being limited, we are obliged to organize the arrival of the deliveries of each gallery (works, crates...).

DELIVERY

We remind you that you are invited to unload your vehicle immediately and to leave the delivery area (risk of impounding your vehicle)..

- Wednesday 29 May from 08am to 10am if your booth is between 50 and 60 m² or if you are doing a group transport
- Wednesday 29 May from 10am to 12pm if your booth is between 30 and 40m²
- Wednesday 29 May from 1pm to 4pm if your booth is between 20 and 30m²
- Wednesday 29 May from 4pm to 5pm if your booth is less than 20m²

RESUMPTION

- Pick-up on 2 June from 7pm to 12am (*limited spaces, thank you for coming back to Mathilde EYRIGNOUX m.eyrignoux@beam.fr*)
- Pick-up on Monday 3 June from 8am to 9am if your booth is between 50 and 60m² or if you are doing a group transport
- Pick-up on Monday 3 June from 9am to 11am if your booth is between 30 and 40m²
- Pick-up on Monday 3 June from 11am to 12pm if your booth is less than 30m²

GENERAL SPECIFICATIONS

BOOTH

Booths are provided and equipped with the following facilities:

- Wooden partitions dressed in white fabric, 3m high + plinth
- Waxed concrete floor with quartz effect
- Electrical connection, 2 kW
- A pre-defined number of white spotlights (3 spotlights per unit of 10m²)
- Refurbishment of stand prior to opening and maintenance during the fair
- Individual signage 40*60cm in pvc on both sides
- Individual WI-FI code for the duration of the event (5 Mb/s)

ADDITIONAL ORDERS

To place an order you must submit a Specific Order Form (pages 12 to 13), [at the latest on the order form 18 April 2024](#), accompanied by a cheque (made out to Bordeaux Events And More) or copy of the bank transfer order using the bank account details below (both of which must include the name of the exhibitor as well as the name of the event).

BPSO CAE GIRONDE – Code Banque : 10907 – Code Guichet : 00001 – N° de Compte : 05721953384 – Clé RIB : 93
IBAN : FR76 1090 7000 0105 7219 5338 493 – BIC : CCBPFRPPBDX

➤ Electrical installation and stand sign (form A)

On request and up to 3kw, connection via a 3-plug multi-socket.

Over 3kw, connection via a supply terminal with protection against power surges and a general circuit breaker (30mA differential).

Power supply is live when the exhibitor takes possession of the booth. Connection can be made indifferently to any of the available sockets, within the maximum power limits available for each socket, i.e. 16A for each standard socket.

The power connection rate includes rental, equipment installation and removal, power supply for the duration of the exhibition, equipment maintenance and the ongoing presence of an electrician.

Electrical connection is supplied by Beam via ceiling cables according to the following terms:

- 3Kw single-phase connection: 3-plug multi-socket
- 6Kw single-phase: connection to 2 16A multi-sockets
- 12Kw single-phase: connection to 4 16A multi-sockets
- 18Kw three-phase connection: P17 tetra 32A socket

ADDITIONAL ORDERS

Internet (Form A)

➤ PRIVATE WIFI CONNECTION, WiFi services include :

Access Code Wifi BEAM_ PRO +
Individual code for the duration of the event

➤ Connecting to the Internet

- Any wifi codes ordered will be distributed by the organiser or collected at the exhibitor's reception
- Connect to the wifi network specified in the guide distributed
- Type in the network password
- Open internet browser
- Type in login & individual password specified in the guide distributed

Audiovisual catalogue :

To consult our audiovisual catalogue, click [HERE](#)

FORM A : TECHNICAL FACILITIES

Code	Designation	NB	PU HT	Total HT
INCREASE IN POWER - Shell scheme stand				
40204	3kW connection (Increase in power from 2 to3 kw)		59,00 €	
40304	4 kW connection (Increase in power from 2 à 4 kw)		127,00 €	
40404	5 kW connection (Increase in power from 2 à 5 kw)		181,00 €	
40504	6 kW connection (Increase in power from 2 à 6 kw)		245,00 €	
ADSL connection				
INF3156	Wired Internet line Reserved speed of 10 Mbps (does not include workstation networking, switch box or additional network cables)		468,18 €	
Wifi - Countdown from the first connection				
INF02	Code Wifi BEAM PRO+ : Code individuel pour la durée de la manifestation avec limitation de 10Mb/s par accès. Pas de Timeout. Astreinte intégrée 9H/17H		90,00 €	
			Total HT	
			TVA 20%	
			Total TTC	

Any service ordered on site will be increased by 25%.

FORM A : TECHNICAL FACILITIES

Code	Designation	NB	PU HT	Total HT
	Additional benefits			
2231	White Carpet (m ²)		8,80 €	
2233	Black Carpet (m ²)		8,80 €	
2234	Grey Carpet (m ²)		8,80 €	
22141	3m high wooden partition clad in 165g white brushed cotton + skirting board		165,00 €	
22151	3m high wooden partition clad in grey brushed cotton 165g + skirting board		165,00 €	
22161	3m high wooden partition clad in black brushed cotton 165g + skirting board		165,00 €	
2220	Change of fabric colour on a white partition - price per metre		65,00 €	
2222	Change of fabric colour on black partition - price per metre		65,00 €	
2221	Change of fabric colour on a grey partition - price per metre		65,00 €	
2242	Additional spotlight		145,00 €	
2213	Moving the spotlight		25,00 €	
2240	Socket 1 Kw		35,00 €	
	Moving electrical outlets on site		25,00 €	
2241	Multi-socket (3 outputs)		20,00 €	
2226	Velum cotton 140gr (m ²) white		25,00 €	
2228	Velum cotton 140gr (m ²) black		25,00 €	
2227	Velum cotton 140gr (m ²) grey		25,00 €	
	Additional stiffeners in R/V brushed cotton 165g		35,00 €	
	Additional bands Ht24 cm R/V in brushed cotton 165 gr		55,00 €	
2263	White single door		300,00 €	
2223	Pleated curtain, height 3 m, white brushed cotton (ml)		70,00 €	
2224	Pleated curtain, height 3 m, grey brushed cotton (ml)		70,00 €	
2225	Pleated curtain, height 3 m, black brushed cotton (ml)		70,00 €	
	Wood structure post cladding - 165g brushed cotton cladding		280,00 €	
TV4204C	Classic 42/45 inch screen, with stand - 4 days		630,00 €	
TV4704c	Classic 47/49 inch screen, with stand - 4 days		743,00 €	
			Total HT	
			TVA 20%	
			Total TTC	
Any service ordered on site will be increased by 25%.				

INSURANCE

The exhibitor is required to take out:

An all risks' exhibition insurance policy that covers the exhibitor's equipment and/or merchandise worth up to €15,300 against risks of vandalism, loss, fire, explosion, water damage and accidental damage. The cover applies on the site of the event, within the confines of where it is taking place. The exhibitor must verify that they are covered for goods of a value exceeding €15,300.

An insurance policy covering the financial consequences of their civil liability as exhibitor, and more specifically, their liabilities incurred towards any third party including the owner and managing companies of the premises in which the fair is being held, for the duration of said fair (including setting-up and dismantling). This insurance must be underwritten with a reputedly solvent insurance company and must cover the exhibitor for sufficient amounts.

The exhibitor must provide the Organizer with a certificate from his insurance company at the latest according to the certificate form (given in the participation file) completed and signed with the mention paid by his insurance company, valid at the time of the installation and during the entire duration of the exhibition.

This insurance cover must include a clause of waiver to all recourse on the part of the insurers against BEAM and its respective insurers.

The exhibitor also waives all recourse under the same terms as those specified above.

SECURITY

Though Bordeaux Events And More provides surveillance day and night, this does not constitute admission of any kind of responsibility.

We strongly recommend that exhibitors with sensitive samples lock up their merchandise storage areas.

No one will be allowed to access the stand outside of exhibitor opening hours.

OPTIONAL ADDITIONAL INSURANCE FORM

FORM N° **05**

APPLICATION FORM

INSURANCE POLICY N°RS 1700756 - 2024

Trading name:

Address:

Post code: City: Country:

Stand n°:

The organiser underwrites on your behalf, and via the FILHET ALLARD Insurance company, a 1st loss guarantee, the amounts of which are detailed in the CONGRES ET EXPOSITIONS DE BORDEAUX information notice for the event specified. In the event of insufficient capital or the requirement of specific cover (options), the Exhibitor may request additional insurance via this form. In this case, please complete the present form, to be addressed to Cabinet FILHET ALLARD & CIE.

Cabinet FILHET ALLARD & CIE
Rue Cervantès Mérignac - 33 735 Bordeaux Cedex 9



RCS - BX393 666 581 (34B0011)
Financial cover and professional civil liability pursuant to Articles L. 530.1 and L.530.2 of
the Insurance Code N° ORIAS 07 000 514- ORIAS WEBSITE: WWW.ORIAS.FR Tel. +33(0)5 56 34 65 00 - Fax +33(0)5 56 13 11 13

ADDITIONAL INSURANCE COVER TO BE PAID TO FILHET ALLARD & CIE

	Reminder of amount already Insured (€)	Deductible	Additional amount (€) to be insured	Additional Insurance rate	Premium incl. tax (€)
Additional capital on 1 st loss (*1)	<input type="checkbox"/> Jumping International: €7,650 <input type="checkbox"/> Home: €7,650 <input type="checkbox"/> Mobility Show: €15,300 <input type="checkbox"/> UAV SHOW: €15,300 <input type="checkbox"/> Foire Internationale: €15,300 <input type="checkbox"/> Salon des VDL: €15,300 <input type="checkbox"/> Vintech-Sifer: €15,300 <input type="checkbox"/> BAD+: €15,300	€1,000 x	1.20/** Incl. tax	=
Jewellery and art works	Included in the 1 st loss above	€1,000 x	4.00/** Incl. tax	=
Goods transport (European Union exclusively)	Void - Optional	Listed and pending examination by the Insurer x	Pending specific examination by the Insurer	
Cancellation cover for exhibitors (*2)	Void - Optional	Void	Maximum capital of €10,000 per participant, covering registration fees for the event, and other costs incurred up to €2,500, subject to documentary proof	€40 incl. tax	=

(*1) List to be addressed to FILHET ALLARD on the day before the opening of the event, at the latest. TOTAL = EUROS

(*2) Application deadline: at least 30 days prior to the official opening of the event.

THIS INSURANCE FORM CONSTITUTES A RECEIPT, PROVIDING THAT PAYMENT HAS BEEN MADE PRIOR TO THE OFFICIAL OPENING OF THE EVENT. THE EXHIBITOR MAY NOT, UNDER ANY CIRCUMSTANCES, CLAIM THIS ADDITIONAL INSURANCE WITHOUT THE PRESENT DATED AND SIGNED FORM, IN ADDITION TO PROOF OF PAYMENT.

Company stamp and applicant's signature:
Accompanied by the written words 'read and approved'

RULES SECURITY

The regulation in effect at Hangar 14 in Bordeaux is governed by the amended Decree of 25 June 1980. The present document constitutes the specifications brief of the event, as provided for in Article T5, paragraph 3 of the amended Decree of 18 November 1987.

Regulation

The obligations recalled in the present document are those provided for by the amended Ministerial Decree of 18 November 1987. The articles of this decree are referenced by the letter T, followed by the number of the order.

Obligations of exhibitors and stand lessees.

Exhibitors and lessees' compliance with the provisions of the present document are imposed by Article T8.

The control exercised by the Administration is carried out via the Departmental Advisory Commission for Safety and Accessibility, which is in possession of this document.

Before opening to the public, the Safety Commission may carry out an inspection; during this visit, installation works must be completed and the exhibitor or their qualified representative must be present and apt to providing all information regarding the installations and equipment.

One month before opening to the public, a declaration must be submitted to Bordeaux Events And More and the safety officer by exhibitors or stand lessees using operating machines or devices, thermal or combustion engines, smoke generators, propane gas, hazardous gases, radioactive sources, X-rays and lasers.

In the above-mentioned cases, DEMONSTRATIONS ARE CARRIED OUT UNDER THE SOLE LIABILITY OF THE EXHIBITOR. The liability of exhibitors and lessees is terminated when the stand has been fully dismantled.

✓ Installation of booths

In the following text:

MO refers to 'non-combustible'

M1 refers to 'non-flammable'

M2 refers to 'low-flammability'

M3 refers to 'mildly flammable'

M4 refers to 'highly flammable'

✓ Framework

The framework must be made of MO, M1 or M2 material.

Nevertheless, wooden frameworks of 24mm and over are authorised without any specific protection (whereas wooden frameworks of less than 24mm must be fire-resistant).

RULES SECURITY

✓ Partition panels

Partition panels must be made of MO, M1 or M2 material. Wooden partitions which do not comply with these provisions must be fire-resistant (on both sides).

✓ Partition cladding

Partition cladding must be made of MO, M1 or M2 material.

The following partition claddings are prohibited under all circumstances:

- . Carpet, whether free-hanging, stapled or glued,
- . Boards, panels or sheets of expanded plastic which are not at least low-flammability (M2),
- . Soft cellulosic particle boards.

✓ Floor coverings

In general: M3.

Specific cases: for platforms, podiums, flooring or tiered seating of more than 20m² and raised above 0.30m, horizontal and vertical coverings must be category M2. (Steps and intermediate levels must be at least category M3).

✓ Ceilings

In general, ceilings are prohibited. However, an easing of this regulation may apply to stand covers: alveolar 'lattice'-style elements in MO, M1 or M2 materials (minimum 50% opening); alternating elements in MO, M1 or M2 materials with a 'chequerboard' forming a largely open ceiling (50%); vertical strips in thin MO, M1 or M2 materials set at least 20cm apart; horizontal strips in MO, M1 or M2 materials, provided that each strip is less than 1m wide and that strips are separated by a width equal to or more than the width of the strips; perforated panels in MO, M1 or M2 materials, providing that the openings correspond to 50% of the panel surface, or loose-weave fabrics which are only mildly water-resistant. These fabrics must be at least categories MO, M1 or M2.

✓ Covered stands

When specifically required for the purposes of the presentation, stands covered with a closed ceiling or canopy may be authorised subject to prior request submitted to the organiser of the event (two covered stands must be at least 4 metres apart and the total cover must not exceed 10% of the surface of the venue in question). When the covered surface of the stand is between 20m² and 50m², the exhibitor must be equipped with a 6kg water spray extinguisher. For covered surfaces of more than 50m², the exhibitor must install a standardised self-contained emergency lighting system and must contract (during public opening hours) the services of a fire safety officer equipped with the appropriate extinguishers.

The covered surface must under no circumstances exceed 300m².

RULES SECURITY

✓ Electrical fittings

Article T36 - specific fittings for stands

§1 Specific fittings for stands must be carried out by persons who are well-informed of the particular risks of the event and are qualified to design and carry out works in compliance with the present regulation.

§2 The control box referred to in Article T35 (§3) must be inaccessible to the public, while easily accessible to stand personnel and safety teams.

§3 Cables may be fitted to temporary installations on stands. These must be flexible cables withstanding a minimum voltage of a maximum equal to 500 volts. SCINDEX-type cables are prohibited.

Electrical sockets must be connected to protected circuits by safety devices against nominal power surges of no more than 16A. Any device requiring more power must be supplied by a specially adapted circuit. By way of derogation to the provisions of Article EL.11 (§7), the use of a multi-adapter or a multi-unit supplied by a fixed socket is authorised.

§4 All cabling must include a protective conductor connected to the terminal specified in Article T35 (§5).

Category 0 devices must be protected by nominal differential current systems of no more than 30mA.

Category 1 devices must be connected to the protective conductor of their power supply cable network. The use of individual protective earthing devices is prohibited.

§5 High-voltage discharge lamps must be installed in accordance with NF C 15-150 standard regulations. If they are enclosed in insulating covers, these covers must be made of category M3 materials.

The power switch specified in Article 5 of NF C 15-150 may be combined with the control device specified in Article T35 on the corresponding stand.

✓ Fire safety

The location and installation of stands must not hinder access to fire hydrants, fire extinguishers or smoke extraction systems. Stands with a ceiling, suspended ceiling or canopy, in addition to raised stands, must be equipped with hand-held extinguishers if their surface area exceeds 20m². These extinguishers are to be used by a specially designated individual.

✓ Prohibited items

The following items are prohibited on stands:

- Samples of products containing flammable gas,
- Balloons filled with flammable or toxic gas,
- Items made of celluloid
- Fireworks or explosives
- Ethylene oxide, carbon sulfide, ether and acetone,
- Acetylene, oxygen and hydrogen (except in the case of administrative derogation).

RULES SECURITY

✓ **Flammable liquids**

For each stand, flammable liquids are limited to the following amounts: 10 litres of category 2 flammable liquids (fuel, diesel, alcohol over 40° proof), 5 litres of category 1 inflammable liquids (benzene, toluene, hexane, butanol, xylene and turpentine oil).

Highly flammable liquids (Ethylene oxide, carbon sulfide and ether) are prohibited.

✓ **Specific provisions**

Upon receipt of the declaration submitted by exhibitors using operating machines and devices, thermal and combustion engines, automobile vehicles, radioactive substances, X-rays or lasers, the organiser will transmit to the exhibitor a data sheet recalling the specific safety measures to be applied on the stand.

THE COMPLIMENTARY HOTEL NIGHTS FOR YOUR COLLECTORS

Each gallery owner has:

For stands from 20 m² to 30 m²

- 1 night's accommodation (1 room for 2 people, 1 night)

For 40 to 50 m² stands

- 2 hotel nights (1 room 2 people, 2 nights or 2 rooms 2 people, 1 night)

For 60 m² stands

- 3 hotel nights (1 room 2 people, 3 nights or 3 rooms 2 people, 1 night)

RESERVATIONS MUST BE MADE BY **APRIL 26** VIA THE FOLLOWING LINK:

https://docs.google.com/forms/d/e/1FAIpQLSczlYqyjA-FSnlQA5FIMtefd7igPJ_Gh92lhdtFv1yRyzsMvA/viewform?usp=sf_link

Places **LIMITED** - subject to availability

YOUR EXHIBITING HOTEL

Take advantage of preferential rates and book your accommodation with our partners:

<https://bad-bordeaux.com/informations-pratiques/hebergement>

TRANSPORT OF WORKS

Pour l'expédition de vos œuvres d'art et le traitement des procédures douanières, nous vous recommandons les services de notre partenaire :



TRANSPORT MAURAN
Clément Mauran
166B avenue des Marronniers
33700 MERIGNAC
33 (0)6.61.14.08.48
transport.mauran@gmail.com
www.transport-mauran.fr

ARTWORK MANAGERS (hanging operations ...)

Monsieur Jean-Michel Montagnac
06 19 70 11 64
j.montagnac@hoteman.fr

Monsieur Thibault Jaureguiber
06 13 90 38 99
thibault.jaureguiber@gmail.com

FURNITURE RENT



AMEXPO SUD OUEST
Valérie Druon Fayeaux
11 rue Suffren - ZA Alfred Daney
33000 BORDEAUX
33 (0)5.57.37.14.69
bordeaux@amexpo.fr
www.bordeaux@amexpo.fr
[LINK TO THE CATALOGUE](#)

LIGNE'E
Contact commercial : Alexine, Lisa et Camille
2 allée Charles Gandia
31200 TOULOUSE
33 (0)5 62 75 99 30
lignexpo@lignexpo.com
www.lign-e.com/showroom/bad-plus-2024



09 BADGES AND INVITATIONS

BADGES AND INVITATIONS

Each gallerist to:

For the 20 m² stands

- 4 exhibitor badges - 5 day e-invitations - 25 Opening preview e-invitations - 20 VIP e-invitations and 15 VIP cards

For the 30 m² stands

- 4 exhibitor badges - 5 day e-invitations - 40 Opening preview e-invitations - 30 VIP e-invitations and 30 VIP cards

For the 40 m² stands

- 5 exhibitor badges - 5 day e-invitations - 60 Opening preview e-invitations - 50 VIP e-invitations and 40 VIP cards

For the 50 m² stands

- 6 exhibitor badges - 5 day e-invitations - 70 Opening preview e-invitations - 90 VIP e-invitations and 60 VIP cards

For the 60 m² stands

- 6 exhibitor badges - 5 day e-invitations - 90 Opening preview e-invitations - 125 VIP e-invitations and 80 VIP cards



Exhibitor badge



Day and Opening preview E-invitation



VIP E-invitation



VIP card

INVITATIONS

OPENING PREVIEW E-INVITATION – valid for 2 people only on the evening of May 30th from 5pm to 10pm

DAY E-INVITATION – valid for 1 person only on one day on May 31, June 1st from 12 pm to 8 pm and June 2^{sd} from 12pm to 7pm

VIP E-INVITATION / VIP CARD– valid for 2 people gives exclusive access to the exhibition on Thursday May 30th from 1pm and for the Opening preview from 7pm to 10pm, on Friday May 31th and Saturday June 1st from 12pm to 8 pm and on Sunday June 2^{sd} from 12pm to 7pm as well as to the ENTRE'VUES private tour.

Programming of the private tour on the BAD+ website <https://bad-bordeaux.com/en/2024-program/entrevues>

Our Director of external relations : Victoria GANDIT-LELANDAIS : vip@bad-bordeaux.com

YOUR GALLERY AREA - THE INVITATION PLATFORM WILL BE AVAILABLE FROM 8 MARCH

1. The gallery owner will log in with his identifiers received by email (sender: billetterie@bad.beam.fr)

Don't forget to check your spam!

2. He will have access to his **quota of day and Opening preview e-invitations** on his platform and will be able to manage the sending of these in an automatic and dematerialized way.

3. We will also send you 10 VIP cards by post to give to your guests (*address indicated in the participation contract*)

E-invitations and cards will be scanned at the entrance of the fair.

EXHIBITOR BADGE

ON THIS SAME PLATFORM, THE GALLERY OWNER HAS ACCESS TO THE ENTRY OF HIS BADGES FROM THE BEGINNING OF APRIL

1. He will then have to enter the first name and surname of his collaborators and service providers during the exploitation of the event but also during the assembly and dismantling periods.
2. The exhibitor will be able to add or change the name of a declared individual until May 24, 2024. After this date, requests for badges will no longer be possible.
3. Badges will be available at Hangar 14.
No badge will be given to you if your invoices are not fully paid.

The "Exhibitor" badge is a strictly personal and nominative card.

It authorizes/gives/permits:

- Access during the entire duration of the fair, including the set-up and dismantling periods
- Permanent access to the fair, 30 minutes before the opening and 30 minutes after the closing
- Access to the VIP Lounge for 2 people

10 CUSTOMS REGULATIONS AND FORMALITIES

VAT REFUND

VAT refund to a foreign taxable person established in the EU: Refund applications from taxable persons established in another EU Member State must be sent to the tax authorities via the electronic portal provided by their Member State, accompanied by an electronic copy of the invoices or import documents. Refund of VAT to a foreign taxable person established outside the EU: Refund applications from taxable persons outside the EU should be addressed to (with original invoices or import documents) Translated with www.DeepL.com/Translator (free version)

Service de remboursement de la TVA (VAT REFUND SERVICE)
10, rue du Centre - TSA 60015 - 93465 Noisy-le-Grand Cedex
Tél. +33 (0)1 57 33 84 00

Sr-tva.dresq@dgfip.finances.gouv.fr

They must be subscribed on the French form (form 3559) which can be downloaded from the following address : http://www.impots.gouv.fr/portal/deploiement/p1/fichedescriptiveformulaire_842/fichedescriptiveformulaire_842.pdf

CUSTOMS

GOODS FROM OUTSIDE THE EUROPEAN UNION

Third-party goods that exhibitors intend to sell must have been properly cleared through customs before being received at the event. Their importation therefore implies the payment of duties and taxes and the respect of restrictions or prohibitions provided for by the regulations (e.g.: standards). Foreign goods intended to be presented or used during this event may be placed under the temporary admission regime with total exemption from duties and taxes. The said goods may not be lent, rented, used in return for payment, or transported outside the event without authorization. The temporary admission procedure will end when these goods are re-exported, destroyed or distributed free of charge on the premises of the event. If these products do not receive one of these destinations, they must be released for consumption with payment of the duties and taxes in force. Before the departure of their products to France, exhibitors are strongly advised to obtain from the competent authorities of their respective countries all documents that may be required for the entry of their goods into France. In all cases, 1 original copy + 2 copies will be required:- a typed list of products in French, on the Delegation's letterhead. This list must list, line by line, the commercial descriptions of the various items as well as their quantities, value, origin and customs tariff number.- the certificate of origin and/or EUR 1, and any other document specific to the products concerned.

10 CUSTOMS REGULATIONS AND FORMALITIES

IMPORTANT

The Customs Service of the Bordeaux-Bassens office, Bruges branch (tel. 05 56 43 80 29) and BALGUERIE SAS (Mr. Mohamoud CISSE), Rue B. Balguerie - ZI de Fret - 33521 Bruges Cedex (tel. 05 57 57 34 13 - fax 05 56 43 83 67), approved customs agent appointed by Congrès et Expositions de Bordeaux, are permanently at the disposal of foreign exhibitors to provide them with all the information they need to complete the following

- on the one hand, customs clearance operations for goods entering Hangar 14 from third countries,
- and, on the other hand, the customs clearance operations at the exit and this for all the destinations envisaged (release for consumption, placement under an economic regime other than the A.T., re-dispatch) of the goods exhibited during the event.

Exhibitors may entrust the formalities to designated customs-approved forwarding agents or carry them out themselves. They are responsible for any errors or delays caused by incorrect information. No goods from third countries may leave the Hangar 14 premises without completing the regulatory customs formalities.

In application of the EC regulation n°1383/2003 of July 22, 2003, the export, the circulation and the possession in any point of the territory of a counterfeit mark constitute an absolute customs prohibition assimilated to an offence of contraband.

NB - Certain products, such as brochures, catalogs, etc., depending on their nature, value and quantity, may be admitted free of duties and taxes, on a case-by-case basis by the Bordeaux Regional Customs Department.

COMMUNITY GOODS

Community goods intended to be exhibited during this event and then reshipped in their entirety within the European Union are not subject to any customs formalities. Exhibitors' attention is drawn to the special regulations concerning certain goods that are subject to certain circulation restrictions (e.g. weapons, ammunition, etc.).

11 CALENDAR OF DOCUMENTS TO BE RETURNED

TO BE RETURNED BEFORE	FORMS	TO BE RETURNED TO	
28 February 2024	INSURANCE (to ask your insurer)	Mathilde EYRIGNOUX m.eyrignoux@beam.fr	Ulyana KUKHARUK u.kukharuk@beam.fr
18 April 2024	TECHNICAL AND COMPLEMENTARY SUPPLIES (Formulaires A Page 12 & 13)	Mathilde EYRIGNOUX m.eyrignoux@beam.fr	Ulyana KUKHARUK u.kukharuk@beam.fr
26 April 2024	COURTESY NIGHTS FOR COLLECTORS (Page 20)	https://docs.google.com/forms/d/e/1FAIpQLSczIYqyjAFSnlQA5FIMtefd7igPJ_Gh92lhdTFv1yRyzsMvA/viewform?usp=sf_link	
28 April 2024	OPTIONAL SUPPLEMENTARY INSURANCE (Formulaire Page 15)	Cabinet FILHET ALLARD & CIE Rue Cervantès Mérignac 33 735 Bordeaux Cedex 9	



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