



THESSALONIKI INTERNATIONAL EXHIBITION & CONGRESS CENTRE

# MANUAL

TECHNICAL & SERVICES FACILITIES



2023





## Benchmark in Modern Exhibitions



EXPOWORK was founded in August 2003, as the official technical contractor of EXPOATHENS, one of the most modern exhibition centers in Greece.

Due to its successful business model, EXPOWORK started offering exclusive technical support at ATHENS METROPOLITAN EXPO, the largest and newest exhibition and congress center in Athens.

Nowadays, it is also the official House Contractor of Thessaloniki International Exhibition & Congress Center (TIF). Its highly experienced coordination team is responsible for the management of every single exhibition organized (or co-organized) by TIF - HELEXPO S.A. or other organizers of exhibitions/events that take place in venues offered by TIF - HELEXPO S.A.

EXPOWORK's technical support to exhibitions, conferences and events includes a great number of quality services, covers all exhibition needs and secures the smooth running of every event - during its preparation/construction, operation and dismantling.

The growing needs of both organizers and participants in this area have led EXPOWORK's personnel to the implementation of a highly successful, integrated management system, which meets all the needs of their customers and offers high return on their investments and high quality services at the right time.

## Advantages

- > Commitment to the exhibition & conference needs
- > Technical expertise
- > Highly specialized and experienced personnel
- > Integrated portfolio of exhibition services
- > Use of modern technical infrastructure and design software programs
- > Excellent knowledge of the exhibition venues due to its exclusive partnership with THESSALONIKI EXHIBITION CENTER and ATHENS METROPOLITAN EXPO

## Services

- > Standard and upgraded types of shell scheme stands (OCTANORM system)
- > Furniture and exhibition equipment
- > Floors and carpets
- > Electrical devices and services
- > Digital printings for area branding & signage
- > Audiovisual equipment
- > Rigging services
- > Construction of customized stands
- > IT services - Internet connections
- > Lift services and logistics
- > Security services
- > Cleaning services
- > Water-supply and drainage services
- > Graphic design services
- > Promotional and advertising materials
- > Promotional groups and services
- > Photoshoots - Video Recordings - Live Streaming

EXPOWORK'S customer-oriented philosophy, focus on the exhibitors' needs, expertise and know-how make it a significant contributor to the success of your participation to any exhibition or event.





**TIF**  
**HELEXPO**

## Thessaloniki International Exhibition & Congress Center

**In the heart of the city and its entrepreneurial activities**

Thessaloniki International Exhibition and Congress Center of TIF - HELEXPO is located in the center of Thessaloniki, which is easily accessible from every part of the city.

Thanks to its fully equipped and state-of-the-art facilities, it exceeds the European standards and remains the leading Greek exhibition organizer from 1926 till now.

As it can be found in the city's historical district, right next to the Byzantine and Archaeological Museum, the International Exhibition Center of TIF - HELEXPO attracts a large number of both exhibitors and visitors interested in a great variety of entrepreneurial activities.



The Exhibition Center covers a total area of 180,000m<sup>2</sup> and consists of 17 pavilions of 62,000m<sup>2</sup>. The latter fulfill the needs of any event due to their functional design and connectivity.

The Center's venues also include equipped Congress Centers, Parking Places, Sports and Entertainment Facilities, Dining Areas, Citizen-Service Centers,

Museums, Banks and Offices of Development/Aid Agencies.

Thus; Thessaloniki International Exhibition and Congress Center is well-known for its provision of high quality services. Structured around the axis of hospitality, entertainment and exhibitors'/visitors' service, it meets the requirements of all exhibitions, congresses, conferences and cultural events.



## Consultancy



You are more than welcome to contact us in order to talk about your requirements!

Our highly specialized and experienced personnel are definitely going to offer unique suggestions and successful solutions within your budgets.

## Designing Solutions



Our designing solutions reflect our belief that aesthetics and functionality are equally important.

Recognizing the uniqueness of every client, we offer solutions that are targeted to your own personal needs and desires.

Therefore; we guarantee your dynamic presence in the highly competitive environment of exhibitions.

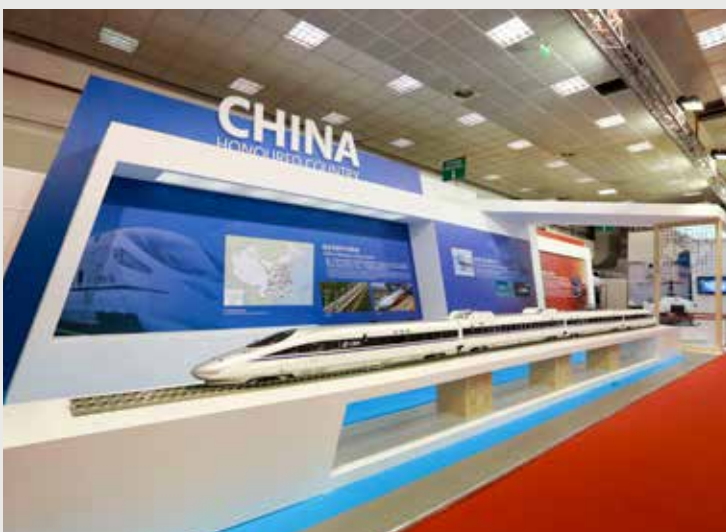
## Supervision of your Stand's construction [from the very beginning till the very end]

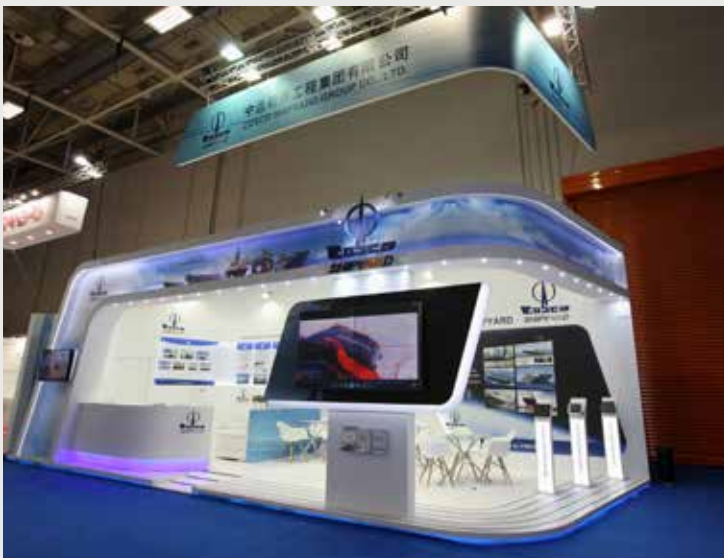


By constantly monitoring the construction of your Stand, we aim at reducing your stress.

Due to our close supervision, you no longer have to worry about the coordination of the Stand's construction process and its final delivery.

# Custom-made Stands







# Custom-made Stands





## Preparation of Participation

### Exhibitor Service Desk

Thessaloniki International Exhibition & Congress Center  
Pavilion 12, semi-floor

154, Egnatia str. | 546 36 THESSALONIKI

T: +30 2310 297572 | +30 2310 297564 | +30 2310 297571 | +30 2310 297563

e-mail: [orderstif@expowork.gr](mailto:orderstif@expowork.gr)

### Remarks on the Price-List

For your order to be valid, you should fill out the Order Form with pricing information, stamp and signature. The latter should be sent to us no later than 20 days before the opening of the exhibition via email | [orderstif@expowork.gr](mailto:orderstif@expowork.gr)

The completion of your order requires the full payment of the respective amount by bank transfer to the following accounts (IBAN) and the forward of the deposit slip via e-mail.

**PIRAEUS BANK: GR84 0172 2020 0052 0201 8199 548**

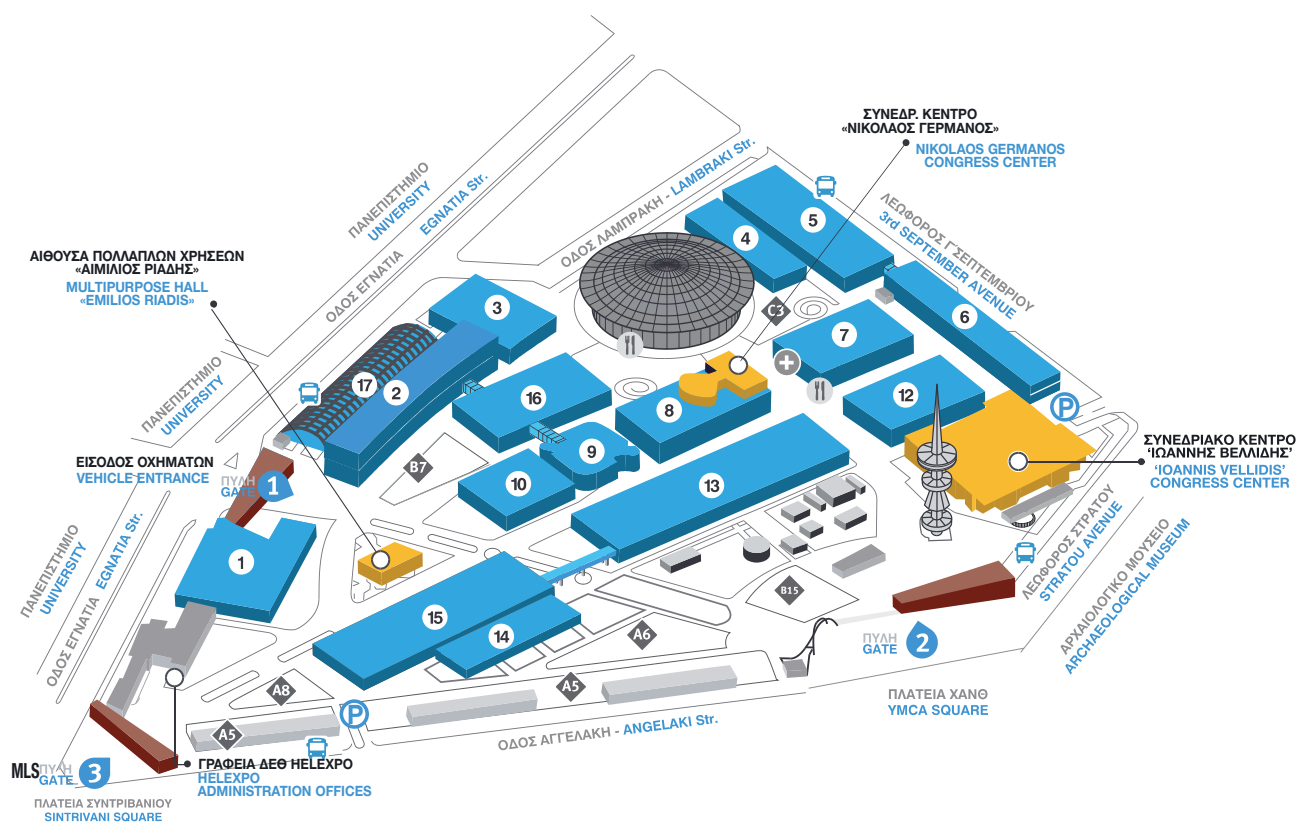
**NATIONAL BANK OF GREECE: GR97 0110 0750 0000 0754 7022 553**

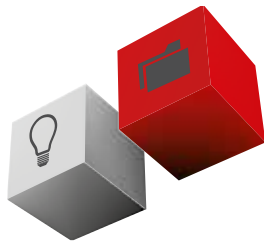
**ALPHA BANK: GR59 0140 1730 1730 0200 2003 777**

**EUROBANK: GR58 0260 0980 0009 5020 0587 898**

# Instructions Installation / Set-up / Departure

## General Plan





- > At his arrival at the International Exhibition & Congress Center of Thessaloniki, the exhibitor or his authorized representative receives his respective exhibition space from the Floor Manager of the Hall.
- > The exhibitor holds the full responsibility for his exhibits (including machinery-exhibits) and thus; he must take all the necessary safety measures regarding static and operation.
- > The maximum height of the Stands is determined by the Operation Rules of the exhibition; nevertheless, the minimum distance between the highest point of the construction and the building's false ceiling should not be less than 50 cm.
- > Exhibition area constructions must be aesthetically pleasing on both sides. In cases of constructions that are higher than 2.5 m, their back sides, which are adjacent to other exhibitor's Stands, should be painted white.
- > Fuse boxes, fire hydrants, water supply wells, electricity supply installations, air conditioning controls, etc. must not be covered and must be easily accessible in case of necessity, malfunction or new connections.
- > All decoration and other works should have been completed one day prior to the opening of the exhibition.

## Not Permitted

- > Cutting wood or plasterboards as well as using power-tools and equipment, such as spray paint compressors, anywhere inside the Exhibition Center. Such operations are only permitted outdoors.
- > Concrete constructions, excavations and any kind of drilling and nailing (nails, staples, pins, etc.) on the floor, the pillars, the ceiling and also any other structural parts of the building. The drywalls' friction should be completed with the use of a special absorbent machine while painting with sprays and pistols of suitable cross-section in order to avoid leaving unwanted traces.
- > Drilling/nailing and painting of panels and aluminum frames *(for suspending purposes, you may request special hooks from the Exhibitors' Service Desk)*
- > Rigging any item from the ceiling or any other structural part of the halls, without any prior approval, requirement or order *(Rigging Services)*.
- > Covering walls and corridors.
- > Any intervention to the electrical installations without prior approval, requirement or order *(Electrical Equipment Services)*
- > Should you object or disagree to any service provided by EXPOWORK, please inform our Customer Care Department by the end of the exhibition's opening day.
- > Our equipment and services are only provided during the official duration of the exhibition.
- > Power supply to stands whose electrical installations have been completed by the exhibitors' partners and electricians of the exhibitors will only become available after the latter's submission of the necessary documents: the electrical plan and the order form stating the requested power in KW. *(Order Form - p. 23)*
- > The rigging of any equipment or object from the lighting, plumbing, fire protection, ventilation and air-conditioning networks or from any other point of the Exhibition Center's ceiling, pillars and walls.

***Breach of any of the above regulations leading to any damage shall entail its full restoration and compensation -determined by EXPOWORK- will be claimed.***

- > After the end of the exhibition, exhibitors first have to settle any financial obligations with EXPOWORK. Secondly, they have to remove all exhibits and decoration materials used during the exhibition within the time limit specified by the Organizers (no longer than 2 days after the exhibition's closing). Should the exhibitors leave any construction materials on site, an additional removal cost will be charged.
- > Furniture provided by EXPOWORK is recollected in the last evening after the exhibition's closing.
- > As far as exhibitions organized by TIF – HELEXPO are concerned, the exhibitor must receive a validated permit to remove their exhibits after the settlement of their financial obligations at TIF - HELEXPO Accounting Office. This permit is subsequently submitted to the Pavilion's Supervisor.
- > EXPOWORK bears no responsibility in case of loss, damage, etc. of exhibits during the preparation, operation and dismantling of the exhibition. Security and guarding services are exclusively related to the Exhibition Center's building installations. Therefore; you are kindly requested to remove all small exhibits or personal belongings (e.g. laptops, computers, TV sets) in the evening of the exhibition's final day



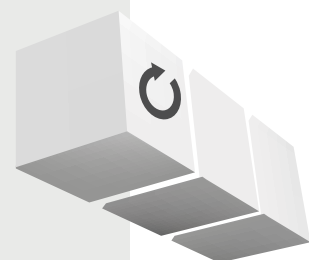
## General Information

### Medical Aid

In case of an emergency,  
first aid can be provided to exhibitors or visitors  
at Pavilion 11, throughout the duration of the exhibitions.  
T: +30 2310 291 166

### Parking

Cars and vehicles are not allowed to enter  
the Thessaloniki International Exhibition & Congress Center  
during the exhibitions.



## Standard Booths

### Description

The rental of Type 2 Exhibition Stands (with equipment) from TIF - HELEXPO includes the construction of your Standard Booth in accordance with the following characteristics:

- > Aluminum, silver colored octanorm frame, with columns, horizontal girders and filling material of beige colored melamine - 2.5 m. height
- > 30 cm fascia with exhibitor's logo / company name / stand number (1.52 x 0.20 m) at the Stand's open sides (2.20 m in height), with aluminum girders and filling material of flimsy (perforated) PVC
- > Beige colored carpet
- > 2 x 5 mirrored light spots & 1 power socket 500W - 220Volt / 16 m<sup>2</sup>
- > 1 desk & 3 chairs & 1 small table (regardless of the total space of your Exhibition Stand)



*Not valid for the Book Fair Exhibition*

## Standard Booths

### Photorealistic Virtual Models

2 open-sided Stand



3 open-sided Stand



4 open-sided Stand

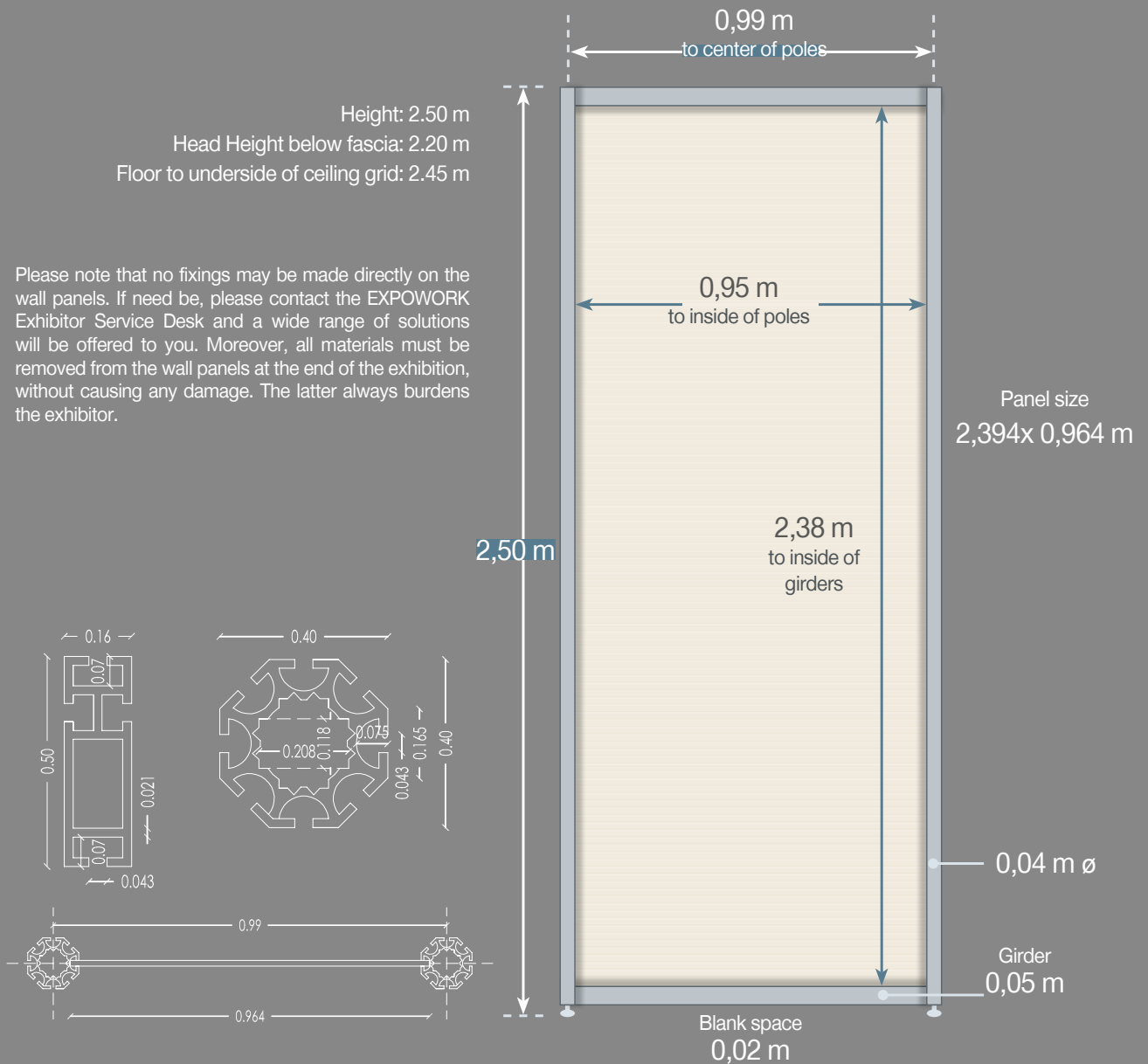


## Standard Shell Scheme Stands

### Dimensions of a Standard Shell Scheme Stand

Height: 2.50 m  
 Head Height below fascia: 2.20 m  
 Floor to underside of ceiling grid: 2.45 m

Please note that no fixings may be made directly on the wall panels. If need be, please contact the EXPOWORK Exhibitor Service Desk and a wide range of solutions will be offered to you. Moreover, all materials must be removed from the wall panels at the end of the exhibition, without causing any damage. The latter always burdens the exhibitor.





## Standard Shell Scheme Stands

### Clarifications

- > No third parties are permitted to make any electrical installations or constructions within the Type 2 exhibition stands. However; the exhibitor can ask for extra lighting (if need be) by completing and filing the relevant Order Form (*Order Form p. 22*)
- > An electrical switch board, plugs and lightings are necessarily positioned within the stand and cannot be removed or replaced. If you wish their being placed in a particular position, you need to send a plan of your Booth 20 days prior to the exhibition's opening.
- > Orders that concern electrical installation or/and constructions (*e.g. installation or connection of floodlights, storage areas, lighting grid systems*) cannot be executed without a relevant plan (*Electrical Equipment 2 p. 22 & 25*). The latter must be submitted at least 20 days prior to the exhibition's opening.
- > Please note that no fixings may be made directly on the wall panels or the exhibits/ furniture. If need be, please contact the EXPOWORK Exhibitor Service Desk and a wide range of solutions will be offered to you. Moreover, all materials must be removed from the wall panels at the end of the exhibition, without causing any damage. The latter always burdens the exhibitor.
- > If a different type of exhibition stand -rather than Type 2- is requested (*such as Type 1 without constructions*) in less than 10 days prior to the exhibition's opening, the exhibitor is additionally charged with the dismantling/decommissioning cost. (*Order Form p. 25*)
- > The construction materials (*necessary for storage rooms, offices, etc.*) and the exhibits/ furniture can also be placed outdoors, as long as the latter are roofed and protected from extreme weather (*e.g. heavy rain, wind*).
- > Any alteration to the carpet color is subject to our products' availability -provided that your order is completed on time- (*Order Form p. 35*)



## Custom Made Stands - Special Constructions



### Clarifications

- > For Custom Made Stands (Type 1), a prerequisite for the delivery of your exhibition stand's space is the submission of the Exhibitor's Solemn Declaration -verifying the safe operation of all construction works- (*Solemn Declaration p. 47*)  
The construction of a two-storey Stand requires the submission of a relevant application, which must be approved by TIF - HELEXPO. The latter should have been submitted at least 30 days prior to the exhibition's opening and should be accompanied by a static study, as well as a Formal Engineering Declaration, verifying the display's safety.
- > As far as your power supply is concerned, you will need to send us your orders at least 20 days prior to the exhibition's opening, attaching a drawing indicating the exact position of all kinds of electrical equipment and/or installations.

Another prerequisite for the electrification of your Stand is the former submission of an Electrical Plan, stamped by an electrical engineer or the Association of Electricians.

The above mentioned Electrical Plan should state the requested total volume (KW) and type of electric power (1phase/3phase) and the exact position of the Distribution Board. This information should also be mentioned in the Order Form, claiming the need for power supply and the installation of the Distribution Board.

The Order Form is completed by the Exhibitors themselves and has nothing to do with the documents that need to be submitted by the electrician. (*Order Form p. 23*)

The type of the luminaires must be LED.

- 
- > In case the exhibitor places his own Electrical Panel, it must be equipped with escape relay. One-phase Distribution Boards must have the following characteristics: male-ended, blue-type, heavy duty connector 3x32 (if need be, 3x16). Three-phase Distribution Boards must meet the following requirements: male-ended, red-type Legrand connector 5x32 or 5x63 (if need be, 5x16).
  - > If such a Distribution Board is not available to your own electrician, you can place your order at EXPOWORK (*Order Form p. 23*)
  - > In case the exhibitor does not comply with the above mentioned instructions TIF - HELEXPO reserves the right to immediately seize his power supply.

## Custom Made Stands - Special Constructions

### Types of Distribution Boards available



- > One-phase Distribution Board with 2 breaker positions up to 2.5 KW (220V, female-ended, blue-type, heavy duty connector 3x32)
- > One-phase Distribution Board with 2 breaker positions up to 4 KW (220V, female-ended, blue-type, heavy duty connector 3x32)
- > Three-phase Distribution Board with 6 breaker positions up to 15 KW (380V, female-ended, red-type Legrand connector 5x32) -for lighting or for lighting + motors
- > Three-phase Distribution Board with 6 breaker positions up to 30 KW (380V, female-ended, red-type Legrand connector 5x63) -for lighting or for lighting + motors

#### Characteristics of EXPOWORK's (one-phase or three-phase) Distribution Board

- > The requested power cable and the necessary escape/protection relay
- > The single phase panel includes 3 micro automated 16A fuses
- > The three-phase panel includes 6 micro automated 16A and 20A fuses
- > One 220V plug

*The single phase current lighting panel will be provided for up to 4 kw (with main fuse 20A) -except for special cases like a single phase current electrical apparatus.*

*For over 4 kw lighting, a three-phase current electrical panel will be installed according to the requested power (3x25, 3x40, 3x63).*

*For special cases, when a large power is required, the exhibitor must contact the Exhibitor Service Desk as soon as possible.*

**A prerequisite for the electrification of your Stand during the set-up and construction period is the former submission of your Order and Electrical Plan, stamped by an electrical engineer or the Association of Electricians.**

- > For outdoor spaces, the exhibitor must place the electrical panel to a waterproof location. In case of partial or complete damage to the electrical panel, the exhibitor will be additionally charged with the costs of the repair. Before his departure from the Exhibition Center, the exhibitor must inform the floor manager for the removal of the electrical panel.
- > In case the exhibitor does not comply with the above mentioned instructions or receives unauthorized electrical power and has not submitted a certified and complete electrical plan on time, EXPOWORK reserves the right to immediately seize his power supply without any notice.
- > In Type 1 exhibition areas, carpeting is laid before the special construction of the exhibition area.

## Extra Services



### Rigging Services

The orders related to rigging services (*Order Form p. 43*) must be submitted at least 30 days prior to the opening of the exhibition and must be accompanied by a detailed plan and a Declaration Letter. Solely EXPOWORK and its exclusive partners hold the right to examine the submitted documents and the feasibility of your plan and subsequently, approve it or indicate relative changes. By all means, the company retains the right not to fulfill your requirements that fall under constraints regarding static or safety reasons.



### Internet Connection

The orders for Wired or Wireless Internet services must be submitted at least 20 days prior to the opening of the exhibition. There is also a trial period available in order to test your Internet access during the last 2 days of the exhibition's construction and preparation works (*Order Form p. 46*)



### Water Supply Services

The orders related to water supply and drainage connection must be submitted at least 20 days prior to the opening of the exhibition and must be accompanied by a detailed plan (*Order Form p. 46*) The endpoints of all the devices must have the following characteristics:

- > Water supply: 1/2", 3/4", 3/8"
- > Drainage: 1 1/4" or  $\Phi 32$

Such services are available only if there is a well within the boundaries of the Pavilion. In any other case, their provision may not be possible -even if a relevant order has already been placed.

We highly recommend elevated structural floor, which creates a hidden void for the passage of drainage/water suppliers.

The cost of the connection includes all materials like piping, wiring, water consumption and required work time. The appliance connection to coffee machines, dish washers etc. is not included.

**The service is not available on 1st floor and mezzanine booths.**



### Cargo Services

The orders for Cargo services must be submitted at least 30 days prior to the opening of the exhibition and must be accompanied by the list of machinery, including their exact dimensions and weights. This kind of service is offered upon request and based on scheduled appointments (*Order Form p. 45*).

Floodlight led 50W



Installed

CODE N°: 04012400

Floodlight led 100W/ 4000K



Installed

CODE N°: 04012401

Floodlight led 150W/ 4000K



Installed

CODE N°: 04012402

Floodlight led 200W/ 4000K



Installed

CODE N°: 04012403

Outlet 220V

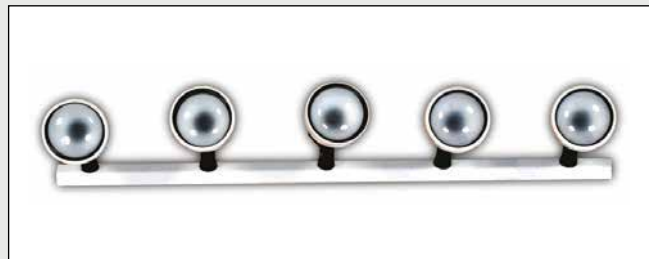


Installed

CODE N°: 04013100

CODE N°: 04015300

5 LED light bulbs / 4000k



Installed

CODE N°: 04010400



electrical equipment



TRADE FAIR	PAVILION	STAND
COMPANY NAME	JOB DESCRIPTION	
ADDRESS	POST CODE	TOWN
CONTACT PERSON	VAT N°	
e-mail	TELEPHONE	

CODE N°	DESCRIPTION	PRICE/€	QUANTITY	VALUE/€
04012400	Floodlight LED installed 50W	40,00	piece	
04012401	Floodlight LED installed 100W	55,00	piece	
04012402	Floodlight LED installed 150W	65,00	piece	
04012403	Floodlight LED installed 200W	70,00	piece	
04010400	5 LED Light bulbs / 4000k	20,00	piece	
04013100	220V Floor Outlet installed up to 500W	17,00	piece	
04015300	220V Ceiling Socket installed up to 500W	17,00	piece	
04013202	Electrical supply (one-phase in 1kw steps)	35,00	kw	
04013200	Electrical supply (three-phase in 1kw steps)	35,00	kw	
04013203	Electrical supply (one-phase for machinery purposes)	35,00	kw	
04013201	Electrical supply (three-phase for machinery purposes)	35,00	kw	
04013400	Exhibitor's own lighting installation (a power supply order in KW is required, depending on the overall need)	6,50	piece	
04013500	Installation of exhibitor's luminaires	9,00	piece	

This form is exclusively related to EXPOWORK structure materials and in case of loss or damage, they must be immediately repaired. Thus; compensation - determined by our company- will be claimed

TOTAL	
VAT 24%	
GRAND TOTAL	


### CLARIFICATIONS

- ▶ The electric panel, the sockets and all luminaires need to be placed in the structure and cannot be removed. If you wish their placement at a specific point, you are kindly requested to provide us with a draft up to 30 days prior to your entering the exhibition area.
- ▶ All electric circuits are connected to a distribution board and include a 300mA relay.
- ▶ Power supply (kw) is included in the luminaires' prices.
- ▶ Both the installation and the power connection of the exhibitor's luminaires can only be completed if the latter have a Schuko plug at their very end, are grounded and in good condition.
- ▶ The kw pricing is multiple of 0.5 kw.
- ▶ Power strips are not available.

Dimensions of each caret: 1.00mX1.00m.

To confirm your order, you must send this form via e-mail: [orderstif@expowork.gr](mailto:orderstif@expowork.gr) at least 20 days prior to the opening of the exhibition. You are kindly requested to settle your account no later than 2 days prior to the opening of the exhibition.

**BANK DETAILS**

**PIRAEUS BANK IBAN Number: GR 84-0172-2020-0052-0201-8199-548**  
 Bank Address: 18, AGGELAKI STR. 546 21 THESSALONIKI  
 Bank Account Number (as listed on the account) : 5202-018-199-548  
 Beneficiary name: Expowork S.A., Integrated Exhibition & Congress System Bank  
 SWIFT Code: PIRBGRAA

DATE 

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TRADE FAIR	PAVILION	STAND
COMPANY NAME	JOB DESCRIPTION	
ADDRESS	POST CODE	TOWN
CONTACT PERSON	VAT N°	
e-mail	TELEPHONE	

CODE N°	DESCRIPTION	PRICE/€	QUANTITY	VALUE/€
04013202	Electrical supply (one-phase in 1kw steps)	35,00	kw	
04013200	Electrical supply (three-phase in 1kw steps)	35,00	kw	
04013203	Electrical supply (one-phase for machinery purposes)	35,00	kw	
04013201	Electrical supply (three-phase for machinery purposes)	35,00	kw	
04012402	Floodlight LED installed 150W	65,00	piece	
04012403	Floodlight LED installed 200W	70,00	piece	
04014400	Lighting Pylon (stanchion)	48,00	piece	
04014600	One-phase Distribution Board with 2 breaker positions up to 2.5 kw (220V, female-ended, blue-type, heavy duty connector 3x32)	22,00	piece	
04014601	One-phase Distribution Board with 2 breaker positions up to 4 kw (220V, female-ended, blue-type, heavy duty connector 3x32)	30,00	piece	
04013700	Three-phase Distribution board with 6 breaker positions up to 15 kw (380V, female-ended, red-type Legrand connector 5x32) For lighting <input type="checkbox"/> For lighting + motors <input type="checkbox"/>	40,00	piece	
04013701	Three-phase Distribution board with 6 breaker positions up to 30 kw (380V, female-ended, red-type Legrand connector 5x32) For lighting <input type="checkbox"/> For lighting + motors <input type="checkbox"/>	50,00	piece	

### ELECTRICAL CONTRACTOR DECLARATION FORM

Having accepted the terms and conditions mentioned on pages 18-19 of the "Services Guide", which refer to the preparation and installation of Pavilions' Special Constructions, I assign the duty of the safe operation and the monitoring of the electrical equipment of my exhibition stand to the licensed electrical installer and I submit -as an attachment- the relevant **Electrical Plan**.

TOTAL	
VAT 24%	
GRAND TOTAL	

You are kindly requested to design your exhibition stand and signify the exact spot of the distribution board as well as the requested volume and type of electrical power.

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### CLARIFICATIONS

- ▶ The Pavilions which require Special Constructions must include a Distribution Board with protective relays. If your own electrician cannot provide one, you can order it from EXPWORK depending on the requested electrical power.
- ▶ The type of the luminaires must be LED.
- ▶ A prerequisite for the electrification of your stand is the former submission of an Electrical Plan, stamped by an electrical engineer or the Association of Electricians.
- ▶ Where appropriate, a panel appropriate for single-phase motors is available.
- ▶ All distribution boards include an external socket of 220V.
- ▶ The kw pricing is multiple of 0.5 kw.
- ▶ Power strips are not available.
- ▶ In case the exhibitor does not comply with the above mentioned instructions TIF - HELEXPO reserves the right to immediately seize his power supply.
- ▶ In case of loss or damage, the equipment must be immediately replaced and compensation -determined by our company- will be claimed.

Dimensions of each caret: 1.00mX1.00m.

To confirm your order, you must send this form via e-mail: **orderstif@expowork.gr** at least **20 days** prior to the opening of the exhibition. You are kindly requested to settle your account no later than 2 days prior to the opening of the exhibition.

BANK DETAILS

**PIRAEUS BANK IBAN Number: GR 84-0172-2020-0052-0201-8199-548**

Bank Address: 18, AGGELAKI STR. 546 21 THESSALONIKI

Bank Account Number (as listed on the account) : 5202-018-199-548

Beneficiary name: Expowork S.A., Integrated Exhibition & Congress System Bank

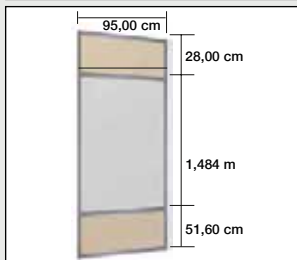
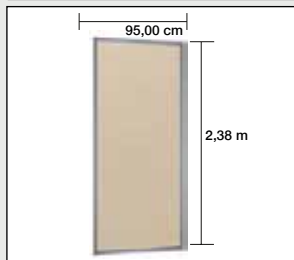
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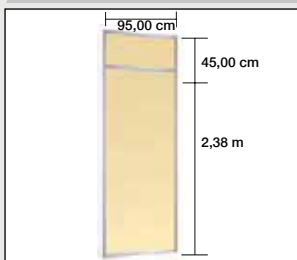
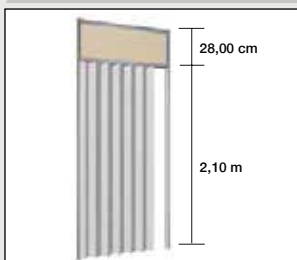
EXHIBITOR'S SIGNATURE AND STAMP

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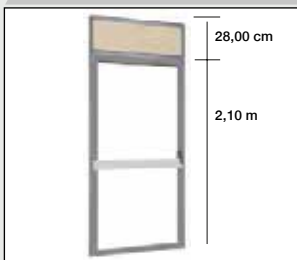
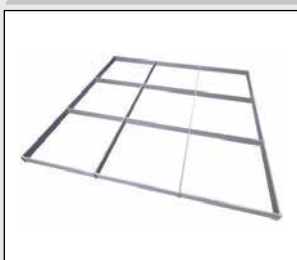
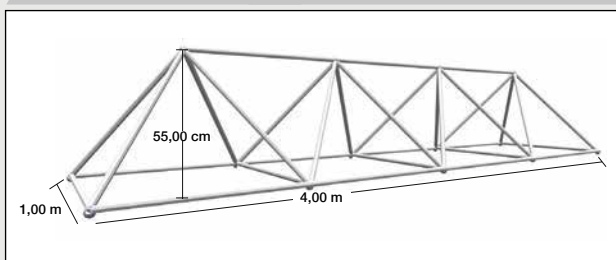
DATE | | | | | 2 | 0 | | |

**Low Partition**

**Dimensions 1.00X1.05m**
**CODE N°: 03011503**
**Partition with Plexiglass**

**Dimensions 1.00X2.50m**
**CODE N°: 03010201**
**Partition**

**Dimensions 1.00X2.50m**
**CODE N°: 03010101**
**Low Partition**

**Dimensions 0.50X1.05m**
**CODE N°: 03011501**
**Partition**

**Dimensions 1.00X3.00m**
**CODE N°: 03010701**
**Folding door**

**Dimensions 1.00X2.50m**
**CODE N°: 03010401**
**Partition**

**Dimensions 0.50X2.50m**
**CODE N°: 03010901**
**Partition**

**Dimensions 0.50X3.00m**
**CODE N°: 03012000**
**Aluminum Door**

**Dimensions 1.00X2.50m**
**CODE N°: 03010301**
**Caret Ceiling matrix**

**Aluminum caret girders  
1.00X1.00m**
**CODE N°: 03075100**
**Trellis frame**

**CODE N°: 02023000**
**Opaque  
aluminum door**

**Dimensions 1.00X2.50m**
**CODE N°: 03010306**
**Aluminum girders**

**CODE N°: 03076000**
**Fascia 30cm height**

**CODE N°: 03076001**





**Desk**


Dimensions 1.20X0.70X0.72m

**CODE N°: 03030101**
**Wooden desk**


Dimensions 1.40X0.80X0.72m

**CODE N°: 03030200**
**Metal frame desk**


Dimensions 1.20X0.70X0.72m

**CODE N°: 03040101**
**Beize, square  
metal frame desk**


Dimensions 0.50X0.50X0.40m

**CODE N°: 03040601**
**Square metal frame table  
with natural wooden top**


Dimensions 0.50X0.50X0.40m

**CODE N°: 03040602**
**Rectangular metal frame  
table**


Dimensions 0.90X0.50X0.40m

**CODE N°: 03042600**
**Wooden round table**


Dimensions 0.70X0.75m

**CODE N°: 03040800**
**Round white lacquer  
table**


Dimensions 0.70X0.75m

**CODE N°: 03042300**
**Glass round table**


Dimensions 0.90X0.71m

**CODE N°: 03040510**
**Round white lacquer  
tall table**


Dimensions 0.70X1.10m

**CODE N°: 03042001**
**Folding table**


Dimensions 1.80X0.70X0.75m

**CODE N°: 03040201**
**Folding table**


Dimensions 2.40X0.70X0.76m

**CODE N°: 03043500**
**Glass congress  
sandblasted table**


Dimensions 1.50X0.80X0.75m

**CODE N°: 03040400**
**Filing cabinet with one shelf and a lock**


Dimensions 0.80X0.70X0.38m

**CODE N°: 03060501**
**Wooden closet with  
two shelves and a lock**


Dimensions 0.80X1.25X0.45m

**CODE N°: 03060601**

TRADE FAIR	PAVILION	STAND
COMPANY NAME	JOB DESCRIPTION	
ADDRESS	POST CODE	TOWN
CONTACT PERSON	VAT N°	
e-mail	TELEPHONE	

CODE N°	DESCRIPTION	PRICE/€	QUANTITY	VALUE/€
03030101	Desk 1.20 x 0.70 x 0.72m	36,00	piece	
03030200	Wooden Desk 1.40 x 0.80 x 0.72m	50,00	piece	
03040101	Metal Frame Desk 1.20 x 0.70 x 0.72m	27,50	piece	
03040601	Beige Square Metal Table 0.50 x 0.50 x 0.40m	12,00	piece	
03040602	Square Metal Frame Table with Natural Wooden Top 0.50 x 0.50 x 0.40m	13,00	piece	
03042600	Rectangular Metal Frame Table 0.90 x 0.50 x 0.40m	13,00	piece	
03040800	Wooden Round Table radius 0.70m	25,00	piece	
03042300	Round White Lacquer Table radius 0.70m	27,00	piece	
03040510	Glass Round Table radius 0.90m	40,00	piece	
03042001	Round Tall Table diameter 0.70m	42,00	piece	
03040201	Folding Table 1.80m. x 0.70m. x 0.75m.	45,00	piece	
03043500	Folding Table 2.40m. x 0.75m. x 0.76m.	55,00	piece	
03040400	Glass Congress Sandblasted Table 1.50m x 0.80m x 0.75m	55,00	piece	
03060501	Filing Cabinet with one Shelf and a Lock White <input type="checkbox"/> Breech <input type="checkbox"/>	33,00	piece	
03060601	Wooden Closet with two Shelves and a Lock	45,00	piece	
<b>TOTAL</b>				
<b>VAT 24%</b>				
<b>GRAND TOTAL</b>				

The dimensions refer to L x W x H

<b>TOTAL</b>	
<b>VAT 24%</b>	
<b>GRAND TOTAL</b>	

## CLARIFICATIONS

- ▶ The Furniture is being distributed the night before the event and recollected in the last evening after the exhibition's closing.
- ▶ The specified equipment is also available for utilization at the spaces of the Exhibition Center, which are located outside the Pavilions, as long as the latter are roofed.
- ▶ In case of loss or damage, the provided equipment must be immediately replaced or repaired and compensation will be claimed. The latter will be determined by our company.
- ▶ The availability of our products is concrete and thus; all orders are executed in priority order.



To confirm your order, you must send this form via e-mail: [orderstif@expowork.gr](mailto:orderstif@expowork.gr) at least **20 days** prior to the opening of the exhibition. You are kindly requested to settle your account no later than 2 days prior to the opening of the exhibition.

#### BANK DETAILS

**PIRAEUS BANK IBAN Number: GR 84-0172-2020-0052-0201-8199-548**  
 Bank Address: 18, AGGELAKI STR. 546 21 THESSALONIKI  
 Bank Account Number (as listed on the account) : 5202-018-199-548  
 Beneficiary name: Expowork S.A., Integrated Exhibition & Congress System Bank  
 SWIFT Code: PIRBGRAA

#### EXHIBITOR'S SIGNATURE AND STAMP

DATE

Revolving chair



Color black

CODE N°: 03022500

Guest chair



Color black

CODE N°: 03022600

Isis metal frame armchair



Color red / blue / beige

CODE N°: 03020402

Polyamide metal frame chair



Color grey

CODE N°: 03020400

Folding chair



Color white

CODE N°: 03024000

Bunny metal frame chair



Color white

CODE N°: 03020403

Portoghese wooden chair



Inox frame with breech top

CODE N°: 03021300

Campus chair



Color black/white

CODE N°: 03022700

Two-seater sofa



Color black/white  
Dimensions 1.30X0.73X0.71m

CODE N°: 03021100

Zeta stool



Color black

CODE N°: 03020900

Jodi stool



Color blue/tan

CODE N°: 03022400/401

Bobbo stool



Color white

CODE N°: 03021800

Ufo stool



Color blue

CODE N°: 03022000

TRADE FAIR	PAVILION	STAND
COMPANY NAME	JOB DESCRIPTION	
ADDRESS	POST CODE	TOWN
CONTACT PERSON	VAT N°	
e-mail	TELEPHONE	

CODE N°	DESCRIPTION	PRICE/€	QUANTITY	VALUE/€
03022500	Revolving Chair	30,00	piece	
03022600	Guest Chair	26,00	piece	
03020402	ISIS Metal Frame Armchair Red <input type="checkbox"/> Beige <input type="checkbox"/> Blue <input type="checkbox"/>	28,00	piece	
03020400	Grey Polyamide Metal Frame Chair	10,00	piece	
03024000	White Folding Chair	12,00	piece	
03020403	Bunny metal frame chair	24,00	piece	
03021300	Portoghese Wooden Chair	24,00	piece	
03022700	Campus Chair Black <input type="checkbox"/> Beige <input type="checkbox"/>	20,00	piece	
03021100	Two-Seater Sofa Black <input type="checkbox"/> White <input type="checkbox"/>	80,00	piece	
03020900	Zeta Black Stool	20,00	piece	
03022400	Jodi Stool Blue <input type="checkbox"/> Tan <input type="checkbox"/>	32,00	piece	
03021800	Bobbo White Height-Adjustable Stool	28,50	piece	
03022000	UFO Blue Stool	25,00	piece	

TOTAL

VAT 24%

GRAND TOTAL

The dimensions refer to L X W X H

## CLARIFICATIONS

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- ▶ The specified equipment is also available for utilization at the spaces of the Exhibition Center, which are located outside the Pavilions, as long as the latter are roofed.
- ▶ In case of loss or damage, the provided equipment must be immediately replaced or repaired and compensation will be claimed. The latter will be determined by our company.
- ▶ The availability of our products is concrete and thus; all orders are executed in priority order.



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### BANK DETAILS

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Bank Address: 18, AGGELAKI STR. 546 21 THESSALONIKI

Bank Account Number (as listed on the account) : 5202-018-199-548

Beneficiary name: Expowork S.A., Integrated Exhibition & Congress System Bank

SWIFT Code: PIRBGRAA

EXHIBITOR'S SIGNATURE AND STAMP

DATE

**Shelf**

**Wooden shelf**

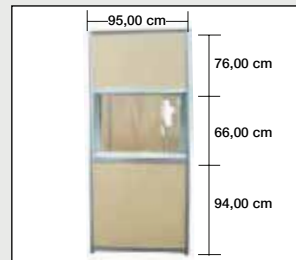
Dimensions 1.10X0.25μ.

**CODE N°: 03050601**
**Canted Shelf**


Dimensions 1.10X0.30μ.

**CODE N°: 03051100**
**Bookcase 4 shelves**

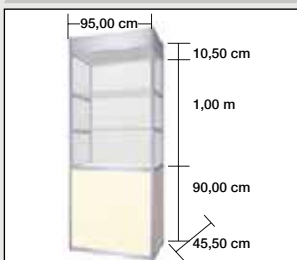

Dimensions 1.03X0.33X2.50μ.

**CODE N°: 03050701**
**Jewellery Show Case**


Dimensions 1.00X2.50μ.

**CODE N°: 03050401**
**Glass Shelf**

Dimensions 1.10X0.25μ.

**CODE N°: 03050500**
**Display Case**


Dimensions 1.00X0.50X2.20μ.

**CODE N°: 03050101**
**Floor Display Case**


Dimensions 1.00X0.92μ.

**CODE N°: 03050301**
**Small Cube**

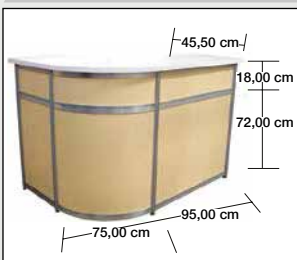

Height 0.60μ.

**CODE N°: 03050801**
**Large Cube**


Dimensions ύψους 0.80μ.

**CODE N°: 03050901**
**Wooden Cube**


Height 0.45μ.

**CODE N°: 03052500**
**Corner Info-desk**


Dimensions 1.00X3.00μ.

**CODE N°: 03060301**
**TV Stand**


Dimensions 0.964X0.93μ.

**CODE N°: 03060101**
**Round Info-desk**


Dimensions 1.53X0.93μ.

**CODE N°: 03060201**
**White Lacquer Info-desk**


Dimensions 0.70X0.50X1.10μ.

**CODE N°: 03060210**

# INFO DESKS-SHOW CASES

TIF  
HELEXPO



TRADE FAIR	PAVILION	STAND
COMPANY NAME	JOB DESCRIPTION	
ADDRESS	POST CODE	TOWN
CONTACT PERSON	VAT N°	
e-mail	TELEPHONE	

CODE N°	DESCRIPTION	PRICE/€	QUANTITY	VALUE/€
03050601	Shelf 1.10 x 0.25m	8,00	piece	
03050500	Glass Shelf 1.10 x 0.25m	8,00	piece	
03051100	Canted Shelf 1.10 x 0.30m	12,00	piece	
03050701	Bookcase 1.03 x 0.33 x 2.50m	32,00	piece	
03050301	Floor Display Case 1.00 x 0.50 x 1.05m	40,00	piece	
03050401	Jewellery Show Case 1.00 x 0.50 x 2.50m	58,00	piece	
03050101	Display Case 1.00 x 0.50 x 2.20m	55,00	piece	
03050901	Large Cube 0.50 x 0.50 x 0.80m	9,00	piece	
03050801	Small Cube 0.50 x 0.50 x 0.60m	9,00	piece	
03052500	White Wooden Cube 0.45 x 0.45 x 0.45m	20,00	piece	
03060301	Corner Info-desk	55,00	piece	
03060101	TV Stand	45,00	piece	
03060201	Round Info-desk	45,00	piece	
03060210	White Lacquer Info-desk	65,00	piece	

The dimensions refer to L x W x H

TOTAL	
VAT 24%	
GRAND TOTAL	

## CLARIFICATIONS

- ▶ The exhibitors are responsible for the safe placement of the shelves and all furniture.
  - ▶ The Display Cases do not include locks or lighting.
  - ▶ The Furniture is being distributed the night before the event and recollected in the last evening after the exhibition's closing.
  - ▶ The above mentioned equipment can also be placed at the spaces of the Exhibition Center, which are located outside the Pavilions, as long as the latter are roofed
  - ▶ Product availability is concrete and orders are executed in priority order.
  - ▶ In case of loss or damage, the provided equipment must be immediately replaced or repaired.
- Thus; compensation -determined by our company- will be claimed.

To confirm your order, you must send this form via e-mail: [orderstif@expowork.gr](mailto:orderstif@expowork.gr) at least **20 days** prior to the opening of the exhibition. You are kindly requested to settle your account no later than 2 days prior to the opening of the exhibition.

### BANK DETAILS

**PIRAEUS BANK IBAN Number: GR 84-0172-2020-0052-0201-8199-548**  
 Bank Address: 18, AGGELAKI STR. 546 21 THESSALONIKI  
 Bank Account Number (as listed on the account) : 5202-018-199-548  
 Beneficiary name: Expowork S.A., Integrated Exhibition & Congress System Bank  
**SWIFT Code: PIRBGRAA**

### EXHIBITOR'S SIGNATURE AND STAMP

DATE       **20**

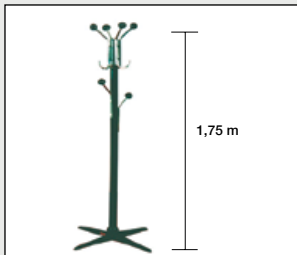
Brochure & Leaflet Holder



Λευκή 3 θέσεων Α4 1

CODE N°: 03061300

Coat Rack



CODE N°: 03060700

Coat Rack placed on a construction



CODE N°: 03060802

Extra rod for Construction-embedded Racks



CODE N°: 03060804

Refrigerator



Dimensions 0.60X0.60X0.85m

CODE N°: 03060400

Kitchen Sink



Dimensions 0.60X0.80X0.75m

CODE N°: 03060900

Fascia Board with Exhibitor's Name



Dimensions 1.52X0.20m

CODE N°: 05030906

Queue Barriers (with straps)



CODE N°: 03061700





# OTHER EQUIPMENT

TRADE FAIR	PAVILION	STAND
COMPANY NAME	JOB DESCRIPTION	
ADDRESS	POST CODE	TOWN
CONTACT PERSON	VAT N°	
e-mail	TELEPHONE	

CODE N°	DESCRIPTION	PRICE/€	QUANTITY	VALUE/€
03060700	Coat Rack	12,50	piece	
03060802	Coat Rack placed on a construction *	20,00	piece	
03060804	Extra rod for Construction-embedded Coat Racks *	7,50	piece	
03061300	Brochure & Leaflet Holder	30,00	piece	
03060400	Refrigerator	60,00	piece	
03060900	Kitchen Sink	100,00	piece	
05030906	Fascia Board with Exhibitor's Name (1.52μ. x 0.20μ.) *	21,00	piece	
03061700	Queue Barriers (with straps)	15,00	piece	

TOTAL

VAT 24%

GRAND TOTAL

## CLARIFICATIONS

- \*These Coat Racks are exclusively placed on EXPWORK Constructions.
- The Furniture is being distributed the night before the event and recollected in the last evening after the exhibition's closing.
- In case of loss or damage, the provided equipment must be immediately replaced or repaired. Thus; compensation -determined by our company- will be claimed.
- Product availability is concrete and orders are executed in priority order.

To confirm your order, you must send this form via e-mail: [orderstif@expowork.gr](mailto:orderstif@expowork.gr) at least **20 days** prior to the opening of the exhibition. You are kindly requested to settle your account no later than 2 days prior to the opening of the exhibition.

### BANK DETAILS

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 Bank Address: 18, AGGELAKI STR. 546 21 THESSALONIKI  
 Bank Account Number (as listed on the account) : 5202-018-199-548  
 Beneficiary name: Expowork S.A., Integrated Exhibition & Congress System Bank  
**SWIFT Code: PIRBGRAA**

EXHIBITOR'S SIGNATURE AND STAMP

DATE           **2** **0**

Carpet (nylon film cover)



Beige

CODE N°: 03070300

Carpet (nylon film cover)



Red

CODE N°: 03070200

Carpet (nylon film cover)



Blue

CODE N°: 03070500

Carpet (nylon film cover)



Bordeaux

CODE N°: 03071001

Carpet (nylon film cover)



Black

CODE N°: 03071601

Carpet (nylon film cover)



Light Grey

CODE N°: 03079900

Carpet (nylon film cover)



Dark Grey

CODE N°: 03070800

Carpet (nylon film cover)



Green

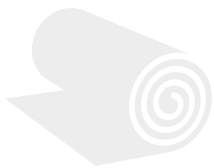
CODE N°: 03079306



TRADE FAIR	PAVILION	STAND
COMPANY NAME	JOB DESCRIPTION	
ADDRESS	POST CODE	TOWN
CONTACT PERSON	VAT N°	
e-mail	TELEPHONE	

CODE N°	DESCRIPTION	PRICE/€	QUANTITY	VALUE/€
03070300	Beige Carpet	4,00	m <sup>2</sup>	
03070200	Red Carpet	4,00	m <sup>2</sup>	
03070500	Blue Carpet	4,00	m <sup>2</sup>	
03071001	Bordeaux Carpet	4,00	m <sup>2</sup>	
03071601	Black Carpet	4,00	m <sup>2</sup>	
03079900	Light Grey Carpet	4,00	m <sup>2</sup>	
03070800	Dark Grey Carpet	4,00	m <sup>2</sup>	
03079306	Green Carpet	4,00	m <sup>2</sup>	

TOTAL	
VAT 24%	
GRAND TOTAL	



## CLARIFICATIONS

- ▶ Exhibitors are extra charged on any alteration to the carpet color of Standard Booths, (T2 standardized Stands)
- ▶ As far as Type 1 Exhibition Areas are concerned, carpets are laid prior to the Stands' special constructions.
- ▶ Product availability is concrete and orders are executed in priority order.

To confirm your order, you must send this form via e-mail: [orderstif@expowork.gr](mailto:orderstif@expowork.gr) at least **20 days** prior to the opening of the exhibition. You are kindly requested to settle your account no later than 2 days prior to the opening of the exhibition.

### BANK DETAILS

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**SWIFT Code: PIRBGRAA**

### EXHIBITOR'S SIGNATURE AND STAMP

DATE           **2 0**

Adhesive Cut Lettering



CODE N°: 05030929

Vinyl Banner



Vinyl Banner (500 gr) for holding bars

CODE N°: 05032204

Roll up



Dimensions 0.80X2.00m

CODE N°: 05030304

Dimensions 1.20X2.00m

CODE N°: 05030307

Vinyl Banner



Vinyl Banner (500gr) placed on wooden canvas

CODE N°: 05032200

Vinyl Banner



Vinyl Banner (500gr) embedded with metal rings every 20 cm

CODE N°: 05032201

Foam (kappa) printing



CODE N°: 05032205

Beach flags



Dimensions 60X200

CODE N°: 05032702

Dimensions 85X400

CODE N°: 05032519

Stand's Adhesive Cut Vinyl



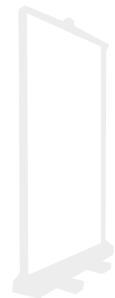
CODE N°: 05030446

TRADE FAIR	PAVILION	STAND
COMPANY NAME	JOB DESCRIPTION	
ADDRESS	POST CODE	TOWN
CONTACT PERSON	VAT N°	
e-mail	TELEPHONE	

CODE N°	DESCRIPTION	PRICE/€	QUANTITY	VALUE/€
05030929	Adhesive Cut Lettering	22,00	m <sup>2</sup>	
05032204	Vinyl Banner (500 gr) for holding bars	22,00	m <sup>2</sup>	
05030304	Roll up stand 0.80m. x 2.00m. (for sale)	80,00	piece	
05030307	Roll up stand 1.20m. x 2.00m. (for sale)	120,00	piece	
05032200	Vinyl Banner (500gr) placed on wooden canvas	28,00	m <sup>2</sup>	
05032201	Vinyl Banner (500gr) embedded with metal rings every 20 cm	18,00	m <sup>2</sup>	
05032205	5mm Adhesive Foam (kappa) printing	50,00	m <sup>2</sup>	
05032702	Beach flag 60x200 (for sale)	110,00	piece	
05032519	Beach flag 85x400 (for sale)	160,00	piece	
05030446	Stand's Adhesive Cut Vinyl	20,00	m <sup>2</sup>	
<b>TOTAL</b>				
VAT 24%				
<b>GRAND TOTAL</b>				

**CLARIFICATIONS**

- ▶ The provided files must have one of the following forms: high resolution pdf, ai, eps, tiff and they should embed the relevant photographs. The latter should have converted to CMYK and the fonts to curves, respectively. Furthermore, the files must be accompanied by a preview.
- ▶ The file resolutions should be: 72 dpi (scale 1:1) for up to 2m<sup>2</sup> printings and 300 dpi (1:10 scale) for larger ones.
- ▶ Prices do not include graphic design services or adjustments.
- ▶ The use of machinery equipment such as cranes -which may be necessary for your own stand- is not included in the above mentioned prices.
- ▶ The amount of any additional charges will be determined beforehand.
- ▶ Product availability is concrete and orders are executed in priority order.
- ▶ For items priced per m<sup>2</sup> minimum charge of 1m<sup>2</sup> is applied.
- ▶ All items (besides roll ups and beach flags) remain at the disposal of Expowork after the exhibition's closing.



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**SWIFT Code: PIRBGRAA**

**EXHIBITOR'S SIGNATURE AND STAMP**

DATE       **20**

Led wall

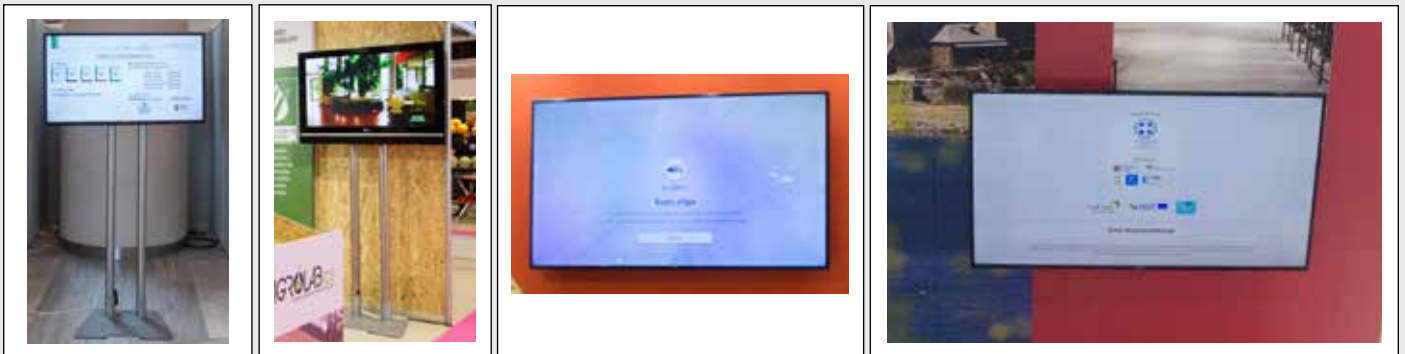


Ledwall P3.9

CODE N°: 05016200



Plasma TV



42''

55''

61''

75''

CODE N°: 05010602

CODE N°.: 05010605

CODE N°: 05010601

CODE N°: 05010603

Projection screen



2x2 Front Projection screen

CODE N°: 05012100

Projector



4.800 ansi lumen

CODE N°: 05011804



Laptop



CODE N°: 05012900

# AUDIO VISUAL-ELECTRONIC EQUIPMENT

TIF  
HELEXPO



TRADE FAIR	PAVILION	STAND
------------	----------	-------

COMPANY NAME	JOB DESCRIPTION
--------------	-----------------

ADDRESS	POST CODE	TOWN
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CONTACT PERSON	VAT N°
----------------	--------

e-mail	TELEPHONE
--------	-----------

CODE N°	DESCRIPTION	RENTAL DAYS	PRICE/€	QUANTITY	VALUE/€
05016200	Ledwall P3.9	3 days	330,00	m <sup>2</sup>	
		4 days	500,00	m <sup>2</sup>	
		9 days	600,00	m <sup>2</sup>	
05010602	Plasma TV 40'' - 42'' with stand <input type="checkbox"/> without stand <input type="checkbox"/>	3 days	100,00	piece	
		4 days	130,00	piece	
		9 days	225,00	piece	
05010700	Plasma TV 48'' - 50'' with stand <input type="checkbox"/> without stand <input type="checkbox"/>	3 days	170,00	piece	
		4 days	250,00	piece	
		9 days	500,00	piece	
05010605	Plasma TV 55'' with stand <input type="checkbox"/> without stand <input type="checkbox"/>	3 days	190,00	piece	
		4 days	275,00	piece	
		9 days	550,00	piece	
05010601	Plasma TV 61'' with stand <input type="checkbox"/> without stand <input type="checkbox"/>	3 days	300,00	piece	
		4 days	360,00	piece	
		9 days	700,00	piece	
05010603	Plasma TV 75'' with stand <input type="checkbox"/> without stand <input type="checkbox"/>	3 days	400,00	piece	
		4 days	500,00	piece	
		9 days	800,00	piece	
05012100	2x2 Front projection screen	3 days	30,00	piece	
		4 days	35,00	piece	
		9 days	75,00	piece	
05011804	Projector 4.800 ansi lumen	3 days	220,00	piece	
		4 days	275,00	piece	
		9 days	550,00	piece	
05012900	Laptop	3 days	95,00	piece	
		4 days	125,00	piece	
		9 days	280,00	piece	

TOTAL

VAT 24%

GRAND TOTAL

## CLARIFICATIONS

- ▶ The provided photos of the electronic devices are indicative. Your rented devices may be different.
- ▶ The availability of the above mentioned products is concrete and orders are executed in priority order.

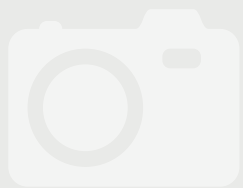
To confirm your order, you must send this form via e-mail: **orderstif@expowork.gr** at least **20 days** prior to the opening of the exhibition. You are kindly requested to settle your account no later than 2 days prior to the opening of the exhibition.

BANK DETAILS  
**PIRAEUS BANK IBAN Number: GR 84-0172-2020-0052-0201-8199-548**  
 Bank Address: 18, AGGELAKI STR. 546 21 THESSALONIKI  
 Bank Account Number (as listed on the account) : 5202-018-199-548  
 Beneficiary name: Expowork S.A., Integrated Exhibition & Congress System Bank  
 SWIFT Code: PIRBGRAA



EXHIBITOR'S SIGNATURE AND STAMP

DATE \_\_\_\_\_ 20 \_\_\_\_\_



photos  
videos





TRADE FAIR	PAVILION		STAND
COMPANY NAME	JOB DESCRIPTION		
ADDRESS	POST CODE	TOWN	
CONTACT PERSON	VAT N°		
e-mail	TELEPHONE		

CODE N°	DESCRIPTION	PRICE/€	QUANTITY	VALUE/€
05063300	Photo-shoot of the Exhibition Stand and delivery of the material (10 photographs) as digital files	50,00		
05062700	Video-coverage of your participation in the exhibition and delivery of the final 2-4 min. video	from 400,00*		
05063200	Video recording of the event (max 8 hours) and delivery of the video - without montage or editing	600,00		
05062600	Creation of corporate video and promotional spot	by agreement **		
<b>TOTAL</b>				
<b>VAT 24%</b>				
<b>GRAND TOTAL</b>				

**CLARIFICATIONS**

- ▶ \*The cost depends on the work and studio demands (insert of logos, animation, etc).
- ▶ \*\*The company undertakes the creation of videos presenting your company and its products. The video-creation process includes:
  - > Script design (storytelling)
  - > All shootings and recordings required
  - > Montage and digital editing -in professional studios-
  - > The incorporation of special effects and graphics



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## EXHIBITOR'S SIGNATURE AND STAMP

DATE 

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rigging  
services



TRADE FAIR	PAVILION	STAND
COMPANY NAME	JOB DESCRIPTION	
ADDRESS	POST CODE	TOWN
CONTACT PERSON	VAT N°	
e-mail	TELEPHONE	

### Rigging services

CODE N°	DESCRIPTION	CHARGE	PRICE/€	QUANTITY	VALUE/€
04041200	Roof Rigging Points up to 80 kg	1 - 8 points	125,00/point		
		more than 9 points	110,00/point		
				<b>TOTAL</b>	
				<b>VAT 24%</b>	
				<b>GRAND TOTAL</b>	

### Extra relevant equipment

CODE N°	DESCRIPTION	CHARGE	PRICE/€	QUANTITY	VALUE/€
05130200	Prolyte Square Truss 30 x 30cm	per meter	30,00	m	
04041300	Truss installation through the use of Movecat Eco Lift Motor 1tn and roof hanging with stabilizing slings *	per piece	160,00	piece	
04041400	Truss installation on floor using pillars	per pillar	150,00	pillar	

\* Stabilizing Slings:

DOUBLE PLY EYE AND EYE WEBBING SLING D50 type 1M&2M - Fabric: 100% Polyester.

<b>TOTAL</b>	
<b>VAT 24%</b>	
<b>GRAND TOTAL</b>	

## CLARIFICATIONS

- TIF-HELEXPO checks all rigging plans in order to verify their implementation or make necessary amendments.
- EXPOWORK retains the right not to fulfill exhibitors' requirements due to restrictions caused by the conditions of the roof above their Stand or due to security reasons. The company follows regulations determined by TIF-HELEXPO, which is responsible for approving all requests.
- Only EXPOWORK and its certified - authorized partners are responsible for installing roof rigging points in all exhibition areas.
- All relevant services are offered after thorough study of various factors including exact location, weight and height of the rigging equipment.
- The request form concerning rigging services must be filed at EXPOWORK no later than 30 days prior to the beginning of the exhibition's preparation works.
- This request form concerning rigging services must be accompanied by the Rigging Plan, which includes all required rigging equipment and details concerning the electrification system and the exact locations, weight, height, dimensions and descriptions of the materials used.
- The customers are fully responsible for any possible damages that may be caused by their inaccurate information giving or rigging services that have been offered by themselves, their employees or contractors. EXPOWORK does not take any responsibility for roof rigging- or any other constructions made by the customers themselves.
- All former rigging services will be exclusively offered for the purposes of the exhibition reported in this request form and will be applied to the reported Stand positions and surfaces
- Maximum height for truss installation on floor using pillars is 4.50m ▶ Pillar height must be included in calculation of total charge
- In case of hanging luminaires a necessary condition is that their type must be LED and the permissible level of electrical power 20W/sqm exhibition area.**
- In case the exhibitor does not comply with the above mentioned instructions TIF - HELEXPO reserves the right to immediately seize his power supply and dismantling rigging points.

To confirm your order, you must send this form via  
e-mail: [orderstif@expowork.gr](mailto:orderstif@expowork.gr) at least **30 days**  
prior to the opening of the exhibition. You are kindly requested to settle your  
account no later than 2 days prior to the opening of the exhibition.

**BANK DETAILS**  
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**SWIFT Code:** PIRBGRAA

EXHIBITOR'S SIGNATURE AND STAMP

DATE | | | | | | **2** **0** | | |



crane / forklift trucks  
cargo services

# CRANE / FORKLIFT TRUCKS - CARGO SERVICES

TIF  
HELEXPO



TRADE FAIR	PAVILION	STAND
COMPANY NAME	JOB DESCRIPTION	
ADDRESS	POST CODE	TOWN
CONTACT PERSON	VAT N°	
e-mail	TELEPHONE	

CODE N°	CARGO SERVICE	DESCRIPTION	PRICE/€	QUANTITY	VALUE/€
05051200	Loading and Unloading to and from car / container and positioning in the area of the TIF Exhibition Stand	1 pallet (minimum charge)	25,00		
		2-7 pallets	20,00/pallet		
		8-15 pallets	18,00/pallet		
		More than 16 pallets	15,00/pallet		
05051203	Loading and Unloading of Machinery (size 3.00 x 2.40 m)	Up to 700 kg	60,00		
		from 701 kg to 2.5 tons	100,00		
		from 2.6 to 4 tons	150,00		
05050701	Rental of truck mounted crane - up to 16 tons	Up to 1 hour (minimum charge)	100,00		
		Every following hour	50,00		
05051201	Positioning and Mounting Exhibits in the area of the Exhibition Stand	Per hour	40,00		

The dimensions refer to L x W

TOTAL	
VAT 24%	
GRAND TOTAL	

## CLARIFICATIONS

- Cargo services are offered based on scheduled appointments. Therefore; it is necessary to contact EXPWORK beforehand and set the exact day and time of your own appointment.
- The term pallet is used based on the European standards, i.e. its dimensions are 1.20 x 0.80 m. and its weight is 800 kg. The charge for larger pallets will be determined upon discussion.
- For loading/unloading machinery ranging from 4.1 to 7 tons, you are kindly requested to contact EXPWORK as soon as possible in order to check the availability of forklift trucks.
- The above charges apply to the unloading during the arrival at the exhibition center. Additional charges apply to the loading during the departure.

To confirm your order, you must send this form via e-mail: [orderstif@expwork.gr](mailto:orderstif@expwork.gr) at least **30 days** prior to the opening of the exhibition. You are kindly requested to settle your account no later than 2 days prior to the opening of the exhibition.

### BANK DETAILS

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**SWIFT Code: PIRBGRAA**

EXHIBITOR'S SIGNATURE AND STAMP

DATE



# SOLEMN DECLARATION OF EXHIBITORS - CONTRACTORS



To: TIF - HELEXPO Exhibition Center

Concerning: Customer technical service

You are kindly requested to forward this document to: orderstif@expowork.gr (email) or 0030 2310297625 (FAX)

Surname:

---

First Name:

---

ID Number:

---

Company Name:

---

Address:

---

VAT Number:

Telephone:

E-mail

---

Exhibition/Event:

---

No of Pavilion/Stand:

---

Date:

**From** (Preparations Day):

**Till** (Decommissioning Day):

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Acknowledging full responsibility and being aware of the legal sanctions, I do solemnly declare that:

1. All the information mentioned above is true.
2. In case of construction of a two-storey stand, I will submit a Static Study Plan.
3. I have completed my Stand's construction by my own means and its height does not exceed 3 meters.
4. I follow strictly all current regulations and legislation. All the necessary health and safety measures have been taken, in order to avoid accidents at my staff's or other third parties' expense and to prevent any damage.
5. I personally guarantee that my Stand's construction meets all the technical, safety and static requirements. Furthermore, I declare that I carry full responsibility -both criminal and civil- for (a) any possible bodily injury, (b) any labor or other accident and (c) any damage that may be caused to third parties or this construction, respectively.
6. I undertake the responsibility to remove all construction materials from the Pavilion, after the exhibition's closing -at the predetermined time specified by the organizers- .

(District), \_\_\_\_\_, \_\_\_\_\_ / \_\_\_\_\_ /20  
(Stamp)

Signature \_\_\_\_\_

\*This declaration needs to be filed and submitted to EXPOWORK Technical Company.

**TIC**  
**HELEXPO** THESSALONIKI INTERNATIONAL EXHIBITION & CONGRESS CENTRE



154, EGNATIA str. | 546 36 THESSALONIKI  
PAVILLION 12 (semi-floor)  
T +30 2310 297572 | +30 2310 297564 | +30 2310 297563  
e-mail: [orderstif@expowork.gr](mailto:orderstif@expowork.gr)