



APPENDIX TO THE REGULATIONS

1. Trade Fair: 32nd International Trade Fair of Hotel and Catering Equipment HORECA®
2. Website of the event: www.horeca.krakow.pl/en
3. Trade Fair Commencement Date: 05.11.2025, from 10:00 a.m.
4. Trade Fair Closing Date: 07.11.2025, till 04:00 p.m.
5. Deadline for Confirmation of Participation: 7 days
6. Deadline for refusal of Confirmation of notification: 7 days
7. Assembly day: 04.11.2025, from 9:00 a.m. to 08:00 p.m.
8. Disassembly day: 07.11.2025, from 04:00 p.m. to 10:00 p.m.
9. Due date for payment of fees in accordance with clause 3.3: 7 days from the acknowledgement of receipt
10. The due date for the payment of fees under clause 3.4:
 - a. instalment 1 in the amount of 45 % of the gross payment resulting from the order in the Exhibitor Panel, paid as an advance 7 days from the confirmation of the acceptance of the application;
 - b. instalment 2 the remaining part of the total gross payment resulting from the order in the Exhibitor Panel to be paid by 24.10.2025 prior to the occupancy of the exhibition stand.
11. Deadline for cancellation of participation in the Fair as referred to in clause 4.1 and 4.2 of the Regulations: 05.09.2025
12. Email address for withdrawal under clause 4.3: horeca@targi.krakow.pl
13. Deadline for reporting changes in equipment and media: 06.10.2025
14. List of regulations to be given to the companies constructing the stand in accordance with clause 5.5: Fire Safety Instructions, Technical, Fire and Occupational Health and Safety Regulations, Regulations For The Use Of The Expo Krakow Facilities Owned By Targi w Krakowie Sp. z o.o., Regulations For The Use Of Paid Parking Spaces
15. List of regulations applicable to Co-exhibitors: Fire Safety Instructions, Technical, Fire and Occupational Health and Safety Regulations, Regulations For The Use Of The Expo Krakow Facilities Owned By Targi w Krakowie Sp. z o.o., Regulations For The Use Of Paid Parking Spaces
16. The deadline for notification of the need for the use of cranes, hoists, etc. resulting from clause 8.4: 06.10.2025
17. Deadline for submitting a catalogue entry in the Exhibitor Panel: 06.10.2025
18. Deadline for registration of guests and speakers as per clause 9.13: 06.10.2025
19. Cancellation, postponement, shortening or partial closure of the Trade Fair.
 - 14.4. In the event that the Trade Fair is cancelled for the reasons referred to in clause 14.1, the Exhibitor waives its claims for reimbursement of the mandatory Exhibitor Registration Fee. This amount represents a partial settlement of the costs of organising the Trade Fair by TwK. The remaining amount of the Fees paid by the Exhibitor shall be refunded within 30 days

of the cancellation of the Trade Fair or, at the Exhibitor's request, may be credited towards participation in the next edition of the Trade Fair.

20. The amount of the fee for each commenced man-hour of extension of the assembly day: NET 750 PLN (in words: seven hundred fifty PLN) + VAT at the applicable rate
21. The amount of the fee for each commenced working hour of extension of the disassembly day: NET 750 PLN (in words: seven hundred fifty PLN) + VAT at the applicable rate
22. Official freight forwarder of the Trade Fair: Transmeble International Sp. z o.o.
23. Other provisions: Exhibitor's Guide, current safety rules