



Owner of the Parc Sarasin: Fondation du Palais des Expositions (hereinafter FPE), a foundation and owner of the Palais des expositions et des congrès de Genève (hereinafter GENEVA PALEXPO).

Operator of the Parc Sarasin: Fondation ORGEXPO (hereinafter ORGEXPO), a foundation in charge of managing and operating GENEVA PALEXPO on behalf of FPE.

ART. 1: PRINCIPLES

In its capacity of GENEVA PALEXPO operator, ORGEXPO is also in charge of managing and operating the Parc Sarasin.

These Rules and Regulations apply to any temporary structures (stands, tents, other installations, etc.) erected on the Parc Sarasin grounds.

ART. 2: CONSTRUCTION RULES AND REGULATIONS

Temporary structures (exhibition stands, foodservice tents, etc.) on the Parc Sarasin grounds are permitted only in designated areas of the Parc Sarasin and on stable ground as specified by ORGEXPO.

All temporary structures must comply with the following:

2.1 Soil resistance

Note: Soil load is shown in kiloNewton (kN)

Admissible soil load depends on weather conditions and the nature of the terrain:

- a) Dry weather and terrain:
 - soft ground 30 kN / m²
 - stabilized ground 200 kN / m² (i.e. 50 kN / wheel)
- b) Humid weather and terrain:
Resistance decreases with water content of soil and depends on location.

2.2. For structures without required settlement limitation

- a) First, protect the terrain’s surface with a geotextile (such as bidim®).
- b) Place the structure’s base supports on the geotextile.
- c) Remove the grass in the support area and compact the terrain with a vibrating plate compactor.
- d) To obtain the dimensions (F) of the support plate, divide the load (P) by the terrain’s admissible soil load (= 50 kN/ m²), i.e.

$$F \geq \frac{P \text{ (in kN) in cm}^2}{50}, \text{ but (F) minimum} = 30 \text{ cm} \times 30 \text{ cm}$$

- e) The proposed support must be authorized by ORGEXPO’s Technical Services and approved by the civil engineering firm in charge of verifying temporary structures on behalf of ORGEXPO.

TREMBLET SA

Quai du Seujet 18
CH – 1201 Geneva
Tel.: +41 (0)22 716 08 00
Fax: +41 (0)22 716 08 99

To this effect, exhibitors must submit to ORGEXPO’s Technical Services the plans and calculations at least 2 months before the start of the exhibition’s move-in pursuant to Article 5 below.

Validation of the temporary structures by the civil engineering firm TREMBLET SA shall be at the expense of the Exhibitor.

2.3. For structures with required settlement limitation

- a) First contact ORGEXPO’s Technical Services.
- b) As needed, protect the terrain’s surface with a geotextile (such as bidim®).
- c) Exhibitors must submit to ORGEXPO’s Technical Services the plans and calculations at least 2 months before the start of the exhibition’s move-in pursuant to Article 5 below.
- d) The foundation of the supports must be authorized by ORGEXPO’s Technical Services and approved by the civil engineering firm TREMBLET SA in charge of verifying temporary structures on behalf of ORGEXPO and at the Exhibitor’s expense.

ART. 3: TEMPORARY PONDS AND/OR POOLS

It is not permitted to dig or otherwise remove soil from the Parc Sarasin grounds to create ponds or build temporary pools without the express prior written consent of ORGEXPO’s Technical Services.

ART. 4: OUTDOOR ADVERTISING

All advertising (banners, billboards, posters, etc.) placed on or adjacent to temporary structures must be submitted to ORGEXPO’s Technical Services for approval **at least one (1) month** before set up of the exhibition.

ART. 5: PLANS

Exhibitors must submit to ORGEXPO’s Technical Services for approval 2 sets of plans with calculations in accordance with sections 5a) to 5c) below **at least two (2) months** prior to exhibition setup.

- a) Architectural and design plans showing alignment, dimensions and design must be submitted to ORGEXPO.

- b) Engineering plans showing compliance with static norms must be submitted for all structures with more than one floor or built on soft ground (see section c below) together with static calculations prepared by a civil engineer.
- c) Positioning plans for all critical loads, in particular loads acting on the base of the supports on the Parc Sarasin's natural terrain.

All temporary structures described above must be authorized by ORGEXPO's Technical Services and approved by the civil engineering firm TREMBLET SA in charge of verifying temporary structures on behalf of ORGEXPO and at the Exhibitor's expense.

ART. 6: SUBCONTRACTORS

Exhibitors shall submit as soon as possible to ORGEXPO's Technical Services the list of subcontractors (builders, suppliers, etc.) assigned to build temporary structures on the Parc Sarasin premises or to restore the grounds to their original state (see Article 9).

ORGEXPO reserves the right to reject subcontractors, in particular in the event of existing litigation involving ORGEXPO or any of its partners or subcontractors, without the need to formally justify such rejection.

ART. 7: RESPONSIBILITIES

Exhibitors shall be solely responsible for erecting, operating, monitoring and maintaining the temporary structures built by them or by their subcontractors. Exhibitors shall be held liable for any damage caused by the structures or their operation to persons or property on the Parc Sarasin premises.

Similarly, the Operator shall be held liable for any damage caused by its employees or subcontractors.

Exhibitors shall ensure that their employees and subcontractors have reviewed these Rules and Regulations.

Exhibitors shall obtain adequate insurance coverage (see Article 17).

ART. 8: SAFETY AND MANAGEMENT OF CONSTRUCTION SITE

Exhibitors shall undertake all necessary action at their expense to provide adequate protection against accidents.

Exhibitors shall use their best efforts to make certain the construction site is safe, clean and orderly. They shall take every precaution to make certain the construction of temporary structures proceeds without endangering persons or property.

The Parc Sarasin is open to the public. Accordingly, the Exhibitor shall adequately mark the site where construction takes place, not necessarily by erecting partitions or barriers but at least by placing red plastic tape.

ORGEXPO reserves the right to order safety-related work at the expense of the Exhibitor and to ban or remove from the site any person who fails to abide by these Rules and Regulations.

ART. 9: RESTORATION OF GROUNDS

Following the disassembly of the temporary structures, the sectors of Parc Sarasin that have supported the temporary structures shall be returned to their original state at the expense of the Exhibitor. **The Parc Sarasin grounds must once again be in perfect condition following the event.**

To restore the grounds' original condition, the Exhibitor may choose one of the following:

- a) the company appointed by ORGEXPO to maintain the Parc Sarasin grounds;
- b) another company; in this case, however, the contractor must observe ORGEXPO's specific regulations relating to the restoration of the grounds.

Following disassembly of the temporary structures and before leaving GENEVA PALEXPO, the Exhibitor shall schedule an inspection with ORGEXPO's Technical Services and with the contractor in charge of restoration in order to agree on the scope of the work.

Before proceeding with the work, the contractor shall submit such work to ORGEXPO's Technical Services for prior approval.

ART. 10: WORK SCHEDULE

The Exhibitors and/or subcontractors shall observe the work schedules in force during assembly and disassembly as defined for each exhibition.

The contractor appointed to restore the grounds of the Parc Sarasin shall comply with the work schedules defined with ORGEXPO.

Unless otherwise authorized, construction and/or restoration work shall not take place between 9:00 p.m. and 7:00 a.m. in order to preserve the tranquility of residents living in the vicinity of the Parc Sarasin.

ART. 11: WASTE MANAGEMENT

In order to help reduce the amount of waste to be incinerated, the Exhibitors and/or subcontractors are urged to use recyclable materials as much as possible.

During assembly and disassembly, the Exhibitors and/or subcontractors shall eliminate at their expense all waste (construction materials, decorating materials), etc.). They may contact ORGEXPO's Technical Services for useful advice and information in this regard.

All waste not removed by the Exhibitors or by their subcontractors shall be eliminated by ORGEXPO at the Exhibitors' expense.

ART. 12: OBLIGATIONS

The Exhibitor or contractor who builds on the grounds of the Parc Sarasin as well as the contractor appointed to restore the grounds shall at all times comply with:

- a) The laws, ordinances and regulations in force in Switzerland and Geneva, in particular the building codes as well as work conditions and social benefits applicable in Geneva.

- b) These Rules and Regulations.
- c) The directives and instructions of ORGEXPO personnel; they may at any time choose to inspect or cause to be inspected construction in progress.

ART. 13: VEHICLES AUTHORIZED TO PARK ON THE PARC SARASIN GROUNDS

Depending on the requirements of selected events held at GENEVA PALEXPO, ORGEXPO may exceptionally authorize free or paid parking at designated times for motorized vehicles and vans within selected sectors of the Parc Sarasin.

The speed limit for motorized travel within the Parc Sarasin is 30 km/hour.

ART. 14: RESPONSIBILITY WITH REGARD TO PARKING

In the event parking is authorized for automobiles and vans, ORGEXPO shall assume no responsibility of safekeeping. Accordingly, the vehicles parked on the Parc Sarasin grounds shall do so under the sole responsibility of their owner or driver.

ART. 15: DAMAGE

Any damage caused to the Parc Sarasin during assembly, during the event or during move-out due to non-compliance with these Rules and Regulations or due to any other cause shall be billed to the Exhibitors or their subcontractors responsible for the damage.

Similarly, any damage caused during restoration of the grounds shall be billed to the contractor appointed to do the work.

ART. 16: STORAGE AND OWNERSHIP

The Exhibitors and their subcontractors shall not store any materials or park any vehicles in areas where such storage or parking may interfere with regular operations of GENEVA PALEXPO or with the events taking place on its premises.

Temporary storage of materials or parking of vehicles may be permitted in certain areas within or adjacent to the Parc Sarasin upon prior approval from ORGEXPO.

The Exhibitor and subcontractors remain owners of their equipment or vehicles and assume all risks pertaining to such ownership.

ART. 17: INSURANCE

Any liability on the part of ORGEXPO applies only to the extent it is the operator of the Parc Sarasin. Accordingly, ORGEXPO shall not be held liable for any damage caused by third parties to the temporary structures, materials or vehicles of the Exhibitors or their subcontractors anywhere on its site. ORGEXPO denies any responsibility at any time and in any event for the loss, disappearance or theft of structures, materials or vehicles.

Exhibitors shall purchase adequate insurance coverage, in particular in view of protection from losses due to fire and natural causes which may affect the temporary structures erected on the Parc Sarasin grounds.

Similarly, Exhibitors shall purchase a policy to provide insurance for their personnel and subcontractors in the event of labor-related accidents, as prescribed by law in Switzerland and Geneva.

The Exhibitor shall provide a copy of insurance coverage if requested by ORGEXPO.

ART. 18: GOVERNING LAW AND JURISDICTION

These Rules and Regulations are solely governed by the laws of Switzerland.

Any disputes not resolved out of court shall be brought exclusively before the courts of the Republic and Canton of Geneva for judgment and, if appealed, before the Supreme Court of Switzerland.

The French version of these Rules and Regulations prevail.

Geneva, November 2007

GENEVA PALEXPO
Fondation ORGEXPO
Case postale 112
CH-1218 Grand-Saconnex, Switzerland
Phone +41 22 761 11 11
Internet: www.geneva-palexpo.ch
E-mail: info@geneva-palexpo.ch