

GENERAL CONDITIONS OF SALE (Rules and regulations of fair)

ARTICLE 1 – OBJECTIVES OF THE FAIR

The Innovation Village is intended to encourage collaboration, promote exchanges and cooperation between those involved in the social and solidarity economy and encourage the capitalisation and sharing of experiences in order to:

- Increase the number of local development initiatives in the social and solidarity economy (SSE),
- Conceptualise solutions adapted to the needs and expectations of SSE stakeholders,
- Encourage meetings and exchanges in order to create new economic prospects and synergies
- Promote opportunities for collaboration that will offer solutions in terms of markets, increased capacity and development

ARTICLE 2 – ORGANISATION

Global Social Economy Forum – GSEF/RACTES

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stand@dakar2023.gsef-net.org

ARTICLE 3 – DATE, PLACE, OPENING TIMES

Date and place: 3 to 6 May 2023 in Dakar, Senegal.

Visitors: 9.30am – 6.30pm / **Exhibitors:** 9.00am – 7.00pm (The organisers reserve the right to change these times)

ARTICLE 4 – ELIGIBLE EXHIBITORS

The fair is open to institutions, technical and financial partners, local and national governments, professional organisations, SSE stakeholders and the private sector.

ARTICLE 5 - CONDITIONS FOR PARTICIPATION

Participation at the fair will only be confirmed after payment of the invoice corresponding to stand rental and any additional costs and after acceptance of the conditions for participation as set out in the provisions in the exhibitor's application.

If, for economic or other unforeseeable reasons of force majeure, the fair cannot take place, applications to take part will be cancelled and, after payment of committed expenses, the available sums will be distributed among the exhibitors in proportion to the amount each has paid.

ARTICLE 6 – COLLECTIVE PARTICIPATION

The official stand holder undertakes to declare the organisation(s) that they host on the stand. Insurance is obligatory and a copy of the receipt must be sent to the exhibition organiser before installation. Only those organisations that are identified and correctly registered will be allowed onto the stand and will be included in the fair catalogue.

The number of organisations admitted into the 9m² stands is limited. The same practical and regulatory provisions apply to collective pavilions.

ARTICLE 7 – TARIFFS

The tariffs for stand rental, additional charges and publicity material are defined by the organiser as stipulated in the booking module on the website.

ARTICLE 8 – PAYMENT CONDITIONS

Payment of stand rental fees and additional charges should be made in accordance with the following schedule:

- Booking before 1 April 2023: payment of a 50% deposit with the order; balance payable at the latest by 17 April 2023
- Booking after 1 April 2023: full payment to RACTES

ARTICLE 9 – WITHDRAWAL / FAILURE TO PAY

In the case of failure to pay or of non-occupation of the stand for whatever reason, any sums paid and/or remaining due, partially or totally, remain fully vested in the organiser.

ARTICLE 10 – INSTALLATION, FITTING OUT AND DECORATION OF STANDS

Stands will be laid out in accordance with the plan drawn up by the organiser. Costs of personalised decoration will be borne by the exhibitor. Such decoration will respect these rules and national regulations currently in force in the country.

ARTICLE 11 – SET UP, DISMANTLING AND REMOVAL OF STANDS

One week before the fair opens, the organiser will inform exhibitors of the timetable for set up and installation of stands as well as the date for dismantling, removal of exhibited equipment and products and tidying/cleaning before their discharge is delivered.

ARTICLE 12 – RETURN TO ORIGINAL STATE

Exhibitors must return areas that were allocated to them to their original state after dismantling of the fair and by the stated time. Rectification of any degradation of premises or installations caused by an exhibitor or their installations, equipment or products will be charged to that exhibitor.

ARTICLE 13 – EQUIPMENT AND PRODUCTS ELIGIBLE AT THE FAIR

Equipment and products on display must relate to the sectors defined in the exhibitor's application.

ARTICLE 14 – RECEPTION OF EQUIPMENT AND PRODUCTS TO BE EXHIBITED

Transport, handling and reception at the Innovation Village of equipment and products to be exhibited are the financial responsibility of the exhibitor.

Exhibitors must comply with the organiser's instructions relating to the arrival and departure of equipment and

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products. Equipment and products exhibited on the stand must not leave the Innovation Village during the entire fair without special authorisation from the Commissioner.

ARTICLE 15 – CLEANING OF STANDS

The organiser is responsible for daily cleaning of stands, aisles and the fair's public spaces.

However, exhibitors must ensure that the equipment and products on display respect hygiene standards and are responsible for keeping them clean.

ARTICLE 16 – BROADCASTING ON STANDS

Sound broadcasting is the sole responsibility of the organiser who alone is authorised to broadcast background music or announcements, where appropriate at the request of exhibitors. It is strictly forbidden for exhibitors to broadcast any background music, message or announcement above a sound level authorised by the fair commissioner.

ARTICLE 17 – INSURANCE

The organiser has taken out public liability insurance. A copy of the policy is available for inspection by exhibitors and gives full details of its duration and of the risks covered.

The insurance taken out by the organiser only covers risks relating to the pecuniary consequences of its public liability during the period of the fair. Exhibitors are encouraged to take out, at their own expense, additional insurance to cover any risks that they judge necessary.

ARTICLE 18 – OPERATION OF THE INSURANCE

Any incident or damage must be declared in writing to the organiser, or the insured person will lose their right to benefit from the insurance. This declaration must be made within 24 hours, indicating the circumstances of the incident and the approximate cost of the damage. The exhibitor is required to produce legal proof of the damage (declaration, certificate, statement, etc.), as well as a detailed inventory of the damaged items.

In the case of theft, the exhibitor must make a formal complaint to the police. A copy of the receipt from the filing of the complaint must be attached to the claim statement.

ARTICLE 19 – CUSTOMS

The organiser cannot provide any moral sanction for the temporary admission of uncleared equipment.

Each exhibitor must complete the required customs formalities for the temporary admission of equipment and products arriving from abroad. The organiser cannot be held responsible for any difficulties that may arise during the completion of these formalities.

ARTICLE 20 – CATALOGUE

The organiser reserves the exclusive right to publish and sell the fair catalogue and the official visitors' guide. It may concede some or all of this right, as well as the publicity appearing in the catalogue, to a specialist agency.

The information necessary to the production of the catalogue is supplied by exhibitors under their sole responsibility. The organiser cannot be held responsible for omissions or errors that may occur due to reproduction, typesetting or anything else.

ARTICLE 21 – EXHIBITORS' BADGES & STICKERS

Badges giving exhibitors right of access to the fair will be provided in accordance with the quota set out in the exhibitors' application. The same applies to the stickers giving access to the Innovation Village car park.

ARTICLE 22 – INVITATIONS

The organiser determines the number of invitations intended for visitors allocated to each exhibitor in accordance with the stand area rented and sends them to exhibitors two weeks before the opening of the fair. A personalised electronic version bearing a QR code (with the exhibitor's logo, contact details and stand number) can also be supplied at the exhibitor's express request.

ARTICLE 23 – SAFETY & SECURITY

Exhibitors are required to conform to the local and national government regulations in force, as well as to the safety measures decreed by the organiser, who reserves the right to check at any time that these measures are being respected.

ARTICLE 24 – APPLICATION OF THESE RULES

Failure to respect the provisions of these rules and regulations will lead, after formal notice, to closure of the contravening exhibitor's stand. This will particularly be the case for failure to respect safety rules, failure to conform to the layout, failure to occupy the stand, nuisance of whatever kind caused to neighbouring stands, as well as the presentation of products that fail to conform to those set out in the exhibitor's application.

ARTICLE 25 – MODIFICATION OF THESE RULES

The organiser reserves the right to rule on any case not covered by the present rules and regulations and to introduce new provisions and measures every time that this should prove necessary.

ARTICLE 26 – COMPLAINTS

In the case of a complaint, exhibitors undertake to submit their request to the organiser before beginning any formal procedure.

In the absence of an amicable solution, any dispute arising from the present rules and regulations will be definitively decided by mediation, as stipulated by the International Chamber of Commerce. Mediators will rule fairly, as arbitrators, within a period of 30 days and there will be no appeal against their decision.