



## General Instruction

### 1. GENERAL RULES

**1.1. Terms:** The event, named ETIF, Eventos & Tecnología para la Industria Farmacéutica, is organized by ETIF S.A.

**The event shall be ruled by:**

- a) This "General Instruction".
- b) The rules of the "Participation Request".
- c) The stipulations of the "Technical Instruction".
- d) The rules laid down through the "Request and use of Additional Services".
- e) The exhibition "Plans and Fees".
- f) The "Timetable, Technical Sheet and Information Circulars".

The above-mentioned documentation, which copy is in possession of the exhibitors, shall be deemed unconditionally and automatically accepted by the exhibitors upon the signing of the "Participation Request" and/or its concrete provision.

### 2. AUTHORITIES

**2.1.** The maximum authority of the event and sole responsible for the organization of ETIF shall be the "ORGANIZING COMMITTEE OF THE EXHIBITION" (hereinafter the "O.C.") which decisions shall be unappealable. The "O.C." shall exclusively be in charge of "ETIF S.A." For the purposes of collaborating with the "O.C." in the making of decisions on special aspects of the event, an "EXECUTIVE COMMITTEE" shall be established (hereinafter the "E.C."), which shall be comprised of the members that the "O.C." determines in its capacity as consultant. For a better development of the event, the "O.C." may exceptionally deviate from the standards established in this "Instruction" and/or modify the standards mentioned in the "GENERAL INSTRUCTION and TECHNICAL INSTRUCTION", if it deems it appropriate and convenient, giving prior notice to the exhibitors, and being its decisions compulsory for the participants.

**2.2.** In the event of non-compliance with this "Instruction" and/or with its extension and/or modificatory circulars, the "O.C." shall, in full exercise of its faculties and if it deems it necessary, apply the corresponding sanctions, in as long as the infringer does not cease the breach within 24 hours of being intimated to remediate such breach. Regardless of the applicable sanction and after the expiration of the mentioned timeline, the "O.C." shall have the authority to close the exhibition stands in relation to which the instruction and/or circulars are breached, without the infringer's right to claim, compensation or reimbursement whatsoever.

### 3. VENUE AND DATE

**3.1.** ETIF shall take place at CENTRO de EXPOSICIONES COSTA SALGUERO, from April 7<sup>th</sup>, 8<sup>th</sup> y 9<sup>th</sup> 2021 in Pavilions 1, 2 and 3, which shall be open to the public at Avenida Costanera y Jerónimo Salguero, from 1.30 p.m. to 8.30 p.m.

### 4. PURPOSE AND OBJECTIVES

**4.1.** To promote the direct sale interchange between the country's manufacturers, importers and distributors, vendors, users and benchmarks of the pharmaceutical industry and the like, thus stimulating the knowledge of the respective products.

**4.2.** To promote the generation of new knowledge, the exchange of information, scientific and technological research on different subject areas which are dealt with in the Congress.

### 5. PARTICIPANTS AND PRODUCTS

**5.1.** The O.C. and/or E.C. reserves the right to refuse admission.

**5.2.** The entry of any person younger than 16 years of age, either alone or accompanied by an adult, is forbidden.

**5.3.** The "Participation Request" should state and detail the products and brands to be exhibited.

**5.4.** The "O.C." shall monitor the products and brands to be exhibited and may reject those ones which do not match the ones specified in the "Participation Request". The sale of products at the Exhibition premises is allowed, if previously requested in writing, but the delivery of goods shall be forbidden, and should timely be done outside the exhibition premises.

**5.5.** It is forbidden to gift, sale or retrieve the goods displayed in the exhibition. The delivery of free samples shall solely be permitted.



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**5.6.** The displayed items may not bear any price.

**5.7.** The exhibitor may not borrow, share, lend, sale, lease, donate or transfer neither in part nor in whole its exhibition stand unless previously authorized by the "O.C." and the "E.C.". In the event that, during the exhibition, a situation of this kind occurs, it shall be proceeded to invoice the m<sup>2</sup> that the "O.C." and the "E.C." deem appropriate.

**5.8.** The exhibitor may not include any third-party publicity of any kind in its exhibition stand, unless authorized by the "O.C." and the "E.C.". The conduction of businesses on behalf of any third party or organization other than the owner of the exhibition stand is not permitted.

### 6. PARTICIPATION CONDITIONS, FEES AND PAYMENT METHODS

**6.1.** To participate in ETIF, the companies shall submit the "Participation Request" and accept and complete all the data required in it. These data should be submitted through the exhibition official forms, in two (2) identical counterparts and to one sole effect.

**6.2.** The costs and measurements of each exhibition stand are those shown in the list prepared for the "Exhibition". The total cost shall depend on the dimensions of each lot.

**6.3.** The total price of the lot will be paid as follows: According to the conditions agreed in the "participation solitide" and the "General and Technical Regulations". The maximum cancellation period of the entire agreed amount must be paid on March 24, 2021. Payments made with your own checks or those of third parties that were rejected for any reason, must be replaced by your own checks dated or by bank transfer. Their expenses will be invoiced.

**6.4.** Failure to fulfill any of the payment methods set forth under 6.3 herein shall entitle the "O.C." to proceed as follows:

- a) Cancel the reservation and/or any lease of physical space or lot with the resulting loss of the payment already made by the exhibitor, with the organizer being entitled to demand the entire payment of the invoiced and documented amount.
- b) Transfer and/or lease the above-mentioned physical space to third parties.
- c) In the event the exhibitor fails to comply with section b), the exhibitor shall pay for the outstanding amounts until completing the total cost of the lot initially assigned by way of compensation, and without prejudice to the application of the fine established under 2.2 hereof.

**6.5.** The exhibitor shall communicate the "O.C." in writing that it shall not take part in the event, without this entailing it may waive the entirety of the contract. Sections 6.4 and 6.5.

**6.6.** Those exhibitors whose lot exceeds 150 m<sup>2</sup> and who seek to extend its surface by using the circulation areas specified in the planimetry, with the exception of service corridors, shall place their exhibition stand over the exhibition premises existing walls and/or its corners without disrupting the circulation of the exhibition, and shall pay 100% of the circulation area per m<sup>2</sup> upon acquiring the lot. The surface acquisition should be notified in writing (for its corresponding approval by the "O.C.") within 2 (days) of acquiring the lot.

**6.7.** The "O.C." shall have the right to cancel and allocate to third parties the acquired lots which are not occupied within the previous 36 hours of the deadline established for the completion of the lot construction, prior to the exhibition inauguration, and the original exhibitor shall lose all of its rights over the paid fees.

**6.8.** With the purpose of preserving the image of the exhibition and the interests of each of the exhibitors, the "O.C." hereby establishes that those exhibitors who have not completed the construction of their exhibition stand within the stipulated timeline shall be subject to a fine of 30% of the cost of the acquired stand, without prejudice to the liability that could be attributed to the infringer in consideration of damages and losses. The Exhibitors are advised to transcribe the mentioned sanction into their agreements with their respective constructors.

**6.9.** If, by the date stipulated for the inauguration of the exhibition, there are outstanding amounts, the "O.C." may order the exhibition stand closure, without any compensation or reimbursement until such outstanding amounts have been cancelled. The lack of payment of the agreed installments shall give rise to a surcharge on the outstanding sum in consideration of interest rates, according to the current interest rate established by "Banco de la Nación Argentina" to be applied on Current Account overdrafts, in a cumulative manner, until the effective and through fulfillment of this obligation, plus the expenditures arising out of this.

**6.10.** The parties shall be subject to the rules of the Enforcement of Debt, article 520 ss. and cc. of the





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Civil and Trade Law, in the event they fail to pay off any of the installments agreed in the "Participation Request." This is to say that, in the event of lack of payment of any of the installments agreed under the clauses of the Participation Request, the creditor may recourse to the enforcement of debt in order to ensure its receipt of the payment.

### 7. EXCEPTIONS

**7.1.** In exceptional cases, the "O.C." shall reserve the right to make amendments and modifications to this Instruction, which, to the best of its knowledge, may deem pertinent for the highest success of the exhibition.

### 8. SANCTIONS

**8.1.** The Exhibitors that deviate from the letter and spirit of the rules herein shall be intimated to regularize their regulatory situation pursuant to section 2.2.

### 9. PUBLICITY

**9.1.** Exhibitors may display and distribute gifts and/or catalogues produced by them in their own exhibition stand, and avoiding disorder, but the organization of draws or the like within the context of the exhibition is completely forbidden, unless expressly authorized by the "O.C." after receiving the corresponding note of request specifying the relevant characteristics of the event.

**9.2.** Exhibitors may not promote their products outside the exhibition stands. Sound equipment are forbidden, except for audiovisual equipment, which should be operated inside acoustically isolated rooms without exceeding 20 decibels.

**9.3.** Exhibitors may not play any kind of music and/or shooting, without previously certifying their compliance with the relevant provisions of SADAIC, AADICAPIF and ARGENTORES, etc., and shall bear and assume the corresponding costs and liabilities arising out of the mentioned transmission.

**9.4.** The Exhibitors which are manufacturers may promote their exclusive and/or official distributors, in the manner which shall be timely indicated by the "O.C.", and the promotion of products and/or services of third parties which do not take part in the exhibition, or suppliers of elements comprising the products of said exhibitors is expressly forbidden.

### 10. BUSINESS HOURS

**10.1.** The daily attention of the exhibition stands should start 15 minutes before the opening hour and up to 15 minutes after the exhibition closure. The "O.C." shall not assume responsibility for the inconveniencies arising out of the lack of staff in the established business hours.

**10.2.** Each "Exhibition" day and half an hour before the start of the event the displayed elements may be changed, and promotional materials or gifts may be added in replenishment. Outside the mentioned hours, no person shall be allowed to remain inside premises, except for the exhibition authorities, or the security and cleaning personnel.

**10.3.** The exhibitor is obliged to keep its own staff during all the business hours, every day.

**10.4.** The exhibition hours are established in the "Timetable" of the "Technical Instruction".

### 11. INVITATIONS

**11.1.** The "O.C." shall give each exhibitor company 200 invitations to the exhibition, being the exhibitors allowed to request the "O.C." in writing a higher number of invitations, which may be provided or not at the "O.C." discretion.

### 12. EXHIBITOR'S OBLIGATIONS

**12.1.** The Organizer of ETIF shall not bear any responsibility for any damages and losses that may be suffered by the Exhibitor, its staff or goods and/or third parties throughout their permanence in the Exhibition. No compensation shall be provided in the event of robbery, theft, fire, tempest, explosion, hail, water leakage, humidity, floods, leaks, accidents, damages to third parties or goods, sabotage, or any other damage whichever its origin.

The Exhibitor shall be the sole responsible in relation to third parties as well as to its own staff. In this respect, the exhibitor shall refrain from bringing, putting forward or lodging any claim, resource or suit of any kind against the Organizer in the event of any type of damage and/or loss caused to itself or its goods, for one or more reasons mentioned before.



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**12.1. a.** For the above-mentioned purposes, the Exhibitor is obliged to take out as a minimum a fire insurance for a value of US\$ 10,000, and a third-party liability insurance for the minimum advisable value of US\$ 120,000, at its own expense, with validity from April 5<sup>th</sup>, 2021 until April 10<sup>th</sup>, 2021 inclusive, the coverage of which may be extended at the Exhibitor's discretion. The Organizer should be included as an additional insured party.

**12.1. b.** The Exhibitor and all the persons who access the premises during the assembly and disassembly period should request the event credentials at Centro Costa Salguero in order to enter the premises (this assembly period is the one encompassing the receipt of the premises until the previous three hours of the opening of the event; and the disassembly period is the period encompassing the closure or completion of the event). These persons should accredit themselves by filling in a form on the website: [www.ccs.com.ar](http://www.ccs.com.ar), registration section, or they may personally complete it in this office.

**The corresponding documentation to be submitted is, according to a) or b) below, the following:**

**a) Occupational Risk Insurer (A.R.T. in Argentina):**

Insurance certificate issued by the Insurer (A.R.T.), including the list of personnel and a Non-Recourse Clause addressed to Centro Costa Salguero S.A. CUIT 30-66154426-7, Telemetrix S.A. CUIT 30-62032463-5, Government of the City of Buenos Aires, CUIT 34-99903208-9 and ETIF S.A. CUIT 30-70220281-3. These certificates shall be valid for 30 calendar days from their issuance, and such shall be the validity of the credential issued by us.

**b) Personal Accident Insurance:**

Insurance certificate exclusively issued by the Insurance Company; no insurance certificate issued by Insurance Brokers, Producers or Consultants shall be accepted. The minimum insured amounts are for: Death, \$ 1.000.000; total or partial inability, \$ 1.000.000; Medical and pharmaceutical assistance, \$ 90,000 (with a maximum \$ 100 of insurance franchise), including the list of the staff and a Non-Recourse Clause, as in section a).

*\*NOTE: These amounts may be modified by CCS without prior notice.*

The corresponding documentation should be sent via e-mail to: [registro@ccs.com.ar](mailto:registro@ccs.com.ar), 48 business hours in advance, for its verification. The exhibition, number of stand or event where the staff is to work should be specified. The opening hours are Mondays through Fridays from 9.00 a.m. to 1:00 p.m. and from 2.00 p.m. to 5.00 p.m. In the event of not having any type of insurance cover, the exhibitor may take out an insurance with the company, ACE Seguros through CCS. To do so, it should submit a copy of the D.N.I. or other Identification Document, and fill in a form available on [www.ccs.com.ar](http://www.ccs.com.ar), in the Registration section, or complete said form in the offices of CCS. The insurance encompasses from 0 to 24 hours and the days are calendar days.

*For additional information, contact the Registration Office of Centro Costa Salguero:  
Telephone: 4808-8330, Fax: 4808-8336.*

**12.1. c.** The Exhibitor shall be responsible for the construction of its own exhibition stand, whether it does it on its own or by means of a third party employed for such purpose. In this respect, it shall be exclusively responsible of verifying the compliance with the current labor standards, the payment of social security contributions, retirement contributions and all other contributions to the staff subcontracted by third parties, as well as of taking out a compulsory insurance with an Occupational Risk Insurer or A.R.T. and/or any other type of expenditure or tax as it may owe by virtue of the activity developed.

The Exhibitor undertakes to indemnify the Organizer against any claim arising out of any business and/or work relationship between the Exhibitor and third parties, for damages and losses of any kind which result from events that occur during the organization, coordination and construction of the exhibition stand.

### 13. CREDENTIALS

**13.1.** The "O.C." shall provide the exhibitor companies with their respective EXHIBITORS' and EXHIBITION STAND STAFF's credentials (one per 4 m<sup>2</sup> of occupied space; 10 m<sup>2</sup> at the most).

**13.2.** The above-referred credentials are personal and shall be handed to the exhibitor once the conditions of this instruction have been fully met, and once the outstanding debts for any concept are cancelled, and solely upon the receipt of the Occupational Risk Insurance (A.R.T.), or Personal Accident Insurance for the exhibitor's own or subcontracted personnel.

**13.3.** The credentials for the EXHIBITION STAND CONSTRUCTOR shall be distributed in the Registration



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Offices of Centro Costa Salguero upon the submission of the Occupational Risk Insurance or Personal Accident Insurance, as appropriate. These credentials shall only be valid for the assembly and disassembly period of the stand.

**13.4.** In addition, special credentials shall be provided to the cleaning personnel, to be requested in writing by the Exhibitor to the "O.C."

**13.5.** For access control purposes, only the official invitations issued by ETIF S.A. shall be accepted.

### 14. CONSULTANCY

**Organizer: ETIF S.A.**

Telephone: (+54 11) 4958-2815

Address: Av. Hipólito Yrigoyen 4021, Autonomous City of Buenos Aires

Opening Hours: Mondays through Fridays: from 9.00 a.m. to 1.30 p.m. and from 2.30 p.m. to 6.00 p.m.

**Technical Director: Eng. Alejandro Tettamanti**

actettamanti@gmail.com

Attention hours: Mondays through Fridays: from 9.00 a.m. to 1.00 p.m. and from 2.00 p.m. to 6.00 p.m.

Telephone: (+54-11) 2203-9031.

**Administration: Florencia Covello**

administracion@etif.com.ar

Telephone: (+54 11) 4958-2815

Opening Hours: Mondays through Fridays: from 9.00 a.m. to 1.30 p.m. and from 2.30 p.m. to 6.00 p.m.

**Congress: Lorena Lancheros**

congreso@etif.com.ar

Opening Hours: Mondays through Fridays: from 9.00 a.m. to 1.30 p.m. and from 2.30 p.m. to 6.00 p.m.

**Graphics: Fernanda Estraviz**

avisos@etif.com.ar

Telephone: (+54 11) 4958-2815

Attention Hours: Mondays through Fridays from 9.00 a.m. to 01.30 p.m. and from 2.30 p.m. to 6.00 p.m.

Tuesdays, Wednesdays and Thursdays from 11.00 a.m. to 01.30 p.m. and from 2.30 p.m. to 6.00 p.m.

**Sales:**

**Cecilia Fernandez**

ventas@etif.com.ar

Telephone: (+54 11) 4958-2815 (Mondays through Fridays from 9.00 a.m. to 01.30 p.m.)

Mobile Phone: (+54 911) 4144-0743 (Mondays through Fridays from 9.00 a.m. to 6.00 p.m.).

**Patricia Nosetti**

pattonosetti@etif.com.ar

Telephone: (+54 11) 4958-2815 (Mondays through Fridays from 9.00 a.m. to 01.30 p.m.)

Mobile Phone: (+54 911) 4424-2873 (Mondays through Fridays: from 9.00 a.m. to 6.00 p.m.).

**International Affairs: Mónica Onassis**

international@etif.com.ar

Attention Hours: Mondays through Fridays: 8.00 a.m. to 1.30 p.m. and from 2.30 p.m. to 5.00 p.m.

Telephone: (+54 11) 4958-2815.

