

EXHIBITOR MANUAL



THE 13TH INTERNATIONAL HELICOPTER INDUSTRY EXHIBITION

May, 21 - 23, 2020

IEC "Crocus Expo", Moscow
Pavilion No. 1, halls No. 3, 4

Organizer: "HELIRUSSIA", LLC
Phone./Fax: +7 (495) 477 33 18, +7 (495) 477-33-81
E-mail: info@helirussia.ru
HTTP: www.helirussia.ru

Exhibition Director	- Mrs. Yulia Volodina	volodina@rvs-holdin.ru
Technical Director	- Mr. Fedor Lagutin	lagutin@rvs-holding.ru
Business programme Director	- Mr. Maxim Fedorov	fedorov@rvs-holding.ru
PR-Manager	- Ms. Anna Malahova	malahova@rvs-holding.ru
Senior Manager for International Participation	- Ms. Tatiana Melnikova	melnikova@rvs-holding.ru
Senior Exhibition Manager	- Mrs. Irina Lopareva	lopareva@rvs-holding.ru
Exhibition Manager	- Ms. Anastasia Ryabova	ryabova@rvs-holding.ru
Exhibition Manager	- Mrs. Alla Melnikova	a.melnikova@rvs-holding.ru

TERMS OF PARTICIPATION

Application forms for participation in the exhibition are accepted before April 20, 2020

RENT OF THE EXHIBITION AREA

The cost of the exhibition area includes:

1. Exhibition space.
2. General security at the exhibition territory at night-time
3. Cleaning of the total area of the exhibition center (passes in the halls and the open space).
4. Accreditation for Exhibitors' representatives with exhibitor passes (permanent passes - badges) in the following proportion: 3 badges for 9 sqm plus 1 additional badge for each subsequent 10 sqm of the stand area.
5. Complimentary tickets in the following proportion: 1 ticket for 1 sqm.
6. For the companies displaying helicopters special rates for exhibition area costs are stipulated depending on the size of their stand.
7. For space only (non-equipped) stands the Exhibitor should provide for coordination the exhibition stand design with indication of all technical connections before 10, April, 2019.

ATTENTION! The cost of building of 1 sqm. of the second floor over the stand is 70% of the cost of the main stand sqm.

REGISTRATION FEE

Registration fee is 490 Euro and includes: entry of 800-1000 signs - information about the company and placement of its logo into the Official Exhibition Catalogue in English and Russian languages, also one free copy of the Catalogue.

STAND RESERVATION AND PAYMENT

Advance booking is valid within **5 working days until the Application Form arrives**. In case the Application Form is not received within the deadline the booking is cancelled.

ATTENTION! Stand booking confirmed by the Application Form is valid within 14 (fourteen) working days until the advance payment arrives. In case the advance payment does not arrive within this deadline, the Organizer has the right to cancel the booking also the Application Form and/or re-allocate the stand.

The Payment is to be effected as follows:

- an advance payment of 50% of the total cost of the Application Form is to be made not later than 5 (five) bank days on the basis of the Organizer's invoice;
- final payment of 50% of the total cost of the Application Form is to be made before 20, April 2020, on the basis of the Organizer's invoice;

TERMS OF PARTICIPATION FOR CO-EXHIBITORS

Co-exhibitors are the companies affiliated with or being an integral part within the organizational structure of the Exhibitor and exhibiting at the stand of the Exhibitor.

The co-exhibitor is falling into the same line with the Exhibitor and follows the same terms and conditions as the Exhibitor.

Every co-exhibitor has to pay a registration fee. The registration fee for the co-exhibitor may be paid also by the Exhibitor.

The Exhibitor has liability to the Organizer for the co-exhibitor's payments and/or damages in the event of their occurrence.

EXHIBITION SCHEDULE

SET UP PERIOD

MONDAY	18 MAY	12:00 – 20:00	STAND construction
TUESDAY	19 MAY	8:00 – 20:00	STAND construction
WEDNESDAY	20 MAY	8:00 – 20:00*	STAND construction

EVENT PERIOD

THURSDAY	21 MAY	10:00-18:00	Exhibition is open for visitors
FRIDAY	22 MAY	10:00-18:00	Exhibition is open for visitors
SATURDAY	23 MAY	10:00-16:00	Exhibition is open for visitors

DISMANTLING PERIOD

SATURDAY	23 MAY	16:00-20:00	equipment removal is allowed without STAND dismantling
SUNDAY	24 MAY	08:00-20:00	STAND dismantling

ATTENTION! *On the last day of the set up period from 18:00 till 20:00 the general cleaning is held in the halls, therefore all passes between the stands shall be cleared, otherwise the Management of IEC "Crocus Expo" has the right to fine the company violating this rule.
Works at the stands are allowed.

ANY STAND NOT OCCUPIED BY 10:00 A.M. ON 21.05.2019 WOULD BE CONSIDERED FREE.

THE VENUE

OFFICIAL VENUE ADDRESS: IEC “Crocus Expo”, Pavilion 1, halls 3 - 4

16, Mezhdunarodnaya street, 65-66 km MKAD, Moscow Circle Ring, Krasnogorsk city, 143401, Moscow region, Russia

МВЦ «Крокус Экспо»



RESTAURANTS / CAFE

“Shokoladnitsa” café and a food court is in Pavilion 3, IEC “Crocus Expo”. Variety of Foodcourts of leading Russian & International brands are allocated in Pavilion 2 and Vegas next door to Pavilion 1.

CURRENCY EXCHANGE

There are cash machines in the lobbies of the pavilions. You can exchange foreign currency in the bank located in the lobby of pavilion 1 or at exchange points in the shops “Crocus City Mall” and “Tvoi Dom”.

FIRST AID

There is a small medical cabinet for minor problems in pavilion 2 hall 8. In case of a medical emergency, dial 03.

PHARMACY BOOTH

Is in “Tvoi Dom” also please note that you can get professional assistance in:

European Medical Center, 5, Spiridonievskiy per, bld.1

Appointments: +7 (499) 283-12-61;

Working Hours: 24 hours

CONFERENCE HALL IN PAVILION No.1:

Conference hall C - 142 sqm. - 130 pers.

Conference hall D - 110 sqm. - 100 pers.

Conference hall G - 300 sqm. - 300 pers.

Conference hall F - 300 sqm. - 300 pers.

Conference hall order - p. 15 (Form T2)

COPIES

Photocopying facilities and international telephone and fax lines are available in the Service Centre located in the lobby of your pavilion in IEC “Crocus Expo” as per their pricelists.

CEILING HEIGHTS IN PAVILIONS

(MAX/MIN):

Pavilion 1, floor 1max. 900 cm. / min. 410 cm. (hall 3 - 4)

Maximum stands height700 cm.

FLOOR LOADING

Pavilion 1, floor 1 20 000 kg. per meter

Point loading is not allowed, stress must always be distributed.

DRIVEWAY GATES MAXIMUM SIZE:

Height.....7,5 m.

Width.....4,9 m.

INTERHALL GATES MAXIMUM SIZE:

Height.....5,8 m.

Width.....5,0 m.

ATTENTION!

When calculating load on pavilion floor for exhibits or the equipment on support (legs) and/or wheels, it is necessary to divide the gross weight of an exhibit into the total area of each support. For example, for the helicopter weighing 2000 kg, load for each of four points/wheels touching the floor makes 500 kg / 0.1 sqm., i.e. exceeds the allowed floor load. In this case it is necessary to use podiums or other protective equipment to level load distribution on the floor.

PROTECTION AND SECURITY

Organizer shall bear no responsibility for the safety of the stands materials and product material being property of the Exhibitor.

IEC, Crocus Expo security service shall maintain public order during show days and provide overall protection of the closed exhibition area during night hours, but will not guard the exhibits. In order to make property safe at your stand, you should order individual protection for the stand (see Form T2), or organize the **permanent presence at the stand of a representative of your company** from the moment the exhibition in pavilion is taken off overall protection to the moment the pavilion is placed under protection. Please note that your own guards may not be admitted to the pavilion during night hours.

CARGO DELIVERY AND CUSTOMS CLEARANCE



MESSELOGISTIK is an Official On-Site Exhibition Freight Forwarder:

Head Office: Hansa-Messe-Speed GmbH

Konsumstr. 45, 42285 Wuppertal, Germany

Mr.Marc Wilhelmi, Project Manager

Phone: +49 202 27158 38

Mobile: +49 170 440 4402

Email: marc.wilhelmi@hansa-messe-speed.com

Mr.Zbigniew Pluta, Department Manager Russia + CIS

Phone: +49 202 27158 16

Mobile: +49 171 328 1297

Email: zbigniew.pluta@hansa-messe-speed.com

Office in Moscow/On Site Office: LLC “HMS Expo” c/o Crocus Expo IEC
Mezhdunarodnaya 16, Pav.1.off.109, Krasnogorsk 143401, Moscow region

Anna Peshkina, Operational Director

Phone: +7 499 322 33 61, mobile: +7 916 462 47 99

ACCESS TO THE THE EXHIBITION & VENUE, IEC "CROCUS EXPO"

Exhibitor Badges and VIP badges allow exhibitors and their personnel access to the exhibition halls within all event period including setup, dismantling and exhibition hours. Badges are given at the rate of the 3rd badge for 9 sqm. plus 1 badge on each subsequent 10 sqm of the stand area, badges are obtained in the Management Office of the Exhibition, Pavilion No.3, office 332, or from 19th May at the Registration Desk - Pav.1. You can provide your guests with VIP badges (Form M2) in advance. *More detailed information you will find in the section "Order of arrival to IEC "Crocus Expo" .*

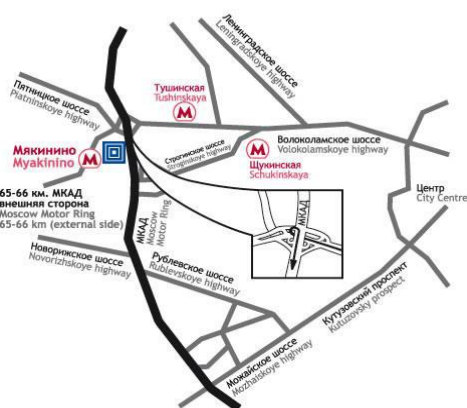
Contractors: WORK PASSES (are invalid during an exhibition operating time) will be given in Service-Centre of your pavilion to all staff engaged to mounting and dismantling of your stand. For this purpose, you need to prepare the letter with Exhibitor Company name, full names and passport data of the builders, please apply for these passes to the Service-Centre. (WORK PASSES, please provide on the Letter Head of your company)

Complimentary (Invitation) Tickets will be provided to exhibition participants free of charge at the rate of 1 ticket per 1 sqm of the stand area (1 time pass for 1 day, any day of the exhibition). Tickets can be obtained in the exhibition Management Office.

ORDER & ARRIVAL PROCEDURES, CARGO DELIVERY AT THE VENUE, IEC "CROCUS EXPO"

Russia, 143401, Moscow Region, 16, Mezhdunarodnaya str., Krasnogorsk, PO "Krasnogorsk", 65-66 km MKAD –Moscow Circle Ring, IEC "Crocus Expo "

HOW TO GET THERE:



ATTENTION! Motor transport access to the cargo zone for handling load in/out works – cargo operations zone (COZ) is congestion charge in IEC "Crocus Expo" also cargo gates of pavilions are. You can pay and receive the admission passes to CO Zone from HeliRussia Management. For free running models the entrance to the halls its necessary to order services for their escort (please use Form M6).

Use by the participants' own cranes and/or loaders isn't allowed without written approval of technical department of the exhibition.

Deadlines for large-size and heavy equipment and exhibits need to be coordinated with the exhibition Management in advance.

1. For delivery of exhibits, equipment and materials for design works you need to have a **LOAD-IN/LOAD-OUT LETTER** (Annex 2) in 3 copies where should be indicated in detail all cargo items, the equipment and the list of the materials imported to the territory of IEC «Crocus Expo» also company name **STAND No.** and quantity of sqm. In case there are several days for cargo operations the letter for next day should feature new items and have due number of copies for every time / trip (better to include all from the beginning and just travel with the copy certified on the 1st day where next due items are just marked with dates).

2. At an entrance to the pavilion it is necessary to leave the car on the parking near the Exhibition center and to certify all 3 copies of the letter in Service Center located in the foyer at an entrance to the hall 15. On all copies the mark "Import/Load In Is allowed" is stamped and the serial number is assigned to the letter.

3. The approach to the cargo gates will be effected on the basis of the certified letter copy (1 copy of the letter remains in Service Center, the 2nd – is shown to the guards at the entrance, the 3rd - remains with you at all times before completion of the event and the load out/final leave) and the pre-paid admission cargo pass to COZ ordered from the expo Management before, April 20th inclusive (T3 Form).

ATTENTION! Entrance and departure of freight vehicles through

ATTENTION! In case of necessity to bring in additional items and/or advertizing materials within the exhibition period you should include them in a letter copy in the Service Center make 2 copies of the updated letter (in order to avoid problems when you load cargos out) or to make a new letter on same Form and approve in the Management.

Additional import / export of the equipment within exhibition hours may be effected only from 09:00 to 9:30 and from 18:00 to 18:30 after receipt of a certifying signature on the updated letter in the Service Center.

ATTENTION! Parking time in COZ is limited:

- the truck - 2 hours; the car - 1 hour. For delay in COZ there are penalties imposed by IEC «Crocus Expo» – 2500 rubles per 30 minutes of delay.

4. Orders for cargo operations (loading, storage of cargos and boxes, delivery to the stands) are accepted on the basis of preliminary application of the participant to exhibition Management before April, 13 inclusive (the Forms sent after April 20th are becoming subject for relevant surcharges as indicated in the Exhibitor Manual depending of the date of submission).

The request for cargo operations/services for loading in/out is accepted as Form M6 of this Exhibitor Manual.

5. For the builders and participants of an exhibition ordering cargo operations/services from the exhibition Management admission cargo pass to COZ of an exhibition is issued free of charge.

6. Right after unloading of exhibits and the equipment transport shall be removed from the premises of IEC "Crocus Expo". The night parking in the territory is **FORBIDDEN**.

7. Services of a warehouse are ordered from exhibition Management before April 20th inclusive (the applications after April 20th are becoming subject to surcharge as per FORM M6).

Storage of boxes at the stand is not allowed due to fire safety regulations.

8. Export of exhibits and the equipment on the last day of the exhibition is allowed only after 16:00 on light vehicles and/ or small cargo cars ("Gazelle"). Heavy trucks are admitted only from 8:00, on the second day of dismantling.

INSURANCE

Civil liability insurance is a part of the cost of participation in the Insurance risks of civil liability for infliction or harm of life and to or damage to property of third parties is included in the price of an. The third parties are any natural and legal entities (including visitors, and guests of the exhibition, participants (exhibitors, stand builders) and owner of the rooms provided for rent for holding the event), except for of Insurer, the dependent companies of the Insurer and the companies which the Insurer is dependent.

Insured event is the fact of establishment of a duty of the insured persons owing to the civil legislation of the Russian Federation to compensate the harm done to life, health and property of the Third parties at implementation of the insured activity as a result of the next events which have taken place during the insurance period in the venue of the exhibition:

- effects of fire because of use of electric lighting or electro-and gas-heating devices and also fire extinguishing consequences;
- gas explosion;
- effects of water as a result of water supply works, heating or sewer system;

- actions of chemical or biologically active agents;
- mechanical damages of equipment also automobiles used when holding the exhibition;
- applications of pyrotechnics, the illumination and other special effects connected with advertising and festive display;
- faulty work of ventilating systems, including conditioners which have caused suffocation (except the harm done to the persons having asthmatic diseases, etc.);
- use of products causing food poisoning;
- hidden defects (except constructive ones) of sports grounds, equipment and stock that have led to traumatic damages;
- actions of visitors, the audience, guests also participants of the exhibition of the persons not being employees of the Insurer (The Insured Person).

ATTENTION! All other possible risks connected with participation in the exhibition (losses incurred due to cancellation of the exhibition, those stemming from loss of or damage to exhibits and other property, etc.) shall be covered by Exhibitors individually and at their own expense.

ELECTRICAL WORKS

1. Only companies certified with licenses for the right to carry out relevant types of works may carry out electrical works at exhibitors' stands.

2. Electrical works and wiring at the stands of individual design are to be effected in compliance with the requirements of " Safety code for operation of electric installations of consumers" and Rules of technical operation of electric installations of consumers

and "Instruction on measures of fire safety in premises of IEC "Crocus Expo" (the documents are available on the website <http://www.buildexpo.ru/bexpo/>)

3. When building the stand of individual design each independent electrical unit (point, bus) has to have the separate device of protection against short circuit and overloads (have to be equipped with the device of protective shutdown (DPS) with computing installation on conventional operating current.

This device has to be installed in the available place at height 1,8m from floor level.

4. Every builder should provide electric circuits of the individual stands with the indication of necessary power and breakdown on groups to general builder in IEC "Crocus Expo" - LLC BuildExpo.

5. Electrical works and prompt maintenance of electrical equipment at exhibitors' stands are allowed to be carried out by persons complying with the requirements to electrical technical personnel and possessing the relevant electrical safety qualification (no less than the third group under Russian standards) . Prior to stand connection to the power supply network of IEC "Crocus Expo" the inspection statement of resistance of isolation is submitted and the act of responsibility separation between the individual builder and LLC BuildExpo is signed.

6. All electro boards necessary for distributing of power supply network to stands of individual design, have to be equipped with the device of protective shutdown (DPS). The feeding cable from a stand distribution switchboard to a point of connection to the power supply network is provided by the builder. The mandatory requirement to a cable – is - 5 veins.

7. Service cable from the electro hatch to the device of protection has to be protected from mechanical damages (i.e. put into a pipe, a metal hose, casing, etc. with the subsequent fixing), in case of open wiring and lack of mechanical damage risk, it is necessary to use cables with fire proof case.

All electrical works at current-carrying sections (or close to them) are to be carried out only upon removal of voltage.

8. Connection of veins of wires and cables have to be carried out by hot welding or by means of bolted clips. Connection by means of twist and also building (lengthening) of an electrical wiring by means of connectors is allowed.

9. All metal designs of stand, case of electric boards, metal hoses, metal pipes of an electrical wiring have to be grounded.

10. All connections and branches of wires and cables are to be arranged with special clamps and connectors; it is forbidden to connect current collector to the power supply network by direct wire connection.

STAND LOCATION & DESIGN LIMITATIONS IN THE PAVILION

To secure power and water supply for the stands wiring will be installed, along with water feed and drain hoses as well as electric cubicles and other equipment. If technically required, Organizer reserves the right to lay additional cables and hoses in the aisles and

within your stand area. Please note that the support pillars, access holes and other pavilion constructions may be not quite conveniently located to your stand.

Maximum floor load is 2t / m2/Maximum ceiling height is 9m/Maximum height for the stands is 7m

DRIVEWAY GATES MAXIMUM SIZE:

Height.....7,5 m/Width.....4,9 m

INTERHALL GATES MAXIMUM SIZE:

Height.....5,8 m/Width.....5,0 m

SOUND LEVEL

On event days, noise level generated at your stand must not interfere with the ability of adjoining exhibitors to trade. A noise level of 75 dB alongside the stand perimeter shall not be allowed. If other Exhibitors should complain of a high noise level on your

stand, Organizer shall have the right to ask you to cut down the noise to an acceptable magnitude. If you ignore those demands, Organizer reserves the right to turn off the source of sound signal.

FIRE SAFETY REGULATIONS

ATTENTION. Observation of the Fire and Electrical Regulations is mandatory for all persons on the premises. These regulations must also be complied with in STAND design and construction. All materials and constructions not having appropriate fire safety certificates (wood constructions, floor covering, flammable decorations, draperies, banners, flags and so on) must be treated with relevant fire resistant compounds. The use of flammable materials without fire resistant treatment is strictly prohibited. All the equipment and materials used in STAND construction and decoration must be duly certified. Power and lighting equipment, and wiring must be installed and operated in accordance with the Crocus Expo Electrical Installation Regulations. Wiring and cables should be so arranged as to rule out any possibility of their mechanical damage. Before start of the exhibition, a fire briefing is to be held for the staff engaged in the work: on the prevention and extinguishment of possible fires in a manner established by the Manager.

On all issues please contact IEC “Crocus Expo”:

Tel.: +7 495 727-26-71 Victor Volodin,

ingener@buildexpo.ru

Tel.: +7 495 727-26-18 Alexander Busiygin

On the premises of the exhibition center **IT IS PROHIBITED to:**

- install equipment and use materials not envisaged by design documentation;
- use any flammable materials not treated with a fire-resistant compound for stand fitting;
- use household extension cords and nonstandard (do it yourself) electrical appliances;

- locate floodlights and spotlights closer than 0.58 meter to flammable constructions and fire sprinkler heads, wrap light bulbs in paper, fabric or other flammable materials;
- install in the evacuation ways thresholds or other devices hindering the smooth evacuation of people;
- encumber access to the fire alarm devices, indoor fireplugs and fire extinguishers;
- disturb the integrity of sprinkler heads;
- smoke in undesignated areas (smoking is allowed in the toilet room entry vestibules or in places on staircase landings specifically set aside for that purpose);
- carry out works with heats without the approval of the Operations Department.

If a fire breaks out, you should immediately call Security and Administration at 16-67, and take action to put out the fire, using primary fire extinguishing means. A breach of the fire safety regulations may subject the officials and citizens to administrative and criminal penalties allowed by current law. All other issues that are not specified in our regulations and which may arise during set up, show and breakdown are to be resolved on the spot by fire protection specialists.

If a display design does not comply with our regulations, Exhibition Management has the right to demand the Exhibitor dismantle the display. Responsibility for the implementation of Fire Safety Regulations during set up, breakdown and the exhibition events is laid upon an authorized executive of the organization participating in the exhibition.

VISAS & HOTELS

For your convenience we are happy to assist you in obtaining visas, booking rooms in the central hotels of Moscow as well as help you solve all transfer-related matters. You can get more detailed information at www.helirussia.ru or from Organizer.

INVITATIONS FOR VISA SUPPORT:

Tatiana Melnikova: +7 (495) 477 33 18, melnikova@rvs-holding.ru

HOTEL RESERVATION:

Svetlana Savischeva: +7 (495) 925-30-36 welcome@aerotour.ru

STANDARD EQUIPPED SPACE (including enhanced variant)

The standard equipped space is a stand completed with certain furniture and equipment. The equipment and furniture according to your order (according to the application form for participation and forms of the Exhibitor Manual) is provided for rent within the exhibition period.

Construction of the equipped stand will be based on the Octanorm system with height of a panel of 250 cm or Advantec with height of a panel of 300 cm and a step of the bearing aluminum stands of 100 cm.

ATTENTION! Adjustment of your equipment to the construction of the stand, hole drilling, fixing of advertising material by pins, buttons, use of an application film, adhesive tape, etc. are not allowed. All elements of the stand and additional equipment shall be returned at the end of the exhibition in a clean and unimpaired state.

The exhibitor bears liability for any damage caused to constructions of the stand and additional equipment in tenfold.

Cost of the equipped space includes (also in the ENHANCED variant):

- walls on perimeter depending on layout of the stand (inline, corner, peninsula or island)
- connection and an application to the stand of electric power with power of 1 kW * on one socket (the number of sockets according to stand metric area)
- carpet
- a fascia panel with the name of the company and number of the stand on one of the open sides
- ** , executed by a standard font (up to 9 signs in Russian and up to 9 signs in English languages)
- chairs, desktop, lamps, a waste basket

You can order additional equipment and furniture (Form T1)

In case of the order of a refrigerator the application of electricity will be provided automatically, electricity cost is included into the cost of this equipment.

ATTENTION! All roll/pop ups with lights on the top are to have technical approval from BuildExpo since its additional electrical use also additional risks to general electrical plan.

The location of the equipment must be indicated by the Exhibitor in the stand layout plan.

There is no provision for replacing the equipment with another or using it on other STANDs or for a refund for unused equipment that is part of the standard set.

ATTENTION! Design of your standard equipped area, including the additional equipment and furniture shall be reflected in FORM T4 and are provided to your manager no later than April 13, 2019.

The equipment and furniture which are not displayed on the diagram of FORM T4 on the stand will not be provided.

During set up period keys from doors, cabinets and show-windows and also locks are available in exhibiton Management.

For provision of keys a deposit of 500 rub for one key is collected.

ATTENTION! IT IS FORBIDDEN!

Use on the stand of T-couplers, extenders, lamps and switching on in sockets of electric devices the power of which exceeds 1 kW

Any independent building within the equipped stand is a subject to coordination with BuildExpo LLC

It is possible to study terms and conditions of coordination on the website of general builder IEC «Crocus Expo" - BuildExpo LLC:<http://www.buildexpo.ru/bexpo/>

*** You can order power supply and the necessary number of electrosockets and lamps (Form T3).**

****** In case of presence at the bench more than one open the side additional texts are put for the mezzanine board (Form T2).

ATTENTION! IT IS FORBIDDEN!

To attract any unauthorized cleaners from the companies not having technical expertise approval. All cleaning is to be ordered by thie Exhibitor Manual.

ATTENTION! Your stand layout plan and alterations thereto must be presented to the your manager not later than **not later than April 20, 2020**

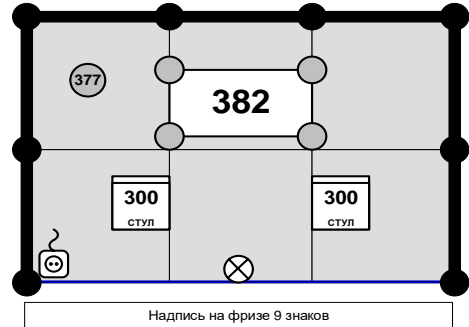
STANDARD BOOTH CONTENTS



Standard equipped STAND includes (depends on its size):
9-11 sqm

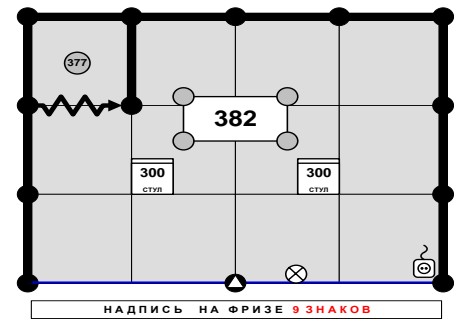
9-11 sqm

1. Walls alongside the perimeter
2. Carpet covering grey (No.020)
3. **Fascia***
4. 2 chairs – No. 300
5. 1 display table – No. 382
6. 1 spot lamp – No. 510
7. 1 wall outlet – No. 504a – 1 kW
8. 1 Wastebasket – No. 377



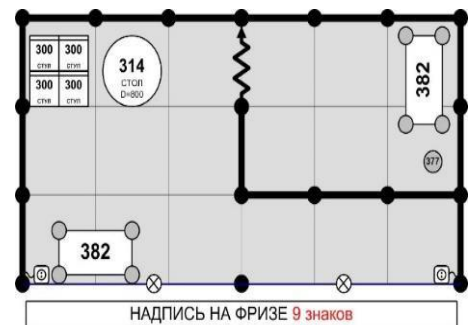
12-17 sqm

1. Walls alongside the perimeter
2. Carpet covering grey (No.020)
3. Fascia*
4. 2 chairs – No. 300
5. 1 display table – No. 382
6. 1 spot lamp – No. 510
7. 1 wall outlet – No. 504a – 1 kW
8. 1 door – No. 240a
9. 1 wall panel No.220 (office/storage)
- 10.1 Wastebasket – No. 377



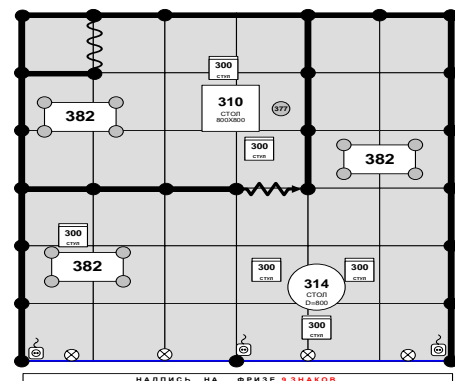
18-35 sqm

1. Walls alongside the perimeter
2. Carpet covering grey (No.020)
3. Fascia*
4. 4 chairs – No. 300
5. 2 display tables – No. 382
6. 2 spot lamps – No. 510
7. 2 wall outlets/sockets – No. 504a – 1 kW
8. 1 door – No. 240a
9. 4 wall panels – No. 220 (office/storage)
- 10.1 table – No. 310/314
11. Wastebasket – No. 377



36-53 sq. m

1. Walls alongside the perimeter
2. Carpet covering grey (No.020)
3. **Fascia***
4. 6 chairs – No. 300
5. 3 display tables – No. 382
6. 4 spot lamps – No. 510
7. 3 wall outlets/sockets – No. 504a – 1 kW
8. 1 door – No. 240a
9. 1 curtain No. 242
10. 7 wall panels – No. 220 (office/storage)
11. 2 tables – No. 310/314
12. Wastebasket – No. 377



Fascia - company name (9 characters in English and 9 characters in Russian)



9 sqm

1. Walls alongside the perimeter
2. Carpet covering
3. Fascia, company name (18 characters)
4. 1 table 314
5. 3 chairs 300
6. 2 spot bra 510
7. 1 waste basket 377
8. 1 hanger 331
9. 1 wall outlet 504a 1 kw



12 sqm

1. Walls alongside the perimeter
2. Carpet covering
3. Fascia, company name (18 characters)
4. 1 table 314
5. 4 chairs 300
6. 2 spot bra 510
7. 1 waste basket 377
8. 1 hanger 331
9. 1 wall outlet 504a 1 kw
10. 1 wall element 920
11. 1 door 921a

18 sqm

1. Walls alongside the perimeter
2. Carpet covering
3. Fascia, company name (18 characters)
4. 1 table 314
5. 4 chairs 300
6. 3 spot bra 510
7. 1 waste basket 377
8. 1 hanger 331
9. 1 wall outlet 504a 1 kw
10. 2 wall panels 920
11. 1 door 921a

24 sqm

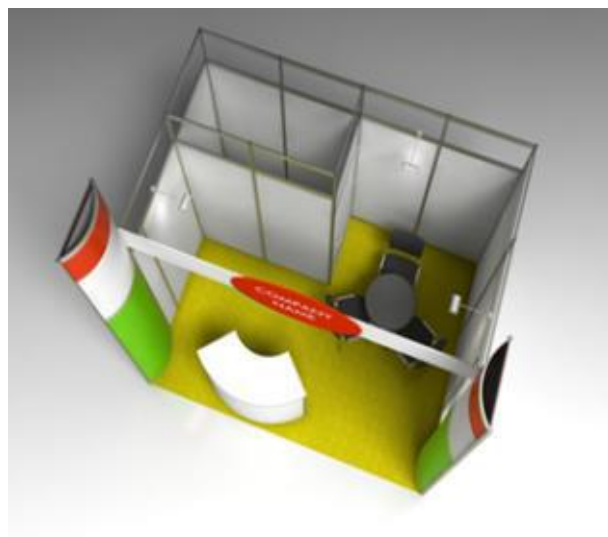
1. Walls alongside the perimeter
2. Carpet covering
3. Fascia, company name (18 characters)
4. 1 table 314
5. 4 chairs 300
6. 4 spot bra 510
7. 1 waste basket 377
8. 1 hanger 331
9. 1 wall outlet 504a 1 kw
10. 3 wall panels 920
11. 1 door 921a

30 sqm

1. Walls alongside the perimeter
2. Carpet covering
3. Fascia, company name (18 characters)
4. 1 table 314
5. 6 chairs 300
6. 3 spot bra 510
7. 1 waste basket 377
8. 1 hanger 331
9. 1 wall outlet 504a 1 kw
10. 6 wall panels 920
11. 1 door 921a
12. 1 daylight lamp 520

36 sqm

1. Walls alongside the perimeter
2. Carpet covering
3. Fascia, company name (18 characters)
4. 2 tables 314
5. 8 chairs 300
6. 4 spot bra 510
7. 1 waste basket 377
8. 1 hanger 331
9. 2 wall outlets 504a 1 kw
10. 7 wall panels 920
11. 1 door 921a
12. 1 daylight lamp 520



9-12 sqm.

1. Walls alongside the perimeter 2,5 m., stand height 4 m
2. Carpet covering (цвет серый No. 024)
3. Fascia, company name (18 characters)
4. 3 chairs - No.303
5. 1 round table, D 800 mm- No.314
6. 3 spot bra75 Br - No.510
7. 1 wall outlet - No.504a - 1кВт
8. 1 information counter radial -No.709
9. 1 waste basket- No.377

13-24 sqm.

1. Walls alongside the perimeter 2,5 m., stand height - 4 m
2. Carpet covering (grey colour No. 024)
3. Fascia, company name (18 characters)
4. 6 chairs - No.303
5. 2 round tables, D 800 mm- No.314
6. 6 spot bra75 Br - No.510
7. 1 wall outlet - No.504a - 1кВт
8. 1 information counter radial No. 709
9. 1 waste basket- No.377
10. 2 wall elements- No. 220

25-48 sqm.

1. Walls alongside the perimeter 2,5 m., stand height - 4 m
2. Carpet covering (grey colour No. 024)
3. Fascia, company name (18 characters)
4. 8 chairs - No.303
5. 2 round tables - No.314 D 800 mm
6. 9 spot bra75 Br - No.510
7. 3 wall outlets - No.504a - 1кВт
8. 1 door - No.240a
9. 4 wall panels-No.220
10. 2 waste baskets - No.377

UNEQUIPPED SPACE (PLEASE INFORM YOUR BUILDER)

ATTENTION!

Assembly/dismantling of on their own the stands or/and other engineering and art design operations or attraction of other organizations (builders) for such operations is allowed only on terms that set up/dismantling of EXCLUSIVE exhibition stands is effected by them **having the written permission from Build Expo LLC.**

Exclusive design is understood as the stand constructed in alternative material (wood, chipboard, a hardboard, fabric and so forth) or two-storeyed stands with no evident floor but constructed from exhibition design materials with unique/exclusive/individual design developments, those developments embodied in actual design (exclusive production of elements is required or non-standard type and the sizes of elements).

Panel wrapping, logos, walls height increase, use of suspensions, electrodynamic designs, portable fascias and so forth additional elements don't transfer the stand to the exclusive category.

No part of your stand design should stick out of your stand borders. Signages, your company logos or trademarks are not allowed on the back side of your fascia panels being at the borders facing towards your neighbors at the event.

ATTENTION!

The sides of your stand being exposed open according to the general plan of an exhibition can't be built up as blank walls without coordination with exhibition Management.

In case of these terms violation the exhibition Management has the right to suspend your stand building. For visitor safety, a storage room, offices and other rooms with doors at your stand which exit is oriented directly to the passes: between stands have to be equipped either with sliding doors, or the doors opening into the stand.

The external surfaces of construction visible from passes between stands and from your neighbors, shall be properly decorated (only white color, without use of logos is allowed), the exception is made by for the stands having "island" layout according to the provided request.

In case of individual building it is possible to order the additional equipment by FORM T1.

Application of power supply, water, the Internet and telephony is in FORM T3

ATTENTION! The cost of building of 1 m / 2 the second floor of the stand is 70% of the cost of the square meter specified in to the Application Form.

Technical Expertise Appraisal:

(Accreditation)

Tel.: +7 495 727-26-71 Victor Volodin,

ingener@buildexpo.ru

Tel.: +7 495 727-26-18 Alexander Busiygin

Ph.: +7 495 983-06-73

The organizations having signed the contract with General builder BuildExpo LLC get the permission to effect installation (set up) works. Permission to production and installation of decorative designs and works is given upon results of audit of the engineering documentation of the stand which procedure is effected on a commercial basis.

Exhibitors who have ordered space only or do some sort of construction within an equipped stand must present to LLC "Buildexpo" (General Builder in the territory of the exhibition centre), not later than 45 days before the setup, the full technical documentation to carry out the obligatory technical expertise of the project (there is a charge for this expertise; submission of documents at a later date is subject to surcharges).

For reference:

The cost of technical documentation audit during exclusive/individual stand building including two-storeyed designs

Is effected by BuildExpo LLC

*Up to 50 sq.m. - 1380 rub of sq.m.

From 51 to 99 sq.m. - 1000 rub of sq.m.

From 100 sq.m. – 750 rub for sq.m.

UNEQUIPPED SPACE (DESCRIPTION, REQUIREMENTS)

The name of your STAND builder incl. contact details has to be advised to HELIRUSSIA 2019 Organizer immediately upon receipt of this information!

Carrying out of setup/dismantling and design works by exhibitors using their own resources or involving third party builders is possible only upon the condition of building exclusive exhibition stands. Set-up is allowed to be carried out by organisations which have signed a contract with the General Builder (LLC Build Expo <http://eng.buildexpo.ru/bexpo/>). Permission for set-up and design works is issued upon the results of the expert review of technical documentation of the stand carried out on a commercial basis.

Standard STAND means a stand built with the use of exhibition structures on a carpet; panel colour is white; electrical equipment and furniture - in accordance with the builder's price list for additional equipment and services. Wall colour may be changed by using self-adhesive film.

Height of a standard stand is 2.5 m, but it may be increased by using exhibition structures.

Height of a standard stand is 2.5 m, but it may be increased by using exhibition structures.

Exclusive STAND means a stand which is built with the use of other materials (wood, pressed wood-fiber board, orgalite, fabric, etc.) and double-decker stands. Exclusive stands may also include stands built with the use of exhibition structures and individual design projects, which require production of exhibition structures of non-standard type and size. Laminating of panels, placing of logos, increasing wall height, use of banners or other hanging structures, electrodynamic structures, offset fascia and other additional elements does not make it an exclusive stand.

The reverse side of your wall/s must be of neat appearance if it overlaps the height of those on neighboring stands (2.5 m shell scheme). Please note that company names and logos are not permitted on the reverse side of these walls.

The outer surface (wall panels 2.5 m height) must be decorated if visible from the aisles. No part of the stand structure (at any height) may extend beyond the boundaries of the site allocated.

If you have an exclusive STAND DESIGN you CANNOT order additional equipment and services needed using Forms T1 or T2 with asteric (*) of this Manual. However, other services starting in the from T2 (no asteric) to M6 form, resulting in Blank Order, are available for orders.

Please provide a copy of this Exhibitor Manual to your Builder for Unequipped space ("Space only") option.

More detailed information on stand settings for the option: unequipped space ("space only" – SO) you can obtain from the General builder at IEC "Crocus Expo" - the Build Expo LLC. Web-site: www.buildexpo.ru

On all issues please contact IEC "Crocus Expo":

Tel.: +7 495 727-26-71 Victor Volodin,

ingener@buildexpo.ru

Tel.: +7 495 727-26-18 Alexander Busiygin

SUPPLEMENTARY EQUIPMENT			Exhibitor Manual	
			FORM	T1
HELIRUSSIA LLC	Tel.: +7 (495) 477-33-18	Fax: +7 (495) 477-33-81	e-mail: info@helirussia.ru	

Deadline for booking: **20th of April**

Email completed Form to: info@helirussia.ru

Exhibitor/Company Name:
Contact Person:

PRICE LIST FOR SUPPLEMENTARY EQUIPMENT AND SERVICES

(Price includes VAT)

	Description	Code	QNTY	Price EURO	Total
STAND'S CONSTRUCTIONS					
1.	Wall element (1000 * 2500)	220		48	
2.	Wall element (500 * 2500)	221		39	
3.	C-type wall element (R=1000 H=2500)	222		141	
4.	C-type wall element (R=500 H=2500)	223		75	
5.	Diagonal wall element (~680 * 2500)	224		49	
6.	Wall element (1000*2500) with glass pane (1000*1270)	401		94	
7.	Wall element (500*2500) with glass pane (500*1260)	402		76	
8.	Wall element (1000*2500) with glass pane	403		189	
9.	Wall element Advantec (3000x1000)	920		118	
10.	Wall element Advantec (3000x500)	921		98	
11.	Wall element Advantec (3000x287)	922a		95	
12.	Wall element Advantec (3000x623)	922b		98	
13.	Wall element Advantec (3000x700)	922d		98	
14.	Wall element Advantec (1000x1000)	919		79	
15.	Wall element Advantec (1000x500)	920a		59	
16.	Swing door with lock Advantec (3000x1000, door block, door 2165)	921a		195	
17.	Glass door Advantec, grey, 3000x1000	945		1721	
18.	Wall element Advantec со стеклом (3000x1000) стекло 2090x810	901		157	
19.	Wall element Advantec со стеклом (2090x810) with blinds 3000x1000	902		195	
20.	Wall shelf Advantec 1000x300	980		50	
21.	Wall rack Advantec L 000	705a		50	
22.	Information counter Advantec 1000x400, H -1100	918		98	
23.	Folding doorwith lock (1000 * 2500) plastic	240a		89	
24.	Folding doorwith lock (1000 * 2500) leatherette with upgraded lock	240b		128	
25.	Swing door with lock (1000 * 2500)	241		217	
26.	Curtain (office blind) (1000 * 2500)	242		46	
27.	Venetian blinds (1400 * 1000)	404		30	
28.	Venetian blinds (1400 * 2000)	405		44	
29.	Ceiling grille (1000*1000) per sqm.	250		29	
30.	Grid ceiling (1000*1000) without raster	260		29	
31.	Barrier (a stand for circuit decorative) H=500(a), 800(b), 1100 (c) for 1 unit	267a,b,c		25	
32.	Decorative chain per/m	280		13	
FURNITURE					
33.	Chair	300		25	
34.	Chair for negotiations	303		33	
35.	Office chair	305		46	
36.	Bar chair	306		35	
37.	Table (800 * 800)	310		49	
38.	Round table (D=800)	314		49	
39.	Table (800 * 1200)	315		58	
40.	Bar table (D=60, H=120)	316		69	
41.	Armchair for 1 person, synthetic leather (870*860*820)	333		137	

Sample sketches are presented in ANNEX 5.

42.	Couch for 2 people, synthetic leather (1460*860*820)	334		319	
43.	Coffee table, glass (900*550), H=400	335		222	
44.	Coffee table, glass D=800, H=495	336		222	
45.	Table for negotiations (2200*1000) H=720	337		331	
46.	Display table (500 * 1000 * 800) from design	382		44	
47.	Display table (1000 * 1000 * 800) from design	384		62	
INFORMATION STANDS, ARCHIVE CABINETS					
48.	Information stand (500 * 1000) H=1100) per/m	318		65	
49.	Information stand (500 * 1000) H=1100) per/m with a narrow upper shelf,	319		65	
50.	Radial information stand (large)	708		146	
51.	Radial information stand (small)	709		136	
52.	TV stand (500 * 500) H=800 from standard units	388 a		43	
53.	TV stand (500 * 500) H=1100 from standard units	388 b		55	
54.	Archive cabinet (500 * 1000 * 1100) with doors 645 * 492	317		77	
55.	Archive cabinet (500 * 1000 * 800) with doors 645 * 492	320		65	
56.	Archive cabinet (500 * 1000 * 1100) with doors 952 * 492	321		77	
DISPLAY CASES					
57.	Display case (500 * 1000 * 1100)	394		129	
58.	Display case (500 * 1000 * 2000) with two glass shelves	396		133	
59.	Glass display case (500 * 1000 * 2500), internally illuminated (100W), with two glass shelves	398		160	
60.	Additional glass shelf (500 * 1000) in glass display case No.398	111		46	
61.	Additional wood shelf (500 * 1000)	112		32	
62.	Cylindrical display case H=2500, Rint=500, Rext=1000, internally illuminated	399		315	
63.	Cylindrical glass display case (H=2500, R=500), internally illuminated (100W), with 2 glass shelves	400		396	
64.	Small doors for display cases 398, 396	113		395	
RACKS AND WALL SHELVES					
65.	Five-shelf racks (300 * 1000) H=2070	340		55	
66.	Five-shelf racks (500 * 1000) H=2070	701		69	
67.	Five-shelf racks (1000 * 1000) H=2070	702		88	
68.	Portable rack (500 * 1000 * 1600)	740		86	
69.	Freestanding literature rack / prospectus holder	324		45	
70.	Wall shelf (1000 * 300)	380		39	
71.	Sloping wall shelf (1000 * 300) angle of 45 degrees	381		37	
72.	Wall lattice (1500 * 800), cell 50*50, without hangers	375		78	
73.	Perforated panel 2000*900 , hinged	376		89	
74.	Lattice hanger per unit	378		5	
OFFICE AND ELECTRICAL EQUIPMENT					
75.	Mirror (1500 * 600)	330		39	
76.	Wall/console mount hanger	331		19	
77.	Floor level hanger	332		58	
78.	Wastebasket	377		5	
79.	DVD player (DVD\MPEG 4) SAMSUNG	362		75	
80.	Plasma display panel SAMSUNG 42" (71 * 103)	360		282	
81.	Plasma display panel SAMSUNG 50" (85 * 124)	361		317	
82.	Rent of sound monitors for plasma	5.1.4		59	
83.	Plasma display fixing system, floor level	5.1.5		88	
84.	Plasma display fixing system, console mount	389		156	
KITCHEN					
85.	Refrigerator, 200 l (600*600*1000), with 24-hour socket outlet	350		159	
86.	Refrigerator, 280 l (600 * 600 * 1600), with 24-h socket outlet	351		187	
87.	Coffee maker. A security deposit of 30 euros will be required.	370		65	
88.	Hot & cold water dispenser + 1 bottle of water 19l. A security deposit of 75 euros will be required.	338		169	
89.	1 bottle of water 19	338a		42	
90.	Coffee machine. A security deposit of 120 euros will be required.	339		317	
91.	Kitchen set (sink, boiler) (550 * 900 * 850), (2.0 kW)	600		281	
HANGERS					
92.	Mobile hanger (1000 * 1600)	703		64	
93.	Console mount hanger, per/m	704		42	

Sample sketches are presented in ANNEX 5.

ELECTRICAL EQUIPMENT

94.	Spot lamp (100W)	510		35	
95.	Halide floodlight (300 W)	513		75	
96.	Metal halide floodlight (150 W)	514		119	
97.	Halide spot lamp	515		46	
98.	Halide lamp at the holder (150 W)	516		68	
99.	Fluorescent lamp daylight (40 W)	520		53	
100.	Socket outlet 220V (single 1.0 kW) 16A	504a		61	
101.	Socket outlet 220V (single from 1.0 to 2.5 kW) 16A	504b		65	
102.	Socket outlet 220V (power connector from 2.5 to 5.0 kW)	504c		71	
103.	Socket outlet 220V (triple, power connector 1.0 kW) 16A	505a		49	
104.	Socket outlet 220V (triple, power connector from 1.0 to 2.5 kW) 16A	505b		89	
105.	Socket outlet 380V (connector from 1 to 10 kW) 16A	506a		79	
106.	Socket outlet 380V (connector 32A from 10 to 20 kW)	506b		158	
107.	Socket outlet 380V (connector 63A from 20 to 40 kW)	506c		313	
108.	Socket outlet 220V (single, 24-hour up to 1.0 kW, 16A)	508a		59	
109.	Socket outlet 220V (single, 24-hour from 1.0 kW to 2,5 kW), 16A	508b		119	
110.	ROTATIVE CUBE (1000x1000x1000) without logo	707a		179	

LAYOUT OF EXHIBITION SPACE

	Total as per Form:	
--	--------------------	--

Making or cancelling an order after 20 April 2020 will increase the price by 50%_____ /

Making or canceling an order after the start of the Exhibition set up will increase the price by 100%_____

If you plan to use the video hardware (plasma TV sets, panels) please fill in Annex No. 2 of this Manual and prepare documents Balance sheet statement copy, receipt or TORG 12/ OS 6) confirming this equipment being property of the company.

Alternatively, you'll have to pay accreditation fee for this equipment in this case please contact BuildExpo technical Division:
+7(495)727-26-71

Date_____

Signature and seal_____

T2

Email completed Form to: info@helirussia.ru

Contact Person:

Please write in the name to be placed on the fascia panel.

[illegible]

STAND DESIGN

	QNTY	price	total (EUR)
Logo on the fascia panel		82	
Logo on the light cube, information stand, wall panel – 1 side		85	
Colored film coating per 1 sqm		35	
Exhibitor's material coating per 1 sqm		35	
Full colour print per 1 sqm.		68	

BOOTH CLEANING

All cleaning is effected by the venue staff (please see page 8).

TEMPORARY STAFF

per hour				price	total (EUR)
1 Model or promoter				143	
Individual security guard 12h in a shift/08:00-20:00 & 20:00-08:00				247/1sh	

BANNERS HANG UP TO THE CEILING GRID

Organization of one support point and lift of the weight upto 10 kg. inclusive	235
Organization of one support point and lift of the weight from 10 to 50 kg. inclusive	336
Organization of one support point and lift of the weight from 50 to 100 kg. inclusive	419
Lift of the lifting mechanism (winch) of the customer without the cost of rent and operation, for 1 mechanism	245
Span for more precise orientation of the element lifted cost per 1 point	184
Secure by a cable of parts of stand element standing on the floor , per 1 point	245
Stretch of the horizontal route for fastening scenic curtains without their hinge plate for 1 m	8
Descent to the lifted element and work with it in the air (fixing of additional lights, addit. elements for 1 descent 1m	245
Electric cable transfer in ceiling elements of the pav. from the source point to the use point per 1 m of cable	25
Height adjustment for the lifted element cost per 1 point	102

LEASING OF CONFERENCE HALLS AND AUDIO AND VIDEO EQUIPMENT

Cost of conference halls rent includes audio and video equipment: <ul style="list-style-type: none"> • Screen on a support (2,0 m x 2,0 m) • LCD-projector (6000 LUM) • Radiomicrophone • Notebook with a set of presentation programs 	1	per hour	21	22	23	hours	Price	total (EUR)
	1	Hall C (142 sqm, 130 pers)					1143	
	1	Hall D (110 sqm, 100 pers)					928	
	3	Hall G (295 sqm,300 pers)					1572	
		Hall F (295 sqm,300 pers)					1572	
• Pulpit with a public address system ATTENTION! Plasma display panel 42" and 50", DVD-players and Fixing systems for them you can order according to the Form T1	1					Q.TY	Price	total (EUR)
		Radiomicrophone					50	
		Technical support 1 pers				1hour	46	
			FORM TOTAL:					EUR

POWER AND WATER SUPPLY, CAR PASSES, TELECOMMUNICATIONS, OVERTIME WORK

Exhibitor Manual

FORM

T3

HELIRUSSIA LLC

Tel.: +7 (495) 477-33-18

Fax: +7 (495) 477-33-81

e-mail: info@helirussia.ru

Deadline for booking: **20 April 2020**

Email completed Form to: info@helirussia.ru

Exhibitor/Company Name:

Contact Person:

VEHICLE PASSES TO THE LOADING/UNLOADING AREA

For the whole event period (with set up / breakdown days) – from 13th to 20, May 2019

	Q.TY	Price	total (EUR)
Truck (max period of stay per 1 time – 2h)		100	
Car (max period of stay per 1 time – 1h)		71	

Passes are to be received at Organizer's booth during set up period. Exhibitors and contractors who ordered services of IEC Crocus-Expo handling operations department (except wagon and freight up to 100 kg.) can enter loading/unloading area for free

Maximum periods for stay in the loading/unloading area:

- For cars – 1 hour
- For trucks – 2 hours

SET UP / BREAKDOWN OVERTIME

per 1 sq. m of stand per hour	Q.TY	Price	total (€)
Booths inside the pavilion (min 2 h) installation/set up		6	
Booths outside the pavilion installation/set up		3	
Booths inside the pavilion dismantling		57	
Booths outside the pavilion dismantling		29	

Overtime after 20:00, 20.05.2019 is subject to surcharge 100%

INTERNET

	Q.TY	Price	total (€)
Rent of 1 computer, per day		85	
Connection of 1 computer, wire transfer 5 Mbit unlimited tariff		385	
Network connection and Wi-Fi traffic, for 1Mbit /per day per 1 computer		43	
Connection of 1 computer, wire transfer 20 Mbit unlimited tariff		786	

WATER SUPPLY

	Q.TY	Price	total (€)
Water main/public sewer connection for one unit of equipment, at floor level , without connection of users, per 1 connection		580	
• Cold water supply and sewerage		295	
• Hot water supply			
Water main/public sewer connection for one unit of equipment, at the second level of the Booth , without connection of users, per 1 connection		657	
• Cold water supply and sewerage		345	
• Hot water supply			

CAR PASSES (VIP PARKING)

	Q.TY	Price	total (€)
For the show and set up / dismantle period (18 - 24 May)		158	

TELEPHONE/PRINTER

	Q.TY	Price	total (€)
Laser printer		142	
City telephone with connection of subscriber line		215	

STAND POWER SUPPLY

Up to 5 KW inclusive		360	
Up to 10 KW inclusive		423	
Up to 20 KW inclusive		713	
Up to 40 KW inclusive		1148	
Up to 60 KW inclusive		1260	

ATTENTION! Power supply on the STAND 5 KW – 220 V (including 1 socket 220 V upto 1 KW) is included into the price the standard equipped STAND. **Use of** table taps, extenders, lamps and switching on in sockets of electric devices, power those exceeding the allowed limit **is forbidden!** Connection to an electrical power supply source should be precisely according to the level stated for 1 connection.

Making or cancelling an order after 20 April 2020 will increase the price by 50%.

Making or canceling an order after the start of the Exhibition set up will increase the price by 100%.

FORM TOTAL:

(EUR)

CARPETING , LAMINATION FOR STAND CONSTRUCTIONS

Exhibitor Manual

FORM

T5

HELIRUSSIA LLC

Tel.: +7 (495) 477-33-18

Fax: +7 (495) 477-33-81

e-mail: info@helirussia.ru







Deadline for booking: **20th of April** Email completed Form to: info@helirussia.ru

Exhibitor/Company Name:

Contact Person:

CARPET COVERING

Indicate color _____ No. _____ **ATTENTION! Color of carpet covering included in the cost of EQUIPPED space is No.020 (GRAY)**

Gray No. 020		Blue No. 055		Light blue No.054	
Red No. 032		Blue navy No. 543		Green No. 064	




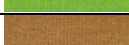


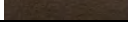
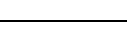
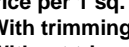

Width: 2 m

Price per sq. m with covering work:

- 24 EUR (without trimming),
- from 38 EUR (with trimming)

EXCLUSIVE COLORS OF CARPET COVERING

Indicate color _____ No. _____

065 Light-green		005 White		395 Bordeaux	
619 Dark-green		893 Pink		057 Lilac	
211 Dark-grey		675 Lime		033 Orange	
024 Graphite gray		192 Beige		035 Yellow	
021 Black		113 Sand		623 Turquoise	
598 Grey-blue		897 Dark-brown			

Width: 4 m

Price per 1 sq. m with covering work:

- With trimming: from 46 EUR
- Without trimming: from 52 EUR

ORACAL-641 COLORED FILM FOR COATING/LAMINATION

Indicate color _____ No. _____

code	color	code	color
000	Translucent	051	Gentian blue
010	White	098	Gentian
020	Golden yellow	052	Azure
019	Bright yellow	084	Sky blue
021	Yellow	053	Pale blue
022	Light yellow	056	Ice blue
025	Sulfur yellow	066	Turquoise blue
026	Purple red	054	Turquoise
312	Burgundy	055	Mint color
030	Dark red	060	Dark green
031	Red	613	Forest green
032	Light red	061	Green
047	Red orange	068	Green grass
034	Orange	062	Light green
036	Light orange	064	Yellow green

Coating area: _____ sq. m

code	color	code	color
035	Pastel orange	063	Linden green
404	Purple	070	Black
040	Violet	073	Dark grey
043	Lavender	071	Grey
042	Lilac	076	Asphalt
041	Raspberry	074	Medium grey
045	Light pink	072	Light grey
562	Deep sea blue	080	Brown
518	Steel blue	083	Hazel
050	Navy blue	081	Light brown
065	Cobalt blue	082	Beige
049	Royal blue	082	Cream
086	Bright blue	090	Silvery grey
067	Blue	091	Golden
057	Azure blue	092	Copper

Lamination – per 1 sqm – 40 EUR

FORM TOTAL:

EUR.

APPLICATION FOR HANG UP WORKS/ SUPPORTING POINTS (CEILING) SET UP Deadline – 20, April 2020		Exhibitor Manual	
		FORM	T6
HELIRUSSIA LLC	Tel.: +7 (495) 477-33-18	Fax: +7 (495) 477-33-81	e-mail: info@helirussia.ru

Order registration of suspensions at the HeliRussia 2019 exhibition

Порядок оформления подвесов на выставке HeliRussia 2019

Please to fill in this application and to submit it to "Konta" installation group.
 ph. 8-916-514-95-42 / 8-916-514-95-40, pavilion No. 3, office No. 320
 Необходимо оформить заявку и подать в монтажную группу «Конта»
 тел: 8-916-514-95-42 / 8-916-514-95-40, Pavilion No.3, офис No.320
 Далее необходимо завизировать заявку в компании «Конта» у инженера:
 Калинин Анатолий Валентинович, тел. 8-916-266-04-27, пав. No. 3 офис No.106 или
 Чеченов Юрий Николаевич Pavilion No. 3 офис No.114
 Further it is necessary to get approval signature on this application in "Konta" from the engineer:
 Kalinin Anatoly Valentinovich, ph. 8-916-266-04-27, peahens. No. 3 office No. 106 or
 Chechenov Yury Nikolaevich pavilion No. 3 office No. 114
 Further please submit this application to the exhibition Management,
 Pavilion No. 3 office No. 332 there you can receive the invoice for payment from your Manager.
 Technical details contact person: Lagutin Fedor 8-903-150-77-91
 Далее в офисе дирекции выставки, Pavilion No. 3 офис No.332 вы можете получить счет
 на оплату у менеджера выставки. Контактное лицо: Лагутин Федор 8-903-150-77-91

	SERVICE	Cost per item in RUR	Q-ty	TOTAL
2.5.1.1.	1 fix point, weight up to 10 kg inclusive/ Организация одной точки подвески и подъем груза до 10 кг включительно	19 750		
2.5.1.2.	1 fix point, weight 10 - 50 kg inclusive/ Организация одной точки подвески и подъем груза от 10 до 50 кг включительно	27 500		
2.5.1.3.	1 fix point, weight 50 kg – 100 kg inclusive/ Организация одной точки подвески и подъем груза от 50 до 100 кг включительно	34 500		
2.5.1.4.	Подвеска подъемного механизма (лебёдки) заказчика без стоимости его аренды и эксплуатации, за 1 механизм /Rise customer's lifting mechanism (winch) without the cost of its rent and operation per 1 mechanism	18 750		
2.5.1.5.	Оттяжка для точной ориентации подвешиваемой конструкции, за 1 точку /Span for exact orientation of the hanging design per 1 point	14 500		
2.5.1.6.	Подстраховка тросом частей конструкции стенда, имеющих опору на пол, за 1 точку / Securing by rope parts of the design having floor support per 1 point	19 750		

ПРИМЕЧАНИЕ/NOTES:

- подвесные конструкции, имеющие четыре и более точек подвеса, монтируются к балкам выставочных павильонов только с помощью электромеханических грузоподъемных механизмов (лебёдок).
- тарифы указаны для работы на период монтажа и демонтажа Мероприятия. В часы работы Мероприятия подвеска не производится.
- В тариф входят подвеска и снятие легкой конструкции.
- Подвесы в период проведения Мероприятия осуществляются с увеличением стоимости на 100%. При выполнении работ в период с 20:00 до 08:00 часов их стоимость увеличивается на 100%. При выполнении работ в залах регистрации стоимость работ увеличивается на 100%.
- При подъеме конструкции с переносом через построенный стенд стоимость работ увеличивается на 100% за каждую точку подвески.
- Указанные коэффициенты не суммируются и не умножаются.
- Items having four and more points of a suspension are mounted to beams of the pavilion only by means of electromechanical load-lifting mechanisms (winches).
- Tariffs are specified for installation and dismantling of the Event. Works are provided only before/after event working hours.
- Light items are included into basic price.
- During event period urgent works are subject to 100% increase. From 20:00 till 08:00 am works effected are subject to 100% increase.
- Works in registration halls are subject to 100% increase.
- Designs implying rise with carrying across the stand are subject to 100% increase for each point of fixint system.
- These coefficients cannot not be aggregated or multiplied.

Total for the Form: _____ / _____ (RUR/EURO)

Date _____ Signature and seal _____

OFFICIAL CATALOGUE		Exhibitor Manual	
		FORM	K1
HELIRUSSIA LLC	Tel.: +7 (495) 477-33-18	Fax: +7 (495) 477-33-81	e-mail: info@helirussia.ru

Deadline for booking: **20th of April**

Exhibitor/Company Name:
Contact Person:

CATALOGUE INFORMATION FORM

For catalogue application PLEASE FILL IN AND SEND TO HELIRUSSIA 2019 Management FORM M1 IN WORD FORMAT in Russian and English languages. Please also send us your company's logo in high quality (in curves). Please e-mail a filled form and your company's logo to info@helirussia.ru

ADVERTISING IN THE OFFICIAL EXHIBITION CATALOGUE

Advertising inserts size	Trimmed format	Pre-trimmed format
1/1 block page	145(width) x 210(height)	155 (width) x 220(height)
1/2 page	145(width) x 105(height)	110(width) x 155 (height)
2 nd , 3 rd inner cover page		4286 EUR
Colored block page 1/1		950 EUR
Colored 1/2 page		575 EUR

There is a 50% advertising surcharge for non-participants.

TECHNICAL REQUIREMENTS FOR ADVERTISING

Advertising materials will be accepted in the following formats:

- JPEG (compression 10-12)
- TIFF
- EPS (fonts must be converted into curves)
- PDF
- Logos to be accepted in curves at best or greyscale 300 dpi, file size beyond 1 MBT
- Layouts – pictures in CMYK, 300 dpi in real size plus amounts in colors not more than 300.

Layouts to be accepted in composite files only. All the layout elements must be in the CMYK color model.

Color separation must be done in line with the following characteristics:

Euroscale colors, ink squeeze 13-15%, maximum total amount of ink 300%, maximum amount of blank ink 95%.

Advertising layouts will be accepted on the following media:

- CD-ROM/RW
- DVD+/-ROM/RW

The layouts on disks must be accompanied by printout. Also, layouts can be emailed to info@helirussia.ru

(in a ZIP or RAR archive - including multivolume files, but NOT self-unpacking).

Any other format versions of layouts and media are to be agreed with Organizer.

Attention! Layouts are checked before printing, but responsibility for their noncompliance with these requirements and the presence of general technical and content errors lies on the layout executor.

To submit your entry (information) to the Official Catalogue please fill in forms K1 and K2 in electronic version so those could be downloaded from the website of the www.helirussia.ru or requested from your manager.

FORM TOTAL:	EUR.
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CATALOGUE PRODUCT GUIDE

Exhibitor's manual

FORM

K2

Moscow

Tel.: +7(495) 477 33 18

Fax: +7(495) 477 33 18

e-mail: info@helirusia.ru

Please, send filled form via e-mail to your manager together with K1 and catalogue form

Exhibitor's company name:

Contact person:

Please, indicate all categories that fit your company's activity

CATEGORIES		
111.	HELICOPTER DESIGNERS	<input type="checkbox"/>
112.	HELICOPTERS MANUFACTURERS	<input type="checkbox"/>
113.	HELICOPTER PARTS MANUFACTURERS	<input type="checkbox"/>
114.	HELICOPTER INTERIOR AND EQUIPMENT MANUFACTURERS	<input type="checkbox"/>
115.	HELICOPTER OWNERS, OPERATORS, TRANSPORT COMPANIES	<input type="checkbox"/>
116.	HELICOPTERS & PARTS DEALERS	<input type="checkbox"/>
117.	HELICOPTER SIMULATOR DESIGNERS AND MANUFACTURERS	<input type="checkbox"/>
118.	HELICOPTER SERVICE CENTERS	<input type="checkbox"/>
119.	GROUND SUPPORT & RADAR CONTROL	<input type="checkbox"/>
120.	HELIPORTS ENGINEERING	<input type="checkbox"/>
121.	LEASING COMPANIES	<input type="checkbox"/>
122.	INSURANCE COMPANIES	<input type="checkbox"/>
123.	PERSONNEL TRAINING CENTERS	<input type="checkbox"/>
124.	REFUELING SYSTEMS	<input type="checkbox"/>
125.	HELICOPTERS & COMPONENTS REPAIR	<input type="checkbox"/>
126.	GYROCOPTER DESIGNERS AND MANUFACTURERS	<input type="checkbox"/>
127.	MEDIA	<input type="checkbox"/>
128.	OTHER (specify) Heliport designer – spare parts logistic – maintenance organization – charter organization – Training organization	<input type="checkbox"/>

Date _____

Signature _____

Email completed form to: info@helirussia.ru

Exhibitor/Company Name:
Contact Person:

EXTRA BADGES. PRELIMINARY REGISTRATION

Please fill out the table in Latin letters. Maximum 32 symbols in a column. If the number of lines is insufficient, make a copy of the form. Information is to be emailed to info@helirussia.ru in Word format!

Badge Qty:	X 15 EUR
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[illegible]

TRANSPORTATION SERVICES			Exhibitor Manual	
			FORM	M4
HELIRUSSIA LLC	Tel.: +7 (495) 477-33-18	Fax: +7 (495) 477-33-81	e-mail: info@helirussia.ru	

Deadline for booking: 20th of April
info@helirussia.ru

Email completed form to:

Exhibitor/Company Name:
Contact Person:

STAND Number	Description	Items q-ty	Weight kg.	Volume (m3)	Dimension	Entry date	Removal date	Cost (VAT 20% included) EUR	Service cost (VAT 18% Included) EUR
	Movement of self-moving exhibits without mobile ramp (except wheeled transport), per 1 unit							60	
	Loading work, per 100 kg; Stand materials							50 56	
	Container cargo : up to 20ft, per cont up to 40ft, per cont							642 1029	
	Rigger, handler (mounting/ dismounting), Per 1 hour							68	
	Forklift /loader up to 6/10 tons, per hour is to be ordered with the rigger/handler							132	
	Crane (min.order 2h) up to 25 tons, per hour up to 40 tons, per hour							357 by agreement	
	Cargo handling from STAND to the storage&back for 1 m3							64	
	Cargo handling and storage per 1 m3 (min 5 m3): - outdoors/open warehouse - indoors/closed warehouse							9 15	
Total, VAT 20% included :									

Note:
 For uploading works the cargo weight and number of pieces are taken into account, for exhibits volume is taken into account.

With the order of the transport services and handling operations 1 car pass is provided free of charge. When all the a/m works are effected self-containedly please order your car passes by this Exhibitor Manual (Form T3).

Making or cancelling an order after 20 April 2020 will increase the price by 50%

Making or canceling an order after the start of the Exhibition set up will increase the price by 100%

For additional information related to the rates of uploading works please call: +7 (495) 926-38-38/83

ADVERTISING SERVICES		Exhibitor Manual	
		FORM	M6
HELIRUSSIA LLC	Tel.: +7 (495) 477-33-18	Fax: +7 (495) 477-33-81	e-mail: info@helirussia.ru

Deadline for booking: **20th of April**

Email completed form to: info@helirussia.ru

Exhibitor/Company Name:
Contact Person:

Rent of advertizing sides of the stationary light-boxes/billboards

Videoadvertising at the event premises (indoor) also outside

Advertising period is the event period: 16.05-18.05.2019

Light-Boxes:	
No. 01 – 04 – in the foyer of pavilion No. 1 In the lightboxes in the pavilion, the size of the side is 0.86 m x 1.8 m, including production and installation works	
A) dynamic picture on the front side (towards showrooms)	828
B) static picture on the front side	190
C) static picture on back side (towards an entrance to the exhibition center)	346
No. 08 – 09 – outside on the central avenue opposite main entrance to the pavilion No. 1 – static picture on one of the sides of the light-box size 1,23 m x 2,50 m, including production and installation works	406
Front banner - No. 11, a view to the subway station exit to pavilion No. 1. Size of advertizing surface is 10.5 m x 5 m	3 108
Designs on concrete blocks No. A1, A2, A3. Size of an advertizing surface is 3 m x 3 m	1 081

Videoslot allocation at plasmas and monitors in the exhibition hall per 1 broadcasting day (10.00 – 18.00 h), 288 times per day at the screens. Allocation scheme of the screens is in Annex No.6 Slot timing – 15 sec..	566*
<i>*Price is indicated for the whole exhibition period</i>	
Allocation of the video slot at the videowall on the facade of Pavilion No. 1 – C1 and C2, option is offered for the entire event period, size of the advertizing space is 24m x 9 m. Allocation scheme of the screens is in Annex No.6	By Agreement
Allocation of the video slot at the videowall of the advertising structure (stela) in IEC "Crocus Expo". Size 9m x 7 m, 288 displays per day. Side A is oriented to outer side of MKAD, side B is focused on MKAD inner side. Slot timing: 20 sec.. 30 sec.. <i>Ready and approved for demonstration slots are provided by the customer.</i> <i>Technical requirements are provided upon request.</i>	267 400

ON THE DOUBLESIDED BOARD WITH EXTERNAL HIGHLIGHTING (No. 1 - 5, 11 - 15 - alongside MKAD)

Size of the side of the advertising billboard: 6,0x3,0 m

Side A including production and set up works, per 1 item	346
Side B including production and set up works, per 1 item	346

ON THE DOUBLESIDED BOARD WITH EXTERNAL HIGHLIGHTING (No. 6 – 10, 14 – alongside pavilions)

Size of the side of the advertising billboard 6,0x3,0 m

Side A including production and set up works, per 1 item	346
Side B including production and set up works, per 1 item	346

FORM TOTAL:	EURO
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LOAD-IN / LOAD-OUT LETTER		Exhibitor Manual	
		ANNEX 1	
HELIRUSSIA LLC	Tel.: +7 (495) 477-33-18	Fax: +7 (495) 477-33-81	e-mail: info@helirussia.ru

Prepare this letter, with your load-in equipment and exhibits enumerated, with **your company letterhead** in 3 (three) copies.

Attention! Please keep one copy of the letter until the close of the Exhibition! Load-out of equipment and your exhibits will require that you present your copy to load-in gate security staff.

SAMPLE LOAD-IN / LOAD-OUT LETTER											
LOAD-IN / LOAD-OUT LETTER											
To HELIRUSSIA 2019 Management from Company name: _____ BOOTH number: _____ Address, telephone: _____											
<p>We request you to allow load-in with subsequent load-out of the following equipment and exhibits to the HELIRUSSIA 2019 exhibition being held in IEC Crocus Expo from 19.05.2019 to 21.05.2019</p> <p>Exhibits to be moved in:</p> <p>Vehicle nameplate: _____ State number: _____</p> <p>Exhibits to be moved out:</p> <p>Vehicle nameplate: _____ State number: _____</p> <p>LIST OF EXHIBITS:</p> <p>(with the identification number of the television, video, household and office equipment)</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td style="border-bottom: 1px solid black; width: 80%;"></td><td style="border-bottom: 1px solid black; text-align: center;">(qty)</td></tr> <tr><td style="border-bottom: 1px solid black;"></td><td style="border-bottom: 1px solid black; text-align: center;">(qty)</td></tr> <tr><td style="border-bottom: 1px solid black;"></td><td style="border-bottom: 1px solid black; text-align: center;">(qty)</td></tr> <tr><td style="border-bottom: 1px solid black;"></td><td style="border-bottom: 1px solid black; text-align: center;">(qty)</td></tr> <tr><td style="border-bottom: 1px solid black;"></td><td style="border-bottom: 1px solid black; text-align: center;">(qty)</td></tr> </table> <div style="display: flex; justify-content: space-between; margin-top: 40px;"> <div style="width: 45%;"> <p>Director: _____ (_____)</p> </div> <div style="width: 45%; text-align: right;"> <p>L. S.</p> </div> </div>			(qty)		(qty)		(qty)		(qty)		(qty)
	(qty)										
	(qty)										
	(qty)										
	(qty)										
	(qty)										

APPLICATION FOR UNITS OF AVE		Exhibitor Manual	
		ANNEX 2	
HELIRUSSIA LLC	Tel.: +7 (495) 477-33-18	Fax: +7 (495) 477-33-81	e-mail: info@helirussia.ru

В технический отдел ООО «БилдЭкспо»
To BuildExpo's Ltd.
Technical division

Application for coordination of units of the audiovisual equipment (AVE)
 ЗАЯВКА НА СОГЛАСОВАНИЕ ЕДИНИЦ АУДИОВИЗУАЛЬНОГО ОБОРУДОВАНИЯ (АВТ)

1. НАЗВАНИЕ КОМПАНИИ (COMPANY NAME) _____
2. HELIRUSSIA 2019 _____
3. STAND No. _____
4. Q-ty of AVE (Plasma, Amplifier etc.) _____
5. List of materials for IN/OUT pass: _____

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

General Director _____ /
 Seal

*For Free of charge coordination please provide a receipt or copy
 Balance sheet with the a/m items mentioned/
 For Russian reps: TORG 12/OS 6.

For payment please provide your bank details.

BuildExpo Ltd.
 Technical division
 143401, Moscow Region, Krasnogorskiy region
 Krasnogorsk 16, Mezhdunarodnaya str.
 Т. +7(495)727-26-71
 web-site: www.buildexpo.ru

LETTER FOR OBTAINING WORK PASSES

Exhibitor Manual

ANNEX 3

HELIRUSSIA LLC

Tel.: +7 (495) 477-33-18

Fax: +7 (495) 477-33-81

e-mail: info@helirussia.ru

Prepare the letter in 2 (two) copies.

Attention! Work passes are valid only during set up/dismantling periods.

SAMPLE LETTER FOR OBTAINING LOAD-IN PASSES

LETTER FOR OBTAINING WORK PASSES

To HELIRUSSIA 2019 Management
from

Company name: _____

Booth number: _____

Address, telephone: _____

We request you to issue work passes for the employees of our company for the build-up and break-down of our stand at HELIRUSSIA 2019 being held in Crocus Expo from 19.05.2019 to 21.05.2019

LIST OF EMPLOYEES:

(Surname, name, passport data) _____

Director: _____ (_____)

L. S.

ADDITIONAL EQUIPMENT

Exhibitor Manual












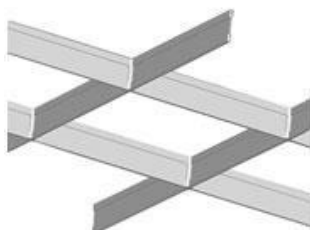
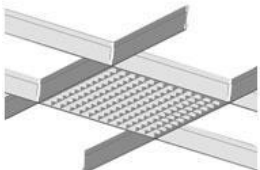
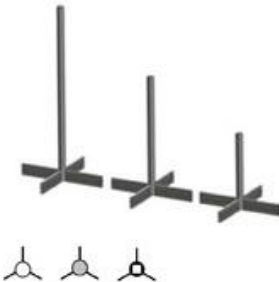


ANNEX 4

HELIRUSSIA LLC

Tel.: +7 (495) 477-33-18

Fax: +7 (495) 477-33-81

e-mail: info@helirussia.ru

WALL ELEMENT 1000 * 2500 Code 220 	WALL ELEMENT 500 * 2500 Code 221 	C-TYPE WALL ELEMENT R=1000 H=2500 Code 222 	C-TYPE WALL ELEMENT R=500 H=2500 Code 223 
DIAGONAL WALL ELEMENT≈680 * 2500 Code 224 	WALL ELEMENT 1000 * 2500 with glass pane (1000*1260) Code 401 	WALL ELEMENT 500 * 2500 with glass pane (500*1260) Code 402 	WALL ELEMENT 1000 * 2500 with glass pane Code 403 
BELLOW-FRAMED DOOR lockable (1000 * 2500) plastic Code 240a 	DOOR lockable 1000 * 2500 Code 241 	CURTAIN 1000 * 2500 Code 242 	CEILING BATTEN 1000 * 1000 Code 250 
GRID CEILING 1000 * 1000 (without raster) Code 260 	ENCLOSURE H=500, 800, 1100 Code 267a, b, c 	DECORATIVE CHAIN Code 280 	CHAIR Code 300 

ADDITIONAL EQUIPMENT

Exhibitor Manual












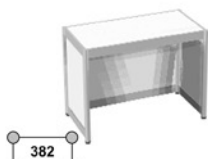



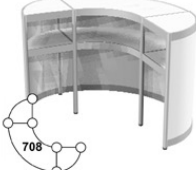
ANNEX 4

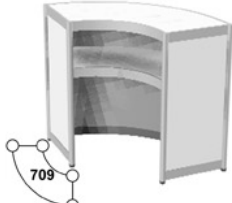



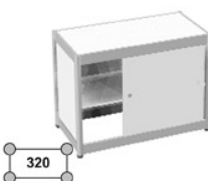
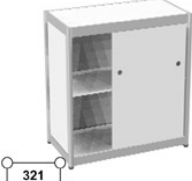










HELIRUSSIA LLC

Tel.: +7 (495) 477-33-18

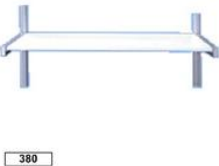

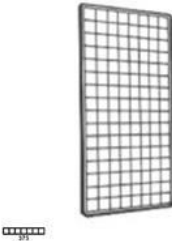













Fax: +7 (495) 477-33-81

e-mail: info@helirussia.ru

CHAIR FOR NEGOTIATIONS	BAR CHAIR	TABLE 800*800	OFFICE CHAIR
Code 303	Code 306	Code 310	Code 305
			
ROUND TABLE D=800	TABLE 800*1200	BAR TABLE D=60 H=120	ARMCHAIR for 1 person, 870*860*820 synthetic leather
Code 314	Code 315	Code 316	Code 333
			
COFFEE TABLE glass 900*550, H=495	COUCH for 2 people, 1460*860*820 synthetic leather	COFFEE TABLE glass (D=800, H=495) round	DISPLAY TABLE 500*1000*800 (from design)
Code 335	Code 334	Code 336	Code 382
			
DISPLAY TABLE 1000*1000*800 (from design)	INFORMATION STAND 500*1000*1100	INFORMATION STAND 500*1000*1100 with a narrow upper shelf	RADIAL INFORMATION STAND (large)
Code 384	Code 318	Code 319	Code 708
			

ADDITIONAL EQUIPMENT		Exhibitor Manual	
		ANNEX 4	
HELIRUSSIA LLC		Tel.: +7 (495) 477-33-18	Fax: +7 (495) 477-33-81 e-mail: info@helirussia.ru
RADIAL INFORMATION STAND (small)	TV STAND (500*500*800)	TV STAND (500*500*1000)	ARCHIVE CABINET 500*1000*1100 (with doors 645*492)
Code 709	Code 388 a	Code 388 b	Code 317
			
ARCHIVE CABINET 500*1000*800 (with doors 645*492)	ARCHIVE CABINET 500*1000*1100 (with doors 952*492)	DISPLAY CASE 500*1000*1100	DISPLAY CASE 500*1000*2000 (with 2 glass shelves)
Code 320	Code 321	Code 394	Code 396
			
GLASS DISPLAY CASE 500*1000*2500 (internally illuminated (100 W) with 2 glass shelves)	CYLINDRICAL DISPLAY CASE H=2500, Rint=500, Rext=1000 (internally illuminated (100 W))	CYLINDRICAL DISPLAY CASE H=2500, R=500 internally illuminated (100 W)	FIVE-SHELF RACKS 300*1000*2070
Code 398	Code 399	Code 400	Code 340
			
FIVE-SHELF RACKS 500*1000*2070	FIVE-SHELF RACKS 1000*1000*2070	PORTABLE RACK 500*1000*1600	FREESTANDING LITERATURE RACK
Code 701	Code 702	Code 740	Code 324
			

ADDITIONAL EQUIPMENT		Exhibitor Manual	
		ANNEX 4	
HELIRUSSIA LLC	Tel.: +7 (495) 477-33-18	Fax: +7 (495) 477-33-81	e-mail: info@helirussia.ru

WALL SHELF 1000*300	SLOPING WALL SHELF 1000*300 (yangle 45 degrees)	WALL LATTICE 1500*800, cell 50*50 (without hangers)	LATTICE HANGER per unit
Code 380	Code 381	Code 375	Code 378
			
MIRROR 1500*600	WALL/CONSOLE MOUNT HANGER	WASTEBASKET	PLASMA DISPLAY PANNEL 42" 50" (SAMSUNG) / DVD PLAYER (DVD/MPEG)) (SAMSUNG)
Code 330	Code 331	Code 377	Code 360/361/362
			
PLASMA DISPLAY PANNEL ROLSSEN 17", DVD PLAYER	REFRIGERATOR – 200L (600*600*1200) with 24-h socket outlet	REFRIGERATOR – 280 L (600*600*1600) with 24-h socket outlet	COFFEE MAKER, security deposit 30 EUR
Code 390	Code 350	Code 351	Code 370
			
HOT&COLD WATER DISPENSER+1 bottle of water (19 l) security deposit 75 EUR	COFFE MACHINE, security deposit 75 EUR	KITCHEN SET 500*900*850 (2,0 kW)	MOBILE HANGER 1000*1600
Code 338	Code 339	Code 600	Code 703
			

ADDITIONAL EQUIPMENT		Exhibitor Manual	
		ANNEX 4	
HELIRUSSIA LLC	Tel.: +7 (495) 477-33-18	Fax: +7 (495) 477-33-81	e-mail: info@helirussia.ru

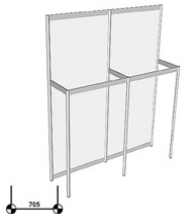





CONSOLE MOUNT HANGER	ROTATIVE CUBE (1m x 1m x1m) without logo (500 W)	SPOT LAMP (100 W)	HALIDE SPOT LAMP
Code 704	Code 707a	Code 510	Code 515
			
HALIDE FLOODLAMP (300 W)	METAL HALIDE FLOODLAMP (150 W)	HALIDE LAMP at the holder (150 W)	FLUORESCENT LAMP (40 W)
Code 513	Code 514	Code 516	Code 520
			
SOCKET OUTLET 220V (connector single 24h, 16A to 1,0 kW – a, from 1,0 to 2,5 kW – b)	SOCKET OUTLET 380V (connector 16A from 1,0 до 10 kW)	SOCKET OUTLET 220V (connector 32A from 2.5 to 5.0 kW)	SOCKET OUTLET 220V triple (connector 16A to 1,0 kW – a, from 1,0 to 2,5 kW – b)
Code 504 a	Code 504 b	Code 504 c	Code 505a, b
			
SOCKET OUTLET 220V (single, 24-hour up to 1.0 kW, 16 A)	SOCKET OUTLET 380V (connector 16A from 1,0 до 10 kW)	SOCKET OUTLET 380 V (connector 32A from 10 до 20 kW)	SOCKET OUTLET 380V (connector 63A from 20 до 40 kW)
Code 508a	Code 506 a	Code 506 b	Code 506 c
			

CHART SYMBOLS FOR USE IN THE STAND LAYOUT

Exhibitor Manual

ANNEX 5

HELIRUSSIA LLC

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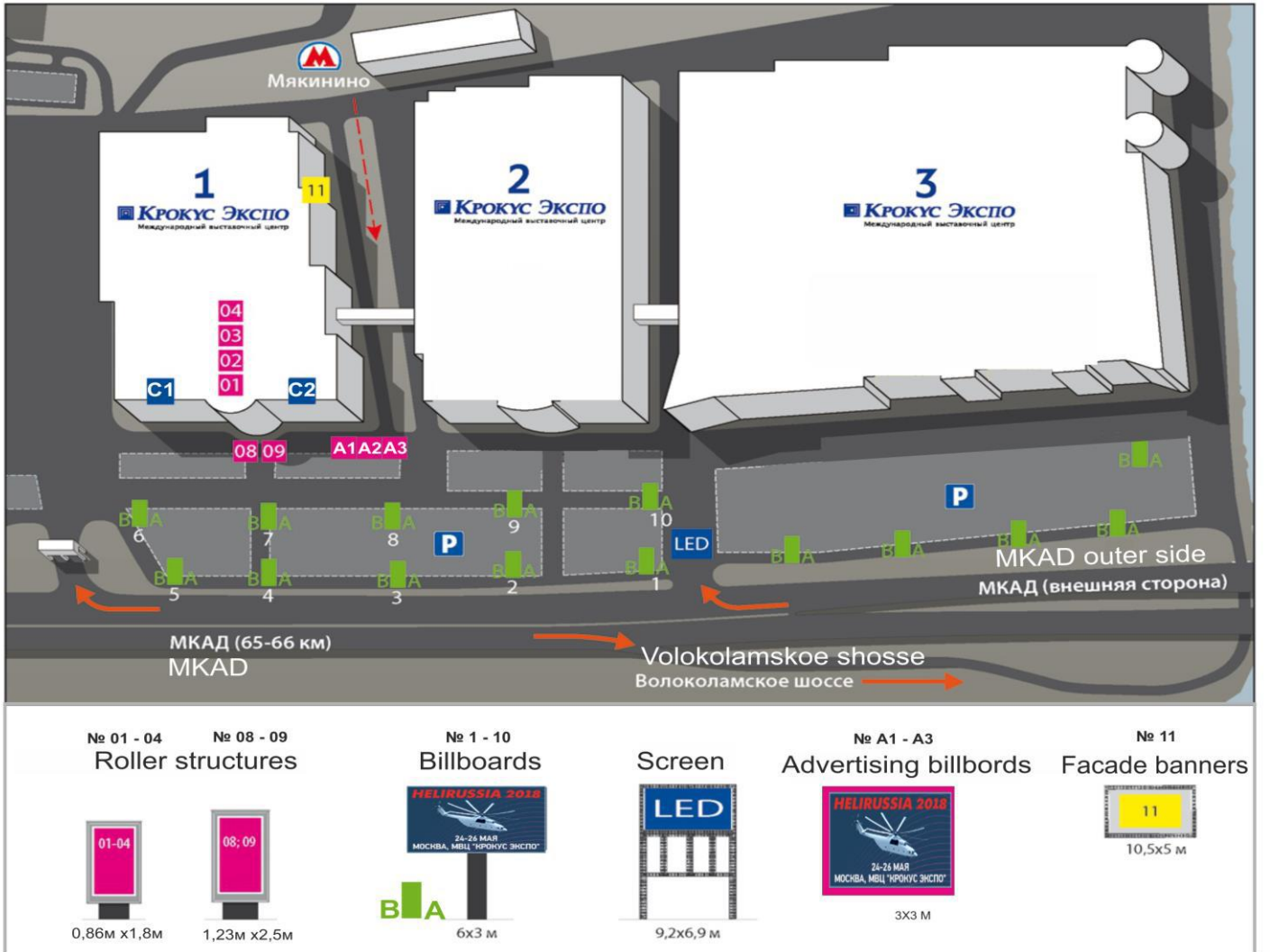
Fax: +7 (495) 477-33-81


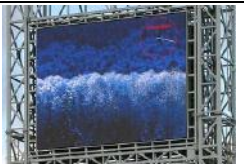

e-mail:
info@helirussia.ru

symbol	code	name	symbol	code	name	symbol	code	name	symbol	code	name
	240	Bellow-framed door, lockable (1000*2500)		319	Information stand (500*1000*1100) with a narrow upper shelf, per/m		320	Cabinet 500*1000*800 with doors		515	Spot-lights Hallogen (75W)
	241	Bellow-framed door, lockable (1000*2500)		708	Radial information stand (large)		321	Cabinet 500*1000*1100 with doors		514	Metal halide (150W)
	241	Bellow-framed door, lockable (1000*2500)		709	Radial information stand (small)		380	Wall shelf 1000*300		516	Hallogen Lamp (150W)
	242	Curtain (office blind) (1000*2500)		709	Radial information stand (small)		381	Wall shelf 1000*300 sloped		513	Hallogen Projektor
	250	Ceiling batten (1000*1000) H=45,5		394	Display case (500*1000*1100)		330	Mirror 1500*800		520	Day light lamp
	250 + 260	Ceiling batten + Grid ceiling 1000*1000		396	Display case (500*1000*2000) with 2 glass shelves		331	Hook		504a	Socket outlet 220V (1 to 1 kW)
	267	Enclosure H=500, 800 1100		398	Glass display case (500*1000*2500), internally illum. (100W), 2 glass shelves		377	Bin		504b	Socket outlet 220V (1 to 2.5 kW)
	280	Decorative chain per/m		399	Cylindrical glass display case (H=2500 R=500), internally illum (100W), with 2 glass shelves		361a	TV (Nesko 19") (150 kW)		504c	Socket outlet 220V connector 32A from 2,5 to 5.0 kW)
	300	Chair (400*400*800)		400	Cylindrical glass display case (H=2500 R=500), internally illum (100W), with 2 glass shelves		361b	Video (Nesko) (100 kW)		505	Socket outlet 220V (triple up to 1.0 kW)
	303	Chair for negotiations (550*550*800)		340	Five-shelf racks (300*1000*200)		388a	TV stand 500*500*800		508	Socket outlet 220V (single, 24-hour up to 1.0 kW, 16A)
	306	Bar stool		701	Five-shelf racks (500*1000*2500)		388b	TV stand 500*500*1100		506a	Socket outlet 380V (1 to 10 kW)
	310	Table (800*800)		702	Five-shelf racks (1000*1000*2500)		404	Blinds 1400*1000		506b	Socket outlet 380V (connector 32A from 10 to 20 kW)
	311	Table (700*1500)		740	Mobile rack		405	Blinds 1400*2000		506c	Socket outlet 380V (connector 63A from 20 to 40 kW)
	314	Round table (D=800)		324	Literature rack		350	Smolensk refrigerator, 140 l (600*600*1000)		707	Revolving cube (1000*1000*1000) without logo (500 W)
	315	Table (800*1200)		317	Archive cabinet (500*1000*1100) with doors 645*462		351	Refrigerator 208 l (600*800*1600)			
	382	Display table (500*1000*800) from design		222	C-type wall element (R=1000 H=2500)		370	Coffeemashine (Braun) (750 kW)		517a	
	384	Display table (1000*1000*800) from design		223	C-type wall element (R=500 H=2500)		600			517b	
	318	Information stand (500*1000*1000) per/m					703	Cloves tree			
		stand H 2500					510	Spot-lights (100 kW)			
	220	Wall element (1000*2500)					224	Wall element diagonal 700*2500			
	221	Wall element (500*2500)					401	Wall element with glass 1000*2500			
							402	Wall element with glass 500*2500			

Exhibitor Manual
ANNEX 6

Allocation plan and type of advertising structures at IEC Crocus Expo





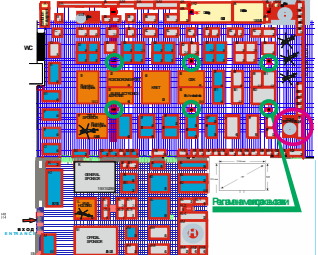


STRUCTURE TYPE	No.	STRUCTURE SIZE	STRUCTURE DESCRIPTION
	No. 01 - 04	0,86 m x 1,8 m.	Roller Light box Allocated in the foye of Pavilion No.1 Each light box.has 2 static sides
	No. 1, 2	9 m x 24 m.	Advertising Billboards Allocated at the video wall on the face of Pavilion No.1
	No. 08,09	1,23m x 2,5 m.	ADVERTISING BILLBOARDS Allocated In front of the Main Entrance to Pavilion No.1

ALLOCATION AND TYPE OF THE ADVERTISING STRUCTURES AT IEC "CROCUS EXPO"

Deadline for the order on April 20, 2020

ANNEX 6

TYPE OF THE STRUCTURE	No.	STRUCTURE SIZE	DESCRIPTION
		9m x 7m	<p>LED SCREEN</p> <p>Allocated on the video wall of advertising structure (stela billboard) at IEC Crocus Expo premises between parking zone and No.2 и No.3. Slot timing 10 sec. , 15 sec., 20 sec.</p> <p>Special features: billboard has two advertising surfaces (sides "A" and "B"). A is facing outer lane of MKAD, B is facing inner lane of MKAD.</p>
<p>Щиты</p> 	No. 1-10	6 м x 3 м.	<p>ADVERTISING BILLBOARDS</p> <p>Allocated on parking perimeter before Pavilions No.1 & No.2 billboard has two advertising surfaces (sides "A" and "B"). A is facing Pavilion No.1 B is facing Pavilion No.3</p>
	No. A1, A2, A3	3 м x 3 м.	<p>ADVERTISING BILLBOARDS</p> <p>Allocated between Pavilions No.1 & No.2</p> <p>Special features: billboard has one advertising surface A facing entrance from "Miakinino" metro.</p>
	No. 11	10,5 м x 5 м.	<p>ADVERTISING BILLBOARD</p> <p>Allocated opposite "Miakinino" metro.</p> <p>Special features: billboard has one advertising surface A facing entrance from "Miakinino" metro.</p>
	Monitors in Exhibition hall	diagonal 50cm	<p>PLASMA SCREEN</p> <p>Allocated in pavilion No.1, in the exhibition hall</p> <p>Slot timing 15 sec.</p>

Prices are indicated in From M8 of the Exhibitor Manual (includes production and installation costs)

Advertising period: Helirussia dates: 21 – 23, May 2020

ORDER BLANK

HELIRUSSIA LLC

Tel.: +7 (495) 477-33-18

Fax: +7 (495) 477-33-81

e-mail: info@helirussia.ru

Deadline for booking: **20th of April, 2020**

E-mail the form to: info@helirussia.ru

Exhibitor/Company Name:		
Surname, Name:		Job Title:
Field of business:	Country:	City:
Postal Index:		E-mail:
Telephone:		Fax:
SWIFT/IBAN		
Legal Address:		

• This blank is a final form of the services ordered by you. The Order Blank must be filled out in printed letters, signed and sealed with the stamp of your organization and forwarded to Organizer together with all the order forms. In the ORDER column tick off the service ordered by you and indicate the sum of the order you made on the forms for each particular item in the SUM OF THE ORDER field.

• Forms sent without a filled-out Order Blank will be considered invalid.

• Organizer does not guarantee provision of ordered services in whole or in part upon receipt of the order beyond the deadline.

Making or cancelling an order after 20 April 2020 will increase the price by 50%

Making or canceling an order after the start of the Exhibition set up (18, May 2020) will increase the price by 100%

FORM	SERVICE DESCRIPTION	ORDER	SUM OF THE ORDER
T1	Supplementary equipment	<input type="checkbox"/> yes	
T2	Supplementary fascia character	<input type="checkbox"/> yes	
	Decorative design , supplementary logo	<input type="checkbox"/> yes	
	Temporary staff	<input type="checkbox"/> yes	
	Stand cleaning	<input type="checkbox"/> yes	
	Conference halls rent	<input type="checkbox"/> yes	
T3	Double-decker _____ (sqm)	<input type="checkbox"/> yes	
	Vehicle passes to the loading/unloading area	<input type="checkbox"/> yes	
	VIP parking passes	<input type="checkbox"/> yes	
	Set up/breakdown overtime	<input type="checkbox"/> yes	
	Telephone, Internet	<input type="checkbox"/> yes	
	Electricity, power plugs, lighting fixtures	<input type="checkbox"/> yes	
	Water supply	<input type="checkbox"/> yes	
T5	Carpet covering	<input type="checkbox"/> yes	
	Lamination for stand constructions/colour	<input type="checkbox"/> yes	
T6	Hang up works/supporting points (ceiling)	<input type="checkbox"/> yes	
K	Advertising in the Official Catalogue	<input type="checkbox"/> yes	
M2	VIP badges	<input type="checkbox"/> yes	
M3	Extra badges	<input type="checkbox"/> yes	
M4	Transportation Services	<input type="checkbox"/> yes	
M6	Advertising Services	<input type="checkbox"/> yes	

TERMS OF PAYMENT:

- 100 % of the sum of the order payable within five working days from date of invoice based on this order, but in no case later than the commencement day of the Exhibition.
- The prices include VAT and other similar taxes of the Russian Federation.

Date _____

Organizer:

“ _____ ”

“HELIRUSSIA LLC”

Signature and sea _____

Exhibitor:

“ _____ ”

Signature and seal _____

FORM TOTAL AMOUNT:	(EUR)
TOTAL with surcharge:	(EUR)