

ANNEX C - Setup Materials and Electrical System

DECLARATION OF CORRECT INSTALLATION – SETUP MATERIALS

MANDATORY ONLY FOR “BARE AREA” STANDS

TO BE RETURNED FILLED AND SIGNED BY JANUARY 20TH 2023 TO:

Tuanis s.r.l. – Via Masurio Sabino, 19 – 00175 Roma
e-mail: services@canapamundi.com

DECLARATION OF CORRECT SETUP OF CLASSIFIED MATERIALS ON THE MATTER OF REACTION TO FIRE (INCLUDING FIREPROOF VARNISHED PRODUCTS AS FOR LD OF MARCH 6th 1992, Article 2.0 of Attachment II to MD of May 4th 1998)

The undersigned (name and surname)

Owner or legal representative of the Company (company name)

Address City Town Postal code Country

Phone n. Personal tax n.

in his quality of (owner, legal representative, etc.)

of the company (corporate name)

Address City Town Postal code Country

Phone n.

will execute the following works (brief description):

Date <input type="text"/>	Description <input type="text"/>
Date <input type="text"/>	Description <input type="text"/>
Date <input type="text"/>	Description <input type="text"/>
Date <input type="text"/>	Description <input type="text"/>
Date <input type="text"/>	Description <input type="text"/>

commissioned by the Exhibitor (company name)

in the order to set up the stand in the pavilion on occasion of Canapa Mundi fair.

DECLARES

that setup materials installed by the undersigned respect approval codes and/or required fire retardant certification in compliance with article 10 of MD June 26th 1984.

The undersigned also certifies that materials have been properly installed following the procedures required by the supplier/ manufacturer. In order to identify every single material installed by the undersigned, certificates of compliance, approval and/or test reports will remain available at the exhibition stand for any inspection.

NB: the current document is a translation of the official Italian version. In case of disagreement, the italian version prevails on this one

Date

THE DECLARANT (stamp and signature)

.....

.....

ELECTRICAL SYSTEM CONFORMITY DECLARATION

ALREADY INSTALLED ELECTRIC POWER

Single-phase 2 Kw connection including switchboard (Cost already included in the floor space order).

The service includes connection to the mains electric power, conformity inspection of the electrical installations and power consumption. The power supply in the stand starts the last day of build-up.

Please fill in the last page of this form illustrating the electric installation of the stand and the desired position of the switchboard.

Should the Exhibitor need a higher power than the one mentioned in this form, please use the order via online shop.

Any change of the power supply or of the position of the switchboard has to be requested before the beginning of the official build-up period, otherwise the service cannot be guaranteed, for any eventual operation an extra charge of € 130,00 has to be paid.

CONDITIONS FOR THE SERVICE ELECTRICAL CONNECTION

Organizer through Fiera Roma provides mains power to stand areas with the same supply characteristics as those of its electric suppliers. The Exhibitor is a potential user, and he cannot give electric power to third parties.

POWER SUPPLY REQUEST

The consumer of the power to be supplied has to fill in this form and submit it to the Organiser by the deadline laid down in it. The minimum installed electric power, if the relative cost is included in floor space order or this service is compulsory, will be mentioned in the Exhibition General Regulations and/or in this form.

If a higher power than the minimum installed is needed or you wish a power mains in addition to the connection if already included in the floor space order, those have to be ordered via online shop.

Mains power can be supplied through a five-pole system (3P+N+T) protected upstream by a four-way magneto thermic differential switch or by a three-pole socket (P+N+T) protected upstream by a two-pole magneto thermic differential switch. Use the last page of this form to specify the preferred position of electric main (which is not binding for organizer, as the request can be satisfied only in case of existence of the technical conditions) as well as the overall requested electric power, inclusive of the minimum installed power. This information does not substitute the confirmation of an eventual power increase to the power which is eventually included in the floor space order, power increase has to be ordered via online shop.

ELECTRIC SYSTEM DESIGN AND INSTALLATION

All electric installations downstream from the outlet point given by organizer through Fiera Roma are totally at Exhibitor's expense, who will have to accomplish them perfectly, in compliance with the regulations in force, especially Italian DM 37/2008.

Please be reminded that according to the Italian DM 37 dated 22/01/2008 all electric installations with a power consumption **exceeding 6 kW** require a proper project, compulsorily. To avoid any delay in the power supply send the project of the electric installation signed by a qualified electric designer to organizer 30 days before.

Fitters of the electrical installations which are registered in a country member of the European Community, have to possess a certificate of vocational qualification as foreseen by equivalent standards of the country.

Electrical installations carried out by fitters belonging to extra EU companies, since the Security standards for electrical installations are different to the Italian or to the EU regulations, have to be certified by a company registered in Italy in accordance with DM 37/2008.

The electric installation layout has to consider that electric power requirements at organizer are taken from the service subways that are situated below the exhibition floor. The power is then run up and distributed onto the exhibition floor. The access cover to the service subways has to be opened and removed easily for any inspection, new connections of mains by the Fiera Roma personnel or any emergency service staff. The flooring of the stand has to be realized with manholes to access the service subways at any time, at the exhibitor's expense.

After the installation of electric systems in the stand each Exhibitor is bound to submit the form A03 (see online services) "Statement of compliance with the Industry Standard", enclosing the installer's certificate of vocational qualification (as already requested before). All components of the electric installation must comply with C.E.I. standards and bear the IMQ mark or an equivalent one in case of foreign Countries.

CONNECTION TO THE FAIR MAINS POWER SUPPLY

Utility power outlets can be used by Exhibitors and stand contractors only in the fitting-up and dismantling periods for works requiring the use of small electric tools. Utility power outlets are located near the shutter doors and in the central aisle. Temporary connections of stand installations to the power supply network are not allowed in these periods.

IMPORTANT: for safety purposes, be advised that all electric mains supplied Fiera Roma are to be considered under power even in case of a temporary interruption of the power supply, independently from the reason for the blackout.

As soon as the electric installation inside the stand has been completed by qualified technicians in compliance with the law, the Exhibitor is bound in any case to ask the Service Help desk (Servizi Tecnici) for the connection to the Fair mains power supply. The connection will be carried out by organizer through Fiera Roma staff or the one entrusted by it.

The connection of stands' Electrical systems to the mains of electrical power supply, to be made at the presence of the Exhibitor, is run by organizer through Fiera Roma only at the conclusion of the operations of fitting up and following the request to Exhibitors' Service desk, once the technical documentation for the electric installation was delivered as provided by the existing legislation, as follows:

ITALIAN COMPANIES

"Statement of compliance with the rules of the trade" signed by an electrician working for a company which is authorized to carry out the installation of electrical systems in accordance with DM No 37, 22.1.2008 Art. 3., together with a copy of the registration to Italian C.C.I.A.A. or to Albo Provinciale of the Italian business crafts stating the enabling of the Implements Company at the installation of electrical systems.

FOREIGN COMPANIES

Electrical installations carried out by installers belonging to EU companies or states associated in the European Economic Area: Installers must be qualified by the certification system of their own country (IEE etc.), which offer a certification that it is compared to the Italian certification (their certificate must be comparable to the Italian one or translation of the text and verified compliance with EU legislation).

Electrical installations carried out by installers belonging to extra EU companies: Since there is no specific legislation on this point and since the Security standards for electrical installations are not similar to the Italian nor to the EU regulations, we may accept certifications only from Italian companies registered to Italian C.C.I.A.A. or to Albo Provinciale of the Italian business crafts in accordance with D. M. 37, 2008.

Mandatory Attachments

- Project (only for installation calling for a project);
- Report with type of used materials;
- Scheme of installed Electrical system;
- Reference to previous declarations of conformity, partial, already existing;
- Copy of the certificate of recognition of professional and technical requirements (for installers belonging to EU companies or to states associated in the European Economic Area comparable certificate of qualification according to the standards of the respective country);

IT IS FORBIDDEN

- **TO TOUCH THE FIERA ROMA ELECTRIC INSTALLATION OR TO CONNECT TO THE FIERA ROMA ELECTRIC SYSTEM WITHOUT AUTHORIZATION;**
- **TO PUT THE STAND'S ELECTRIC MAIN BOARD IN SPACES WHICH ARE NOT ACCESSIBLE TO FIERA ROMA;**
- **TO TAKE OFF THE SEAL OR STICKER PUT ON THE FIERA ROMA MAINS.**

FIERA ROMA RESERVES THE RIGHT TO CHECK THE REAL COMPLIANCE OF THE ELECTRIC INSTALLATION AND CERTIFICATIONS WITH THE REQUIREMENTS SPECIFIED IN THE PREVIOUS PARAGRAPH AND TO DECLINE EVENTUALLY THE ELECTRIC CONNECTION OF THE STAND IN CASE OF NON-COMPLIANCE. NON-COMPLYING COMPANIES WILL BE CHARGED WITH THE FORESEEN FINES UP TO € 500,00, MOREOVER, THE VIOLATION WILL BE REPORTED TO THE COMPETENT PUBLIC AUTHORITIES.

The above provisions, in any case, does not release the Exhibitor, who remains the only responsible for his own installations to all intents and purposes.

It is absolutely forbidden to carry out the connection on one's own or tamper with Fiera Roma installations; should this occur, the Exhibitor will be held responsible for all possible inconveniences and damages resulting from connections carried out by unauthorized personnel, in addition to legal sanctions.

The Exhibitor is also bound to verify personally the mains power supply voltage when connecting his installation or his appliances, relieving the Organiser and the official supplier from any responsibility for any damage that might occur to persons or things as a consequence of the omitted check of the supply voltage or any other cause.

All exhibited equipment running with electric power, at any rate, must be regularly earthed, particularly in case of those producing electrostatic charges.

In case requested power cannot be supplied by available installations, organizer can, according to its unquestionable judgement, either restrain power within the limits of capacitance of these installations or proceed by means of provisional lines with the reinforcement of its installations. In the latter case strengthening lines will be carried out by Fiera Roma, but all relative costs will be charged to the interested exhibiting companies.

As a rule, electric power supply for lighting, motive power and other uses will be cut off immediately at the end of the Exhibition, barring exceptions granted for justified reasons to be requested in writing. Exhibitors are obliged to disconnect electric installations in their stands at the end of each day; non-complying companies will be charged with the foreseen fines. The above provisions also apply to stands located in areas outside pavilions. In this case the shunt from the mains power supply point made available by Fiera Roma will have to be carried out at Exhibitor's care and expense.

POWER INCREASES

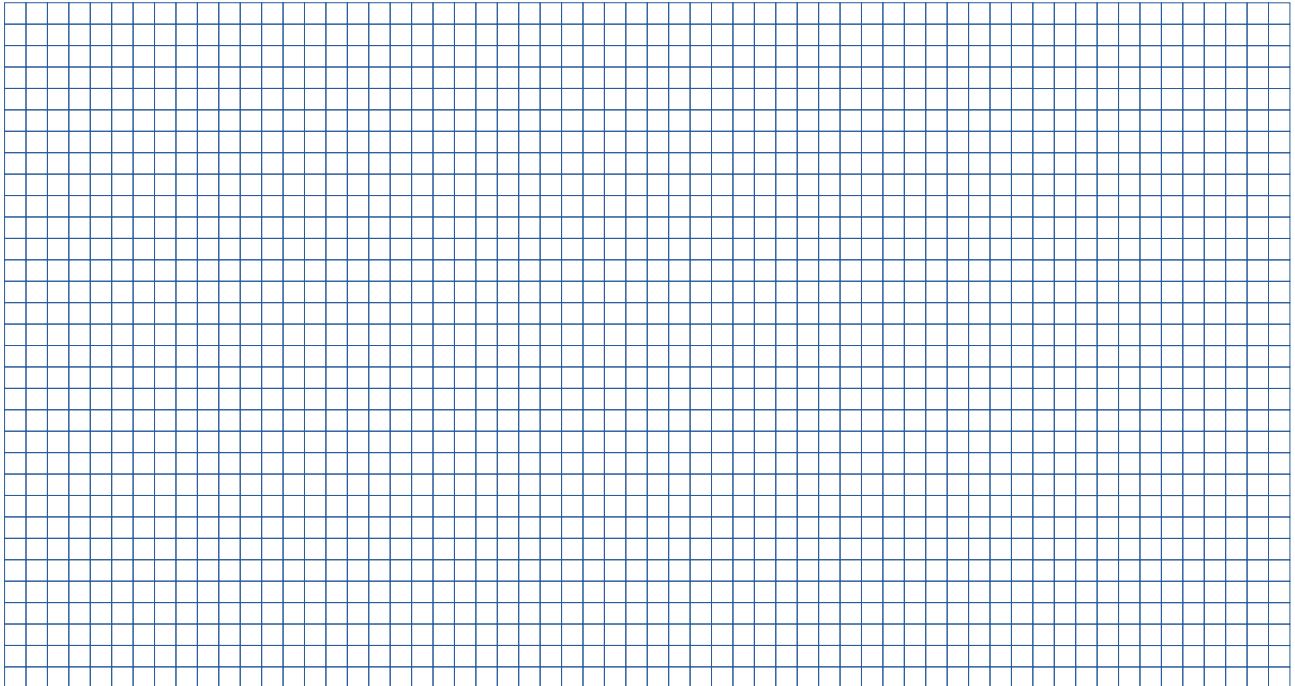
The mains power supply system enables possible power increases also after the accomplishment of connections, as long as in the limits of remaining availability in the sector and in compliance with the reallocation of loads for phase balance. The change will involve the payment for the difference, if any, of the rate laid down in the price list, as well as a fixed additional charge.

ELECTRIC LAYOUT

Sketch the stand electric plan on a 1:50 scale, indicating connection points, number of connected machines, course of cables on the floor, switchboard, borders with neighbouring stands and aisles.

PLEASE NOTE: THE FLOORING OF THE STAND HAS TO BE SET UP LEAVING OPEN THE ACCESS COVER TO THE UNDERGROUND MAIN POWER SUPPLY CHANNEL.

The electric installation layout has to consider that electric power requirements at Fiera Roma are taken from the service subways that are situated below the exhibition floor. The power is then run up and distributed onto the exhibition floor. The access cover to the service subways has to be opened and removed easily for any inspection, new connections of mains by the Fiera Roma personnel or any emergency service staff. The flooring of the stand has to be realized with manholes to access the service subways at any time, at the exhibitor's expense.



Remarks

Any change of the power supply or of the position of the switchboard has to be requested before the beginning of the official set up period, otherwise the service cannot be guaranteed and for any operation an extra charge of € 130,00 has to be paid.

**By signing this form the company declares to have taken notice of the herein laid down
"Conditions for the service electrical connection" and to accept them in full.**

Date

Company stamp and signature (legible)

.....

.....