ADDENDUM TO THE REGULATION GENERAL OF FAIRS AND EVENTS

1. ORGANISER

EXPONOR-FIPORTO – FEIRA INTERNACIONAL DO PORTO, S.A.

2. SCOPE OF THE FAIR / EVENT

Education, Training and Youth

3. PLACE OF REALIZATION

Exponor – Porto International Fair - Av. Dr. António Macedo 574, 4454-515 Matosinhos – Portugal

4. IMPORTANT DATES AND TIMES

Exposure	3 to 6 March 2027	10:00 am to 6:00 pm
Mounting	25 to 27 Fev. 2027	09:00 am to 06:00 pm
	28 Fev. 2027	Closed
	1 Mar. 2027	09:00 am to 06:00 pm
	2 Mar. 2027	09:00 am to 12:00 pm
Disassembly	6 Mar. 2027	06:30 pm to 10:00 pm
	7 Mar. 2027	Closed
	8 and 9 Mar. 2027	09:00 pm to 06:00 pm
Registration Deadline	02.02.2026	

5. APPLICABLE RULES OF PARTICIPATION

a. Participation in this event implies the completion, recognition and acceptance of the following documents:
- Filling out the Registration Form
- Recognition and Acceptance of the General Regulation of Fairs and Events (RGFE) available at https://exponor.pt/wp-content/uploads/2025/06/Regulamento-de-Portfolio-2025.pdf
- Specific rules or regulations of the event in question, if any.

b. In case of withdrawal regardless of whether or not the space foreseen for your company is occupied, the following will be due: (+info – art. 9 RGFE)
- Up to 120 days from the start of assembly:
  - i. Management Fee
  - ii. Award Value (30% of the Bid)
- Up to 60 days from the start of assembly:
  - i. Management Fee
  - ii. Award Value (30% of the Bid)
  - iii.2nd Payment Amount (30% of the Proposal)
- Less than 60 days from the start of assembly
  - i. The total amount calculated for your participation

c. The insurance of the equipment, products and items on display is the responsibility of the Exhibitors. Exponor is not responsible for damage to or theft of any equipment, product or article on display. (+info – art. 38 RGFE).

d. The Organization reserves the right to change the assembly/disassembly/exhibition schedules, without payment of any compensation.

e. Work is not allowed with the fair in progress.

6. PAYMENT TERMS

Adjudication	100% Management Fee + 30% of Services
Until 17.01.2027	30% of Services
Until 15.02.2027	40% of Services

7. IMPORTANT VALUES AND FEES

Values

Área/sqm	1 Frente
9 a 81m²	81 € + IVA
90 a 243 m²	73,5 € + IVA
+ 252m²	62 € + IVA

Addition by Fronts	
2 Fronts	10%
3 Fronts	15%
4 Fronts	20%
Top floor discount	50%
Discount outdoor area	50%

Rates

Management Fee 380 € + VAT

Includes:
- Administrative treatment of participation
- Civil Liability Insurance
- Inclusion of the company in the Exhibitor List
- Assignment of access cards according to the following table:

SQM	Mounts	Exhibitors	Parking lot
9-27	6	6	2
36-54	8	8	3
63-117	12	12	4
126-180	18	18	5
+180	20	20	7

Personal and non-transferable access cards

Additional registration on the exhibitor list	
Tax/unit	380 € + VAT
Electricity Fee / Sqm	3.80 € + VAT
3KW Downgrade and Consumption	
Waste Fee / Sqm	1.35 € + VAT
Collection and treatment	
Assembly Fee / Sqm	4,50 € + VAT
Only for assemblers external to Exponor	

Extra Days Assembly and Disassembly Fee*	
Working Days	600 € + VAT
Weekends and Holidays	750 € + VAT
**Prices per stand within working hours and subject to availability*	

Overtime Rate of Extension or Anticipation in Official Assembly and Disassembly Period*	
Working Days	1.500 € + VAT
Weekends and Holidays	1.750 € + VAT
**Prices per stand within working hours and subject to availability*	

8. ASSEMBLY AND DISASSEMBLY

Optional service values

Power 15Kw	136 € + VAT
Power 30Kw	195 € + VAT
Power 60Kw	240 € + VAT
Parking (day)	2,95€ + VAT
Empty Tares – Min. 2 M^3	Prices on request
Empty Taras – additional M3	Prices on request

a. Stands

I. Exponor provides its exhibitors with stand assembly services. To find out which offer you should contact the assigned Customer Manager.

Stand Delivery	09h00 – 01.03.2027
Stand Collection	14h00 – 08.03.2027

II. The assemblies can only be started after the delivery of the "Letter of Legitimation" which is delivered to the exhibitor after the settlement of all scheduled debts

III. If the exhibitor chooses external assembly companies, the following rules apply:

- The exhibitor must inform the technical services of Exponor of the name of the assembly company. In this case, the "Assembly Fee" specified in the Fees table will be applied to the contracted company.
- The exhibitor will have to send the project of the stand to be assembled with technical information, dimensions, materials and lighting up to 20 days before the official start of the assembly.
- All materials used will have to comply with ordinance 135/2020 – Amendment to the Technical Regulation on Fire Safety in Buildings (SCIE).
- Mandatory use of LED lighting, otherwise the Assembly Rate is increased by 100%.

b. Electricity supply

Electricity supply must be requested in the "Exhibitor Support Services" space. If the stand is set up by a company external to Exponor, the Term of Responsibility for the execution of the electrical installation will be required.
All the safety rules set out in the General Regulation of Fairs and Events (RGFE) apply.

c. Changes to schedules

The exhibitor or assembler may request a change in assembly and/or disassembly schedules upon availability and payment of a "Schedule Change Fee" specified in the Fee table

I. Request for extra days of assembly and disassembly

II. Request for overtime in periods of official assembly or disassembly

d. Cargo Handling

Exponor provides cargo handling services as well as empty tare storage, which are governed by the following rules:

I. All cargo handling services are mandatory to be contracted by Exponor.

II. The storage of empty tare presupposes the absence of content. Exponor declines any responsibility for the contents of the stored packages.

e. Exponor offers a range of services, furniture and equipment.

All information and requests on this point should be sent to: service@exponor.pt

9. INTERNET

All exhibitors have access to an exclusive WiFi network for Exhibitors. The installation of own WiFi networks is not allowed. Special requests should be directed to: it@exponor.pt

10.ADDITIONAL NOTES

the. In accordance with current legislation, all exhibitors must provide their complaints book.
b. Any topic not addressed in this amendment is governed by the General Regulation of Fairs and Events available on the Exponor website at:
https://exponor.pt/wp-content/uploads/2025/06/Regulamento-de-Portfolio-2025.pdf