

SPECIFICATIONS FOR ORGANISERS OF SPL ALPEXPO EVENTS

EXHIBITION PARK SPACE – SPACE 1968 – ALPES CONGRESS SPACE (CURRENTLY UNDER RENOVATION)
USE OF LE SUMMUM VENUE WITH A SPECIFIC PERFORMANCE VENUE CONTRACT.

DOCUMENT FOR ORGANISERS OF TYPE-T EVENTS (EXHIBITIONS)
IN COMPLIANCE WITH THE ORDER DATED 18 NOVEMBER 1987, AS AMENDED, AND OF THE ORDER DATED 11 JANUARY 2000.
TYPE-L EVENTS (CONFERENCES, MEETINGS, SHOWS) AND TYPE-N EVENTS (CATERING).
OTHER TYPES OF EVENTS INVOLVING EXCEPTIONAL USE OF THE PREMISES
(ARTICLE GN6 OF THE ORDER DATED 25 JUNE 1980, AS AMENDED)

IN THE EVENT OF A DISPUTE, ONLY THE FRENCH TEXT OF THE SAFETY REGULATIONS SHALL BE LEGALLY ENFORCEABLE.

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DESCRIPTION OF THE FACILITIES AND MAXIMUM AUTHORISED CAPACITIES

(* as per the maximum capacity authorised by the Isère Departmental Safety Sub-Commission for Public Access and High-Rise Buildings (ERP/IGH).)

EXHIBITION HALL SPACES:	Hall Jean Marandjian	32,547 m ²	: 32,547 ppl.
	Hall 89	8,726 m ²	: 8,726 ppl.
	Mermoz Connecting Hall	640 m ²	: 640 ppl.
ESPACE 1968 UPPER LEVEL:	JEAN PROUVE Amphitheatre	420 m ²	: 456 SEATS + 3 PWD
	MEDAILLES Space	997 m ²	: 997 ppl.
	ALPAGES Space	177 m ²	: 170 ppl.
	CHAMROUSSE Room	180 m ²	: 180 ppl.
	AUTRANS Room	100 m ²	: 100 ppl.
	VILLARD DE LANS Room	100 m ²	: 100 ppl.
	ALPE D'HUEZ Room	74 m ²	: 070 ppl.
ESPACE 1968 GROUND FLOOR:	VERCORS Storage Space	90 m ²	: Not accessible to the public
	BRULEUR DE LOUP (BDL) Room	96 m ²	: 096 ppl.
LE ZINC RESTAURANT / BAR:	Upper floor	180 m ²	: 180 ppl.
	Ground Floor (Seated)	100 m ²	: 100 ppl.
	Ground Floor (Standing)	27 m ²	: 054 ppl.
“LE CLUB” BAR:		95 m ²	: 095 ppl.
EXTERIOR - EXHIBITION PARK:	COUR D'HONNEUR	3,060 m ²	: 174 ppl.
	Parking PE1	4,352 m ²	: 176 ppl.
	Parking PE2	6,783 m ²	: 214 ppl.
	Parking PE3	5,490 m ²	: 135 ppl.
	Parking PE4 (SUMMUM use only)	9,240 m ²	: 480 ppl.
	Parking PE5	4,960 m ²	: 233 ppl.
	OUTSIDE SPACES FOR PWD	COUR D'HONNEUR	: 02 ppl.
		Parking PE 1	: 04 ppl.
		Parking PE2	: 04 ppl.
		Parking PE3	: 04 ppl.
		Parking PE4	: 06 ppl.
		Parking PE5	: 03 ppl.
ALPES CONGRES - UPPER LEVEL: (Not in use)	DAUPHINE Amphitheatre		: 990 ppl.
	DAUPHINE Amphitheatre (Half Capacity)		: 580 ppl.
	DAUPHINE Bar Area	195 m ²	: 050 ppl.
	OISANS Room	220 m ²	: 240 ppl.
	2 Private Boxes - Lower Level		: 015 ppl.
	4 Private Boxes - Upper Level		: 012 ppl.

ALPES CONGRES - GROUND FLOOR: (Not in use)	STENDHAL Room	228 m ²	: 180 ppl.
	BAYARD Room	110 m ²	: 090 ppl.
	BERLIOZ Room	81 m ²	: 070 ppl.
	LESDIGUIERES Room	81 m ²	: 070 ppl.
	Reception Area	981 m ²	: 981 ppl.
ALPES CONGRES - GARDEN LEVEL: (Not in use)	LES ECRINS 1 Exhibition Hall	206 m ²	: 100 ppl.
	LES ECRINS 2 Exhibition Hall	125 m ²	: 120 ppl.
	LES ECRINS 3 Exhibition Hall	126 m ²	: 120 ppl.
	LES ECRINS 4 Exhibition Hall	440 m ²	: 400 ppl.
	LES ECRINS 2 + 3	251 m ²	: 250 ppl.
	LES ECRINS 1 + 2 + 3 + 4	897 m ²	: 897 ppl.
ALPES CONGRES FRONT COURTYARD:	NORTH FACADE	1,664 m ²	: 0 ppl.
LE SUMMUM:	Seated Capacity		: 2,987 ppl.
	Seated + Standing Capacity		: 5,000 ppl.

A. INTRODUCTION

This document results from the application of the following regulatory provisions:

The Construction and Housing Code, Articles R123.1 to R123.55, R152.4, R152.5.

The Order dated 25 June 1980, as amended approving the general provisions of the Safety Regulations against fire and panic risks in establishments open to the public ("EOP").

The Order dated 18 November 1987, as amended, and the Order dated 11 January 2000 approving the provisions supplementing and amending the Safety Regulations against fire and panic risks in type-T establishments open to the public.

The Order dated 05 February 2007, as amended, approving the provisions supplementing and amending the Safety Regulations against fire and panic risks in type-L establishments open to the public.

The Order dated 21 June 1982, approving the provisions supplementing and amending the Safety Regulations against fire and panic risks in type-N establishments open to the public.

The Labour Code.

Standard NFC 15-100 concerning the regulations for low-voltage electrical installations.

The Law dated 19 July 1976 concerning the legislation on classified installations and the Decree dated 21 September 1977 ordering its application.

The Ministerial Decree dated 31 March 1980 concerning the conformity of electrical equipment for classified installations in environments with explosion risks.

Any other specific provisions applicable to each type of event.

The purpose of this document is to define and allocate the obligations and responsibilities of each Party involved in activities such as trade fairs, exhibitions, or other events, and to specify the usage conditions for each room, outdoor space and equipment made available to the tenant.

The obligations and responsibilities of each Party are divided among:

- THE OWNER OR OPERATOR hereinafter referred to as the "Lessor", represented by SPL ALPEXPO.
- THE EVENT ORGANISERS hereinafter referred to as the "Lessee".
- THE SAFETY OFFICER(S)
- THE EXHIBITORS or stand tenants.
- THE CONCESSIONAIRES AND PERMANENT TENANTS of the Exhibition Park, Espace 1968, Alpes Congrès, and Le Summum.

FULL ACCEPTANCE OF THESE SPECIFICATIONS BY THE ORGANISERS OF TRADE SHOWS, EXHIBITIONS, OR OTHER SUCH EVENTS IS A PREREQUISITE FOR ANY RENTAL AGREEMENT WITH THE LESSOR. NON-COMPLIANCE WILL EXPOSE THE NON-COMPLYING PARTY NOT ONLY TO THE SANCTIONS STIPULATED IN THE RENTAL AGREEMENT ITSELF, BUT ALSO TO THEIR OWN CIVIL AND CRIMINAL LIABILITY VIS-À-VIS THIRD PARTIES AND THE LESSOR.

B. DEFINITION OF RESPONSIBILITIES

B.1 RESPONSIBILITIES OF OWNERS AND CONCESSIONAIRES

The "Lessor" provides the "Lessee" with facilities that must be maintained in compliance with current regulations.

A Safety Register is kept for the entire establishment. The results of regulatory inspections, as well as operational tests of emergency resources, are recorded in this register. A general site plan has been prepared by SPL ALPEXPO (Appendix No. 4), which defines the boundaries of the different building areas and their permissible uses.

Priority Routes: Priority routes are exclusively reserved for quick access by intervention and emergency services (Firefighters, Police, Emergency Services, Internal Security). They must remain clear at all times, free of any parking, construction, or deposited items of any kind. It is the responsibility of the "Lessor" to ensure strict compliance with these obligations and to take any measures deemed necessary.

Security Perimeter: These areas are non-buildable, even temporarily, as defined in the “Exterior Layout” Chapter.

Green Spaces: Use of these areas is subject to prior approval by SPL ALPEXPO.

“All-Purpose” Zones: These areas can be allocated for various uses, such as exhibitions, storage, etc.

All uses are subject to an occupancy agreement and must comply with the formalities set out in paragraph C below.

Adherence to all rules governing the use of the zones mentioned above is essential for ensuring public safety within the establishment complex.

SPL ALPEXPO reserves all necessary means to enforce these rules, including recourse to public authorities if required.

B.2 RESPONSIBILITIES OF ORGANISERS

The “Lessee” acknowledges to have been fully informed of the various approvals and administrative authorisations required for advertising, organising, opening to the public and carrying out the event.

The “Lessee” commits to assuming full responsibility to the “Lessor” for the event they organise, including any necessary preparatory work and the application of measures to ensure the safety of the public attending the event, the enforcement of which is warranted by the nature of the event in question.

The “Lessee” agrees to comply with all the provisions of these Specifications, as well as those contained in the occupancy agreement. Any duly ascertained breach of any of these clauses shall result in the automatic termination of the occupancy agreement, without any recourse against the “Lessor”.

The “Lessee” is required to take all necessary steps to ensure compliance with applicable regulatory safety provisions, particularly those specified in Chapter A of this document. They undertake to adhere to any requests made by administrative authorities (Vigipirate Plan, etc.) without restriction or reservation.

No more than 3 months prior to the start of the event, the “Lessee” agrees to submit an application file in triplicate in order to obtain authorisation to open to the public. (See Paragraph C for practical information regarding this administrative process).

For “exhibition” events, the “Lessee” must be assisted, at least until the public closing of the event, by a duly qualified Safety Officer in compliance with Article T6&2 of the Decree dated 11 January 2000.

The “Lessee” may not use a lack of full or partial approval or authorisation as grounds for terminating the occupancy agreement.

The “Lessee” acknowledges full responsibility for applying safety rules within the areas they rent.

They must also ensure that the companies they employ comply with the applicable regulations concerning hygiene, safety and working conditions, as well as site protection using lifts, platforms or scaffolding (Application of the Prevention Plan).

These obligations begin and end on the dates specified in the occupancy agreement. The “Lessee” is required to attend or be represented at meetings organised at the request of the “Lessor” or administrative authorities concerning the organisation of the event.

RELATIONS WITH EXHIBITORS

Generally, the “Lessee” has full freedom to contract with any individuals or entities wishing to exhibit or participate in the event, provided that they ensure that these individuals uphold the appropriate level of professionalism.

Before exhibitors enter the event, the “Lessee” agrees to provide detailed information on all usage restrictions and the hygiene and safety standards they must adhere to while present on the site.

They undertake to provide the “Exhibitor Guide” and “Hygiene Specifications” to the exhibitors in question 2 months before the event. They must also share SPL ALPEXPO’s “Prevention Plan” with all companies involved in the event (including exhibitors and service providers).

RELATIONS WITH THE PUBLIC AND SUPPLIERS

Generally, the “Lessee” agrees to take all necessary measures to inform the public attending the event, as well as exhibitors and the suppliers of the “Lessee”, about the measures which they and/or the “Lessor” have taken to ensure the hygiene and safety of people, animals, and property throughout the building, and to maintain the condition of both movable and immovable property.

B.3 RESPONSIBILITIES OF EXHIBITORS

Exhibitors are required to strictly comply with the safety regulations and various Specifications that apply.

Any installations, whether authorised or subject to prior authorisation, must be completed by the time of the final inspection by the Safety Officer.

Exhibitors with special stands must submit a layout dossier to the Safety Officer 2 months before the event begins.

Declarations and requests for authorisation specified in the “Exhibitor Guide” must be submitted to the Safety Officer 1 month before the event, either by the “Lessee” or the exhibitor

B.4 RESPONSIBILITIES OF THE SAFETY OFFICER

Under the organiser’s responsibility, the Safety Officer has the following duties: To review the general layout dossier for the event and to contribute to drafting the safety file referenced in Chapter C; To ensure that the organiser enforces the requirements established by the administrative authorities; To inform and advise exhibitors regarding the required technical safety measures for their individual setups, configurations, or installations within the event space; To monitor the implementation of the safety measures from the beginning of stand assembly until the closure of public access; To review declarations and authorisation requests for machines that will be in operation and to maintain a list of stands where such machines are located; To verify that any multi-level stands have undergone stability checks by an accredited body; To notify the administration in a timely manner of any issues encountered while applying these regulations; To provide emergency services, if necessary, with information regarding the location of any sources of radiation, the placement of installations mentioned in Section VII and Section X (gas installations, installations subject to declarations or authorisations), and the location of areas with multiple stands using liquefied hydrocarbon cylinders; To report to the organiser or “Lessor” any incidents caused by other permanent operations within the establishment (restaurants, bars, etc.) that could impact the safety level of the event underway; To examine all documents verifying that maintenance inspections of emergency resources have been properly carried out; To verify the presence and qualifications of the security service personnel; To ensure that the establishment’s safety equipment is not compromised by any installations specific to the event; To maintain a continuous presence on site throughout the event; To prepare a final report regarding compliance with the Decree dated 11 January 2000, as well as with requirements set by the administrative authorities. This report is submitted to the organiser and property owners before the event opens to the public. The report addresses whether opening all or part of the event to the public is advisable, and it is made available to the administration by the organiser. The report also supplements the authorisation request referenced in Chapter C of these Specifications.

C. ADMINISTRATIVE PROCEDURES

C.1 ADMINISTRATIVE PROCEDURES RELATED TO SAFETY

The authorisation to open exhibitions, trade shows, or other events to the public is granted by the Mayor of Grenoble after consulting with the Departmental Safety Sub-Commission for Public Access and High-Rise Buildings (ERP/IGH). Based on the information provided by the "Lessee", the application file for authorisation is submitted, after approval, to the administrative authorities by the event's Safety Officer. This file, which is very detailed regarding the layout and arrangement of the various stands, will be co-signed by the organiser and the Safety Officer.

3 months before the scheduled date of entry into the premises, the "Lessee" undertakes to send to the Lessor, or to deliver in person against receipt, an application file to authorise event they are organising.

The purpose of this information is to verify whether the arrangements described therein indeed fall within the category of authorised setups and layouts.

The application for authorisation must include all the characteristics of the planned event. It should include all written and illustrative documents allowing for a complete understanding of the purpose of the event, including but not limited to:

The nature and brief classification of the event, its layout, the gross area to be occupied, the area reserved for circulation aisles, the type of public expected (general public or strictly professional), the dates and opening and closing times to the public, the dates and times for assembly and disassembly, the estimated number of visitors expected, as well as plans in 4 copies showing the following elements: interior arrangements of the event, stages, bleachers, grandstands or podiums to be installed, with a calculation of their capacity, special stands such as large enclosed areas, the levels of elevation, stands selling food or beverages, cooking installations, circulation paths, access points, exits, and any possible exterior arrangements and their intended use.

All documents defining the layout of the event must be produced using the standard floor plans or layout templates from SPL ALPEXPO.

When the event includes classified installations for environmental protection, a file containing the necessary technical elements for evaluating this setup must be provided.

The "Lessor" will have **10 calendar days** from receipt of the application file to communicate any possible observations. This period may be extended by 8 days by the "Lessor" depending on the complexity of the file.

If the "Lessor" agrees, the application file is submitted to the administrative authorities by the Safety Officer.

No later than 2 months before the scheduled date of entry into the premises, the application procedure must have been received by the Departmental Safety Sub-Commission for its opinion.

The provision of these files and plans within the specified timeframes is essential for the "Lessor" to fulfil their obligations, particularly towards the "Lessee". The "Lessee" alone shall bear any direct or indirect consequences that may result from failing to respect these deadlines. The "Lessor" will communicate the administration's decisions to the "Lessee" upon receipt, and it is the responsibility of the latter to notify the exhibitors about the observations made by the Departmental Safety Sub-Commission. The "Lessee" will be assisted during the Departmental Safety Sub-Commission's visit by a representative of SPL ALPEXPO who will be in possession of the building's Safety Register.

C.2 ADMINISTRATIVE PROCEDURES REGARDING TECHNICAL ASPECTS

If the execution of a technical setup or arrangement is subject to prior authorisation from SPL ALPEXPO, the "Lessee" undertakes to submit a request **2 months** before the scheduled date of entry into the premises. This request will be accompanied by a detailed description of the arrangement or setup, plans related to the works and the name of the company responsible for the design and execution thereof.

Within a period of **15 calendar days** from receipt of the request, the "Lessor" will send their decision in writing. SPL ALPEXPO reserves the right to accept or refuse for arrangements or setups to be implemented and may freely reject any company proposed by the "Lessee".

The following are subject to authorisation: Work related to heating appliances and smoke ducts. Any use of walls and structural elements, as well as trenches for pipelines. In general, any installations employing materials and techniques other than those used for temporary arrangements or setups.

Technical requests concerning the distribution of fluids, or any other service provided for in the occupancy agreement, are not subject to authorisation.

However, they must be communicated to SPL ALPEXPO no later than 15 days before the start of assembly, in order to inform the "Lessee" of any technical impossibilities related to the installations. The "Lessee" reserves the right to complete their requests up to 48 hours before the opening of the event.

D. SITE MODIFICATIONS AND WORKS

The "Lessee" acknowledges the "Lessor's" right to carry out any work deemed necessary on site for the entire duration of the occupancy agreement, provided that - unless previously agreed between the parties - such work does not result in a reduction of the interior or exterior areas as defined in the occupancy agreement. If such work results in changes to any plans, the "Lessor" agrees to inform the "Lessee" in writing as soon as possible and to provide updated plans

E. BUILDING OCCUPATION

E.1 GENERAL INFORMATION /

All arrangements will be carried out in accordance with professional standards and the specifications listed in these Specifications. During the period when the site is occupied, the "Lessee" agrees to set up and use the site solely for the purposes of installation, execution, and disassembly of the event, all in compliance with the terms and conditions of the occupancy agreement. The "Lessee" undertakes not to initiate or allow any activity, nor to operate or allow the operation of any equipment, that might disturb, inconvenience, alarm or harm the "Lessor" or any third party in any way. The "Lessee" bring to the attention of exhibitors and suppliers the legislative and regulatory obligations concerning radio communications.

The "Lessee" is prohibited from drilling or fastening anything to the floors or any other structural elements. They agree to immediately inform the "Lessor" of any damage or deterioration occurring during the period of occupancy. Additionally, it is forbidden to carry out any work affecting the building's roofing or to access the rooftops.

The “Lessee” agrees to comply with regulations applicable to spaces designated for public use, particularly regarding accessibility for people with disabilities and smoking restrictions. They are responsible for any direct and/or indirect damage sustained by any person, animal or property located outside the site that can be shown to have been caused by the “Lessee”, an exhibitor or a person, animal or property acting for or under the care of one of them, whose presence on the site has been enabled, permitted or authorised by the “Lessee”.

Any SPL ALPEXPO representative or any person authorised by the former, as well as all administrative and judicial authorities, shall have unrestricted access to the site, and the “Lessee” must take all necessary measures to facilitate their operations.

E.2 ACTIVITIES PLANNED FOR THE BUILDINGS

The following facilities may be made available to any “Lessee” with whom the “Lessor” chooses to enter into an agreement for the use of SPL ALPEXPO buildings, within the framework of these Specifications: Exhibition halls and their annexes, conference rooms, Espace 1968 and Alpes Congrès meeting rooms, and the premises used for reception.

The following areas cannot be rented: The outdoor zones designated as the security perimeter, which are considered non-buildable; service rooms and equipment, the security post, exterior circulation routes, green spaces, and all technical rooms and offices.

SPL ALPEXPO buildings may be used for type TLN activities, with seated dining only permitted in Espace 1968 and Alpes Congrès. In the halls and outdoor areas, other activities may be allowed upon submission of an authorisation request.

E.3 PARTIAL OCCUPATION OF BUILDINGS

When an exhibition hall is not fully occupied, the “Lessee” is required to install either a stand-type partition (M3) or any other physical barrier (full-height curtains, barriers, etc.) at the boundary of the unoccupied area, ensuring that the mechanical stability of the partition is able to withstand contact by the public. This arrangement must not reduce the number or width of exits in proportion to the number of attendees permitted.

When an exhibition hall is occupied by multiple events, SPL ALPEXPO will coordinate the layout, particularly with regard to the circulation aisles. If an event is being assembled or disassembled while another is open to the public in the same building, the “Lessee” of the event being set up must take all necessary measures to ensure that nothing disrupts public order and safety (noise, drafts, clearances, access to facades and emergency exits).

E.4 CALCULATING THE TOTAL THEORETICAL OCCUPANCY

The theoretical capacity of the public admitted for an exhibition activity (T) is calculated at one person per square meter of the gross area of accessible premises, and in any case, must be compatible with the number and width of the exits offered by each building. This capacity is the same for seated dining activities (N). For conference or meeting activities (L), the theoretical public capacity is determined either by the number of existing seats in equipped rooms, or one person per square meter of the total area for rooms set up in halls, or three people per square meter of the total area of the room for attendees at events without seats or benches.

E.5 CIRCULATION AISLES

SECURITY AISLES

These are the aisles serving the emergency exits. Their width must match the width of the door they serve: 3 meters for doors of 3 or 4 Passage Units (PU) and 6 meters for doors over 4 PU. Security aisles, also called “Clear Zones” have been designated in the exhibition halls (9m or 6m). These aisles are marked by containment screens in the framework and are clearly indicated on the organisers' plans. These aisles may not be shifted and must not contain any equipment or installations.

PRIMARY AND SECONDARY AISLES

The minimum width of primary aisles is 2.4 meters, and that of secondary aisles is 1.8 meters. Under no circumstances can the width of an aisle in exhibition areas be **less than 1.8 meters**. To the extent possible, they should be placed near the posts where emergency equipment is located (fire hydrants, extinguishers, etc.). Changes in level must be offset either by ramps with a slight slope (10%) or by stairways with clearly marked step edges. Obstacles such as pipes or cables laid on the floor must be covered with “bridge” protections, and the carpet covering these protections must be a different colour from the aisle carpet.

THE “WEST” CONNECTION GALLERY, ALPES CONGRES / ESPACE 1968 WALKWAY

The connection gallery and walkway connecting the Alpes Congrès and Jean Prouvé spaces are circulation areas. As such, they cannot be arranged or altered in any way.

EXIT MANAGEMENT

Managing the exits (opening and closing) is handled by the fire safety service in agreement with the “Lessee”. It is the “Lessee’s” responsibility to ensure that doors are freely accessible to the public during the event’s opening hours. Doors may be closed without being locked, and in this case, they must be able to open immediately if the need arises. Green and white chains with a breakable device are permitted.

The colour of the doors may not be altered.

E.6 STORAGE AREAS

Storing flammable and hazardous materials (explosive or toxic) is prohibited in exhibition areas, in stand storage spaces, in private boxes, in passageways and in the immediate vicinity of the exhibition areas.

The use of storage areas (for empty packaging or materials needed for setting up exhibitions) is not permitted unless a fire prevention plan is submitted and integrated into the authorisation request file mentioned in Paragraph C of these Specifications.

Outdoor storage areas may be designated. In all cases, these areas must be located at least 12 meters away from the building facades. The authorisation request procedure is the same as for indoor storage areas.

E.7 LOAD CAPACITIES TO BE OBSERVED FOR FLOORS AND PLATFORMS

The “Lessee” is required to respect or to ensure respect of the load capacities specified for each building: Hall JM 68: 500 kg/m². Service Gallery: 300 kg/m² with no vehicle access allowed. Hall 89: 400 kg/m² with a restriction on vehicles with a rolling load exceeding 5 tonnes. Mermoz Hall and Connection Gallery: 400 kg/m². Alpes Congrès: 300 kg/m² with no vehicle access allowed. Alpes Congrès Walkway: no additional load permitted. Ground floor/first upper floor of Jean Prouvé space: no additional load permitted.

During handling operations, the total permissible loads may be concentrated on smaller areas. The resulting pressure can severely damage the floors. The “Lessee” is required to ensure that loads are properly distributed by having the handler place flat, rigid surfaces along the path of any lifting equipment.

E.8 STRUCTURAL SUSPENSION

Suspensions from any structures are only permitted in the exhibition halls at attachment points defined by the “Lessor”. As such, only SPL ALPEXPO is authorised to use these attachment points. Temporary installations suspended from these points require authorisation. A written request must be submitted to the “Lessor”. This must be accompanied by a plan indicating the total weight and number of suspension points required (Structural Suspension Form, Appendix No. 3). For safety reasons, the “Lessor” reserves the right to increase the required number of suspension points and to have the installations inspected by an accredited control body. Any installation on structures above an area accessible to the public must include double suspension (sling and safety sling).

The “Lessee” is required to prohibit any suspended elements and signage from being attached to fluid distribution ducts, ventilation and heating conduits or any existing equipment and conduits.

E.9 EVENT SIGNAGE

The design, installation and removal of event signage are the responsibility of the “Lessee”. The use of white-lettered signs on green backgrounds is prohibited, as these colours are reserved for emergency exits only. Permanent signage may only be modified with the “Lessor's” approval. Advertising panels larger than 0.50m² must have the following fire reaction classification: M1.

F. LAYOUT OF EXHIBITION AREAS

F.1 STAND LAYOUTS

All materials constituting the stands, as well as the overall decoration and set-up of the event, must comply with the provisions established in the Exhibitor Guide (Appendix No. 1). Special stands, such as covered stands, elevated stands or enclosed stands, require an authorisation request (Paragraph C of this document). Elevated stands must be inspected by an accredited control body for their safety and stability.

F.2 CONFERENCE AND MEETING ROOM LAYOUTS

These layouts must include exits suitable for the theoretical number of people that may be admitted. Exit markings must be installed as independent units.

Ambient lighting may be provided by the building's existing lighting. Otherwise, ambient lighting must be installed. If the room's installations are not clearly defined, signage and ambient lighting will be provided by the building's systems. Decorative elements in the room, such as stage curtains and drapes, must be made of category-M1 materials.

If rows of seats are set up, the following conditions must be met: the seats must be constructed from category-M3 materials; each row may contain a maximum of 16 seats between two aisles, or 8 seats between an aisle and a wall; the seats should be secured together in each row, with each row firmly connected to the neighbouring rows to form blocks that are difficult to overturn or move.

F.3 LAYOUTS FOR TOWERS, BLEACHERS, CLIMBING WALLS, PODIUMS, STAGES, AND PLATFORM STAGES

These layouts are permitted in the halls, provided that the strength and assembly conformity are verified by an accredited control body.

Layouts for towers and bleachers are not permitted in the exhibition areas of Alpes Congrès and Espace 1968.

F.4 RESTAURANT LAYOUTS

The “Lessee” is required to comply with and enforce the “Hygiene Specifications”. Setting up restaurants is subject to approval by SPL ALPEXPO. Only catering concessionaires authorised by the “Lessor” are permitted to operate restaurants and bars, whether permanently or temporarily located in the establishment. Temporary kitchens installed in the halls are allowed, provided that the total power of the cooking appliances or groups of appliances is below 20 kW.

If the power exceeds 20 kW, these setups are classified as “Large Kitchens” and their operation requires the involvement of personnel with extensive knowledge and expertise in this type of installation (Articles GC12 to GC15 of the Decree dated 25 June 1980, as amended).

F.5 LAYOUTS FOR TENTS, MARQUEES, AND STRUCTURES

The installation of tents and marquees is subject to authorisation. This type of setup is only permitted in the exhibition halls.

The “Lessee” undertakes to comply with the specific provisions of the Decree dated 23 January 1985 regarding the safety of such layouts. 2 months before installation, they must provide an excerpt from the establishment's safety register to the Safety Officer.

G. F.2 LAYOUTS FOR MEETING AND CONFERENCE ROOMS

Generally, the “Lessee” agrees to strictly adhere to the maximum authorised capacities for each room within the Alpes Congrès and Jean Prouvé spaces.

The maximum capacities are specified in the “Description of the Installations” document. These cannot be modified. The “Lessor” reserves the right to interrupt or cancel any event if excessive attendance is observed, without any recourse against the “Lessor”.

G.1 ESPACE 1968 RECEPTION HALL / ALPES CONGRES GARDEN LEVEL

The reception room and garden level are adaptable spaces, and their use requires an authorisation request within the administrative procedures outlined in Chapter C of these Specifications. Configurations such as restaurants, exhibitions, conferences, meetings and performances are permitted. However, the layouts must ensure that the capacity does not exceed 1 person per square meter. Configurations involving standing audiences for performances or meetings are not permitted. If podiums, platforms or stages are installed, their height must be less than 1 m. The kitchens serving these spaces are reserved for caterers approved by the “Lessor”. Temporary kitchens located outside these fixed kitchens are not allowed.

G.2 ESPACE 1968 JEAN PROUVÉ AMPHITHEATRE / DAUPHINE HALL

These rooms may only be used for conference and meeting configurations. Stage arrangements and any additional technical installations must be approved by the “Lessor”. Only SPL ALPEXPO staff are authorised to use the fixed equipment in these rooms.

G.3 COMMITTEE MEETING ROOMS

Rooms may be used in seated configurations for conferences and meetings. The Médailleurs Exhibition Hall, which can be used for restaurant activities, can also be set up for meetings.

The Lesdiguières and Berlioz Rooms may be used as exhibition areas when their movable walls are open.

H. TECHNICAL INSTALLATIONS

H.1 ELECTRICAL INSTALLATIONS

Electrical installations up to the distribution panel are exclusively implemented by the “Lessor’s” technical services. Beyond that point, the “Lessee” may have the work done by a company of their choice. The “Lessor” reserves the right to have the electrical installations inspected by an accredited control body. The “Lessor” must be able to check the connection boxes and electrical cabinets at any time. These must be inaccessible to the public while remaining accessible to stand personnel and SPL ALPEXPO technical staff. If the boxes are located in stand storage areas, the “Lessee” must provide keys for accessing the electrical installations. A certificate of conformity for the installation will be sent to the “Lessor” upon completion of the event’s electrical setup.

TRADE SHOWS AND EXHIBITIONS:

A single electrical conduit may supply multiple electrical panels up to a total capacity of 36kVA. Stands requiring higher power must be supplied individually. Beyond the panel, individual installations are carried out under the exhibitor’s sole responsibility by a company of their choice. The work must be carried out in compliance with the provisions of the Decree dated 18 November 1987, as amended, as well as Standard C15100. More specifically, in each stand, the electrical panel must perform the following functions: Emergency cut-off of all active conductors, overcurrent protection and protection against indirect contact.

OTHER EVENTS:

The “Lessee” is responsible for installations done beyond the distribution panel. The specific requirements related to the various types of events and Standard C15100 must be observed. A Control Office is necessary for installations beyond the distribution panel.

H.2 GAS AND HEATING INSTALLATIONS: Except in exhibition halls, the use of gas is strictly prohibited within the establishment. The use of butane or propane in bottles of up to 13 kg is permitted in the halls, provided their installation complies with the Specifications applicable to Exhibitors. No unconnected bottles, whether empty or full, may be stored inside the establishment. The use of independent heating devices that are electric, gas-fuelled or use liquid or solid fuels is prohibited.

H.3 THERMAL OR COMBUSTION ENGINES, MOTOR VEHICLES

The following are subject to authorisation: The fuel tanks of stationary motor vehicles on display must be emptied or equipped with locking caps. Battery terminals must be protected in order to make them inaccessible.

Exhaust gases from internal combustion engines must be vented to the outside following plans approved by the “Lessor”. The installations must be shut off once the demonstrations have ended.

H.4 RADIOACTIVE SUBSTANCES, X-RAYS, LASERS

The following are subject to authorisation: The provisions established in the Specifications applicable to Exhibitors must be followed.

H.5 PROHIBITED EQUIPMENT, PRODUCTS AND GASES

The distribution of samples or products containing flammable gas. Balloons filled with a flammable or toxic gas. Celluloid items. Pyrotechnic and explosive devices. The presence of ethyl oxide, carbon disulfide, ether and acetone. Oxygen, acetylene and hydrogen (except with administrative exemption).

I. EXTERIOR ARRANGEMENTS

I.1 SECURITY PERIMETER

These areas are non-buildable. They must remain free of any installations, deposited items or displays of equipment and materials. They must also remain clear of any parking while the public is present. This applies to the following areas: The South and East facades of Hall JM 68, at a width of 12m. The West facade of Hall JM 68, at a width of 8m in line with the exits. The North and East facades of Hall 89, at a width of 12m. The entirety of Cours Barbusse. The West side of Cours Barbusse, which houses administrative and technical services and serves as a safety perimeter for the Espace 1968, Dauphine, and Mermoz Hall buildings. This area is excluded from any occupancy agreement. The South facade of the administrative building. The front courtyard of the Dauphine space.

I.2 PROTRUDING FACADE CONSTRUCTIONS

As an exception to the requirements set forth in Chapter I.1, temporary installations such as canopies or awnings may be permitted with the “Lessor’s” approval, following the advice of the Departmental Safety Sub-Commission for Public Access and High-Rise Buildings (ERP/IGH). As they are intended to mark the entrance of an event, these installations are limited to certain building facades and must be placed directly in line with the doors, at a depth of no more than 5m. These structures may include two side panels but must not be enclosed on the side facing the entrance. The width of each installation must not exceed that of the door it serves. The mechanical stability of these installations must be ensured, as well as their resistance to wind and, if side panels are present, to pressure and contact from the public.

Their installation is only authorised on the following facades: Hall JM68 (doors No. 2, from 7 to 22, 28, 29, from 42 to 51, 71). Hall 89 (doors No. 52 to 57 and 61 to 68). Entry portico (in front of the visitor entrance doors). The Dauphine Space (South and North facades).

I.3 ATTRACTIONS VISIBLE FROM INNSBRUCK AND BARBUSSE AVENUES

The following are prohibited: attractions, signals, moving elements, and any effects intended to attract the attention of drivers on these avenues.

J. RESCUE / SMOKE EXTRACTION MEASURES

J.1 FIRE EXTINGUISHING EQUIPMENT

Fire protection for the premises made available to the “Lessee” and consistently maintained by the “Lessor” is ensured by: The installation of fire hydrants. Portable extinguishers (6L or 9L), and 50kg powder and water extinguishers. Fire hydrants are distributed around the buildings (with a total of 10).

J.2 AUTOMATIC DETECTION / ALARMS / ALERTS

All premises are equipped with fire detection. Alarms are relayed to the fire safety station. The buildings are equipped with a priority safety sound system. A pre-recorded evacuation message can be broadcast if needed. All necessary measures must be taken to ensure that this message can be heard under all circumstances. The fire safety station is connected to the external security service through a direct line.

J.3 WATER CURTAINS

In the event of automatic or manual activation, the Mermoz Hall and Restaurant can be isolated through the use of water curtains. The layout of the hall must account for the positioning of these curtains. Manual controls must be accessible at all times.

J.4 SMOKE EXTRACTION

The exhibition areas and rooms are equipped with a smoke extraction system. Before each event, functional tests are conducted by the “Lessor’s” security services.

J.5 FIRE SAFETY SERVICE

The fire safety service specific to each event will be organised as follows: For a public capacity below 6,000 people: 3 fire safety agents (1 SSIAP2 and 2 SSIAP1). For a public capacity above 6,000 and below 10,000 people: 4 fire safety agents (1 SSIAP2 and 3 SSIAP1). For a public capacity above 10,000 and below 30,000 people: 5 fire safety agents (1 SSIAP2 and 4 SSIAP1). For a public capacity above 30,000 people: following the recommendations of the safety commission.

In all four configurations, continuous monitoring of the Fire Safety System (SSI) will be provided during public hours. Other personnel are required to monitor the areas accessible by the public.

K. ELECTRICAL TECHNICAL STANDBY SERVICE

During the period of operations (involving the use of electricity), the “Lessor” will ensure that qualified agents familiar with the installations are monitoring the electrical systems. For buildings with an area under 6,000 m², one electrician per space or Hall is required. For areas over 6,000 m², two electricians per hall are required.

L. SECURITY SERVICES

During the period of occupancy, the “Lessee” is responsible for the site, as well as for the property, people or animals whose presence they authorise, admit or encourage. The “Lessee” is responsible for security and access control for the indoor and outdoor areas specified in the occupancy agreement, and they must take all necessary measures and deploy the resources and personnel they deem appropriate.

Unless expressly agreed between both parties, only the security company approved by the “Lessor” may operate on site.

The fire safety service is mandatory and organised by the “Lessor” and will manage openings and closings according to the specific details and requirements of each event.

For type-L events (performances), the security service will be supplemented by an additional support service. The composition thereof will be specified by SPL ALPEXPO based on the public capacity anticipated for the event.

M. CLEANING

The “Lessee” is required to arrange the daily cleaning of the premises they occupy. All waste must be removed from the establishment each day before opening to the public. Waste bins must not be stored inside or in front of the buildings. The “Lessor” will indicate where waste bins may be located.

N. MISCELLANEOUS

N.1 RECEPTION CONDITIONS

The “Lessor” is responsible for organising and managing the reception for their event. The installation of reception furniture or setups in non-rented areas is prohibited unless authorised by the “Lessor”. The “Lessee's” reception staff must wear badges displaying the name of the event.

N.2 USE OF THE LOGO

With express approval from SPL ALPEXPO, granted following a written request from the “Lessee”, the “Lessor” will provide the necessary elements for reproducing the “ALPEXPO” logo. This logo may appear on all advertising and commercial documents used by the “Lessee” solely for promoting the events they organise. Any use of the logo past the conclusion of the event or without authorisation is prohibited.

N.3 PHOTOS, FILMS, AND RECORDINGS

Photography, filming and recording, regardless of the means used, are prohibited within the SPL ALPEXPO premises unless prior authorisation has been granted.

N.4 ENTERTAINMENT LICENCE

In accordance with the Circular of 13 July 2000 regarding the licence for show organisers, the “Lessee” must demonstrate to the “Lessor” that they Category 2 and 3 licenses when organising shows or events. This licence may also be held by a service provider working for the “Lessee”.

N.5 SACEM

The “Lessee” agrees to comply with literary and artistic property regulations, in particular by arranging all necessary agreements with the relevant organisations, especially the Society of Authors, Composers, and Music Publishers (SACEM), as well as by paying any applicable fees and taxes owed to these organisations.

N.6 ADMISSION AND SAFETY OF PEOPLE WITH DISABILITIES (PWD)

People with reduced mobility who use wheelchairs must have access to all public areas, including stands with platforms or changes in elevation, in accordance with the Decree dated 31 May 1994. The theoretical number of persons with disabilities must not exceed 2% of the total public capacity for exhibition areas. For conference rooms, designated spaces are reserved in each room. For rooms without fixed seating, 3 spots per room may be cleared upon the arrival of people with reduced mobility. These spaces are positioned as close as possible to the exits in order to facilitate quick access to waiting areas for evacuation purposes.

N.7 SMOKING BAN

Smoking is strictly prohibited inside the buildings. The “Lessee” undertakes to enforce these rules during their event.

N.8 TRADE FAIR AND EXHIBITION REGULATIONS IN FRANCE

If the “Lessee” is a member of the French Federation of Fairs and Trade Shows, they are required to provide each exhibitor with a copy of the regulations for Fairs and Trade Shows.