

EXHIBITOR MANUAL & SERVICES GUIDE



CHILE'S NATIONAL FARM TECHNOLOGY
7 - 9 MAY, TALCA - CHILE
WWW.IFT-AGRO.COM





EXHIBITOR MANUAL & SERVICES GUIDE

MAY 7-9, 2019

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FIND EXHIBITOR INFORMATION AND FORMS ONLINE

AT: IFT-AGRO.CL/EXHIBITORS

1. EXHIBITOR CHECKLIST AND FACTS

EXHIBITOR REQUIREMENTS

- Make final payment by **Tuesday April 30, 2019**
- Submit insurance certificate by **Friday April 30, 2019**

STAND SETUP & TEARDOWN

- Freight & Shipping Service
MORE INFO ON PAGES 13 & 18
- Move In / Out Procedures

GENERAL EXHIBITOR INFORMATION

- Exhibitor Badges Talca
- Invitations
- Hotels
MORE INFO ON PAGES 7, 9 & 10
- Transport from/to Santiago
- Location
- Parking

MARKETING & SPONSORSHIP

- Entry & Ads in the IFT-Agro Official Show Guide
MORE INFO ON PAGE 12
- Sponsorship Options

NETWORKING EVENTS

- Host an Event
MORE INFO ON PAGE 12
- See calendar of activities

ORGANIZER FORMS

FORM NAME	DEADLINE	ADDITIONAL INFORMATION
<input type="checkbox"/> IFT1 - Official Catalogue	Monday, April 8	Mandatory for all Exhibitors
<input type="checkbox"/> IFT2 - Stand Identification	Monday, April 8	Mandatory for Turnkey Exhibitors
<input type="checkbox"/> IFT3-E-Electrical, Lighting and AV Form	Monday, April 8	Mandatory for all Exhibitors
<input type="checkbox"/> IFT3-F Furniture and Accessories Form	Monday, April 8	Optional for Turnkey Exhibitors
<input type="checkbox"/> IFT3-G Graphics Form	Monday, April 8	Optional for Turnkey Exhibitors
<input type="checkbox"/> IFT4 - Stand Design Submission	Monday, April 8	Mandatory for Space Only
<input type="checkbox"/> IFT5 - Co-Exhibitor Form	Monday, April 8	Mandatory for stands hosting Co-Exhibitors
<input type="checkbox"/> IFT6- Onsite Contact Information	Monday, April 8	Mandatory for all Exhibitors

MORE INFO ON PAGES 12

OTHER SERVICES YOU MAY REQUIRE

- Audio & Visual Equipment
- Catering

MORE INFO ON PAGE 21

- Plants & Greenery
- Photographer

AGRO FACTS

WHO VISITS THE SHOW?

Growers and agri-business executives, producers and companies exporting seeds and fruits, irrigation specialists, consultants in plant nutrition, plant health and biocontrol, universities and research centers, agriculture engineers. We are also planning several public-outreach programs that aim to highlight the important role of the agricultural sector.

ARE THERE ANY TRANSPORTATION SERVICES FROM SANTIAGO TO TALCA?

By bus, using www.busestalcaparisylondres.cl (4 hours drive)

By taxi, using Danobeitia Taxi Service wdanobeitia@gmail.com Phone Number: +56-9-93310699 (3 hours drive)

ARE THERE ANY TRANSPORTATION SERVICES FROM THE HOTEL TO THE VENUE?

We have special prices from Eco Hotel Talca.

Contact: Beatrice Giorgi beatriceg@kallman.com Phone Number: +56-2-2306-5815

WHERE SHOULD I STAY? WHEN SHOULD I BOOK MY HOTEL?

We recommend you use our official hotel Eco Hotel Talca. As there are a limited number of hotels in the city in Talca, we suggest you book it as soon as you can.

For booking information please contact Beatrice Giorgi beatriceg@kallman.com Phone Number: +56-2-2306-5815

WHEN CAN I BEGIN TO ASSEMBLE MY DISPLAY?

- Space Only exhibitors can start building your stand on **Friday May 3, 2019.**
- Turnkey exhibitors can enter on **Sunday May 5, 2019.**

SEE MORE INFORMATION ON PAGE 14

WHEN I SHIP MATERIALS TO THE SHOW, HOW DOES IT GET TO MY SPACE?

When you arrange your shipping either with Cargosan or any other freight forwarder, you have to put your hotel address as delivery point. We do not receive or take any responsibility for materials that arrive at the show venue.

MORE INFORMATION ON PAGE 9

HOW MANY BADGES IS MY STAND ALLOCATED AND HOW DO I PICK THEM UP?

Each exhibiting company is entitled to 3 credentials. Your badge allocation and form is available through the following [link](#).

Badges can be picked up at the Registration Counter at the venue main entrance beginning **Monday May 6.**

MORE INFORMATION ON PAGE 10

HOW MANY VISITOR INVITATIONS DO I RECEIVE? HOW DO I PICK THEM UP?

Each exhibitor has unlimited digital invitations available and 30 printed invitations.

You can pick them up at Kallman Latin America office (Av. Vitacura 2969, Las Condes – Santiago)

For any questions please contact EvaC@kallman.com

CAN I USE A GENERATOR, OR DO I HAVE TO BUY ELECTRICITY?

All indoor stands have a minimum amount of electricity (70w per sqm). If you need additional electricity, you can order it through form IFT-Agro-3.

Outdoor space doesn't come with electricity and must use form IFT-Agro-3 to purchase electricity or you can bring your own generator with previous notice to the organizer.

See form [IFT3-E - Electrical, Lighting and AV Form](#)

DO YOU SELL THE ATTENDEE LIST?

We do not sell our attendee list. However, we have marketing opportunities which allow you to appear in our IFT- Agro mailings that go directly to our attendee list. If you are interested, please get in touch with your Sales Contact or any Kallman staff.

WHAT MARKETING RESOURCES ARE AVAILABLE?

Each Exhibitor receives a free logo with their company description in the Official Catalogue. There is also opportunity to purchase an ad space in the Official Catalogue. There are several sponsorship options and packages available. If you are interested, please get in touch with your Sales Contact or any Kallman staff.

MORE INFORMATION ON PAGE 10

2. WHAT'S NEW IN 2019?

PARKING

There will be an exclusive parking area for all exhibitors free of charge. During the Build-up and Dismantle, there will be two designated areas for dropping off materials. Exhibitors will have access to drop off areas for a maximum of 15 minutes, after that, they will be requested to move the car to the exhibitors parking area.

INVENTORY

Exhibitors will be asked to hand in a complete inventory of any materials, furniture, merchandising or decoration that is entered in the booth. This process will have to be completed when picking up your badge.

3. GENERAL INFORMATION

3.1 ORGANIZERS

ORGANIZERS INFORMATION

IFT-Agro 2019 is owned, operated and managed by Kallman Worldwide, Inc.

Kallman Worldwide has organized and marketed trade shows throughout the world for more than 56 years, and has been active in Latin America since 1992. In Chile, Kallman Worldwide has been the organizer of USA Partnership Pavilion at shows such as FIDAE, Exponaval, ExpoHospital, Expomin, and ExpoNor. In June 2010, the company organized “Expo Rebuild Chile” to help Chile recover from the devastation of the earthquake and tsunami of February 2010. That show proved so successful that it prompted the company to organize additional professional trade events focused on solutions to the country’s other challenges. IFT (International Fair of Technologies) ENERGY was launched in 2011 to provide a forum for global new energy-related equipment suppliers to showcase their ideas in Chile. After its debut in Santiago in May 2012, IFT Energy has taken place four times, rotating between Santiago and Antofagasta, serving the Atacama Desert Region. Kallman Worldwide launched its IFT-Agro brand in Chile in July 2015, with plans to continue the event on an annual basis in Talca. Kallman maintains a full-time office in Santiago with ten members of staff. In addition to its trade show management, Kallman Worldwide also manages the U.S. Regional Trade Center in Santiago.

Strategic Alliance: Agrícola Central



Kallman Latin America
Av. Vitacura 2969, Of. 1101 Las Condes, Santiago, Chile
Tel: + 56-22306-5800



Headquarters United States Office, Kallman Worldwide, Inc.
4 North Street, Suite 800, Waldwick, New Jersey 07463
Tel: +1-201-251-2600 • Fax: +1-201-251-2760

E-MAIL: INFO@KALLMAN.COM OR INFO@IFT-AGRO.COM

VISIT OUR WEBSITES: WWW.KALLMAN.COM OR WWW.IFT-AGRO.COM

ORGANIZER KALLMAN STAFF

Staff for IFT-Agro 2019:

Barbara Reyes, Managing Director
Beatrice Giorgi, Project Manager & Operations
Claudia Caceres, Sales Executive
Eva Camus, Project Coordinator
Fernanda Ossa, Marketing & PR Coordinator
Lorena Troncoso, Creative Services Sales Executive
Peter McKenna, Vice President of Strategic Planning

email: BarbaraR@kallman.com
email: BeatriceG@kallman.com
email: ClaudiaC@kallman.com
email: EvaC@kallman.com
email: MfernandaO@kallman.com
email: LorenaT@kallman.com
email: PeterM@kallman.com

3.2 SHOW VENUE

VENUE ADDRESS

IFT - AGRO 2019 WILL BE HELD AT AGRICOLA CENTRAL EXPO CENTER.
THE ADDRESS IS 4 NORTE #99 TALCA, CHILE.



SHOW HOURS

The dates of the exhibition will be from May 7 to 9, 2019. The show hours will be the following:

EXHIBITORS

- Tuesday 7 from 9am to 7pm
- Wednesday 8 from 9am to 7pm
- Thursday 9 from 9am to 7pm

VISITORS

- Tuesday 7 from 10am to 6pm
- Wednesday 8 from 10am to 6pm
- Thursday 9 from 10am to 6pm

3.3 PARKING

There will be an exclusive parking area for all exhibitors free of charge. During the Build-up and Dismantle, there will be two designated areas for dropping off materials. Exhibitors will have access to drop off areas for a maximum of 15 minutes, after that, they will be requested to move the car to the exhibitors parking area. The amount of parking spaces depends on the size of the stand.

INDOOR EXHIBITORS

Are allocated two parking spaces for every nine square meter stand.

OUTDOOR EXHIBITORS

Are allocated two parking spaces for every block in the outdoor area.

Do not leave your belongings in your vehicle. *Kallman Worldwide will not be responsible for theft or damage to vehicle or content.*

4. TERMS & CONDITIONS

All aspects related to the development and participation of the fair of any person, Chilean or foreign in IFT-Agro 2019, must follow the Chilean government's law.

4.1 GENERAL CONDITIONS

It is the responsibility of exhibitors, contractors and service companies to obey the Chilean law, in all that relates to matters concerning their participation in the event, such as processes of the importation of goods, currency exchanges, immigration, labor and social legislation, taxation, etc. Please refer any questions you may have to the organizers.

4.2 PARTICIPATION CONDITIONS

STANDS AND SPACE ONLY CONTRACT DURATION:

Stand spaces are leased only for the dates between the beginning of the buildup period, through the duration of the show itself, and for two days more to allow for dismantling.

For this purpose, the handing over of all shell scheme stands will be made with a maximum of 24 hours prior to the official opening, and 48 hours for Space Only exhibitors. Its return, in good condition, shall take place within 48 hours from the time the show ends.

The lease contract does not grant any rights to exhibitors on the stand or space only leased for use in future fairs.

4.3 CHILEAN REGULATION

TYPES OF GOODS TO BE IMPORTED:

Exhibitors who bring external goods to Chile to be exhibited at the show may qualify for the duty-free temporary entry that Chilean law has given to IFT-Agro 2019. Exhibitor items are for show only, not for sale. It is the exhibitor's responsibility to be in compliance with all customs requirements.

The show is recognized by the government of Chile, thereby some merchandise may be temporarily admitted; goods such as machinery, equipment and items displayed in the exhibition. This type of merchandise may remain in the country 130 days after the last day of the show.

Note: The Customs Service of Chile reserves the right to temporary admission when it is presumed that the goods will be sold by their nature and quantity.

TYPE OF MERCHANDISE ALLOWED IN THE FAIR:

Equipment and services employed in support of all aspects of farm production and agribusiness related activities.

GOODS NOT TEMPORARILY ADMITTED TO CHILE:

The goods intended for give-away or to be consumed during the show cannot be named under temporary import standards. Furthermore, the exhibitor may be required to pay the relevant duties and taxes in the country. This clause applies to brochures, souvenirs, promotional items of exhibitors and products to be consumed in the booth during the fair.

NOTE: Products such as beverages, food, medicine or cosmetics require special certificates. For more information and assistance, please contact:

Cargosan

Melissa Vasquez

Cargosan Ltda

Av. Nueva Providencia 1881, Of.1221

Providencia

Office: +56-2-2973 5491

Cell: +56-9-94396568

Skype: melissa@cargosan.cl

VISA

The organizer can provide an official letter to be used for a visa application when required. Check with the Chilean embassy in your country to determine visa requirements. Contact Beatrice Giorgi for further information at Beatriceg@kallman.com.

EXHIBITOR'S CERTIFICATE

The "Exhibitor's Certificate" is a document issued by IFT-Agro 2019 organization, to be shown to the Customs National Service.

The certificate indicates that the accredited company is Exhibiting at IFT-Agro 2019. All exhibitors can request their certificate from Beatrice Giorgi, Beatriceg@kallman.com

5. FORMS

5.1 OFFICIAL SHOW CATALOGUE

With your participation, you will be required to complete your entry for the IFT-Agro 2019 official catalogue, which is published by the show organizer and is a comprehensive list of all exhibitors at the show.

The catalogue will be printed primarily in Spanish and will contain the show plan, general information, 500-character description, company logo, products and services of the exhibitor. The organizers will publish the directory insertion entry in the language which it was submitted. Each exhibiting company is responsible for providing their own Spanish version of their write-up if desired.

The official catalogue will be available and complimentary to registered visitors at the fair. To be included, you must complete the online form. LINK TO FORM: [IFT1 - Official Catalogue](#)

5.2 REGISTRATION FORM

EXHIBITOR BADGES

Each exhibitor must complete their badge form for all staff members attending the show. Badges are required for entry to the exhibition premises and are required to be worn at all times. Exhibitor badges are non-transferable.

Each company has 3 exhibitor badges per each 9sqm.

[Link here](#)

VISITOR REGISTRATION

Visitors will be able to enter the show free of charge by presenting their invitation at the Registration Desk at the venue.

Visitors can also register in advance through the IFT-Agro 2019 website www.ift-agro.cl on the register page or click the following link.

The Organizing Committee of IFT-Agro 2019 reserves the right to reject any application for accreditation.

BUILD-UP BADGES

All service staff who needs to be on the exhibition grounds must present a contractor badge for entry to the premises and are required to be worn at all times. These passes are only valid for the install and dismantle periods.

All contractors can obtain their unique Contractors Badge by sowing an identification card at the main door during the build-up.

5.3 HEADER AND COUNTER BRANDING



Exhibitors who purchase the Shell Scheme Stand will have their company name in vinyl text lettering on the booth header and counter. Both the company name and stand number are required for submission.

LINK TO FORM: [IFT2 - Stand Identification](#)

5.4 GRAPHIC FORM

If you would like to have custom graphics printed for your stand, please order them online by completing the following form: [IFT3-G Graphics Form](#)

All graphics files must be uploaded to the Kallman Worldwide FTP site. It is important to abide by these guidelines to ensure the maximum graphic quality.

[GUIDELINES FOR SUBMITTING GRAPHICS ARTWORK HERE](#)

5.5 ADDITIONAL ELECTRICITY

Indoor booths include one outlet and 70 Watts per square meter.

Outdoor booths do not include any electricity or outlet. It is possible to create a connection and purchase electricity contacting beatriceg@kallman.com.

If an exhibitor requires additional electricity, you can ask for it using the following online form: [IFT3-E - Electrical, Lighting and AV Form](#)

5.6 FURNITURE FORM

Exhibitors can request to upgrade their furniture through the official furniture supplier Optima, by completing the following form: [IFT3-F Furniture and Accessories Form](#)

5.7 AV FORM

Exhibitors can request audiovisual equipment through the official AV supplier, by completing the following form.
LINK TO FORM: [IFT3-E - Electrical, Lighting and AV Form](#)

5.8 STAND DESIGN APPROVAL

Space Only exhibitors (those who have not purchased our turnkey package) must submit their design and technical floor plan to the show organizer for approval STAND DESIGN SUBMISSION. Please make sure to include an overhead view, perspective view, and technical layout showing all stand elevations.

LINK TO FORM: [IFT4 - Stand Design Submission](#)

5.9 FORM SUMMARY

FORM NAME	DEADLINE	ADDITIONAL INFORMATION
<input type="checkbox"/> IFT1 - Official Catalogue	Monday, April 8	Mandatory for all Exhibitors
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<input type="checkbox"/> IFT6- Onsite Contact Information	Monday, April 8	Mandatory for all Exhibitors

6. RULES & REGULATIONS

6.1 BOOTH DECORATIONS

- The products on display must be positioned so as not to disrupt the general view and affect neighboring stands.
- The products must be displayed within the boundaries of the stand. Moving parts should not overhang the edges of the stand to make demonstrations.
- The parts of a display product that can cause damage (such as sharp or protruding parts) must be kept covered.
- If the organizer finds that the objects on display disfigure the booth, they will be removed.
- The objects on display will be uncovered during exhibition hours. The organizer reserves the right to cover, remove the covers, or remove objects without being obliged to any liability.
- Exhibitors cannot remove objects on display during the exhibition (unless it is authorized by the organizer).
- The following rules must be observed by exhibitors who choose to use a platform for their stand:
 - The sides of the platforms must be closed and be finished on all sides.
 - Platforms shall be within the limits of their stand.
 - Wheelchair access is mandatory.
- Exhibitors who want to install amplifiers and music that might disturb other visitors and exhibitors must make a request in writing to Beatriceg@kallman.com
- Exhibitors are not authorized to organize lotteries, bingo, competitions or offer prizes of great value. If required, exhibitors must obtain authorization from the show organizer and abide by their decision.
- Turnkey wall panels cannot be painted or drilled. Any damage to panels or other modulation elements or structure will be charged to the exhibitor. The value is set by the show organizer on a case by case basis.
- Exhibitors are not allowed to install wires or other fasteners on the panels. All elements must be self-supportive. All graphics should be hung only with double stick tape or Velcro. If this is not possible because of the weight or volume of the graphic, the exhibitor must install self-supporting panels.

ON SPACE ONLY STANDS, EXHIBITORS SHOULD CONSIDER THE FOLLOWING:

- Company logos cannot be placed on perimeter walls or paneling that obstruct structures of neighboring stands and cannot face neighboring stands or interfere with the corporate image of another company.
- Illuminated signs and any other decorative lighting must not disturb neighboring stands or the general public.

6.2 CONSTRUCTION RULES

- All construction, transportation and movement of large and heavy objects to be placed inside the exhibit hall structure should be in position **from Tuesday, April 30** and no later than **Friday, May 3**.
- If an exhibitor has not made use of the exhibition space assigned by the night before the start of the show or has not met its payment obligations, the organization reserves the right to make necessary adjustments without notice.
- Space Only exhibitors (those who have not purchased our turnkey package) must submit their design and technical floor plan to the show organizer for approval STAND DESIGN SUBMISSION. Please make sure to include an overhead view, perspective view, and technical layout showing all stand elevations. LINK TO FORM: [IFT4 - Stand Design Submission.](#)
Before April 8, 2019.
- Construction equipment is prohibited after **Monday, May 6** (sawing, welding, spray painting, etc.). If needed, the exhibitor must bring their own prefabricated elements or components as only retouching and refurbishing will be allowed prior to show start and after show closes during show days.
- Exhibitors cannot nail, drill, screw or glue to any material structures outside of their reserved booth space. It is strictly forbidden to extend the construction of the stand or the products on display using the aisles.
- Any damage caused by the exhibitor to the complex will be billed by Kallman Worldwide to the company responsible.
- The costs of additional power and additional elements are the responsibility of the exhibitor. Please contact BeatriceG@kallman.com for more information.
- Exhibitors must follow building codes according to this Exhibitor Manual released to them by or through the organizer regarding the construction and location of the stands, security, maintenance and dismantle of the stands, advertisement in the stands, the ordering of the elements, and objects within the stand and decoration in general.


6.3 HEIGHTS AND WEIGHTS RESTRICTIONS

Any stand more than 2.5 meters high, will be considered as a Special Project. This means the exhibitor must send their project with plans for approval.

- Any increase greater than 2.5 meters must be separated by 50 cm with respect to neighboring stands and cover panels or elements on its sides. The purpose is to maintain uniformity in the area where the exhibition takes place. The maximum height allowed for the special projects inside of the hall will be 3 meters.
- The largest entrance of the venue for the entry of material or equipment is 3m High x 4.8m Width.
- The floor has the capacity of supporting any type of weight.

6.4 CONSTRUCTION SCHEDULES

- The construction, decoration, equipment and installation of products in the stands must be done at 6:00 pm the day before the opening of the show, **Monday, May 6. On opening day, no building of any kind will be allowed within the exhibit hall.** The show organizer reserves the right to stop work on all unfinished booths once the show has opened.
- Failure to comply within the established construction schedule will result in surcharge. For each hour of delay after 6:00 pm on May 6, the show organizer will charge the exhibitor a surcharge of US\$200/hour. The fractions of an hour will be charged as full hour late, for example, 1.5 hours carries a late surcharge as 2 hours.
- For dismantle of the stand: 48 hours after the end of the show, all facilities, buildings, signs and others that the exhibitor has not withdrawn, the organizer will dispose of them without refund or payment to the exhibitor and the exhibitor will lose all rights to those.

 Exhibitors will be asked to hand in a complete inventory of any materials, furniture, merchandising or decoration that is entered in the booth. This process will have to be completed when picking up your badge.

6.4.1 ASSEMBLING

BUILD UP HOURS FOR SPECIAL PROJECTS EXHIBITS:

FRIDAY, MAY 3	8:00 AM TO 7:30 PM
SATURDAY, MAY 4	8:00 AM TO 7:30 PM
SUNDAY, MAY 5	8:00 AM TO 7:30 PM
MONDAY, MAY 6	8:00 AM TO 6:00 PM (DECORATION ONLY)

* Under no circumstances will work be allowed outside these limits subject to the penalties imposed above.

All turnkey stands will be available for decoration beginning 8:00 am to 6:00pm on Sunday, May 5.

6.4.2 DISMANTLE

For security reasons, on Thursday, May 9, goods may only be removed **by hand** from 7:00 pm hours. In this regard, we suggest you make every effort to coordinate compliance with your company on the deadlines given.

It is the responsibility of each exhibitor to be present at their booth to check the status of delivery and removal of their own products.

Friday, May 10, the site will be open from 8:00 am and all the stands must be dismantled before 6:00 pm.

6.5 SAFETY REGULATIONS FOR STAND CONSTRUCTION

PREVENTION RULES

- Exhibitors must strictly comply with safety standards that the Operations Department of IFT-Agro 2019 issues in order to avoid the occurrence of accidents that may affect people or property.
- It is mandatory for all persons performing work within the fairgrounds to use personal protective equipment: helmet, shoes and safety glasses and gloves. Persons performing work over 1.5 meters high must use appropriate PPE for high working (equipment for work-at-height). Failure to comply with the provisions outlined above empowers the organizer to order the cessation fairgrounds or workers who do not meet safety standards.
- All contractors must carry liability and personal accident insurance.

FIRE REGULATIONS

Only non-flammable materials or materials listed below can be used to build the stand, provided they respect the following rules:

PANELS: ALL PANELS MUST BE IN COMPLIANCE WITH FIRE RESISTANT REGULATIONS ACCORDING TO THE INSTRUCTIONS ISSUED BY THE DESIGNATED AUTHORITIES. IF THE MATERIALS ARE NOT COMPLIANT, THEY MUST BE COATED, IMPREGNATED OR SPRAYED UTILIZING A FIRE-RETARDANT PAINT AND MARKING AS FIRE RETARDANT.

WOOD, COATINGS, WOOD PRESSED: IF LESS THEN 3.5 MM, ALL SURFACES MUST BE PAINTED OR LACQUERED WITH NON-FLAMMABLE MATERIALS ACCORDING TO INSTRUCTIONS.

IF USING GLASS FOR WALLS, PARTITIONS, OR FALSE CEILINGS, ONLY THICK TEMPERED GLASS IS PERMITTED.

TEXTILES: THE MATERIAL MUST NOT BE FLAMMABLE AND MUST BE TREATED FOR SPECIFIC PROCESSES. THE MATERIALS SHOULD NOT EMIT HARMFUL GASES OR BE IRRITABLE UPON CONTACT WITH FIRE OR HIGH TEMPERATURES AND SHOULD NOT BLISTER AND MELT.

TEXTILES AT HEIGHTS: THE MATERIAL SHALL BE SUBJECT BY WIRES TO A DISTANCE OF 35CM OR BY CROSS WIRES OF 7CM.

PLASTIC: THE MATERIALS SHOULD NOT EMIT HARMFUL GASES OR VAPORS OR BE IRRITABLE WHEN IN CONTACT WITH FIRE OR HIGH TEMPERATURES SHOULD NOT BLISTER OR MELT.

LIGHTING, INCANDESCENT BULBS: THE POINT OF ILLUMINATION SHALL BE AT LEAST 15CM FROM FLAMMABLE MATERIAL. THE BEAM MUST NOT BE FOCUSED ON FLAMMABLE MATERIALS.

6.6 ELECTRICAL POWER

- To provide energy supply, the stand builders of the organizing committee must establish their own electrical distribution board, a situation that is controlled by the ITO Electrical (Technical Inspector of Works) at IFT-Agro 2019. Builders of Space Only stands cannot connect directly to the general boards in the halls or on site.
- Each **indoor** stand includes 70 watts of energy per square meter. The type of current used in Chile is 220 V single phase 60 Hertz and 380 V three-phase.
- **Outdoor** booths do not include energy or outlets. To purchase electricity, please contact beatriceg@kallman.com
- During the build-up process all space only stand builders on outdoor area must provide their own electric power. In the case the builders are not able to provide their power, please contact Beatrice Giorgi Beatriceg@kallman.com.
- In the case of companies hiring larger space, the current supply has no power stabilizer and the exhibitor should consider that on the installation.
- The organizer will analyze the technical feasibility and the service requested will be delivered at a point within the stand or leased area, before the opening of the show. The exhibitor has the responsibility of the connection and distribution of the energy within their booth.
- Applications received after the deadline (see page 12) shall be treated in accordance with the technical feasibility. In any case, the organizer reserves the right to reject or accept the amount of additional energy requested.
- Electrical installations carried out by the exhibitor must be performed by professional installers licensed by the Directorate General of Electricity and Fuels (SEC) in accordance with the rules laid down by it.
- For special or additional energy request please contact Beatrice Giorgi BeatriceG@kallman.com

6.7 REGULATION ON GARBAGE

- The organizers will provide cleaning in the aisles and for each shell scheme exhibition space that has been leased during the event.
- For Space Only (Special Projects) exhibitors stand cleaning is not included and is the exhibitor responsibility. To request cleaning service, please contact Beatrice Giorgi BeatriceG@kallman.com prices are based on stand size.

6 .7.1 GARBAGE AND DEBRIS

- Light weight waste is defined as less than 20kg. Light weight waste can be collected in garbage bags or sacks of rubbish in the containers that the organizer provides out of each hall.
- Light weight waste generated under periods Pre and Post-Trade Fair (buildup and dismantling) will be removed from the exhibition grounds by a service company contracted by IFT-Agro 2019.
- When assembling a project that will generate sawdust, it must be accumulated in bags or sacks of debris and left in the same sector where garbage and debris is put.

6.7.2 CLEANING DUTIES

- During buildup and dismantle, exhibitors and stand builders will be responsible for cleaning up their booth and public areas or sectors of other companies that have been affected by trash.
- During the buildup it is prohibited to store any items in neighboring stands. The aisle may be used temporarily for construction after approval from the organizers. Exhibitors cannot obstruct the movement of other services, such as security, freight, etc.
- Before the organizers remove the protective plastic covering on the aisle carpet, exhibitors must make sure all equipment and materials are removed from public areas.
- It should be noted that the order and cleanliness of the installation areas is very important; it helps prevent accidents. Therefore, work areas must be kept constantly clean and unobstructed. Exhibitors and customers who do not comply may run the risk of the organizer to force storage of the work and/or the rise of accumulating fines (\$5 UF per hour). Obstruction can include debris, materials, tools, counters, labor, machinery, unauthorized vehicles, etc.

7. RESPONSIBILITIES

7.1 ORGANIZER RESPONSIBILITIES

- The organizers reserve the right to relocate the position of the stands of exhibitors without liability of any kind and for any reason they deem necessary.
- The organizer is not responsible under any circumstances, for injuries, damages and / or losses of any nature that eventually may suffer dependents of exhibitors, agents, contractors or service companies for their participation in the show.
- Exhibitors must, under their responsibility, extend their policies or provide insurance for the risks inherent in traveling to and from the fair and staying there, all equipment, machinery, general merchandise, and goods. Companies that rent LCD screens, plasma, notebook or other equipment, shall require their suppliers to have insurance policies for all equipment, components and parts, so that at the time required to assemble the equipment prior individualized these must have items in brackets, locks or other fasteners and safety.
- Exhibitors are responsible for all damages, as in theft, pilferage and losses suffered by persons and assets located in on and leased stands on the fairgrounds, whether they are produced by a self-made exhibitor, its subsidiaries, of third parties having any relationship or connection with the exhibitor. They are caused by things in your domain, possession or care.
- Any disputes between the exhibitor and Kallman Worldwide due to the application, interpretation, performance, breach or termination of the lease and these regulations attached to it, or for any other reason will be resolved by an arbitrator broker, appointed according to Chilean regulations.
- The person of the arbitrator shall be appointed by the parties by mutual agreement and if they do not have an agreement, the arbitrator will be indicated by the Arbitration Center of the Santiago Chamber of Commerce and submitted to the arbitration procedure set by the center.
- In case of suspension or cancellation of the event for unforeseeable circumstances or force majeure, the organizer shall not, under any circumstances, incur expenses or losses incurred by exhibitors, agents, contractors or service companies and are not obliged to pay compensation for any kind for this purpose, other than the refund of monies paid to date.

7.2 SECURITY SERVICE

- In the period of the fair, general security will be available day and night for all exhibitors and participants of the fair.
- During the event (including the days of buildup and dismantle), the organizer will provide general security. However, exhibitors are encouraged to have surveillance on their stand, at their expense, during buildup/dismantle. Request authorization and identify the person responsible for this function to the Operations Manager. Security during the opening hours of the fair to the public is the responsibility of each exhibitor.
- The fair through its Security Management, may issue safety standards which shall be the duty of every participant in the fair to strictly comply with when the safety rules are in effect.
- **Personal items left on the stand and equipment displayed on the stands is the responsibility of the exhibitor, day and night. You should take all appropriate measures to be protected against damage and theft. Never leave your stand unattended and take valuable items with you each night when you leave the show. Exhibitors are advised to watch over their own booth by staff they have selected.**
- **Kallman Worldwide will not be responsible for thefts or damages.**

7.3 CONTRACT OF INSURANCE

- The Show Organizer maintains a general policy of insurance for the overall event, but each exhibitor, and each agent or contractor company appointed by an exhibitor, must maintain sufficient insurance to cover claims for judgments that may be made based on instances of individual liability by the exhibitor, and each agent or contractor company the exhibitor appoints.
- Such insurance shall be contracted with an insurer recognized by the Chilean Superintendence of Securities and Insurance of Chile.

8. OFFICIAL VENDORS

HOTEL:ECO HOTEL

Contact name: Beatrice Giorgi
Email: BeatriceG@kallman.com
Telephone: +56-2-2306-5815



FREIGHT FORWARD: CARGOSAN LOGISTICA S.A.

Contact name: Melissa Vasquez
Av. Nueva Providencia 1881, Of.1221
Telephone: +56-2-2973-5491
Mobile: +56-9-9439-6568
E-mail: melissa@cargosan.cl
www.cargosan.cl



SAFETY: B&V

Contact name: Marcelo Valenzuela
E-mail: marcel_40@live.cl
Santiago Centro, Chile.

TAXI: DANOBEITIA TAXI SERVICE

E-mail: wdanobeitia@gmail.com
Telephone: +56-9-9331-0699

AUDIOVISUAL

Contact name: Beatrice Giorgi
Email: BeatriceG@kallman.com
Telephone: +56-2-2306-5815

HOST, CATERING & MERCHANDISING

CREATIVE SERVICES

Contact name: Lorena Troncoso P.

Telephone: +56 2 2306-5822

Telephone U.S. Number: +1 (201) 251-2600 ext 155

Email: lorenat@kallman.com



STAND DESIGN

CREATIVE SERVICES

Contact name: Lorena Troncoso P.

Telephone: +56 2 2306-5822

Telephone U.S. Number: +1 (201) 251-2600 ext 155

Email: lorenat@kallman.com



FOR ANY SUGGESTIONS ON ANY PORTION OF THIS MANUAL PLEASE CONTACT: BEATRICE GIORGI AT
BeatriceG@kallman.com

THANK YOU AND SEE YOU AT IFT-AGRO 2019!
