



SARAJEVO
destination festival

BY SARAJEVO TRAVEL FEST

CENTAR SKENDERIJA
SARAJEVO
12. - 14. 10. 2023.

Pozivamo:

Turističke zajednice i organizacije
Turističke agencije
Hotele, pansione i ugostiteljske objekate
Potencijalne investitore u turističku industriju
Proizvođače i trgovce hotelskog i ugostiteljskog namještaja, tehnike i opreme
Stručne organizacije i udruženjima
Medije
Korisnike turističkih usluga
i sve ostalim predstavnike industrije turizma

Za učešće na:

„SARAJEVO TRAVEL FEST“

DESTINATION FESTIVAL

Međunarodni sajam turizma

od 12. do 14. oktobar 2023. god.

„SARAJEVO TRAVEL FEST“ – „Destination Festival“ je mjesto okupljanja turističkih zajednica i cjelokupne turističke industrije u cilju promocije pojedinačnih turističkih destinacija zemalja regiona, Balkana i Evrope, ali i svijeta.

„Destination Festival“ će promovisati cjelogodišnju turističku ponudu svake od zemalja učesnica, te dati uvid u cjelokupne sadržaje pojedinih destinacija.

S tim u vezi cijelo vrijeme trajanja manifestacije biće organizovane pojedinačne promocije zemalja učesnica, kroz prezentacije, gastronomske, folkorne, muzičke i druge sadržaje.

Program manifestacije:

• **B2B**

Mjesto povezivanja regionalnih turističkih partnera i organizacija i platforma za neposredno povezivanje turističkih agencija, kompanija i krajnjih korisnika - putnika.

• **Konferencija i stručna predavanja**

Stručni prateći programi: edukacije (start up, digitalizacija, škole turizma...), stručni paneli, predavanja i prezentacije kompanija učesnica.

• **Radionice**

Radionice poznatih kuhara, vodiča, recepcionera, agenta, novinara, blogera i dr. bitnih stručnjaka iz oblasti cjelokupne industrije turizma, kao važno mjesto sticanja novih vještina i umjeća, te korisnih savjeta, biće cjelodnevno organizovane u prostoru dvorane, te dostupne svim učesnicima i posjetiocima.

• **Koncerti i zabava**

Kulturno zabavni program kako predstavnika domaćina, tako i izvođača i predstavnika regiona.

U prilogu Vam dostavljamo prijavne materijale sa cijenom i uslovima izlaganja.

Očekujemo da će ova manifestacija biti Vaš izbor za najbolju promociju i razmjenu ideja i iskustava unutar turističke industrije.

S poštovanjem,
Organizacioni odbor



Ministarstvo privrede
Kantona Sarajevo

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+387 33 201 183, 387 33 226 612 | Terezija bb, 71000 Sarajevo, Bosna i Hercegovina

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BH - Terezije b.b. 71 000 Sarajevo
Tel/fax: +387 33 201-183; 226-612; 445-156
E-mail: marketing@skenderija.ba
ID br: 200736910008 www.skenderija.ba



Sarajevo Travel Fest

12. - 14. Oktobar 2023.

Krajnji rok za prijavu: 15. 09. 2023.

Obrazac: 1

PRIJAVA IZLAGANJA - UGOVOR

POPUNJAVA IZLAGAČ:

1. Izlagač / Naziv firme: _____

ID broj dodjeljen od UIO: _____ PDV broj: _____ Transakcijski račun br: _____

Puna adresa: _____
ulica poštanski broj grad država

telefon fax GSM e-mail web

2. Ovlašteno lice Izlagača / Osoba za kontakt: _____ tel: _____ e-mail: _____

3. Neopozivo naručujem sljedeće usluge:

Šifra	Naziv usluge	Jedinica mjere	Cijena KM	Cijena EUR	Naručujemo
0001	UNUTRAŠNJI IZLOŽBENI PROSTOR – NEUREĐENI	m ²	60,00	30,68	
0002	VANJSKI IZLOŽBENI PROSTOR – NEUREĐENI	m ²	20,00	10,23	
0003	STANDARDNO UREĐENJE IZLOŽBENOG PROSTORA (Octanorm)	m ²	25,00	12,78	
0004	OSNOVNO UREĐENJE (obodne stijene, natpisna tabla, natpis-ime izlagača i grad, prostirka)	m ²	17,00	8,69	
OSTALE OBAVEZNE USLUGE					
0005	Paušal za električnu energiju	m ²	3,00	1,53	
0006	Obavezni upis u katalog	Kom.	100,00	51,13	
0007	Naknada troškova za vrijeme pripremo / raspremnog perioda (odnosi se za izlagače koji zakupljuju samo prostor pod šifrom 0001)	m ²	2,00	1,02	

NAPOMENA:

Sarajevski sajam zadržava pravo promjene cijena za razdoblje tekuće godine, ukoliko dođe do bitnih promjena zakonskih propisa, odnosno uslova poslovanja, u skladu sa porastom cijena na malo roba i usluga. Sve cijene usluga koje uslovljavaju dobavljači, kao što su električna energija, usluge BH Telecoma, voda i drugo, mogu se promijeniti zbog nabavne cijene.

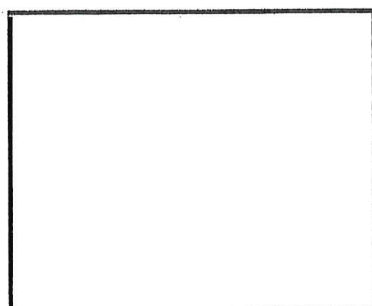
Cijene iskazane u ovom cjenovniku ne sadrže zakonski porez na dodatu vrijednost. Cijene u EUR vrijede za inostrane izlagače.

Potpisivanjem i ovjerom Prijave izlaganja - Ugovora (obrazac 1), potpisom i ovjeravanjem Ugovora o opštim uslovima izlaganja (obrazac 2) i potpisom i ovjerom narudžbe dodatnih usluga i upisa u katalog (obrazac 3), prihvatamo sve uslove izlaganja na Sarajevskom sajmu.

Mjesto i datum

Pečat i potpis izlagača

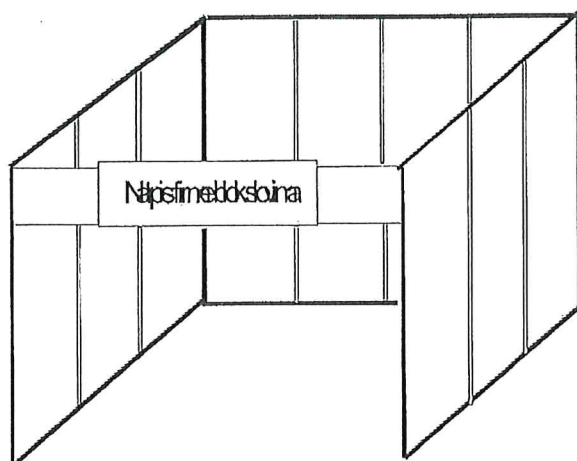
Molimo vas da sve prijavne materijale u cjelini popunite, potpišete i opečatite, pošto u suprotnom vašu prijavu nećemo moći uzeti u obzir.



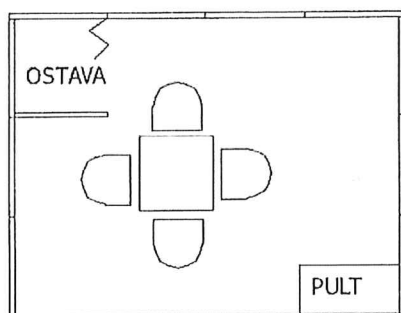
Natpis firme i blok slova

OSNOVNO UREĐENJE sadrži:

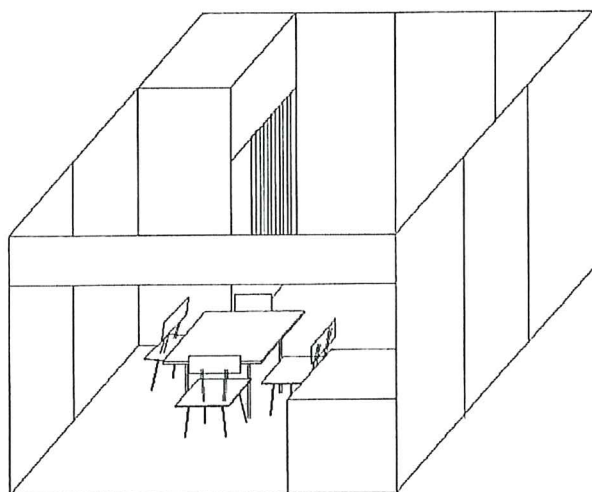
- Obodni zidovi 100 x 240 cm (vertikalne stijenke)
- Prostirka (itison)
- Natpis blok slovima
- reflektor 100 W
- priključak 220 V sa monofaznom utičnicom



ELEMENTI	9-11 m ²	12-20 m ²	21-40 m ²	41-60 m ²	61-80 m ²	81 m ² i više
Obodni zidovi 100 x 240 cm (vertikalne stijenke)	prema površini štanda					
Prostirka (itison)	cijela površina izlagačkog prostora (štanda)					
Natpis na tabli blok slovima 196,5 x 22 cm	sa prednje strane štanda					
Reflektor 100 W	1	2	3	4	5	6
Utičnica monofazna	1	1	2	3	4	5



NATPIST FIRME SA LOGOTIPOM



STANDARDNO UREĐENJE sadrži:

- Osnovna konstrukcija (obodni zidovi 100 x 240 cm)
- Prostirka (itison)
- Ostava sa paravanom
- Sto prečnika 75 cm
- Stolice
- Podest dimenzije 100 x 100 x 90 cm
- Info pult 100 x 50 x 90 cm
- Reflektor 100 W
- Natpis na tabli sa logotipom 196,5 x 22 cm
- Priključak 220 V sa monofaznom utičnicom

Količina opreme izlagačkog prostora (štanda) se proporcionalno povećava u zavisnosti od veličine izlagačkog prostora (štanda), a prema sljedećoj tabeli:

ELEMENTI	4-11m ²	12-20 m ²	21-40 m ²	41-60 m ²	61-80 m ²	81 m ² i više
Obodni zidovi 100 x 240 cm (vertikalne stjenke)	prema površini štanda					
Ostava sa paravanom		2m ²	4m ²	6m ²	8m ²	9m ²
Prostirka (itison)	cijela površina izlagačkog prostora (štanda)					
Stol prečnika 75 cm	1	2	3	4	5	6
Stolica	4	6	9	12	16	18
Podest 100 x 100 x 90 cm	-	1	2	4	6	8
Info pult 100 x 50 x 90 cm	1	1	2	3	4	4
Natpis na tabli sa logotipom 196,5 x 22 cm	sa svake otvorene strane štanda					
Reflektor 100 W	1	2	3	4	5	6
Utičnica monofazna	1	1	2	3	4	5

UGOVOR

o opštim uslovima izlaganja na sajmu

Ovaj ugovor je sačinjen između ugovornih strana:

- KJP Centar „Skenderija“ d.o.o. Sarajevo – organizator sajma, sa sjedištem u Sarajevu, Terezija b.b., koga zastupa direktor Damir Petričić, i

- Izlagač: _____, sa sjedištem u: _____, koga zastupa: _____,

JIB: _____, PDV: _____, broj transakcijskog računa: _____,

(ili) Fizičko lice: Ime: _____, Prezime: _____, JMBG: _____,

Ime oca: _____, Adresa: _____, Br.lk. _____

OPĆE ODREDBE

Član 1.

Pravo sudjelovanja na sajmu imaju sve fizičke i pravne osobe s područja BiH i inostranstva koje uredno popune i na vrijeme dostave potpisanu i ovjerenu prijavu za sudjelovanje. Prijava izlaganja se smatra urednom ukoliko su potpisani i ovjereni Obrazac 1; Obrazac 2 i ugovor o opštim uslovima izlaganja na sajmu

PRIJAVA UČEŠĆA

Član 2.

Izlagač organizatoru KJP Centar „Skenderija“ d.o.o. dostavlja potpisanu i ovjerenu prijavu izlaganja, izraženo u m² i ostalim tehničkim uslugama, kako je predviđeno obrascima 1 i 2 i ugovor o opštim uslovima izlaganja na sajmu. Na osnovu zaprimljene prijave Organizator će izvršiti raspodjelu izložbenog prostora. Sve prijave za izlaganje se odnose samo na prijavljene izlagače.

NAČIN I UVJETI PLAĆANJA

Član 3.

Za naručene usluge organizator će izlagaču po prijemu prijave ispostaviti predračun. Izlagač je po prijemu predračuna dužan najkasnije do početka pripremnog perioda sajma (2-5 dana prije početka sajma) uplatiti naznačeni iznos. Drugi dan održavanja sajma Organizator će dostaviti izlagaču konačni račun za sve usluge. Ako izlagač ima reklamaciju na dio računa dužan je istu dostaviti u pismenoj formi u roku od 5 dana od datuma izdavanja računa. Organizator zadržava pravo promjene ponuđenih cijena na osnovu Odluke Nadzornog odbora, o čemu je obavezan pravovremeno obavijestiti izlagača.

OTKAZ SUDJELOVANJA

Član 4.

Izlagač može pismenim putem povući podnijetu prijavu za učestvovanje na sajmu najkasnije 15 dana do početka sajma. U slučaju da podnijetu prijavu za učestvovanje na sajmu povuče poslije navedenog roka, izlagač je obavezan platiti 50 % od naručenog iznosa na ime rezervacije neuređenog izložbenog prostora. U slučaju odustajanja izlagača organizator zadržava pravo da slobodno raspolaze dodijeljenim izložbenim prostorom koji je bio predmet zakupa.

PROMJENA TERMINA I MJESTO ODRŽAVANJA SAJMA

Član 5.

Krajnji rok prijave učešća označen je na prijavnom obrascu izlaganja (Obrazac 1). Ukoliko raspoloživi prostorni kapacitet sajma dozvoljava prijava može biti prihvaćena i nakon naznačenog roka, a najkasnije 15 dana pred održavanje sajma. Rok za naruđbu ostalih usluga je rok naveden u naruđbenici (Obrazac broj 2). Organizator ne može prihvatiti otkaz naručenih tehničkih usluga u roku manjem od 15 dana prije početka sajma. Ako se iz objektivnih razloga vrijeme i prostor održavanja sajma mora promijeniti, prijava sudjelovanja vrijedi za novi termin uz prethodni pristanak izlagača. U slučaju promjene termina održavanja sajma, u smislu skraćivanja, produživanja, privremenog zatvaranja ili odgode datuma održavanja sajma zbog nepredvidivih okolnosti ne povlači za sobom pravo izlagača na naknadu štete od organizatora. Organizator u navedenom slučaju je obavezan blagovremeno obavijestiti izlagača o navedenoj promjeni i novom terminu održavanja sajma.

IZLOŽBENI PROSTOR NEUREĐENI

Član 6.

Neuređeni prostor podrazumijeva označenu tlocrtnu površinu u paviljonu ili na vanjskom prostoru. Površinu označava Organizator i Izlagač se obavezuje poštivati označeni prostor. Izlagač ne može ustupiti dodijeljeni izložbeni prostor na korištenje drugome bez saglasnosti Organizatora. Ukoliko to učini pod navedenim uslovima obavezan je pismeno dostaviti informaciju o korisniku izložbenog prostora, a pri tome za izvršenje svih obaveza preuzetih ovim ugovorom odgovoran je Izlagač. Izlagač može početi sa opremanjem izložbenog prostora (štanda) nakon što Organizator izda odobrenje za rad u pismenoj formi. Ako Izlagač ne počne uređivati izložbeni prostor najkasnije 24 sata prije otvaranja sajma, smatra se da izložbeni prostor nije zauzet, pa organizator ima pravo raspolagati tim izložbenim mjestom, odnosno urediti ga na teret izlagača. Priprema i raspoređivanje izložbenog prostora može početi u skladu sa terminom navedenim u „Potvrdi učešća za izlagače“ koja se izlagaču dostavlja uz predračun. Na zahtjev izlagača Organizator može odobriti uređenje izložbenog prostora i prije predviđenog pripremnog perioda ako vrijeme koje izlagač zahtijeva nije u koliziji sa terminom već ranije zakazane manifestacije u KJP Centar „Skenderija“ d.o.o. Raspoređivanje izložbenog prostora može započeti nakon službenog završetka sajma. Izlagač je dužan sa izložbenog prostor u predviđenom roku za raspoređivanje sa prostora ukloniti sve eksponate i štand opremu. Organizator nakon predviđenog roka za raspoređivanje izložbenog prostora ne odgovara za štand opremu i eksponate, te će iste transportovati u skladište na teret i trošak izlagača.

IZLOŽBENI I REKLAMNI PROSTOR

Član 7.

Izložbeni prostor i reklamni prostor

Uređeni izložbeni prostor podrazumijeva unutrašnji prostor opremljen tipskom štand opremom: i to:

- Standardno uređenje (tepih, mobilijar, logo sa natpisom i pregradne stijene visine do 250 cm) ili
- Osnovno uređenje (tepih, natpis i pregradne stijene visine do 250 cm).

Neuređeni unutrašnji i vanjski izložbeni prostor podrazumijeva prostor sa priključkom za električnu energiju od 3 KW (bez štand opreme). Reklamni prostor je (elektronska reklama – link na web stranici, reklamno mjesto unutar objekta) naplaćuje se u skladu s važećim cjenovnikom Organizatora za reklamne i internet usluge KJP Centar „Skenderija“ d.o.o.

Član 8.

Odobrenje za postavku izložbenog prostora

Odobrenje za postavku izložbenog prostora kod standardne štand konstrukcije (pregradne stijene visine do 250 cm) izdaje Organizator. Ukoliko je predviđena postavka izložbenog prostora po posebnom projektu od posebno izrađenih elemenata, a koji nisu u skladu sa standardnom štand opremom, potrebno je da Izlagač - štand konstruktor dostavi izvedbeni projekat 15 dana prije početka sajma na ovjeru Sektoru za tehničke poslove KJP Centar „Skenderija“ d.o.o. Pod projektom se podrazumijeva skica ili druga projektna dokumentacija tehnički izrađena i ovjerena od strane ovlaštene osobe – štand konstruktora. Izlagač je obavezan termin dopreme opreme i izložbenih eksponata pismeno najaviti najmanje 7 dana prije početka sajma.

Član 9.

Ostale tehničke informacije

- a) Sve priključke instalacija obavlja isključivo Organizator.
- b) Upotreba električne energije do 3 KW obračunava se paušalno po m² unutrašnjeg izložbenog prostora ili uz prijavu posebne električne usluge za jaču električnu energiju (5 KW, 10 KW, 30KW)
- c) Ukoliko uslovi za postavku izložbenih prostora ne omogućavaju druge uslove izlagač je dužan dopustiti prolaz instalacija potrebnih za tehničko i dekorativno uređenje sajma. Izlagač – štand konstruktor izvođač radova, ne može početi sa uređenjem izložbenog prostora bez odobrenja Organizatora
- d) Najveće vertikalno opterećenje u dvorani „Mirza Delibašić“ i na parkingu je neograničeno, dok je u holovima (foajeima), platou i drugim prostorima dozvoljeno vertikalno opterećenje 400 kg/m². Dozvoljeno vertikalno opterećenje u dvorani D1 i D2 je 100 kg/m². Učvršćivanje, bušenje poda i vješanje na stropove nije dopušteno.
- e) Radovi na uređenju izložbenog prostora potrebno je dovršiti najkasnije 12 sati prije otvaranja sajma.
- f) Reklamaciju zbog eventualnih nedostataka izložbenog prostora potrebno je prijaviti organizatoru pismenim putem odmah nakon preuzimanja štanda, a najkasnije 12 sati prije otvaranja sajma. Naknadne reklamacije se ne mogu uzeti u razmatranje.
- g) Izlagač je dužan prilikom pripremnog perioda, perioda održavanja sajma i rasprednog perioda pridržavati se Zakona o zaštiti na radu, Zakona o zaštiti od požara, Zakona o zaštiti okoline i Kućnog reda. Izlagač snosi punu odgovornost za eventualnu štetu nastalu uslijed nepridržavanja istih.
- h) Štetan i opasan otpad i drugi otpad izlagač je dužan odlagati na za to određeno mjesto.

POSEBNE ODREDBE

Član 10.

- a) Izlagač se obavezuje da čuva i osigura izložbeni prostor i eksponate u radno vrijeme sajma. Za dane održavanja sajma izlagač je dužan doći pola sata prije početka radnog dana i ostati duže pola sata. U pripremnom i rasprednom periodu sajma izlagač ima obavezu čuvanja eksponata. Za neizvršeno osiguranje izložbenih eksponata i ostale imovine organizator ne preuzima odgovornost, već iznos nastale štete pada na teret izlagača. Čuvanje i osiguravanje eksponata u pripremnom i rasprednom periodu – Izlagač može od Organizatora naručiti čuvanje što se naplaćuje dodatno prema važećem cjenovniku. Izlagač je dužan Organizatoru blagovremeno podnijeti zahtjev za čuvanje imovine u pismenoj formi nakon čega će Izlagač i organizator sačiniti zapisnik o primopredaji tj. o predmetima koji se povjeravaju na čuvanje sa naznakom vremena na koji se pomenula imovina povjerava na čuvanje. Ukoliko se od vremena prestanka organiziranog čuvanja ne pojavi osoba ovlaštena za preuzimanje iste, organizator ne snosi i ne odgovara za sve nastale štete prema izlagaču.
- b) Organizator je obavezan izdati izlagaču izlagačke propusnice – izlagačke propusnice vrijede od prvog dana priprema sajma do zadnjeg dana raspremanja. Broj pripadajućih propusnica zavisi od veličine zakupljenog prostora i specifičnih potreba izlagača.
- c) Regulisanje prodaje – direktna prodaja izložbenih eksponata i uzoraka dozvoljena je u skladu sa pozitivnim zakonskim propisima. Izlagač je dužan u skladu sa zakonskim propisima pripremiti svu potrebnu dokumentaciju koju zahtjevaju nadležne inspeksijske službe kao i uskladiti prodaju po propisima porezne uprave BiH.

Član 11.

- Pravo da odobri obavljanje bilo kakvih djelatnosti na prostoru sajma (uređenje štandova, ugostiteljstvo, prodaja, špedicija, snimanje i sl.) pripada isključivo Organizatoru. Smatra se da je za primanje obavijesti, preuzimanje usluga, odnosno odobrenje narudžbi u ime izlagača ovlaštena osoba koja je zatečena na štandu. Ekonomsko - propagandne aktivnosti na prostoru sajma mogu se organizovati u skladu sa propisima Bosne i Hercegovine. Nedozvoljena je svaka reklama koja ometa ostale izlagače ili posjetioce kao i bilo koji oblik političko - propagandne aktivnosti. Za sve reklamne akcije izvan izložbenog prostora izlagača potrebno je posebno odobrenje Organizatora. Na štandu se ne dopušta upotreba elektronskih uređaja koji proizvode nivo buke veći od 65 decibela. Puštanje muzike na izlagačkom prostoru podliježe Zakonu o autorskim pravima BiH i Organizator ne preuzima materijalnu odgovornost za nastale obaveze po toj osnovi. Organizacija press konferencija za novinare obavezno se unaprijed prijavljuje Organizatoru.
- d) Katalog izlagača – upis u katalog je obavezan. Izlagač je dužan dostaviti organizatoru podatke za upis u katalog 20 dana prije početka sajma (Obrazac 2). Ukoliko izlagač podatke ne dostavi, organizator će upisati u katalog osnovne podatke iz prijave izlaganja (Obrazac 1.). Za tačnost podataka odgovara izlagač.
 - e) Izlagači koji prijavljuju neuređeni unutrašnji izložbeni prostor obavezni su snositi troškove pripreme – rasprednog perioda koji se obračunavaju po m² zakupljenog prostora.

ZAVRŠNE ODREDBE

Član 12.

- Ugovor prestaje po isteku vremena na koji je zaključen. Prije isteka ugovorenog roka, Ugovor prestaje u sljedećim slučajevima: 1.) na osnovu saglasnosti ugovornih strana, 2.) jednostranom izjavom o raskidu Ugovora. Ovaj Ugovor će biti jednostrano raskinut u sljedećim slučajevima:
- a.) **OD STRANE ORGANIZATORA**
 - ako izlagač i poslije opomene koristi prostor protiv odredaba Ugovora ili mu nanosi štetu koristeći ga bez potrebne pažnje;
 - ako izlagač nije prijavio promjenu adrese prebivališta odnosno sjedišta, u roku od 15 dana od dana nastanka promjene;
 - ako izlagač i nakon opomene ne izmiri dospjele obaveze u zadanom roku;
 - zbog nepoštivanja Kućnog reda;
 - zbog neprihvatanja uslova shodno članu 3. stav 4 Ugovora;
 - zbog neispunjavanja ugovornih obaveza.
 - b.) **OD STRANE IZLAGAČA:**
 - ako zakupljeni prostor propadne sasvim ili djelimično nepažnjom organizatora
 - ako izlagač povuče podnijetu prijavu za sudjelovanje na sajmu

Član 13.

Otkaz se saopštava drugoj ugovornoj strani u pismenoj formi. Ugovorne strane su se usaglasile da otkazni rok za ovaj Ugovor iznosi 15 (petnaest) dana.

Član 14.

Izmjene i dopune ovog Ugovora vršit će se putem Anexa Ugovora.

Član 15.

Ugovorne strane su saglasne da ovjerom ovog ugovora prihvataju sve njegove odredbe. Ovaj ugovor je sastavni dio prijavnog materijala.

Član 16.

Za sve eventualne sporove koje ugovorne strane ne budu mogle riješiti sporazumnim putem, nadležan je sud u Sarajevu.

Član 17.

Ugovor je sačinjen u 3 (tri) istovjetna primjerka, od kojih organizator zadržava 2 (dva) primjerka a izlagač 1 (jedan) primjerak.

Izlagač

KJP Centar "Skenderija" d.o.o.

Pečat i potpis izlagača

Direktor Damir Petričić



SARAJEVO
destination festival

CENTAR SKENDERIJA
SARAJEVO
12. - 14. 10. 2023.

We invite:

Tourist boards and organizations
Travel agencies
Hotels, boarding houses and catering facilities
Potential investors in the tourism industry
Manufacturers and dealers of hotel and catering furniture, techniques and equipment
Professional organizations and associations
The media
Users of tourist services
and all other representatives of the tourism industry

To participate in:

"SARAJEVO TRAVEL FEST"
DESTINATION FESTIVAL
International tourism fair
from October 12 to 14, 2023.

"SARAJEVO TRAVEL FEST" - "Destination Festival" is a gathering place for tourist boards and the entire tourism industry in order to promote individual tourist destinations in the countries of the region, the Balkans and Europe, as well as the world.

"Destination Festival" will promote the year-round tourist offer of each of the participating countries, and provide insight into the entire contents of individual destinations.

In this regard, throughout the duration of the manifestation, individual promotions of the participating countries will be organized, through presentations, gastronomic, folklore, musical and other contents.

Event program:

- **B2B**

A place for connecting regional tourism partners and organizations and a platform for directly connecting travel agencies, companies and end users - travelers.

- **Conference and professional lectures**

Professional supporting programs: education (start up, digitization, tourism schools...), expert panels, lectures and presentations of participating companies.

- **Workshops**

Workshops of famous chefs, guides, receptionists, agents, journalists, bloggers and other important experts in the field of the entire tourism industry, as an important place to acquire new skills and abilities, as well as useful advice, will be organized throughout the day in the area of the hall, and will be available to all participants and visitors. .

- **Concerts and entertainment**

Cultural and entertainment program of both host representatives and performers and representatives of the region.

In the attachment, we provide you with the application materials with the price and conditions of exhibition. We expect that this event will be your choice for the best promotion and exchange of ideas and experiences within the tourism industry.

Kind regards,
Organizing committee



 **VISIT**
SARAJEVO



Ministarstvo privrede
Kantona Sarajevo

marketing@skenderija.ba | destinationfestival@skenderija.ba | www.destinationfestival.ba
+387 33 201 183, 387 33 226 612 | Terezija bb. 71000 Sarajevo, Bosna i Hercegovina

KJP Centar "Skenderija" Sarajevo
 BH - Terezije b.b. 71 000 Sarajevo
 Tel/fax: +387 33 201-183; 226-612; 445-156
 E-mail: marketing@skenderija.ba
 ID br: 200736910008 www.skenderija.ba



Sarajevo Travel Fest
 12 - 14 October 2023.

Closing date: 15. 09. 2023.

Form: 1

APPLICATION FOR PARTICIPATION - AGREEMENT

FILLED UP BY EXHIBITOR:

1. Exhibitor / Name of company: _____

ID number: _____ VAT number: _____ Account number: _____

Complete address: _____
 Street Zip code City Country

phone fax GSM e-mail web

2. Authorized person/Contact person: _____ phone: _____ e-mail: _____

3. We hereby apply following:

Code	Service	Measurement	Price KM	Price EUR	We order
0001	PAVILION EXHIBITION SPACE – UNEQUIPPED	sqm	60,00	30,68	
0002	OUT DOOR EXHIBITION SPACE – UNEQUIPPED	sqm	20,00	10,23	
0003	STANDARD EQUIPPED PAVILION SPACE (Octanorm)	sqm	25,00	12,78	
0004	BASE EQUIPPED EXHIBITION SPACE edge wall, firm's inscription (name of the company and city), carpet	sqm	17,00	8,69	
OTHER OBLIGATORY SERVICES					
0005	Flat rate for electricity	sqm	3,00	1,53	
0006	Obligatory catalogue entry	pcs	100,00	51,13	
0007	Costs for montage-demontage period (only pay exhibitors that ordered unequipped exhibition space)	sqm	2,00	1,02	

NOTICE:

1. For items with code 0001 & 0003 we allow discount on price:

20 - 49 sqm	6% discount	150 – 199 sqm	9% discount	500 sqm & more	12% discount
50 – 99 sqm	7% discount	200 – 299 sqm	10% discount		
100 – 149 sqm	8% discount	300 – 499 sqm	11% discount		

Sarajevo Fair has right for change of price list for the year; if there is important change of law's regulations, namely change of business obligations, in accordance with increase of prices for retail sale and services. All prices of services that are determined by suppliers, for example electricity, BH Telecom services, water-supply and other can be changed because of purchasement price.

The prices reported in this prices list do not contain the VAT. The payment should be done only through the bank accounts specified in the invoice. The prices in EUR are valid for foreign exhibitors.

By signing and stamping of Application material (paper 1), of Agreement about general condition for participation (paper 2) and Application of additional services and catalogue entry (paper 3) are accepted all conditions for participation on Sarajevo Fair.

City and date

Stamp and signature of Exhibitor

All application materials have to be filed up, signed and stamped, otherwise your application will not be accepted..

APPLICATION OF ADDITIONAL SERVICES AND CATALOGUE ENTRY

FILLED UP BY EXHIBITOR:

We hereby irrevocably order additional services:

Code	Service	Measurement	Price KM	Price EUR	We order
Electrical engineering services					
0101	Main connection without power supplier box 220/380 V up to 5 KW	pcs.	120,00	61,36	_____
0102	Main connection without power supplier box 220/380 V up to 10 KW	pcs.	180,00	92,03	_____
0103	Main connection without power supplier box 220/380 V up to 30 KW	pcs.	220,00	112,48	_____
Other technical services					
0104	Direct telephone connection	pcs.	200,00	102,26	_____
0105	Connection of water	pcs.	150,00	76,69	_____
0106	Refrigerator	pcs.	100,00	51,13	_____
0107	Sink	pcs.	50,00	25,56	_____
Advertising in the catalogue					
0108	1/1 page in color	pcs.	250,00	127,82	_____
0109	1/2 page in color	pcs.	200,00	102,26	_____
0110	1/1 page black & white	pcs.	100,00	51,13	_____
0111	1/2 page black & white	pcs.	50,00	25,56	_____

The prices reported in this price list do not contain the VAT. The payment should be done only through the bank accounts specified in the invoice. The prices in EUR are valid for foreign exhibitors.

DATES OF EXHIBITOR FOR CATALOGUE ENTRY: (please print or type)

Please enclosed this paper trade's mark and logo of your company (corel-8 or jpg) and send us by post or e-mail (marketing@skenderija.ba), so that we could enter it's in the catalogue. The Exhibitor is responsible for correctness of the dates about Exhibitor and Sub Exhibitor.

Exhibitor / Name of company: _____

Complete address: _____

Street

Zip code

City

Country

phone

fax

GSM

e-mail

web

Short description of the company's activity:

Production program:

1. _____
2. _____
3. _____
4. _____
5. _____

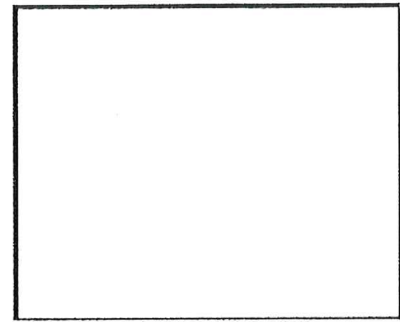
Representative for companies:

1. _____
2. _____
3. _____
4. _____
5. _____

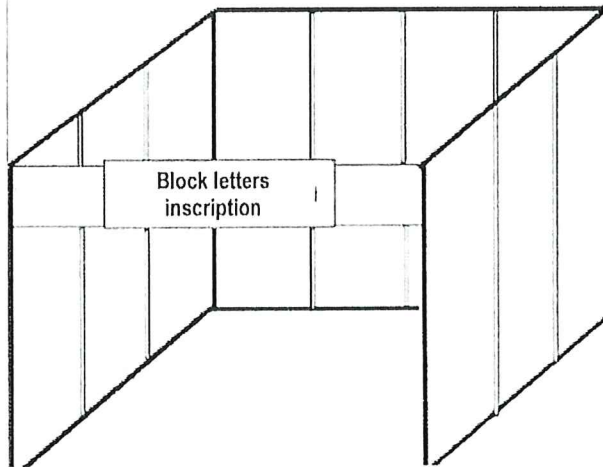
City and date_____
Stamp and signature of Exhibitor

BASIC EQUIPMENT includes:

- Basic construction (octanorm walls - partition walls (100 x 240 cm)
- Carpet
- Block letters inscription
- Spot light 100 W
- Electric connection 220 V with single-phase socket



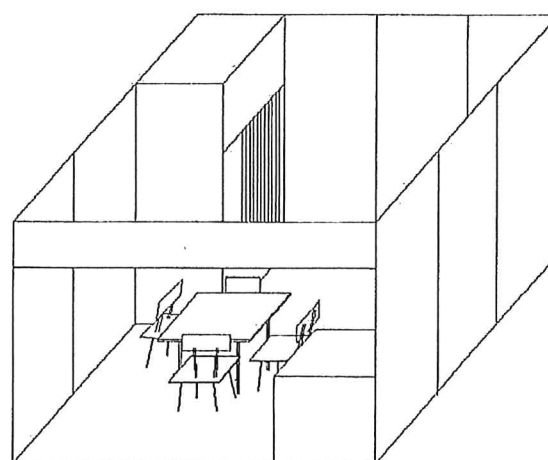
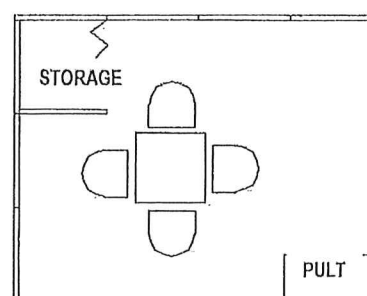
Block letters inscription



ELEMENTS	9-11 m ²	12-20 m ²	21-40 m ²	41-60 m ²	61-80 m ²	81 m ² and more
Octanorm walls – partition walls 100 x 240 cm	according the surface of a stand					
Carpet	full surface of an exhibition space (stand)					
Block letters inscription on the panel 196 x 22 cm	in front side of a stand					
Spot light 100 W	1 pcs	2 pcs	3 pcs	4 pcs	5 pcs	6 pcs
Single-phase socket	1 pcs	1 pcs	2 pcs	3 pcs	4 pcs	5 pcs

STANDARD EQUIPMENT include:

- Basic construction (octanorm walls – partition walls 100 x 240 cm)
- Storage
- Carpet
- Table (diameter 75 cm)
- Chairs
- Desk (100 x 100 x 90 cm)
- Info desk (100 x 50 x 90 cm)
- Spot light 100 W
- Name panel - logo (196,5 x 22 cm)
- Electric connection 220 V with single-phase socket



Exhibition space (stand) equipment is proportionally increased depending on the size of the exhibition space (stand), according to the following table::

ELEMENTS	9-11m ²	12-20 m ²	21-40 m ²	41-60 m ²	61-80 m ²	81 m ² & more
Octanorm walls - partition walls 100 x 240 cm	according the surface of the stand					
Storage		2 m ²	4 m ²	6 m ²	8 m ²	9 m ²
Carpet	full surface of the exhibition space (stand)					
Table (diameter of 75 cm)	1	2	3	4	5	6
Chair	4	6	9	12	16	18
Desk 100 x 100 x 90 cm		1	2	4	6	8
Info desk 100 x 50 x 90 cm	1	1	2	3	4	4
Name panel - logo 196,5 x 22 cm	every open side of the stand					
Spot light 100 W	1	2	3	4	5	6
Single-phase socket	1	1	2	3	4	5

THE AGREEMENT

About the general conditions for participation at the fair

This agreement has been made between the parties:

by Centar "Skenderija" d.o.o. Sarajevo - the organizer of the fair, based in Sarajevo, Terezija bb, represented by Damir Petrinic and

Exhibitor: _____, based in: _____, represented by: _____,

Tax number: _____, VAT: _____, transaction account number: _____,

or Natural person: Name: _____, Surname: _____, Personal identification number: _____,

Father's name: _____, Address: _____, No. personal card: _____

GENERAL PROVISIONS

Article 1

All persons and companies from the territory of Bosnia and Herzegovina and abroad have the right to participate at the fair that duly complete and on time deliver signed and verified Application for participation. The application for participation is considered regular if form 1; form 2 and agreement on general conditions for participation are signed and certified.

REGISTRATION FORM

Article 2

Exhibitor submit signed and certified application for participation to organizer Centar "Skenderija" doo, expressed in sqm (m²) and other technical services, as provided in forms 1 and 2 and agreement on general conditions for participation at the fair. The organizer will assign the exhibition space on the basis of received application. All applications for exposure relates only to the registered exhibitors.

METHOD AND TERMS OF PAYMENT

Article 3

After receipt of the application form, the organizer will deliver pro-forma invoice to the exhibitor for ordered services. Exhibitor after receipt of the invoice shall pay the specified amount not later than the beginning of the assembly period (2-5 days before the fair). The organizer will, on second day of the fair, deliver a final invoice for all services. If the exhibitor has any of complaints on the part of the bill, it is obliged to submit it in writing form within 5 days from the date of invoice. The organizer reserves the right to change the offered prices based on the decision of the Supervisory Board and is obliged to promptly inform the exhibitors.

CANCELLATION OF PARTICIPATION

Article 4

The exhibitor may to withdraw, in writing form, the application for participation at the fair at least 15 days until the start of the fair. In the case that the application for participation at the fair is withdrawn after the deadline, the Exhibitor is obliged to pay 50% of the ordered amount for the reservation of bare exhibition space. In the case of cancellation of exhibitors, organizer reserves the right to freely dispose of the allocated exhibition area that was the subject of the lease.

CHANGE OF TERMS AND VENUE OF THE FAIR

Article 5

The deadline for the application for participation is indicated on the application form (form 1). If there is available capacity of the fair, the application may be accepted after the deadline, and not later than 15 days before the fair. The deadline for ordering other services is the deadline given in the order form (Form 2). The organizer cannot accept any cancellation of technical services less than 15 days before the fair. If the time and location of the exhibition is changed because of objective reasons, the application for participation is valid for new term with the prior consent of exhibitors. In case that the term of the fair is changed (shortening, lengthening, temporary closure or delay) due to unforeseen circumstances, it does not entail the right to exhibitor for recovering damages from the organizers. The organizer, in this case, is obliged to timely inform exhibitors of the above changes and the new term of the fair.

EXHIBITION SPACE UNEQUIPPED

Article 6

Bare exhibition space implies the marked space layout in a pavilion or in the outdoors. The area is marked by organizer and exhibitor is obliged to respect marked space. The exhibitor cannot give an exhibition space on the use to another exhibitor without the consent of the Organizer. If this is done under these conditions the exhibitor is obliged to submit written information about the user of the exhibition space and at the same time the Exhibitor is obliged for the execution of all obligations assumed under this Agreement. Exhibitors may begin equipping of exhibition space (stand) after the organizer has issued the confirmation in written form for it. If exhibitor does not start to arrange exhibition space at least 24 hours before the opening of the fair, the spaces will not be considered occupied and the organizer has the right to dispose of exhibition place, or arranged it at the expense of the exhibitor. Preparation and arranging of the exhibition space must be begun in accordance with the time stated in the "Confirmation for participation" that is delivered by the organizer to the exhibitor with a pro forma invoice. At the request of the Exhibitor, Organizer can approve the arranging of the exhibition space before the scheduled preparation period if that time is not in conflict with the term of previously scheduled events in KJP Center "Skenderija" doo. Dismantling of exhibition space can start after the official close of the fair. The exhibitor is obliged to remove all exhibits and stand equipment within the deadline for dismantling period. Organizer after the scheduled deadline for clearing away the exhibition space is not responsible for stand equipment and exhibits, and it will be transported in the warehouse at the expense of the exhibitor.

EXHIBITION AND ADVERTISING SPACE

Article 7

Exhibition space and advertising space

Arranged exhibition space implies indoor (hall) space equipped with typical booth equipment that includes:

- Standard arrangement of stand (carpet, furniture, logo with the inscription and partition walls height of 250 cm) or
- Basic arrangement (carpet, label and partition walls height up to 250 cm).

Bare indoor and outdoor exhibition space implies space with connection to electricity from 3 KW (without stand equipment). Advertising space is electronic advertisements - a link to the website, a promotional space within the building and it will be charged in accordance with valid price list of the Organizer for advertising and Internet services by Centar "Skenderija" doo

Article 8

Approval for the setting of the exhibition space

Approval for the setting of exhibition space in a standard booth construction (partition walls height of 250 cm) will be issued by the organizer. If the Exhibitor plans to arrange its exhibition space by special project and make it by special designed elements, he is obliged -or it's stand constructor to deliver detailed design to Technical Department of Center "Skenderija" at least 15 days before the fair. If it is planned setting of exhibition space under a special project by specially crafted elements, which are not in accordance with

standard booth equipment, it is necessary that Exhibitor or its stand constructor submit detailed design of stand, 15 days before the fair, for certification by Technical department of Centar "Skenderija". The plan implies a sketch or some other planning documentation, technically drawn up and authenticated by an authorized person - stand constructor. The Exhibitor is obliged to announce, in writing form at least 7 days before the fair, the date of delivery of exhibits and equipment.

Article 9

Other technical information

- a) Exclusively Organizer performs all installation connections
- b) The use of electricity up to 3 KW is calculated at a flat rate per sqm (m²) of indoor exhibition space or to the application of special electrical services for a stronger energy (5 KW, 10 KW, 30KW)
- c) If the conditions for setting display areas do not allow other conditions exhibitor is obliged to allow the passage of installations necessary for the technical and decorative arrangement of the fair. Exhibitor - stand constructor, cannot start with the reconstruction of the exhibition space without the confirmation of the Organizer
- d) The maximum vertical load in the hall "Mirza Delibasic" and the parking space is unlimited, while in the halls, plateau and other supporting areas the maximum vertical load is 400 kg / m² and in Hall D1 and D2 is 100 kg / m². Fixing, drilling floor and hanging on the ceiling is not allowed.
- e) Works on the arranging of exhibition space should be completed no later than 12 hours before the opening of the fair.
- f) A claim for any falling on exhibition space must be reported to the organizer in written form immediately after the taking over the stand, and no later than 12 hours before the opening of the fair. A subsequent complaint cannot be taken into consideration.
- g) The exhibitor is obliged to comply with the Law on Occupational Safety, the Law on Fire Protection, Law on Environmental Protection and the house rules during the preparation period, the fair and dismantling period. The Exhibitor bears full responsibility for any damage resulting from non-compliance with the same.
- h) Harmful and hazardous waste and other waste exhibitor has to put in the specific location for it.

SPECIAL PROVISIONS

Article 10

- a) The exhibitor is obliged to keep and provide exhibition space and exhibits in the working time of the fair. For the days of the fair exhibitor is bound to come half an hour before the start of the working day and stay longer half hour. In the montage and dismantling period and the Exhibitor is obliged for taking care of its exhibits. Organizer does not take responsibility for exhibitor's failure to insure exhibits and other assets and the amount of possible damage shall be borne by the exhibitor. Keeping and ensuring of exhibits in the montage and dismantling period - exhibitor can order from the Organizer, which is additionally charged by the current price list. The exhibitor is obliged to apply to Organizer requirement in written form, and in due time, for safeguarding of assets. After that Exhibitor and Organizer will make handover protocol for safeguarding with information about the time at which the aforementioned assets entrusted for safekeeping. The organizer is not responsible for any damages in the case if exhibitor's authorized person doesn't come after safekeeping time.
- b) The organizer is obliged to issue exhibitor's passes cards- exhibitor passes are valid from the first day of montage the fair till the last day of dismantling. Number of passes cards depends on the size of the leased space and the specific needs of exhibitors.
- c) Regulation of sales - Direct sales of exhibits and samples is permitted in accordance with applicable legislation. The exhibitor is obliged to comply with the legislation to prepare all documentation that is required by authorized inspection service as well as to harmonize regulations on the sale of the tax administration of Bosnia and Herzegovina.

Article 11

- The right to approve any kind of activities on the fairground (arranging stands, catering, sales, forwarding, recording, etc.) belongs exclusively to the Organizer. The person who attends on a stand will be considered as authorized person for receiving information, downloading services or for approving the orders in the name of the exhibitor. Economic - Advertising activities on fairground can be organized in accordance with the regulations of Bosnia and Herzegovina. Any advertising that hinders other exhibitors or visitors and also political - propaganda activities is invalid. The special approval of the Organizer is necessary for any advertising campaigns outside the exhibition space. Any use of electronic equipment that produces noise levels greater than 65 decibels is not allowed. Any Music on stand area is subject to copyright law of BiH and organizer does not assume any responsibility for any resulting obligations from this. Organization of press conference shall be announced in advance to the Organizer.
- d) Exhibitor catalog - catalog entry is required. An exhibitor must deliver to the organizer data for entry into the catalog 20 days before the fair (Form 2). If an exhibitor fails to submit data, the organizer will enter in catalog general dates given in application material (Form 1). The exhibitor is responsible for the accuracy of the data.
 - e) Exhibitors who ordered bare indoor exhibition space are obliged to bear the costs of montage - dismantling period, that are calculated per sqm (m²) of the leased space.

FINAL PROVISIONS

Article 12

Agreement shall be terminated upon expiry of the period for which it was concluded. Before the end of the agreed period, the Agreement shall cease in the following cases:

- 1.) The consent of the contracting parties, 2.) The unilateral declaration of termination. This Agreement will be unilaterally terminated in the following cases:
 - a.) by the Organizer
 - if exhibitor and after warnings used space against the provisions of the Agreement or he does damage using it without the necessary attention;
 - if exhibitor not report a change of address or head office, within 15 days from the date of change;
 - if the exhibitor and after a warning fails to fulfill obligations due within the time limit;
 - because of non-compliance with the house rules;
 - for non-acceptance of the conditions pursuant to Article 3, paragraph 4 of the Agreement;
 - for non-fulfillment of contractual obligations.
 - b.) by exhibitor:
 - If rented space collapses entirely or in part by negligence of the organizer
 - If the exhibitor withdraws her application for participation in the fair

Article 13

The denunciation shall be communicated to the other contracting party in writing form. The contracting parties have agreed that the notice period for this contract is 15 (fifteen) days.

Article 14

Amendments to this Agreement shall be made by the Annex to the Agreement.

Article 15

The parties agree that the verification of this agreement accept all of its provisions. This agreement is an integral part of the application material.

Article 16

The Court in Sarajevo is competent for disputes of the parties that cannot be resolved amicably through.

Article 17

The Agreement is made in 3 (three) identical copies, of which the organizer reserves the 2 (two) copies and exhibitor 1 (one) copy.

Exhibitor

Centar "Skenderija" d.o.o.

Signature and seal

Damir Petrinic