

32° CONGRESSO ASSIOM FOREX

VENEZIA 20 - 21 FEBBRAIO 2026

Venice, February 20th – 21st, 2026
TECHNICAL REGULATIONS FOR THE EXHIBITION

For final confirmation of exhibiting space, it is mandatory to send this document and Form A, signed on each page, to the attention of: Eleonora Pisoni, email eleonora.pisoni@assiomforex.it or to ASSIOM FOREX Servizi S.r.l., Via Monte Rosa, 17 – 20149 Milan. Telephone +39 02 654761 VAT number 08953850966 billing code SUBM70N PEC; assiomforexservizi@legalmail.it

1. COMPLIANCE WITH THE REGULATION

Exhibitors undertake to comply with the regulations and rules set out in this document and not to consider them merely as administrative provisions. Exhibitors also undertake to comply with any additional provisions and/or changes that may be introduced and adopted in the interests of the event, and with any changes that the Organizers reserve the right to communicate, including verbally.

Any violation of these Regulations, current legislation, and/or any of the above-mentioned changes may result in the immediate exclusion of the Exhibitor as a person or company by the Organizers, without prior notice and without the possibility of obtaining refunds and/or claiming damages.

Venue and date

The 32nd ASSIOM FOREX Congress will take place on **February 20th and 21st, 2026**, at **Palazzo del Casinò, Lungomare Marconi, 30 - 30126, LIDO - VENEZIA**.

Congress opening hours

Friday, **February 20th 2026** from **2.00 pm** a end of works (**6.00 pm** circa).

sabato **February 21st 2026** from **08.30 am** to **6.30 pm**

Terms and penalties

Full payment for the spaces must be made **no later than February 8th, 2026 to ASSIOM FOREX Servizi S.r.l. with the same value date, unless otherwise agreed** - see form A. After this date, the space will be assigned to applicants with the second option. For payments received after that date, a penalty equal to 20% of the amount due will also be payable by **February 13th, 2026**, at the latest, under penalty of termination of the contract.

Upon receipt of payment, the exhibition space will be definitively assigned and ASSIOM FOREX SERVIZI S.r.l. will send the relevant invoice.

Cancellations and refunds

Cancellation requests must be made in writing. For cancellations received by January 19th, 2026, 50% of the total amount will be due to ASSIOM FOREX Servizi S.r.l.; after that date, the total amount will be due to ASSIOM FOREX Servizi S.r.l.

Payment methods

Payment is accepted by:

- Bank transfer to ASSIOM FOREX Servizi S.r.l, VAT number 08953850966, billing code SUBM70N, certified email address assiomforexservizi@legalmail.it, IBAN IT44 B030 6909 4001 0000 0066 860 at

Intesa Sanpaolo – Agency 1876 Milan c/c 001227 — BIC BCITIT33113

Reason for payment: Stand number - 32nd ASSIOM FOREX Congress 2026

All bank charges must be borne by the payer.

2. SPACES, SERVICES, AND BOOTH SETUP

2.1 SPACES - FORM A

There are four types of exhibition packages and spaces available. The spaces are provided as pre-fitted stands and the relevant fee must be paid to ASSIOM FOREX Servizi S.r.l. in accordance with the methods and times indicated in point 1 and in Form A.

IMPORTANT – The exhibitor may not proceed with setting up the booth unless they have paid the amount due in accordance with the terms and conditions indicated in point 1 above and in form A.

2.2 BOOTH CUSTOMIZATION AND DELIVERY TIMES

The setting up and dismantling of booths is at the Exhibitor's expense, who must ensure that **the booth is fully set up by 1:00 p.m. on Friday, February 20th, 2026**.

Access to the exhibition center will be granted to the booth fitters of the exhibiting companies who have submitted all the documentation referred to in point 2.4 below and are in possession of the appropriate access badge.

ACCESS WILL NOT BE PERMITTED OTHERWISE.

It is recommended that the following times are strictly observed for the customization and positioning of the material
Friday, February 20th 2026 from 09.00 am to 1.00 pm

Release

Saturday, **February 21st, 2026, from 5:00 p.m. to 7:00 p.m.**

The stands must be **vacated and left clean, as taken over by the Exhibitor, by 7:00 p.m. on Saturday, February 21st, 2026.**

2.3 TECHNICAL SUPPORT FOR EXHIBITORS

The Event Organizer is available to Exhibitors to provide all technical information on the general services provided within the Palazzo del Casinò.

The following additional services may be requested by filling out the appropriate forms made available to exhibitors:

- Rental of additional furniture
- Rental of video equipment
- Rental of plants and flowers
- Catering service
- Hostess service
- Digital printing services
- Personalized services

Any requests for assistance should be sent to:

leonora.pisoni@assiomforex.it (with a copy to espositori@assiomforex.it) or by telephone to 02 654761.

3. MANAGEMENT OF THE EXHIBITION SPACES

3.1 ALLOCATION OF SPACES

Spaces will be assigned in chronological order of booking. ASSIOM FOREX Servizi S.r.l. reserves the right to change the location of the stand, even if already assigned, or to change its size, if necessary for technical or organizational reasons. In such cases, no refunds will be given.

IMPORTANT – In the event of force majeure and/or technical or organizational reasons, ASSIOM FOREX Servizi S.r.l. reserves the right to change the layout of the Exhibition, the location of the stands, the opening hours, and anything else that may be necessary, without any refund being due to Exhibitors.

3.2 EXHIBITOR REGISTRATION - BOOTH STAFF DURING THE CONGRESS

Each Exhibitor will receive badges for booth staff present during the Congress: 10 badges for Platinum exhibitors; 7 badges for Gold exhibitors; 5 badges for Silver exhibitors, and 3 for Bronze exhibitors. Additional badges are available at a cost of €250 + VAT. **Badges are non-transferable and must be worn at all times during the Congress for security reasons.**

The list of personnel must be sent to ASSIOM FOREX Servizi S.r.l. (email leonora.pisoni@assiomforex.it) **no later than February 6th, 2026.** Any substitutions must be sent in writing no later than 6:00 p.m. on Friday, February 13th, 2026.

Replacements that are not received in writing and not directly communicated by the exhibitor's representative will not be accepted.

Each Exhibitor (stand personnel) may **collect their badge from 2:00 p.m. to 5:00 p.m. on Thursday, February 19th, and from 9:00 a.m. on Friday, February 20th, 2026**, at the registration desk. Any other requirements must be agreed with the Exhibition contact person (Eleonora Pisoni - email eleonora.pisoni@assiomforex.it).

3.3 RESPONSIBILITIES

ASSIOM FOREX Servizi S.r.l. and Vela S.p.A. (Venice Convention) are not liable for any violations, loss, or damage that may be caused to the Exhibitor, its employees, or its property for any reason during the period of storage prior to and after the Exhibition and for the entire duration of the Exhibition.

By signing the attached form, the Exhibitor releases the aforementioned parties from any and all claims for loss, damage, or violations to materials or persons. The Organizers and Vela S.p.A. (Venice Convention) shall also not be liable for damages due to causes or situations beyond their control, such as war, panic, mobilization, riots, strikes, fires, floods, acts of sabotage and/or terrorism, impediments of various kinds to key speakers, or other similar conditions that could cause substantial changes to the Congress program, postponement to another date, cancellation of the Congress, or prevent the normal running or even the implementation of the Exhibition. **IN THESE CASES, NO REFUNDS WILL BE GIVEN.**

The Exhibitor is still civilly and criminally liable for all damage to persons and property caused by equipment, structures, or anything else present in the area made available, as well as by their own actions or those of their Collaborators, Suppliers, and/or Representatives.

4. SANCTIONS AND PENALTIES

The Exhibitor and any Fitter appointed to work on its behalf are responsible for non-compliance with the provisions contained in these Regulations and are jointly and severally liable for any resulting charges.

5. EXHIBITOR INSURANCE

In order to participate in the Event, each individual Exhibitor must have an All-Risks Material and Direct Damage insurance policy with waiver of recourse by insurers against third parties, including Vela S.p.A. (Venice Convention) and its affiliated companies, to protect goods, machinery, equipment, and fittings brought and/or used in the Congress Center for the entire value of said material.

In the event of recourse by its insurer, the Exhibitor guarantees to hold the above-mentioned parties harmless.

6. MERCHANTISE DELIVERY, MERCHANTISE COLLECTION AT THE END OF THE EVENT, RETURN OF EXHIBITION SPACES, CLEANING, AND SECURITY

6.1 SHIPPING AND RECEIPT OF GOODS/BOOTH

The material for setting up the stands must be delivered no earlier than February 17th, 2026 to:

VELA spa (Venice Convention)

*Palazzo del Casinò
Lungomare Marconi, 30
30126, LIDO – VENEZIA*

Packages must be labeled as follows:

- **Recipient (exhibitor company name)**
- **C/O: 32° Congresso ASSIOM FOREX February 20th – 21st, 2026**
- **Stand number**
- **Destination: VELA spa (Venice Convention), Palazzo del Casinò - Lungomare Marconi, 30 - 30126, LIDO – VENICE**
- **Name and telephone number of the stand contact person on site**
- **Numbered in series 1 of xx**

Exhibitors who wish to do so may bring their goods to the convention center in person between 9:00 a.m. and 12:00 p.m. on February 20th, 2026.

6.2 RECOVERY OF MERCHANDISE AT THE END OF THE EVENT

At the end of the congress, any material to be shipped that remains at the stand must be packed and labeled by the exhibiting company on each package with the sender's and recipient's addresses and the relevant accompanying document. Each individual exhibitor must arrange for the collection of the packages at their own expense.

Any unlabeled goods left inside the stand, for which no specific collection arrangements have been made with ASSIOM FOREX, will be sent to the public landfill 24 hours after the end of the event, with the costs borne by the Exhibitor.

The material must be collected no later than Tuesday, February 24th.

Any goods not collected by the specified date will be sent to the public landfill at the Exhibitor's expense.

Requests for changes to this calendar must be made to ASSIOM FOREX Servizi S.r.l. (e-mail eleonora.pisoni@assiomforex.it) which, where permitted, will give authorization and charge any extra costs to the applicant(s).

ASSIOM FOREX Servizi S.r.l. accepts no responsibility for theft, loss, or damage to the goods to be collected, and hereby declares that it shall be held harmless.

6.3 RETURN OF THE EXHIBITION SPACES

At the end of the event, the exhibition space must be returned within the time frame specified in point 2.2, **in the same condition as when it was delivered.**

6.4 CLEANING

Cleaning during the exhibition period is included in offered services

6.5 SURVEILLANCE

ASSIOM FOREX Servizi S.r.l. provides, solely for the purposes of ensuring the smooth running of the event, a security service for the exhibition center during closing hours, without however assuming any responsibility for theft, damage, or risks of any kind, without exception. **All merchandise in the stand must be insured for its actual value.**

During the exhibition, customization, and release times, the Exhibitor is responsible for the security of their stands. Additional security services may be requested at the expense of the Applicant.

7. APPLICABLE LAW AND EXCLUSIVE JURISDICTION

This contract is governed by Italian law and any dispute arising from its application, execution, and interpretation shall be referred to the exclusive jurisdiction of the Court of Milan.

The Exhibitor's Manager declares that he/she has read and accepts in full and without reservation all the clauses contained in these Technical Regulations.

Place and Date_____

Stamp and signature for acceptance (to be repeated on all pages of the Regulations)
