

Participation contract Literary Agents Centre

No handwriting, please

The following data will be published in the Exhibitors directory and in the Show guide

Agency

Street

City/Post code/Country

Telephone (area code)

E-mail

Web Site

E-mail Press Room/PR

Primary member (first name, last name)

Co-member # 2 (first name, last name)

Co-member # 3 (first name, last name)

Please add a brief description
of your publishing activity

Maximum 400 typewritten
characters in English

		Quantity	Unit Cost €	Total €
A34	Personal office		900.00	
A35	Table		615.00	
A36	Co-member (only in addition to one office or one table)		450.00	
Total Amount (VAT excluded) VAT will be added to the total on the invoice, if due				

**Invoicing information for administration purposes
(if different from the directory one)**

The exhibitor, acting on the basis of a mandate in the name and on behalf of the entity to which the relevant invoice is issued, shall remain liable.

Name

Address

City

Country

You are a:

taxable entity / person or private individual

If you are a taxable entity / person please indicate:

VAT code

no VAT code in our country

Company Identification number

no Company Identification number in our country

If you are a professional/private individual, please indicate date and place of birth:

.....

E-mail to send the invoice

date / data

signature / firma

Terms of payment

When submitting the contract, all parts of which must be duly filled in and signed, your payment slip must be included.

cheque made out to BolognaFiere

credit payment to bank account made out to BolognaFiere at
UNICREDIT SPA - Fil. Op. Emilia Est - Bo IBAN: IT 27 E 02008 05364 000030087244 - BIC-SWIFT: UNCRITMMOEE
or INTESA SANPAOLO SPA - IBAN: IT 50 T 03069 03390 100000001015 - SWIFT: BCITITMM

credit card payment:  cartasi  visa  eurocard  mastercard  american express  diners

credit card number CVV Security Code expiration date

company name total amount

Signed for express approval of the conditions of participation printed overleaf and indicated by the numbers 1. The Literary Agents Centre; 2. Right of withdrawal; 3. Surveillance Against Theft; 4. Liability for damage - Insurance; 5. Specific prohibitions - Fulfilment of the regulations; 6. Postponement, reduction in size or cancellation of the exhibition; 7. Special domicile; Applicable law; Jurisdiction and exclusive competence; 8. Processing of personal data.

date

Stamp and Signature

CONDITIONS OF PARTICIPATION

Admission is solely for Literary Agents

Art. 1

THE LITERARY AGENTS CENTRE

The details of Agencies provided in this application form will be published in a special section in the official directory of the Bologna Children's Book Fair. The individual agents will have access to office services and other services in specially reserved areas, including on request meeting rooms and refreshment points. The terms and conditions for the latter will be made known prior to registration and are subject to subsequent modification and integration by BolognaFiere.

Art. 2

RIGHT OF WITHDRAWAL

The Agency may withdraw from the contract by notifying BolognaFiere by means of registered letter (and in advance by fax) at least 60 days before the exhibition is due to open. In this case BolognaFiere will reimburse: - the entire participation fee if the Agency is the withdrawing party;

- an amount equal to the second registration fee for each of the registered participants for whom notification of withdrawal is given.

BolognaFiere will make no reimbursement in the event notification of withdrawal arrives later than this date. BolognaFiere may withdraw from the contract up to the day before the opening of the exhibition by providing notification by means of registered letter (and in advance by fax). In this case BolognaFiere is required to reimburse solely the participation fee.

Art. 3

SURVEILLANCE AGAINST THEFT

Participants are responsible for the surveillance of their own property. Although BolognaFiere provides a general day-time and night-time security service in the Exhibition Centre for the entire duration of the exhibition and on all days set aside for setting up and taking down the stands, it will not be held responsible for theft and/or damages suffered by the Agency and its individual agents.

Art. 4

LIABILITY FOR DAMAGE - INSURANCE

The Agency will be solely responsible for all direct and indirect damage that for any reason is attributed to it or is attributable to its agents or personnel working on its behalf. Under its own responsibility and at its own expense, the Agency must take out a policy against all risks, for the entire period it maintains a presence in the Exhibition Centre. The policy must contain a disclaimer by the insurance company against any action of recourse or claim against any third parties that may be responsible. In any case the stipulation of said insurance policies and the compensation limits established therein do not constitute a limitation of liability on the part of the Agency, which remains entirely responsible for damage caused to other agents, visitors, personnel working at the Exhibition Centre and any other third party, without exclusions or limitations of any kind.

Art. 5

SPECIFIC PROHIBITIONS - FULFILMENT OF THE REGULATIONS

In particular the Agency is prohibited from:

- any sale with immediate on-site delivery of goods to the purchaser;
- selling or exchanging entrance tickets;
- displaying prices;
- displaying products that are not included in the exhibition's goods categories;
- displaying posters or samples, even if purely by way of example, on behalf of non-represented companies.

The Agency is prohibited from carrying out any kind of advertising in the Exhibition Centre. The distribution of advertising material is permitted solely in the area reserved for the Literary Agent Centre. The prohibitions of a technical nature made for reasons of safety for persons and property and in order to prevent misuse of the

movable and immovable property of the Exhibition Centre and the corresponding provisions contained in the Technical Regulations and Exhibitor Booklet issued by BolognaFiere are understood as being included in these general contract conditions and the Agency undertakes to observe them strictly. Exceptions may be made exclusively in writing by the Technical Management of BolognaFiere. In the event of failure to observe even just one of the aforesaid prohibitions, or those referred to by this article, the contract of participation in the Literary Agent Centre may be terminated without the need for a court decision but simply through some form of written notification to the Agency. The documents for admission to the Exhibition Centre will consequently be withdrawn, without prejudice to the amounts to be paid by the Agency.

Art. 6

POSTPONEMENT, REDUCTION IN SIZE OR CANCELLATION OF THE EXHIBITION

BolognaFiere has the discretionary and unquestionable right to make changes to the dates on which the exhibition is held without the agent thus being entitled to withdraw or otherwise terminate the contract and be released from the commitments undertaken. Furthermore, BolognaFiere may reduce the size of the Literary Agency Centre or partly or totally eliminate it without being required to pay compensation, penalties or damages of any kind. In these cases, BolognaFiere must give notice of the modifications made in writing, by letter or email, at least 30 days prior to the date established for the start of the exhibition.

Art. 7

SPECIAL DOMICILE; APPLICABLE LAW; JURISDICTION AND EXCLUSIVE COMPETENCE

For all legal purposes the Agency's elective domicile is at the headquarters of BolognaFiere. The Agency accepts exclusive Italian jurisdiction and the competence of the Bologna court of law. The relationship is governed exclusively by Italian law.

Art. 8

PERSONAL DATA PROCESSING - INFORMATION TO THE DATA SUBJECT PURSUANT TO ARTICLE 13 OF REGULATION (EU) NO. 2016/679 AND DATA SUBJECT CONSENT

The Organization (for the sake of brevity hereinafter called the "Company") undertakes to process the personal data made available by you in compliance with the provisions of Regulation (EU) No. 2016/679, as well as with the guidelines and requirements laid down by the Data Protection Supervisory Authority and any other applicable regulation.

The personal data made available by you, the processing of which you have consented to, may be used for the following purposes:

- to enter into and perform the contractual relationship, as well as to comply with all statutory, tax, administrative and functional provisions related to and/or in any event useful to entering into and performing the contractual obligations (including those activities necessary for the day-to-day management of exhibitions and trade shows);
- to conduct studies and statistical market research;
- in order to organize and manage events and meetings, including promotional initiatives, as well as personalized meetings with further trade professionals allowing them access to your data;
- to publish your company data in the catalogue, on the website, on the show guide, on any press releases and communications by email and promotional emails regarding the Event (including the necessary activities to manage on- and off-line publications);
- to send information and commercial communications, including promotional information and advertising material referring to the Event in subsequent years, offers of goods and services to be delivered by postal service, over the Internet, telephone, e-mail, MMS, SMS from within or outside Italy (also from non-European Community countries) by the Company or by natural and legal persons assisting the Company in its commercial activities, specialist telesales companies, parent companies, subsidiaries and/or associate companies, and in any event, by all the Companies of BolognaFiere Group.

For further in-depth information regarding the processing of your personal data by the Company, please consult the Privacy Policy Statement attached to this Agreement, which should be signed in acceptance and returned to us.

Mandatory Privacy Form

PRIVACY POLICY STATEMENT PURSUANT TO ARTICLE 13 OF REGULATION (EU) NO. 2016/679

Pursuant to and having the effects arising from Article 13 of EU Regulation No. 2016/679 of the European Parliament and Council of 27 April 2016 regarding the processing of the personal data of natural persons and the free circulation of such data, which repeals Directive 95/46/EC, and is also called the General Data Protection Regulation (hereinafter "GDPR"), we hereby inform you that the personal data voluntarily submitted by you to Fiere Internazionali di Bologna - BolognaFiere S.p.A. (hereinafter also called the "Company" or "BolognaFiere") will be processed in compliance with the current legal provisions governing the protection of personal data and in any event, in accordance with the confidentiality principles followed by the Company in its operations.

1. Categories of processed data

- BolognaFiere shall process the following category of data submitted by you:
- Personal data (such as: first name, family name, age, gender), home or professional address and contact details (telephone number and email address);
 - Data regarding your professional position;
 - Bank and/or payment details.
 - Navigation data (IP address).

2. Purposes of data processing

The personal data made available to BolognaFiere S.p.A. may be used for the following purposes:

- a) in order to enter into or perform a contractual undertaking regarding your participation in a trade show or event to be held on the premises of BolognaFiere (hereinafter called "Event"), and to comply with all statutory, tax, administrative and functional requirements related and/or in any event useful to entering into or performing a contractual undertaking (including all those activities involved in managing the Event);
- b) in order to comply with legal obligations incumbent upon the Company;
- c) in order to conduct statistical surveys and market research;
- d) in order to organize and manage events and meetings, including promotional initiatives, as well as personalized meetings with further trade professionals allowing them access to your data;
- e) in order to publish your company data in the catalogue, on the website, on the show guide, on any press releases and communications by email and promotional emails regarding the Event (including the activity necessary to manage on- and off line publication);
- f) the automatic participation/application for awards related to the Event ("Awards Initiatives"), which may also be provided for at different times from those of the Event itself (which do not fall within the scope of Presidential Decree no. 430 of 26 October 2001, as they are similar to artistic and literary competitions) where they meet the requirements for participation provided for under the individual regulations of the Awards Initiatives;
- g) in order to send information and promotional communications, also of a commercial nature, as well as advertising material regarding editions of the Event in subsequent years, and the offer of goods and services to be delivered by means of the postal service, Internet, telephone, e-mail, MMS, SMS, from within or outside Italy (including non-European Community member states) by the Company or by natural or legal persons collaborating with the Company's commercial activities, telesales companies, parent companies, subsidiaries and/or associate companies of BolognaFiere Group.

3. Processing methods

Personal data shall be processed using the appropriate hard-copy, computer and/or IT-enabled tools strictly for the purposes described above and, in any event, in a manner such as to ensure the security and confidentiality of any data.

4. Submission of personal data and the consequences of refusal to provide same

Provision of personal data for the purposes indicated under points a) and b) of Article 2 above is mandatory. Any refusal to submit and/or the submission of inaccurate and/or incomplete data may have the following consequences:

- (i) our inability to enter into and/or guarantee the regular and timely performance of any contractual obligations;
- (ii) our inability to comply with all statutory, tax, administrative and functional requirements related to and/or in any event useful to entering into or performing a contractual obligation (including all those activities involved in managing the Event).
Provision of personal data for the purposes indicated under points c), d), e) and f) of Article 2 above is optional. However, refusal to provide and/or provision of incorrect and/or incomplete data may have the following consequences:
- (iii) our inability to conduct statistical surveys and market research;
- (iv) our inability to organize, manage and/or allow you to participate in meeting and events even of a promotional nature, as well as personalized meetings with further trade professionals allowing them access to your data;
- (v) our inability to publish your data in the catalogue, on the website, on the show guide, on any press releases and communications by email and promotional emails regarding the Event (including the activities necessary to manage on- and off-line publication).
- (vi) the impossibility to automatically participate/candidate for Awards Initiatives connected to the Event, which may also be scheduled at different times from those of the Event itself;

- (vii) our inability to contact you and/or send information and promotional communications, also of a commercial nature, advertising material also regarding subsequent editions of the Event in future years, and the offer of goods and/or services.

5. Personal data recipients or categories of recipients

The following persons within the Company may become cognisant of your personal data: Company shareholders, members of the Board of Directors or other administrative bodies, members of the Statutory Board of Auditors, Company personnel, the Data Protection Officer, and in any event, external the Data Protection Officers, those persons serving as Data Processors or handlers of personal data appointed by the Company in the exercise of their functions.

Personal data may be communicated to qualified persons providing the Company with services necessary to meet the purposes described in Article 2 above, such as, by way of example but not limited to these, members of the jury that will select the admitted participants, nominated by BolognaFiere, as well as the institutions in collaboration with BolognaFiere for the realization of the Awards Initiatives, parent companies, subsidiaries, associate and/or related companies, suppliers, contractors, sub-contractors, banking and/or insurance companies or other persons and/or bodies providing the Company with services, including ancillary services, linked to the establishment and/or performance of contractual obligations with the Company, (such as, by way of example but not limited to these, banks and/or persons charged with receiving or paying monies, undertakings and insurance companies), and/or all those which, on the Company's behalf or independently, provide the following services to the Company:

- (i) managing and/or updating Internet website and computer and/or IT-enabled tools used by the Company;
- (ii) entering into and/or performing contractual obligations with the Company;
- (iii) conducting statistical surveys and market research;
- (iv) organizing and managing events and meetings, including promotional initiatives, as well as personalized meetings with further trade professionals allowing them access to your data;
- (v) sending information and promotional communications, also of a commercial nature, and/or advertising material and/or the offer of goods and services as indicated under Article 2 above;
- (vi) providing legal, tax, social security, accounting, organizational and commercial consultancy;
- (vii) conducting auditing activities.
- (viii) Your data may also be published, online and offline (for example: Facebook, Twitter, Instagram, LinkedIn, Event website, newsletter), as part of the organization and promotion of Awards Initiatives.
- (ix) Your personal data may be transferred outside Italy in compliance with statutory norms currently in force, including to non-European Union countries where the Company has business interests.
- (x) The transfer of personal data to non-EU countries shall be subject to European Commission Adequacy Decisions and shall also be carried out in a manner such as to provide the appropriate guarantees pursuant to Articles 46 or 47 or 49 of the GDPR.
In any event, your personal data shall not be disseminated.

6. Period of the processing

Your personal data shall be processed only for the time necessary to achieve the purposes of the processing operation.

7. Rights of the data subject

We hereby confirm that you are entitled at any time to exercise the rights regarding your personal data within the limits and in accordance with the conditions indicated in Articles 7 and 15-22 of the GDPR.

Should you wish to exercise any of the rights listed below, please contact the Data Controller by sending an e-mail to: privacy@bolognafiere.it. Your request will be answered no later than 30 (thirty) days following receipt by us.

- More specifically, data subjects have the right to:
- withdraw the consent previously given, without, however, said withdrawal in any way calling into question the lawfulness of any consent-based processing carried out prior to withdrawal of consent;
 - request the Data Controller to access, rectify or erase (the so-called "right to be forgotten") personal data, or to restrict processing of personal data regarding them, or to object to processing;
 - obtain the portability of their data;
 - lodge a complaint with the Personal Data Protection Supervisory Authority in the event they believe their rights have been infringed.

8. Data Controller, Data Processor and Data Protection Officer

The Personal Data Controller is Fiere Internazionali di Bologna - BolognaFiere S.p.A., in the person of its pro tempore President, with headquarters in Bologna, Italy, Viale della Fiera No. 20. The updated list of Data Processors is available at the Data Controller's headquarters, or may be requested by email at: privacy@bolognafiere.it. The Data Protection Officer may be contacted at the following email address: dpo@bolognafiere.it.

This Privacy Policy Statement will be subject to updates. BolognaFiere therefore invites data subjects seeking details regarding the processing of their personal data to check periodically the "Privacy Policy" section of the corporate website "www.bolognafiere.it".

CONSENT TO THE PROCESSING OF PERSONAL DATA

Having read the above Statement, I hereby consent to my personal data being processed with the methods indicated above, as well as to their communication to the persons or bodies mentioned above and/or to the transfer of my personal data outside Italy for the purposes of:

- a) conducting statistical surveys and market research;
I consent I do not consent Date and place Signature
- b) allowing my participation in Events and meetings, also of a promotional nature, as well as personalized meetings with further trade professionals enabling them access to your data;
I consent I do not consent Date and place Signature
- c) enabling publication of data in the catalogue, on the website, on the show guide, on any press releases and communications by email and promotional emails regarding the Event, (including the activities necessary to manage on- and off line publication);
I consent I do not consent Date and place Signature
- d) allowing the automatic participation/application to the Awards Initiatives related to the Event, as well as the publication, online and offline (by way of example: Facebook, Twitter, Instagram, LinkedIn, Event website, newsletter), of their data within the organization and promotion of the Awards Initiatives.
I consent I do not consent Date and place Signature
- e) receiving information and promotional communications, also of a commercial nature, as well as advertising material regarding editions of the Event in subsequent years, and the offer of goods and services to be delivered by means of the postal service, Internet, telephone, e-mail, MMS, SMS, from within or outside Italy (including non-European Union member states) by the Company or by natural or legal persons collaborating with the Company's commercial activities, telesales companies, parent companies, subsidiaries and/or associate companies of BolognaFiere Group.
I consent I do not consent Date and place Signature