**Safety conditions for the designing and construction of the one-storey and two-storey stands at the EXPOCENTRE Fairgrounds**

* All stand projects are to be provided to Technical Control Department (TCD) only as **technical drawings** with indicated sizes (height, length, width) and indicated used materials;
* TCD can request additional information regarding stand installation safety;

- The exhibition organizer`s Terms for the stand construction are binding.

**According to** [**GT**](https://www.expocentr.ru/upload/docs/General_Terms_of_Participation_en.pdf) **(p.6.2.):**

**- maximum permit height of the stands, including additional elements, can be up to 6 meter;**

* all exhibition stands must be completed with walls of a minimum height of 250cm and have a floor covering;
* visible outer surfaces of walls that are higher than 2.5 meters must be decorated using white non-transparent material (without using any logos, writing or pictures);
* it is forbidden to use open installation of electrical wiring on walls adjacent to the stands of other stand builders;
* all elements of exhibition exposition must be set up within the boundaries of rented area;
* during mounting process, on every exhibition stand must be placed information desk, where should be indicated: the name of stand-building company, names and mobile phones of responsible persons for fulfillment of requirement of GT,OWR and fire safety rules;
* **all mounting, dismantling and unpacking works (boxes, pallets and etc.) should be done within the built-up area. All aisles must be free of crates, construction waste, building structures and equipment.**
* doors facing the aisles must open inward;
* **it is allowed to use only specially processed glass (“triplex” or organic) with an obligatory frame and with connectors between each element;** exception - it can be used in showcases (glass sizes can be no more than 1000 mm x 1000 mm, and it can be installed no higher than 2000mm from the ground)
* all constructions must be designed considering conditions and expected loads that arise during mounting process and during exhibition;
* loadings from placed exhibits and loadings from people influence (including accidental collisions) must be considered;
* separate elements of exhibition exposition, and adjoined elements to basic construction (walls, arches, pylons etc.) must have their own sufficient stability. It can be done by enlargement of area and mass of supporting part, by establishment of slopes and other additional rigid connections;
* all ceiling and beam constructions must have bearing basis made of strong materials (metal, wooden beams of sufficient strength);
* **during exposition mounting it is necessary to check the durability and stableness of all constructions and separate elements, which receive loadings from their own weight, people’s influence and established additional equipment and exhibits.**

**It is forbidden:**

 **- to build stands from gypsum plasterboard (GPB) with its using.**

 **- to use brands and logos of third-party exhibition company on clothing, equipment, stepladders, tool boxes, etc. during mounting and dismantling;**

 **- to use a metal pipe («Joker» - an exhibition structure) as the main supporting element of the stand;**

**- to install spotlights at a height lower than 4 meters if they extend into the aisles;**

**- to damage the General Constructor`s property (furniture, materials, carpet, tools, strops and etc.).**

 **Two-storey stands:**

* two-storey stand project must include static calculation of load-bearing capacity and dimensional rigidness of load-bearing construction;
* it is not allowed to strengthen the load-bearing construction with elements made of easily destructible materials (chipboard, mdf, etc.);
* all elements reinforcing the load-bearing structure must be installed before the stairs are set up and before the walls are covered with MDF, chipboard or other materials;
* the podium elements installed under the supports of the load-bearing structure of the TWO-story stand must withstand a load of at least 2500 kg/m²;
* the durability of staircase construction must be tested under condition if all steps at the same time withstand load of 90 kg;

- each step of the staircase must withstand the load not less than 350 kg / 1 sq. m;

* the width of the staircase passage must be at least 900mm;
* the steps of the staircase must be at least 250mm;
* the height of all steps must be the same;
* the angle of the stairs must be up to 36 degrees from the horizontal axis;
* staircases must have handrails;
* open and glazed spans of the second floor must be equipped with the fences;
* staircase railings and second floor railings must have a height not less than 1100mm and withstand the side load not less than 100 kg/ 1 sq.m.;
* the second floor railings should prevent any objects from rolling down the floor and falling from the height of the second floor;
* the walls of the second floor, which are made from the light panels, must have the rigid and fixed safety barrier with 1100 mm height from the ground of the second floor and must withstand the side load not less than 100 kg / 1sqm.

**Construction of the stands and frame-tent structures in open areas**.

*Frame-tent structures* are structures of various shapes and sizes with a load-bearing metal frame (pavilion, tent, canopy, tent, etc.) that can withstand wind, rain and snow loads.

Requirements for the design and installation of structures on open areas:

 *-* Maximum permitted height of stands and frame-tent structures in open areas can be up to 6 meters;

 - all elements of open areas stands and frame-tent structures must be located within the rented area;

 - a sloping «roof» (the angle of inclination is not less than 30 degrees), diagonal metal ties along the perimeter of frame-tent structures, lower metal profile that connects the supports - are the mandatory design features;

 - during designing and constructing the stands and frame-tent structures on open areas it is necessary to consider additional wind and snow loads corresponding to particular area:

 Maximum wind load 0,5 kN/m2 (100 km/h or 28 m/s).

 Maximum snow load 70 kg /1sq.m.;

 - stands and structures on open areas must resist wind loads due to their own weight and weight of supporting part (a ballast floor, weights/weights are used);

 - it is prohibited to fasten exhibits or temporary pavilion constructions to the foundations of open-air and roofed exposition areas by the means of embedding (GT p.9), including fastening with anchor bolts;

 - to approve the installation of frame-tent structures the stand-builder must additionally provide a copy of the technical passport with the seal of the manufacturer, describing the above technical characteristics, the method of assembly and installation of a specific design option, as well as the documents listed in point 2.2.1 of contract (Form 1).

TCD may require a calculation of the stability of the structure under wind loads. Also TCD may insist on additional independent expertise to check the project documentation, as well as the stand and/or the frame-tent structure by itself after its installation.

Other constructions that do not correspond to the concept of «frame-tent structures» or «stand» must be approved by the Expocentre Service of Open Areas. (Please contact to the Exhibition Management).

**Fire safety Rules:**

* During preparing the projects for stands, it is necessary to carry out Fire Safety demands in accordance with valid standards and rules.

During preparing the projects for stands, which are placed in zones with limited heights, it is necessary to carry out all regulations, indicated in the “[Rules for Contractors of Exhibition Stands and Expositions at Expocentre Fairgrounds](https://www.expocentr.ru/upload/docs/rules_for_developers_en.pdf)” **(enclosure № 5).**

* Two-storey stands must have fire-prevention sensors, their signals should be able to notify fire department;

Safety conditions were made in accordance with “General Terms of participation in exhibitions held on Expocentre’s Fairground”, “[Rules for Contractors of Exhibition Stands and Expositions at Expocentre Fairgrounds](https://www.expocentr.ru/upload/docs/rules_for_the_use_of_vehicles_en.pdf)”**.**

**I’m informed and agree with safety conditions for the construction of the one-storey and two-storey stands at the EXPOCENTRE Fairgrounds and with document:** “[Rules for Contractors of Exhibition Stands and Expositions at Expocentre Fairgrounds](http://www.expocentr.ru/common/img/uploaded/files/rules_for_developers_2011_eng.pdf#_blank)”**.**

**Head of the company \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 (Name, signature) Stamp of the company