



TRANSFORMING
INDUSTRY

2024.06.03-07



ExPOSSIBLE!

BLBAO EXHIBITION
CENTRE, S.A.
Ronda de Azkue, 1
48902 Barakaldo- BIZKAIA

Tel. : +34 94 40 40 093/ 107
bedigital@bec.eu
NIF: ES A95135984

PARTICIPATION RULES

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KEY DATES

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INVOICING		
15.01.2024	Deadline for early bird admission	
15.03.2024	Due date of invoice for floor space and insurance policies	
TECHNICAL AREA - CONTRACTING OF SERVICES AND PROJECT APPROVAL		
20.04.2024	Deadline for compulsory services and acceptance of projects	
05.05.2024	Due date for free inscription of trade visitors	
PROFESSIONAL VISITOR REGISTRATION		
30.04.2024	Due date for free inscription of trade visitors	
07.06.2024	Due date of the free registration of professional visitors, using the link of the exhibitors	
ASSEMBLY AND DISMANTLING		
27.05.2024	Beginning of stand construction	From 8 am to 8 pm
02.06.2024	End of stand construction and entry of exhibits	15.00h
08-10.06.2024	Dismantling and removal of exhibits	From 8 am to 8 pm
SCHEDULE OF BEDIGITAL		
03-07.06.2024	 TRANSFORMING INDUSTRY	Public schedule: From 9.30 am to 5 pm

PARTICIPATION RULES

1 ORGANISATION

Bilbao Exhibition Centre (BEC) and the Machine Tool, Accessories, Component Parts and Tools Manufacturers' Association of Spain (AFM) are responsible for organising and managing the **BEDIGITAL 2024** trade show.

All communications shall be sent to:

BILBAO EXHIBITION CENTRE, S.A. (BEC)
BeDIGITAL
Ronda de Azkue, 1
E-48902 Ansio-Barakaldo
Bizkaia. España
Tel. 94 404 00 93
bedigital@bec.eu
www.bedigital.bilbaoexhibitioncentre.com/

2 LOCATION, DATES AND SCHEDULE

BEDIGITAL 2024 will take place from **03 to 07 of June 2024** at the BEC Exhibition Grounds located in Ansio-Barakaldo (Bizkaia). The event will be open for visitors from 9:30 am to 5 pm, and from 8:30 am to 18.00 pm for exhibitors.

During opening hours, the stands must be manned and the exhibited material visible.

3 EXHIBITORS AND PRODUCTS ADMITTED

All publicly or privately owned corporate bodies and individuals whose activities are considered to fall within the sectors covered may apply to take part in the trade show. The event is open to manufacturers, agents and representatives of products admitted for display.

- Big Data & Analytics
- Artificial Intelligence
- Cloud Computing & Services
- Cybersecurity
- Augmented Reality / Virtual Reality
- IoT
- Blockchain
- Hardware
- Software Solutions.
- Software Engineering - DevOps
- Industrial Engineering Services
- Telecommunications and 5G
- IT
- Robotics

Advertising of non-exhibitor companies is not permitted, nor is the distribution of advertising material outside of the stands.

4 SPACE RENTAL AND PARTICIPATION OPTIONS

4.1 The space can be rented by sending the original filled out application form to the Exhibition Management Department along with a deposit of 60€+VAT/m². The deposit will be discounted from the total amount in accordance with Article 7.

4.2 The **priority deadline** for receiving the application forms is **15 January 2024**. The applications will be answered based on demand and available space.

4.3 The **minimum floor space** which may be rented is **12 m²**. Fractions of a square metre will be invoiced as full square metres.

4.4. The organising team reserves the right to modify the surface area or the assigned location if the circumstances require so, without entitlement to compensation.

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4.5. The participation options are the following:

ALL-IN TURNKEY STAND, which includes:

<p>Space</p> <ul style="list-style-type: none"> Floor rental. <p>Stand and services</p> <ul style="list-style-type: none"> Modular stand formed by white melamine panels and aluminium profiles Civil liability insurance Property damage insurance (covers up to €12,000) Jasper and grey carpet Company name on the banner Lighting using LED spotlights (1 spotlight/4m²) Differential and automatic thermal magnet 220 V single-phase plug with TT Electrical connection and consumption for 5 Kw Daily cleaning service <p>Furniture</p> <ul style="list-style-type: none"> 1 round table and 3 chairs 	<p>Promotional items</p> <ul style="list-style-type: none"> Innovation Workshops: Technical presentation of products, services or solutions Publication and dissemination of news and articles on the event's website Full company profile included in the Exhibitors' Directory <p>Additional elements</p> <ul style="list-style-type: none"> Free registration for your clients (expo area) Exhibiting company passes, assembly and disassembly
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SIZE	PRIORITY DEADLINE until 2024/01/15	From 2024/01/16
12 m ²	€ 2,940	€ 3,276
16 m ²	€ 3,920	€ 4,368
24 m ²	€ 5,880	€ 6,552

The corresponding VAT will be applied to the indicated prices. (10%)

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FREE SPACE which includes:

<p>Space</p> <ul style="list-style-type: none"> Floor rental (minimun 28m2) <p>Services</p> <ul style="list-style-type: none"> Civil liability insurance Insurance for damages (€12,000 max. value) Daily cleaning service <p>Promotional elements</p> <ul style="list-style-type: none"> Innovation Workshops: Technical presentation of products, services or solutions Publication and dissemination of news and articles on the event's website Full company profile included in the Exhibitors' Directory 	<p>Additional elements</p> <ul style="list-style-type: none"> Free registration for your clients (expo area) Exhibiting company passes, assembly and disassembly
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PREMIUM COMPANY: The following benefits are provided for spaces from 60 m²:

Promotional items before and during the event:

- Insertion of logo and link as Premium Company in the BeDIGITAL 2024 home website.
- Insertion of the logo in mailings and news that are sent to participating companies and visitors.
- 1 canvas in the central atrium of the venue, in Venetian format.
- 1 circular vinyl in the area near the entrance to the pavilion.
- 2 congressman passes to the Digital Talks.
- Additional congressman passes for your clients at a preferential price. This price remains the same until the date of the event.

Participation Fee	Until 15/01/2024	From 16/01/2024
Free space	€240/m ²	€267/m ²

SPONSORSHIP PROPOSALS:

PLATINUM SPONSOR: 12.500 €

GOLD SPONSOR: 8.500 €

SILVER SPONSOR: 6.500 €

Details of what the different ways of sponsorship include in the attached document "Proposals for sponsorship". VAT will be added to all prices.

5 EXHIBITORS' RIGHTS

5.1- Registration covers the following services and supplies:

- Username and password to access the Private Area on the event website and use the registration services in the directory and on-line shop, among others.
- Removal of refuse, chippings and waste.
- Daily cleaning during the show.
- The first cleaning service before the start of the show is included for the turnkey packs and is not included for floorspace rentals.
- Registration in the Show Directory. This must be done in the "Private Area for Exhibitors" on the show website, using the username and password given to each exhibitor.
- Assembly passes.
- Exhibitor passes: 8 exhibitor's passes for up to 24 m². To request more passes, contact the organization. Company employees who will not be tending to the stand may register as visitors to obtain their accreditation.
- Compulsory insurance: damage and third-party liability insurance (see details in Art. 6).

6 COMPULSORY INSURANCE

The insurance that BEC will contract for this show, **included in the participation price**, in accordance with Clause 33 of BEC's General Regulations, will have the following basic characteristics:

6.1 Damage Insurance

- Basic cover: Fire and theft of goods displayed on stands, including loading and unloading at the exhibition centre grounds. Packaging will also be included up to a first risk limit of €10,000 with an excess of €1,000 per claim.
- Goods insured: All trade goods in general, as well as IT items and household appliances (brown line) are covered for robbery (excluding larceny), with an excess of €300 per claim with the following exceptions: corrosive, inflammable, explosive, poisonous and radioactive goods, live animals and plants, cash, commercial or bank bills, title deeds and coupons for transferable securities, jewellery, works of art and antiques, pre-paid cards, machinery or other goods during assembly and dismantling operations.
- Insured capital: The insured capital will be that declared by the exhibitor in the admission application. However, there is a minimum capital requirement which is set at €12,000. If the exhibitor fails to declare the capital to be covered, the Organisers will take the insurance for the minimum established amount and will assume no liability for any shortfall or excess in insurance.
- Premium: Rate of 9.5 (per mille) to be applied on to the value provided by the exhibitor or, if the latter is the undersigned, on to the minimum capital requirement. Minimum premium: €114
- Excess: The amount will depend on the insurance market conditions available at the time the policy is taken out.

6.2 Third-party liability insurance

- Basic cover: Material damage and bodily harm caused to third parties as a result of the event, expressly excluding civil liability deriving from work-related accidents suffered by the exhibitor's personnel or subcontractors.
- Compensation limit: €1,200,000 per claim and for the total claims arising from the event, with a sub-limit of €150,000 per victim in cases of bodily harm.
- Premium: €110.00 per exhibitor.

6.3 The period covered is from 27 of May to 10 of June 2024.

6.4 Exhibitors may examine the insurance policies taken out by the event organisers at their offices to check the details of cover, limitations and exclusions.

7 ECONOMIC AND PAYMENT CONDITIONS

7.1 Exhibitors should transfer 60€+VAT/m² to Bilbao Exhibition Centre S.A. as a down payment along with the application form which will be discounted from the total amount. This amount shall be returned if the prospective exhibitor is not admitted to the event.

7.2 The amount pending payment shall be paid by **15 of March 2024**. Any subsequent floorspace allocations will be invoiced immediately after contacting the exhibitor. These invoices will be due immediately.

7.3 Sponsorships Participations: At the time of receipt of the sponsorship request, the corresponding invoice will be issued, which will expire 30 days from the date of issue of the invoice. In any case, all invoices must be paid 15 days before the start of the contest.



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7.4 Cancellation of participation: If the exhibitor cancels their participation, which must be done in writing to bedigital@bec.eu, they shall forfeit all amounts paid.

7.5 The amount due for **mandatory services** contracted by the exhibitor must be paid **before 20 April 2024**. Those contracted after the date will be paid in cash and will be subject to a surcharge established in the General Service Regulations.

8 STAND ASSEMBLY, ENTRY OF GOODS AND DISMANTLING

8.1. Stand assembly will commence at 8am on 01 June 2024 and must be completed by 3pm on 02 June 2024.

8.2. Dismantling of stands.

Stands must not be dismantled before 8am on 08 of June 2024 and they must be removed by 8pm on 10 of June 2024. At the end of the event the space must be left in the same conditions as it was found. Any changes to the floor and walls must be rectified within the same period.

9 CONTACTS: TELEPHONE AND EMAIL FROM THE DIFFERENT DEPARTMENTS

• Administration Department:	+34 94 40 40 123	administracion@bec.eu
• Sales Department:	+34 94 404 093 /107/ 094	bedigital@bec.eu
• Technical Service Department:	+34 94 40 40 000 / ext.3	serviciosbedigital@bec.eu
• Visitor's Department:	+34 94 40 40 000 / ext.2	visibedigital@bec.eu
• Accreditations Department:		acreditaciones@bec.eu