

APPROVED BY
Order No.01-02/61 P dated 20.11.2020
issued by Director
Krasnogorsk subsidiary Crocus Expo

The present Services Guide is a compilation of terms and costs of equipment lease and services provided to **Non-exhibition Event Organizers, Participants and Builders** during events held in the Crocus Expo International Exhibition Centre (hereinafter Crocus Expo).

Services and equipment leasing orders procedures, terms of payment and cancellation as well as liabilities of the Parties are defined by the General Terms of Holding Events at the Crocus Expo International Exhibition Centre, tenancy contracts, the laws in force and regulatory documents

If the order is submitted in less than 10 (ten) office days prior to the beginning of the Overall Event period the service will be subject to 50% surcharge to rates of the Services Guide save services specified in clauses 2.2.5., 4.5.1.5., 4.5.2.-4.5.7., 4.6., 4.7., 4.8., 4.9., 6.3., 6.5., 6.6.1., 6.7., 6.8., 7.9.1.-7.9.3. and in sections 1. and 5.

In case the order is cancelled later than 10 (ten) office days prior to the beginning of the Overall Event period, the Organizer will settle property losses of Crocus Expo amounting to 50% of the cost of the cancelled service.

In case the order for services specified in clauses 7.1.-7.8. is cancelled during the Overall Event period the Organizer will compensate for property losses incurred to Crocus Expo amounting to 100% of cancelled order.

The terms and conditions for the submission of applications and cancellation of the service order shall not apply if the Basic Contract or the Application Agreement for the Event holding is signed less than 45 (forty five) days before the beginning of the Overall Event Period.

Each started period as of the Services Guide shall be charged as full.

Services provided by Crocus Expo can be provided either by Crocus Expo or by the contractors with appropriate licenses and credentials.

Operation hours of Crocus Expo during the Overall Event period are from 08:00 till 20:00. If otherwise defined by the Contract or by the Order contract the service provision (save section 5 services) during the period from 20:00 till 08:00 shall be agreed and approved.

The tenant of the equipment leased under the terms of the Services Guide shall bear responsibility for any risk of casual death or casual damage of the equipment.

Rates specified herein are denominated in RF roubles and include 20% VAT.

TABLE OF CONTENTS

1. ADVERTISING SERVICES

Placing and production of outdoor advertisement on the territory of Crocus Expo, on the website of Crocus Expo in Internet; distribution of advertising materials at Events; lease of advertising structures.

2. COMMUNICATION SERVICES AND EQUIPMENT

Communication equipment for rent (including phone sets, computer and office equipment etc.) connected to lines with local/ long distance/ international call access and Internet access; LAN arrangement, technical support provided by the renter's technicians.

3. SERVICES PROVIDED BY PROFESSIONAL PERSONNEL, MAINTENANCE STAFF AND SKILLED WORKERS

Interpreter, security guard, cloakroom attendants during the Overall Event period.

4. CLEANING, WASTE REMOVAL, EXTRA SERVICES

Cleaning and removal of waste and over-size bulk waste. Dismantling of entry elements and automated access control systems, generator for rent, passes for VIP parking etc.

5. OVERTIME USE OF EXHIBITION AREA

6. HANDLING AND TRANSPORTATION SERVICES

Loading and unloading services, build-up and dismantling works with hoisting equipment order, hoisting devices for rent, organization of handling services and temporary parking.

7. SPECIAL-PURPOSE PREMISES (CONFERENCE PACKS, CONFERENCE HALLS, MEETING AND VIP ROOMS) FOR HOLDING EVENTS

Rent of conference halls for conferences, presentations, seminars, fashion shows and show programs, meeting rooms, conference packs and other services.

**SERVICES GUIDE
FOR SERVICES PROVIDED DURING HOLDING
NON-EXHIBITION AND CONGRESS EVENTS
IN CROCUS EXPO**

Index: NE-T-RUR-21
(version 20.11.2020)

		RATE, RUB	RATE (PER DAY)
1.	ADVERTISING SERVICES		
	<u>Note to clause 1.:</u> Orders for advertising services shall be submitted to Crocus Expo at least 15 (fifteen) office days prior to the Overall Event period. Advertising services shall be rendered after payment in full.		
1.1.	RENT OF ADVERTISING SPACE ON FIXED AND MOBILE STRUCTURES OF CROCUS EXPO		
1.1.1.	Rent of advertising space on front sides and back sides of the pavilions (including medium manufacturing, excluding installation), for the Overall Event period / up to 2 weeks, per 1 medium:		
a)	Pavilion 1 (back side) - 10,5x5,0 m	175 000 / agreed rate	
b)	Pavilions 2 and 3 (front side) - 18,0x9,0 m	425 000 / agreed rate	
c)	Pavilions 2 and 3 (front side) - 36,0x9,0 m	730 000 / agreed rate	
1.1.2.	Rent of advertising space on stationary outdoor structures (including medium manufacturing and installation) up to 1 month, per 1 medium:		
1.1.2.1.	Rent of advertising space on 2-sided billboard 6,0x3,0 m:		
a)	A-side (along MKAD)		agreed rate
b)	A-side (central alley)		agreed rate
c)	B-side (along MKAD)		agreed rate
d)	B-side (central alley)		agreed rate
1.1.3.	Rent of portable structures for outdoor use on adjacent territories (excluding medium manufacturing, including installation) for the Overall Event period, per 1 medium:		
a)	2,0x3,0 m	30 000	12 250*
b)	3,0x3,0 m	40 800	15 300*
c)	4,0x3,0 m	51 000	19 300*
d)	6,0x3,0 m	70 000	27 000*
e)	structures with triangle support, 2,0x3,0 m side	55 000	
f)	structures with rectangular support, 2,0x3,0 m side	65 000	
g)	structure of non-standard size (from 6 sq m), per 1,0 sq m		agreed rate
1.1.4.	TRITEX advertising structures for rent for indoor use (excluding medium manufacturing, including installation) for the Overall Event period, per 1 medium:		
a)	1,0x2,8 m	10 000	4 600*
b)	2,0x2,0 m	13 200	5 700*
c)	2,2x2,5 m	16 100	6 700*
d)	4,5x2,5 m	20 500	7 500*
e)	6,7x2,5 m (also possible 6,7x1,8 m)	26 500	9 500*
1.1.5.	Rent of advertising space on stationary light structures (including medium manufacturing and installation) for the Overall Event period, per 1 medium		
1.1.5.1.	Outdoor structures, static placement on one side of the structure (size of the poster is 1,23x2,50 m)	14 200	
1.1.5.2.	Lightboxes in pavilions (medium size - 1,15x1,95 m):		
a)	use of static board on the front side (facing exhibition hall entrance) of the structure	28 000	
b)	use of static board on the back side (facing pavilion entrance) of the structure	21 000	
1.1.5.3.	Light structures in the passageway from Pavilion 3 to the metro station (medium size - 3,0x1,2 m)	17 000	
1.1.5.4.	Light structures in a pavilion (medium size - 1,14x2,44 m)	29 000	
1.1.6.	Flagpoles for rent (excluding flag manufacturing, including installation), for the Event Period, per 1 flagpole:	9 200	
1.1.7.	Space/permission for installation of the Organizer's/Participant's advertising, information or other medium (excluding medium manufacture and installation) for the Event period		
1.1.7.1.	Outdoor grounds:		
a)	advertising site for advertising vehicle including "mobile billboards"	76 500	27 000*
b)	advertising site for secured aerostatic balloon, dirigible, pneumatic figure etc.		agreed rate
c)	other advertising structure per 1 sq m occupied	5 100	2 000
1.1.7.2.	Pavilion grounds:		
a)	lobbies, food courts, in passageways between pavilions per 1 sq m of 1 medium	5 100	2 000
b)	exhibition halls per 1 sq m of 1 medium (not contracted space)	4 100	1 500

**SERVICES GUIDE
FOR SERVICES PROVIDED DURING HOLDING
NON-EXHIBITION AND CONGRESS EVENTS
IN CROCUS EXPO**

Index: NE-T-RUR-21
(version 20.11.2020)

c)	A3 navigation sign with company's logo, per 1 pc		300
	<u>Note to clauses 1.1.7.2. a), b):</u> The clause is not applied to Events held in the Crocus Congress Hall and its lobby.		
1.1.8.	Rent of advertising space on roof-supporting frames and ceiling beams for the Event period (suspended structure installation is to be paid for extra):		
a)	18,0x6,0 m (2-sided banner to be placed in the Pavilion 1), including banner manufacturing, excluding rigging works, per 1 medium	260 000	
b)	20,0x10,0 m (1-sided banner to be placed in the Pavilion 2), including banner manufacturing, excluding rigging works, per 1 medium	305 000	
c)	8,0x12,0 m (2-sided banner to be placed in the Pavilion 3), including banner manufacturing, excluding rigging works, per 1 medium	235 000	
d)	up to 20,0 sq m, excluding medium manufacturing and rigging works, per 1 sq m of 1 medium	4 100	
e)	from 21,0 sq m, excluding medium manufacturing and rigging works per 1 sq m of 1 medium	2 200	
f)	ceiling beams of registration halls (1,0x3,0 m), including medium manufacturing and rigging works, per 1 medium	21 500	
1.1.9.	Rent of portable advertising structures OKTANORM (indoor, excluding medium manufacturing, including installation) for the Event period, per 1 medium:		
a)	1,0x2,9 m	10 700	4 700*
b)	2,0x2,9 m	17 000	6 750*
c)	3,0x2,9 m	20 000	7 700*
d)	4,0x2,8 m	23 500	8 800*
e)	6,0x2,8 m	32 500	14 000*
1.1.10.	Rent of advertising space on wall panels 2,98x1,20 m of Pavilion 3 (including medium manufacturing and installation) for the Event period, per 1 medium	17 500	
1.1.11.	Rent of advertising space on metal and glass surfaces inside pavilions:		
a)	on metal surfaces of pavilions (including medium manufacturing and installation), for the Event period, per 1,0 sq m	5 100	
b)	up to 10 sq m of glass surfaces of pavilions (including medium manufacturing and installation), for the Event period, per 1,0 sq m	5 700	
c)	from 10 sq m of glass surfaces of pavilions (including medium manufacturing and installation), for the Event period, per 1,0 sq m	6 800	
1.1.12.	Above glass entrances of Pavilions 2 and 3 (including medium manufacturing and installation), for the Event period, per 1 medium:		
a)	3,95x1,5 m	29 900	
b)	2,8x1,5 m	23 200	
c)	5,0 x 0,9 m	28 800	
d)	3,95x1,5 m (2-sided)	39 500	
e)	2,8x1,5 m (2-sided)	28 500	
f)	5,0 x 0,9 m (2-sided)	33 500	
1.2.	VIDEO ADVERTISING		
1.2.1.	Advertising on LED screens 9,2x6,9 m on the Crocus Expo grounds, per 1 day of broadcasting (00:00 - 24:00), 288 runnings a day on two screens (A-side and B-side):		
a)	video reel timing - 10 seconds		7 800
b)	video reel timing - 20 seconds		13 700
c)	video reel timing - 30 seconds		18 700
1.2.2.	Advertising on LED screens 24x9 m on the front side of Pavilion 1, per 1 day of broadcasting (00:00 - 24:00), 288 runnings a day on one screen:		
a)	video reel timing - 10 seconds		9 500
b)	video reel timing - 20 seconds		18 000
c)	video reel timing - 30 seconds		22 500
	<u>Note to clauses 1.2.1. and 1.2.2.:</u> Minimum placement period - 5 days.		
1.2.3.	Rent of advertising space on LED screens 24x9 m on the front side of Pavilion 1 (only for Organizer's information about the Event) for the Overall Event period (save dismantling period), from 07:00 till 17:00 of each rent day, per 1 screen	560 000	
	<u>Note to clause 1.2.3.:</u> The customer for the service in accordance with clause 1.2.3. is entitled to free video reel (up to 30 seconds) on LED screens (clause 1.2.1. or 1.2.2.) for maximum 5 (five) days during the Overall Event period.		
1.2.4.	Rent of space on LED screens installed in pavilions from 09:00 to 19:00		

**SERVICES GUIDE
FOR SERVICES PROVIDED DURING HOLDING
NON-EXHIBITION AND CONGRESS EVENTS
IN CROCUS EXPO**

Index: NE-T-RUR-21
(version 20.11.2020)

1.2.4.1.	In the lobby of Pavilion 3 (screen - 96x1 m):		
a)	placement of the Organizer's information for the Event period (applies only to placement of information related to the Organizer's Event)	155 000	
b)	placement of the Organizer's information about a participant for the Event period, per a participant (applied in addition to clause 1.2.4.1.a)	23 100	
c)	placement of promotional materials, per 1 day, per 1 advertiser	25 000	
1.2.4.2.	In the lobby of Pavilion 2 (screen - 87x1 m):		
a)	placement of the Organizer's information, for the Event period (applies only to placement of information related to the Organizer's Event)	155 000	
b)	placement of the Organizer's information about a participant for the Event period, per a participant (applied in addition to clause 1.2.4.2.a)	23 100	
c)	placement of promotional materials, per 1 day, per 1 advertiser	25 000	
1.2.4.3.	Pavilion 3, above exhibition halls 13, 14 and 15 (screen size - 17x1 m), per 1 screen		
a)	placement of the Organizer's information, for the Event period (applies only to placement of information related to the Organizer's Event)	56 500	
b)	placement of the Organizer's information about a participant, for the Event period, per one participant (applies in addition to clause 1.2.4.3.a)	8 500	
c)	placement of promotional materials, per 1 advertiser	14 000	
	<u>Note to clause 1.2.4.3.:</u> Each 20 seconds of broadcasting Crocus Expo's promo with the exhibition hall number (5 seconds) is broadcasted.		
1.2.5.	Permission for broadcasting of promotional materials on the Customer's technical means in registration halls, food courts and passageways between the pavilions, for the Event period, per 1 broadcasting on 1 medium	6 100	
1.3.	PERMISSION FOR PROMOTION ACTIONS AT THE CROCUS EXPO GROUNDS, FOR THE EVENT PERIOD, per 1 promoter		
a)	including distribution of advertising materials (including opinion surveys)	16 500	6 500
b)	without distribution of advertising materials, by representatives involved into navigation at the Event, with usage of the Exhibitor's brand identity	3 500	1 000
1.4.	MANUFACTURING OF ADVERTISING MEDIUMS AND PRINTED MATERIALS		
a)	full-colour printing on banner fabrics	660	
b)	full-colour printing on banner mesh	650	
c)	full-colour printing on self-adhesive film	2 100	
d)	full-colour printing on silk	1 600	
e)	full-colour printing on paper	700	
f)	full-colour printing on translucent film	2 200	
1.5.	INSTALLATION WORKS:		
a)	installation of 1 medium, size till 20,0 sq m, per 1 sq m	450	
b)	installation of 1 medium, size over 20,0 sq m, per 1 sq m	300	
c)	replacement / reinstallation of advertising structures of Crocus Expo, per 1 structure	50% of structure rate	
1.6.	PLACEMENT OF INFORMATION DATA ON CROCUS EXPO WEBSITE (official website of the exhibition centre):		
1.6.1.	Event logo to be placed at Exhibitions Calendar page	5 000	
1.6.2.	Information:		
a)	about the Event at Exhibitions Calendar page, up to 50 words, single placement	5 000	
b)	additional Event at Exhibitions Calendar page	5 000	
1.6.3.	Dynamic banners on the main page / other pages, up to 1 month:		
a)	size - 234x350 pix (2/102)	40 000 / 35 000	
b)	size - 234x350 pix (3/103)	35 000 / 30 000	
c)	size - 234x350 pix (4/104)	33 000 / 28 000	
d)	size - 1140x90 pix (through the website)	95 000	
	<u>Note to clause 1.6.3.:</u> Maximum 3 (three) banners are placed in dynamic block.		
2.	COMMUNICATION SERVICES AND EQUIPMENT		
2.1.	TELECOMMUNICATIONS. PHONE EQUIPMENT FOR RENT FOR THE OVERALL EVENT PERIOD		
2.1.1.	Phone set	1 000	

**SERVICES GUIDE
FOR SERVICES PROVIDED DURING HOLDING
NON-EXHIBITION AND CONGRESS EVENTS
IN CROCUS EXPO**

Index: NE-T-RUR-21
(version 20.11.2020)

2.1.2.	Connection to subscriber line within the contracted stand space (local network), per 1 line	9 000	
	<u>Note to clause 2.1.2.:</u> Local telephony includes local telephone conversations. Granting access to long-distance and international telecommunication is agreed separately. The cost of connection includes: connection of one subscriber line with unlimited local telephone traffic, installation, channel testing and granting necessary data to the customer for independent equipment adjustment.		
2.2.	CONNECTION FOR THE OVERALL EVENT PERIOD (provision of unlimited access to Internet) TO THE NETWORK OF TELEMATIC SERVICES AND DATA TRANSMISSION AT A SPEED OF:		
2.2.1.	5 Mbit/sec	20 000	8 000
2.2.2.	10 Mbit/sec	30 000	12 000
2.2.3.	20 Mbit/sec	40 000	14 000
2.2.4.	50 Mbit/sec	50 000	18 000
2.2.5.	100 Mbit/sec	90 000	35 000
2.2.6.	Connection of extra IP address	2 000	
2.2.7.	Connection to telematic services and data transmission with WI-FI technologies (data transmission rate up to 1 Mbit/sec), per 1 day		1 000
	<u>Note to clause 2.2.:</u> The cost of connection includes: installation, channel testing and provision of necessary data to the customer for independent equipment adjustment. Provision of the password for authorization for one device is assumed by the Clause 2.2.7. The service is provided within a frequency band 5GHz (operating capability within other frequency bands is not guaranteed).		
2.3.	INTERNAL TELECOMMUNICATION CHANNELS FOR THE EVENT PERIOD		
2.3.1.	Organization of 100 BaseTX high-speed communication channel	25 000	9 000
2.4.	INTERNAL PHYSICAL LINES FOR THE EVENT PERIOD		
2.4.1.	Organization of LAN at the Participant's stand, per 1 port	4 000	
2.5.	WI-FI ACCESS POINT		
	<u>Note to clause 2.5.:</u> One Wi-Fi access point is to be leased assuming twenty at a time on-line units. While ordering a WI-FI access point, please additionally order a wire connection to the Internet with speed rate at your choice (clauses 2.2.1.-2.2.5.). The service is provided within a frequency band 5GHz (operating capability within other frequency bands is not guaranteed).		
2.6.	COMPUTER AND OFFICE EQUIPMENT FOR RENT, per 1 day		
2.6.1.	PC (system unit, monitor, keyboard, mouse) for rent		4 000
2.6.2.	Laser printer for rent		2 000
	<u>Note to clause 2.:</u> Telecommunication services as per clause 2 are provided by Flexline-N Ltd. (Licenses No. No. 167168, 167167 and No.167174 issued by the Federal Service for Supervision of Communications, Information Technology and Mass Media).		
3.	SERVICES PROVIDED BY PROFESSIONAL PERSONNEL, MAINTENANCE STAFF AND SKILLED WORKERS		
3.1.	INTERPRETERS		
3.1.1.	Simultaneous interpreting of European languages per 1 day (8 hours)		11 500
3.1.2.	Simultaneous interpreting of Oriental and rare languages per 1 day (8 hours)		13 500
	<u>Note to clause 3.1.:</u> If the eight-hour workday exceeded, service rate is subject to 50% surcharge. Services are only provided against full payment.		
3.2.	FASHION MODELS, PROMOTERS, STAND ATTENDANTS AND ETC.	agreed rate	
3.3.	INDIVIDUAL SECURITY, per 1 security guard/hour		
3.3.1.	Provision of set of measures for material values guard (continuous shift consists of minimum 12 hours):		
a)	in pavilion premises during day time (from 08:00 till 20:00)	650	
b)	in pavilion premises during night time (from 20:00 till 08:00)	800	
c)	at outdoor grounds	800	
3.3.2.	Admission control (continuous shift consists of minimum 12 hours)		
a)	inside exhibition pavilions	700	
b)	on outdoor grounds	800	
	<u>Note to clause 3.2.:</u> Security services are provided by contracted with Crocus Expo companies with appropriate licenses and credentials.		
3.4	CLOAKROOM AND CHECK-ROOM SERVICES		
3.4.1.	Pavilion 1, one cloakroom attendant/a day (3 cloakroom attendants)		16 500
3.4.2.	Pavilion 2, one cloakroom attendant/a day (2 cloakroom attendants)		11 000

**SERVICES GUIDE
FOR SERVICES PROVIDED DURING HOLDING
NON-EXHIBITION AND CONGRESS EVENTS
IN CROCUS EXPO**

Index: NE-T-RUR-21
(version 20.11.2020)

3.4.3.	Pavilion 3:		
a)	one cloakroom/a day on the ground floor (3 cloakroom attendants)		16 500
b)	cloakroom/a day on the second floor (2 cloakroom attendants)		11 000
c)	Congress Hall cloakroom/a day (3 cloakroom attendants)		16 500
3.4.4.	Extra cloakroom attendant/a day		6 000
3.4.5.	Cloakroom extra hour	900	
	Note to clause 3.4.: Cloakroom opening hours - from 08:00 till 20:00.		
3.4.6.	Service for cloakroom operation, per 1 cloakroom attendant per hour. Minimum order - 4 hours and 2 cloakroom attendants (1 cloakroom attendant for maximum 350 cloakroom tokens).	450	
4.	CLEANING, WASTE REMOVAL, EXTRA SERVICES		
4.1.	DISMANTLE (INSTALLATION) OF SOLID-GLASS DOORS OF ENTRY ELEMENTS OF THE EXHIBIT HALL FOR EXHIBITS DELIVERY TO CROCUS EXPO PAVILION FOYER, per 1 doorway	50 000	
4.2.	DISMANTLE OF AUTOMATED ACCESS CONTROL SYSTEM TURNSTILES WITH SUBSEQUENT RESTORING INSTALLATION, per entrance to one exhibition hall	150 000	
4.3.	RENT OF OUTDOOR MODULE FOR POS TERMINAL, per 1 unit per 1 day		12 000
4.4.	STORAGE OF BALLOONS FILLED WITH GAS, per 1 balloon a day:		
a)	up to 12 l inclusive	500	
b)	up to 55 l inclusive	1 000	
	Note to clause 4.4.: Containers filled with gas should be transported to storing place in specially equipped accommodations and back by Exhibitor.		
4.5.	CLEANING, WASTE AND GARBAGE REMOVAL		
4.5.1.	Stand cleaning (build up space):		
4.5.1.1.	One-time dry cleaning per 1,0 sq m of the stand	70	
4.5.1.2.	One-time wet cleaning per 1,0 sq m of the stand	100	
4.5.1.3.	Daily dry cleaning per 1,0 sq m of the stand	210	
4.5.1.4.	Daily wet cleaning per 1,0 sq m of the stand	290	
	Note to clause 4.5.1.: One time cleaning of stand includes vacuum cleaning of carpeting or wet cleaning (laminated flooring, floor tiles) emptying of waste bins. Daily cleaning of stand includes one-time cleaning every day during the Event period. The cost is calculated on the stand space criterion.		
4.5.1.5.	One time contact surfaces disinfect, per 1,0 sq m	100	
	Note to clause 4.5.1.5.: When ordering several (periodic) treatments, the minimum interval shall be two hours		
4.5.2.	Urgent cleaning, per 1 call	1 000	
	Note to clause 4.5.2.: An urgent cleaning means cleaning (up to 10 sq m) to remove waste produced during advertising actions, presentations, various exhibits and stand equipment damage and etc.		
4.5.3.	Cleaning support for the Event, per 1 person per hour. Minimum order - 4 hours.	700	
4.5.4.	Cleaning of passes between stands of closed and open exhibition area of the Event, per 1,0 sq m	30	
4.5.5.	Disposal of stand fitting materials and collection of bulk waste, per 1 cubic m	2 000	
4.5.6.	Collection of waste produced by operating exhibits/equipment, per 150 liter-container	650	
4.5.7.	Container for bulk waste, packaging and empties (8 cubic m), per 1 container	16 000	
4.5.8.	Container for bulk waste (27,0 cubic m) with installation on the loading site	41 000	
	Note to clauses 4.5.4.-4.5.7.: Conditions of this item should be applied to wastes subject to burial on solid domestic waste landfills. Burial of waste with any special measures for its collection, utilization and transportation to be observed, should be extra agreed.		
4.6.	PASSENGER CAR AND MOTORCYCLE PARKING PASSES FOR EXHIBITORS TO VIP PARKING LOT, per 1 pass		
4.6.1.	Passenger car for the Overall Event period	9 000	
4.6.2.	Passenger car for one day of the Overall Event period		3 500

**SERVICES GUIDE
FOR SERVICES PROVIDED DURING HOLDING
NON-EXHIBITION AND CONGRESS EVENTS
IN CROCUS EXPO**

Index: NE-T-RUR-21
(version 20.11.2020)

4.6.3.	Motorcycle for the Overall Event period	5 000	
4.6.4.	Motorcycle for one day of the Overall Event period		2 000
	<u>Note to clause 4.6.:</u> VIP car parking passes for passenger cars and motorcycles are not subject to change or return. Car and motorcycle pass for advertising transportation mean is charged in accordance with clause 1.1.7.1.a herein.		
4.7.	PASS FOR BUSES INTENDED FOR TRANSPORTATION OF PARTICIPANTS AND GUESTS OF THE EVENT, per 1 day		4 700
4.8.	LEASE OF WORKPLACE ON THE REGISTRATION COUNTER, per 1 place/day		1 500
	<u>Note to clause 4.8.:</u> Each place at the reception counter is numbered and has a width of 0.8 to 1.0 m. The place is designed to accommodate one person, a chair is provided. To accommodate computers, printers and other office appliances, as well as printed materials and handouts, two places or more can be leased, the possibility of electrical connection is provided.		
4.9.	RETRACTABLE BELT BARRIERS (belt length - 2,0 m) FOR RENT, per 1/day		1 000
4.10.	SPECIALIST'S ADMISSION TO UNLOADING/LOADING ZONE AT NIGHT TIME (from 20:00 till 08:00)		8 400
4.11.	OVERTIME USAGE OF LOADING ELEVATORS AT NIGHT TIME (from 20:00 till 08:00)		5 880
5.	OVERTIME USE OF EXHIBITION AREA		
5.1.	OVERTIME USE OF EXHIBITION AREA DURING THE EVENT BUILD-UP PERIOD, per 1,0 sq m of stand area/hour (save cases specified in clause 5.2. herein)		
5.1.1.	Indoor exhibition area, daytime from 08:00 to 20:00		320
5.1.2.	Outdoor exhibition area daytime from 08:00 to 20:00		160
5.1.3.	Indoor exhibition area, nighttime from 20:00 to 08:00		350
5.1.4.	Outdoor exhibition area nighttime from 20:00 to 08:00		175
	<u>Note to clause 5.1.:</u> Minimum ordered period of overtime exhibition area leasing is 2 hours. In case of overtime exhibition area leasing in the period from 20:00 of the last build-up day till 8:00 of the first Event period day the rate is subject to 100% surcharge. The cost is calculated on stand space criterion.		
5.2.	OVERTIME USE OF EXHIBITION AREA FOR THE EVENT DISMANTLING AFTER THE OVERALL EVENT PERIOD, per 1 sq m of build up space/hour		
5.2.1.	Indoor exhibition area	3 000	
5.2.2.	Outdoor exhibition area	1 500	
	<u>Note to clause 5.2.:</u> Minimum ordered period of overtime exhibition area leasing is 2 hours. The cost is calculated on stand space criterion.		
6.	HANDLING AND TRANSPORTATION SERVICES		
6.1.	TRUCK CONSIGNMENTS (CLASSIFICATION)		
6.1.1.	Exhibition goods:		
a)	exhibits and related goods, per 100 kg (minimum 300 kg)	2 700	
b)	furniture, per 1,0 cubic m (minimum 3,0 cubic m)	3 250	
6.1.2.	Other goods:		
a)	stand fitting materials, per 1,0 cubic m (minimum 3,0 cubic m)	3 250	
b)	equipment and tools for stand construction, per 100 kg (minimum 300 kg)	2 700	
c)	reusable empties, per 1,0 cubic m (minimum 3,0 cubic m)	3 250	
	<u>Note to clause 6.1.:</u> Each stated 100 kg of actual weight shall be charged as full 100 kg; each started cubic m of actual volume shall be charged as full cubic m. In case of doubt as to declared weight Crocus Expo leaves the right to make cubic m calculations on the basis of 100 kg = 0,33 cubic m		
6.2.	CONTAINER CONSIGNMENTS, per 1 container		
6.2.1.	20 foot container	37 800	
6.2.2.	40 foot container	64 000	
	<u>Note to clause 6.2.:</u> Unloading/loading of container from/to arriving truck (single shift only), excluding unloading of container contents. The rates herein include container delivery to/from warehouse.		
6.3.	SELF-PROPELLED CONSIGNMENTS		
6.3.1.	Receipt of self-propelled consignments, self propelled or on a transportation platform, 1 per unit:		
a)	wheel transport	3 300	
b)	full-track transport	9 300	

**SERVICES GUIDE
FOR SERVICES PROVIDED DURING HOLDING
NON-EXHIBITION AND CONGRESS EVENTS
IN CROCUS EXPO**

Index: NE-T-RUR-21
(version 20.11.2020)

c)	water craft	agreed rate	
d)	aircraft	agreed rate	
6.3.2.	Receipt of self-propelled consignments with the use of Crocus Expo mobile ramp, per 1 unit	10 500	
6.4.	HANDLING AND STORAGE OF CONSIGNMENTS AT WAREHOUSE		
6.4.1.	Delivery from stand to warehouse and backwards:		
a)	per 100 kg	2 100	
b)	per 1,0 cubic m	3 150	
6.4.2.	Storage per 1,0 cubic m/day (minimum 5,0 cubic m):		
a)	outdoor storage	490	
b)	indoor storage	710	
	Note to clause 6.4.: Classification is in accordance with clause 6.1.		
6.5.	DELIVERY OF EMPTIES FROM STAND TO WAREHOUSE, STORAGE DURING THE EVENT PERIOD, DELIVERY OF EMPTIES FROM WAREHOUSE TO STAND per 1,0 cubic m	4 200	
6.6.	ASSOCIATED SERVICES		
6.6.1.	Trolley for small size consignment, per 1 hour	2 400	
6.6.2.	Truck crane up to 25 ton capacity:		
a)	per 1 hour (minimum 2 hours)	19 700	
b)	per shift (8 hours)	agreed rate	
6.6.3.	Truck crane over 25 ton capacity:		
a)	up to 32 ton, per 1 hour (minimum 2 hours)	agreed rate	
b)	up to 32 ton, per shift (8 hours)	agreed rate	
c)	up to 40 ton, per 1 hour (minimum 2 hours)	agreed rate	
d)	up to 40 ton, per shift (8 hours)	agreed rate	
e)	up to 50 ton, per 1 hour (minimum 2 hours)	agreed rate	
f)	up to 50 ton, per shift (8 hours)	agreed rate	
g)	up to 70 ton, per 1 hour (minimum 2 hours)	agreed rate	
h)	up to 70 ton, per shift (8 hours)	agreed rate	
i)	up to 90 ton, per 1 hour (minimum 2 hours)	agreed rate	
j)	up to 90 ton, per shift (8 hours)	agreed rate	
6.6.4.	Forklift truck:		
a)	per 1 hour	8 300	
b)	per shift (8 hours)	agreed rate	
6.6.5.	Handler (slinger):		
a)	per 1 hour	3 850	
b)	per shift (8 hours)	agreed rate	
	Note to clause 6.6.: Each started hour is charged as full. Clauses 6.6.2., 6.6.3., 6.6.4., 6.6.5. apply only for build-up and dismantling works (removal or placing from or on pallets or podiums, movement or placing of freights at the stand), executed with hoisting devices order.		
6.7.	PASS TO THE MATERIAL HANDLING AREA FOR THE OVERALL EVENT PERIOD:		
a)	car, per 1 unit	3 150	
b)	truck, per 1 unit	6 300	
c)	car with trailer, per 1 unit	6 300	
d)	Extra period of parking, per 30 minutes	1 000	
	Note to clause 6.7.: The pass is valid for the Event's build up and dismantling periods. During the Event period the admission of exhibitors' vehicles are subject to approval by the Organizer. Each started 30 minutes is charged as full.		
6.8.	USAGE OF CROCUS CITY TERRITORY (trucks parking in the territory for more than a day), per a day	10 000	
	Note to clause 6.8.: Each started day is charged as full.		
7.	SPECIAL-PURPOSE PREMISES (CONFERENCE PACKS, CONFERENCE HALLS, MEETING AND VIP ROOMS) FOR EVENTS HOLDING		
	Note to clause 7.: The maximum capacity and arrangement of seats in specialized rooms shall be made in compliance with the norms of social		

**SERVICES GUIDE
FOR SERVICES PROVIDED DURING HOLDING
NON-EXHIBITION AND CONGRESS EVENTS
IN CROCUS EXPO**

Index: NE-T-RUR-21
(version 20.11.2020)

distancing in accordance with the requirements of MR 3.1. /2.1.0198-20. 3.1. Prevention of Infectious Diseases. 2.1. Communal Hygiene. Recommendations for preventive measures to prevent the spread of the new coronavirus infection (COVID-19) during congress and exhibition activities. Methodological Recommendations, approved by the Chief State Sanitary Doctor of the Russian Federation in 26.06.2020.

The violation of the standards of maximum capacity in a specialized room is payable by a factor of 5.

The person who violates these rules and regulations shall indemnify Crocus Expo in full all expenses incurred by Crocus Expo in the event of penalties imposed on it by the supervision or other state authorities in connection with the violation of such rules and regulations by that person and shall indemnify Crocus Expo for damages caused.

7.1.	CONFERENCE HALLS OF PAVILION 1		
7.1.1.	Conference hall A (166 sq m, up to 70 seats):**		
a)	per 1 hour***	7 900	
b)	per ½ conference day	23 600	
c)	per 1 conference day	39 400	
7.1.2.	Conference hall B (85 sq m, up to 35 seats):**		
a)	per 1 hour***	6 800	
b)	per ½ conference day	20 000	
c)	per 1 conference day	33 000	
7.1.3.	Conference hall C (143 sq m, up to 60 seats):**		
a)	per 1 hour***	8 400	
b)	per ½ conference day	26 300	
c)	per 1 conference day	42 000	
7.1.4.	Conference hall D (111 sq m, up to 45 seats):**		
a)	per 1 hour***	7 400	
b)	per ½ conference day	21 000	
c)	per 1 conference day	34 150	
7.1.5.	Conference hall E (256 sq m, up to 110 seats):*		
a)	per 1 hour	8 900	
b)	per ½ conference day	31 500	
c)	per 1 conference day	52 500	
7.1.6.	Conference hall F (300 sq m, up to 130 seats):*		
a)	per 1 hour	9 700	
b)	per ½ conference day	33 600	
c)	per 1 conference day	56 200	
7.1.7.	Conference hall G (300 sq m, up to 130 seats):*		
a)	per 1 hour	9 700	
b)	per ½ conference day	33 600	
c)	per 1 conference day	56 200	
7.1.8.	Combined conference halls F и G (600 sq m, up to 260 seats):*		
a)	per 1 hour	17 400	
b)	per ½ conference day	56 200	
c)	per 1 conference day	96 600	
	<u>Note to clause 7.1.:</u>		
	* Conference hall leasing is possible on terms of hourly payment.		
	** Minimum lease period is ½ conference day period.		
	*** Only special-purpose premises leasing over the periods “½ conference day” and “1 conference day”.		
7.2.	MEETING ROOMS AT PAVILION 1 (round table seating)		
7.2.1.	Meeting room No.1 (28 sq m, up to 5 seats):		
a)	per ½ conference day	7 900	
b)	per 1 conference day	10 500	
7.2.2.	Meeting room No.2 (28 sq m, up to 5 seats):		
a)	per ½ conference day	7 900	
b)	per 1 conference day	10 500	
7.2.3.	Meeting room No.3 (26 sq m, up to 5 seats):		
a)	per ½ conference day	7 900	
b)	per 1 conference day	10 500	
7.2.4.	Meeting room No.4 (25 sq m, up to 5 seats):		
a)	per ½ conference day	7 900	
b)	per 1 conference day	10 500	
7.3.	CONFERENCE HALLS OF PAVILION 2		

**SERVICES GUIDE
FOR SERVICES PROVIDED DURING HOLDING
NON-EXHIBITION AND CONGRESS EVENTS
IN CROCUS EXPO**

Index: NE-T-RUR-21
(version 20.11.2020)

7.3.1.	Conference hall H (286 sq m, up to 120 seats):*		
a)	per 1 hour	9 700	
b)	per ½ conference day	33 600	
c)	per 1 conference day	56 200	
7.3.2.	Conference hall J (98 sq m, up to 40 seats):**		
a)	per 1 hour***	4 200	
b)	per ½ conference day	11 550	
c)	per 1 conference day	21 000	
7.3.3.	Conference hall K (94 sq m, up to 40 seats):**		
a)	per 1 hour***	5 300	
b)	per ½ conference day	15 800	
c)	per 1 conference day	26 300	
7.3.4.	Conference hall L (127,6 sq m, up to 55 seats):**		
a)	per 1 hour***	6 100	
b)	per ½ conference day	14 700	
c)	per 1 conference day	33 600	
7.3.5.	Conference hall M (67,3 sq m, up to 30 seats):**		
a)	per 1 hour***	3 400	
b)	per ½ conference day	11 300	
c)	per 1 conference day	19 900	
7.3.6.	Conference hall N (67,3 sq m, up to up to 30 seats):**		
a)	per 1 hour***	3 400	
b)	per ½ conference day	11 300	
c)	per 1 conference day	19 900	
7.3.7.	Conference hall P (54 sq m, up to 20 seats):**		
a)	per 1 hour***	2 900	
b)	per ½ conference day	9 200	
c)	per 1 conference day	15 000	
7.3.8.	Conference hall Blue (723 sq m, up to 200 seats):*		
a)	per 1 hour	17 400	
b)	per ½ conference day	56 300	
c)	per 1 conference day	96 600	
7.3.9.	Conference hall Red (723 sq m, up to 200 seats):*		
a)	per 1 hour	17 400	
b)	per ½ conference day	56 300	
c)	per 1 conference day	96 600	

[Note to clause 7.3.:](#)

* Conference hall leasing is possible on terms of hourly payment.

** Minimum lease period is ½ conference day period.

*** Only special-purpose premises leasing over the periods “½ conference day” and “1 conference day”.

7.4. MEETING ROOMS OF PAVILION 2 (round table seating)

7.4.1.	Meeting room No.5 (30 sq m, up to 5 seats):*		
a)	per 1 hour**	3 400	
b)	per ½ conference day	11 300	
c)	per 1 conference day	19 900	
7.4.2.	Meeting room No.6 (24,8 sq m, up to 5 seats):*		
a)	per 1 hour**	2 400	
b)	per ½ conference day	8 200	
c)	per 1 conference day	14 200	
7.4.3.	Meeting room No.7 (22 sq m, up to 5 seats):*		
a)	per 1 hour**	2 400	
b)	per ½ conference day	8 200	
c)	per 1 conference day	14 200	
7.4.4.	Meeting room No.8 (35,8 sq m, up to 8 seats):*		
a)	a) per 1 hour**	3 400	
b)	b) per ½ conference day	11 300	
c)	per 1 conference day	19 900	
7.4.5.	Meeting room No.9 (49 sq m, up to 9 seats):*		
a)	per 1 hour**	3 400	
b)	per ½ conference day	11 300	

**SERVICES GUIDE
FOR SERVICES PROVIDED DURING HOLDING
NON-EXHIBITION AND CONGRESS EVENTS
IN CROCUS EXPO**

Index: NE-T-RUR-21
(version 20.11.2020)

c)	per 1 conference day	19 900	
	Note to clause 7.4.: * Minimum lease period is ½ conference day period. ** Only special-purpose premises leasing over the periods “½ conference day” and “1 conference day”.		
7.5.	PAVILION 2 THIRD FLOOR HALL:*		
a)	½ hall, per ½ day*, per one day	73 500/ 157 500	
b)	1 hall, per ½ day*, per one day	126 000/ 262 500	
	Note to clause 7.5.: * ½ day stands for 6 hours within the period from 08:00 till 20:00.		
7.6.	PAVILION 3 CONFERENCE HALLS AND CONGRESS HALLS	agreed rate	
7.7.	MEETING ROOM OF PAVILION 3 (round table seating, 80 sq m, up to 8 seats)*		
a)	per 1 hour**	10 500	
b)	per ½ conference day	31 500	
c)	per 1 conference day	52 500	
	Note to clause 7.7.: * Minimum lease period is “½ conference day” period. ** Applied only to special-purpose premises leasing over the periods “½ conference day” and “1 conference day”.		
7.8.	CONFERENCE PACKS FOR HOLDING OF NON-EXHIBITION EVENTS		
7.8.1.	Conference pack No.1, theatre seating, up to 130 attendees	150 000	
7.8.2.	Conference pack No.2, theatre seating, up to 260 attendees	220 000	
7.8.3.	Conference pack No.3, amphitheatre seating, up to 200 attendees	295 000	
	Note to clauses 7.8.: Conference pack includes: <ul style="list-style-type: none"> • Conference room leasing from 9:00 to 19:00 • audio-video equipment (sound amplification, projector, microphone) • electrical connection up to 5 kW • Internet 5 Mbps • cloakroom, cloakroom attendant (subject to availability) • two workstations behind the registration counter • placement of own advertising media up to 1x2 sq m • two passes to the Loading/Unloading area • garbage removal up to 1 cubic meter • placement up to 5 navigation posts without logo • area in the lobby for catering, small space build up and technical area (subject to availability) • personal manager 		
7.9.	ASSOCIATED SERVICES		
7.9.1.	Conference chair for rent, for the Overall Event period, per 1 chair	300	
7.9.2.	Registration table for rent, for the Overall Event period, per 1 table	2 100	
7.9.3.	Working place lease for information partner of non-exhibition events for the Overall Event period, per a place	6 500	
	Note to clause 7.9.3.: Working place includes a table, two chairs and roll-up advertizing and information medium (maximum 1x2 m)		
7.9.4.	Change of seating in special-purpose premises, for the Overall Event period	50% of the special-purpose premise cost	