

## Regulations of the Event

### General Conditions for Participation in the Watch&Match Palexpo Event

These Regulations of the Event (hereinafter referred to as the Regulations) set out the rules to be followed by an individual or a legal entity (hereinafter referred to as the Exhibitors) wishing to exhibit and/or present their products and/or services (hereinafter referred to as the Products) at the Watch&Match Palexpo Event (hereinafter referred to the Event) organized by Time to Watches Sàrl (hereinafter referred to as the Organizer).

The Regulations constitute the general conditions of participation in the Event and form an integral part of the exhibition contract.

By submitting an Application (article 2.1) and then a Request for Admission (article 2.2) to the Organizer (article 1.2) to participate in the Event (article 1.1), the Exhibitors (article 1.3) fully accept these Regulations, as well as the Privacy Policy, the Exhibitors' Charter and the General Regulations for the users of the Palexpo site.

## 1. General

### 1.1. The Event

The Event is intended to bring together the brands and their clients (hereafter the Objective).

During the Event, the Organizer provides Exhibitors, and possibly their co-exhibitors (article 1.4), whose Application and Request for Admission has been confirmed by the Organizer, with table (article 3), to exhibit their Products (article 1.4).

### 1.2. Organization

The Organizer of the Event is:

**Time to Watches Sàrl**  
Rue du Rhône 118, CH-1204 Geneva (Switzerland)  
E-mail: info@timetowatches.com

The official website of the Organizer is: [www.watch-and-match.com](http://www.watch-and-match.com) (hereinafter the Website) and the Exhibitor Area is: [ea.timetowatches.com](http://ea.timetowatches.com) (hereinafter the Exhibitor Area).

### 1.3. Exhibitor and brand(s) presented

An Exhibitor may be an individual or a legal entity, who has the possibility during the Event to have Products (maximum 2 brands of the legal entity) which must be announced in the Application for Admission.

If an Exhibitor wishes to have Products listed and/or exhibited under other brands belonging to him, he must announce this to the Organizer in the Application for Admission. Any additional brand is subject to approval by the Organizer. Each additional brand confirmed by the Organizer is subject to additional fees as indicated in the Application Form.

### 1.4. Exhibited Products

The choice of Products exhibited at the Event is the Exhibitor's responsibility, who is solely responsible for their compliance with the laws or regulations in force.

The Exhibitor also undertakes to respect the intellectual property rights of the Organizer, other Exhibitors and third parties (Article 6).

Moreover, without having to justify, the Organizer may refuse to exhibit certain Products, objects, or furnishings and have them removed at the Exhibitor's expense without appeal.

### 1.5. Location(s) of the Event

The location(s) of the Event is published on the Website and is subject to change. It is the Exhibitor's responsibility to check this information regularly.

### 1.6. Access / Invitations

The access procedure for Exhibitors and their guests is published on the Exhibitor Area and is subject to change. It is

the Exhibitor's responsibility to check this information regularly on the Exhibitor Area.

### 1.7. Dates and times of the Event

The dates and times of the Event are those published on the Website and are subject to change. It is the Exhibitor's responsibility to check this information regularly on the Website.

## 2. Admission to the Event

The admission procedure to the Event consists of 3 phases, all subject to validation by the Organizer.

**Phase 1:** Application (Article 2.1): This phase constitutes a stage of contact and interest by the Exhibitor. After validation by the Organizer, the Exhibitor will be invited to continue the admission procedure.

**Phase 2:** Application for admission (article 2.2): When the Exhibitor is validated by the Organizer, it receives an Application for Admission and the Event documentation, which the Exhibitor must complete, sign, and return to the Organizer for validation.

**Phase 3:** Admission to the Event (Article 2.3): When the Exhibitor meets all the criteria for admission to the Event, it will receive written confirmation of admission and/or an invoice. Only then, and subject to payment of the fees to the Organizer, is the Exhibitor officially admitted to the Event.

### 2.1. Application to the Event

Exhibitors wishing to participate in the Event must first submit their interest in participating in the Event (hereinafter referred to as Application), using a dedicated form on the Website.

Only the official form available on the Website, duly completed, will be accepted. Any other application on another medium will be automatically rejected.

The deadline for sending the Application is indicated on the Website. Any application sent after the deadline will not be examined and will be automatically rejected without appeal.

The Organizer has complete discretion and independence to decide on the Application of Exhibitors to the Event.

The validation or not of an Application is then confirmed in writing (email or post) by the Organizer.

The Organizer accepts no responsibility for any claims by Exhibitors or third parties in connection with the validation or non-validation of Exhibitors' Applications.

### 2.2. Application for admission to the Event

Exhibitors whose Application has been accepted by the Organizer will receive the Application for Admission (hereinafter referred to as Application) in writing (by e-mail or post), together with the documentation for the Event.

Only the official Application form provided by The Organizer, duly completed, and signed, will be accepted. Any other Application on any other medium will be automatically rejected.

The deadline for sending the Application to the Organizer is indicated on the Website. Any application sent after the deadline will not be considered and will be automatically rejected without appeal.

### 2.3. Admission to the Event and conclusion of the contract

The Organizer has full discretion and independence in deciding on the admission of Exhibitors to the Event. The admission of an Exhibitor, co-exhibitor(s), or additional brands is confirmed by the Organizer without appeal.

The Organizer accepts no liability for claims by Exhibitors or third parties in connection with the admission or non-admission of Exhibitors.

The Organizer notifies the Exhibitor in writing (letter or e-mail) of the admission of the Exhibitor, including confirmation of the services allocated to the Exhibitor.

The Application becomes an exhibition contract at the time of this notification and/or when the Organizer sends the invoice for the Exhibitor's participation in the Event.

Finally, the confirmation makes the payment of the amounts due to the Organizer due.

## 3. Table

### 3.1. Description

The Organizer provides Exhibitors with a table to present and exhibit their Products (hereinafter Table).

#### Location

The location of the Table is at the discretion of the Organizer, without appeal.

The Exhibitor may not move, exchange, or make available the Table allocated by the Organizer.

#### Provision of the Table

Subject to payment of the amounts due under the financial conditions (article 4) to The Organizer, the Table will be made available to the Exhibitor on a date and time communicated by The Organizer.

#### Permanence and exhibition of Products

Exhibitors are obliged to maintain a permanent presence on their Tables and to exhibit their Products during the opening hours of the Event. Failure to do so will result in a daily fixed fine of CHF 1,000 excluding VAT.

If the Exhibitor does not occupy a Table for a period exceeding 6 hours during the Event, the Organizer may dispose of the Table. In this case, the Exhibitor loses all rights to his Table, but will nevertheless be liable for all services ordered by the Exhibitor, even if the Table is reallocated to another Exhibitor, as well as for any costs and fines that may result from this non-occupation.

## 4. Fees and financial conditions

All prices indicated in the Application Form and in the documentation sent to the Exhibitors are exclusive of Swiss VAT. The Organizer is subject to VAT, subject to exemption. Services provided to Exhibitors domiciled outside Switzerland are also subject to VAT, as the place of performance of the service, in this case Switzerland, is decisive. The VAT rate is 7.7% (subject to change).

Payments must be made in Swiss Francs (CHF) and by transfer to the bank account mentioned on the invoices.

Exhibitors must pay the following fees:

- **Basic service:** according to the rate of the chosen Pack and confirmed in the Application, to be paid on the following dates:
  - 100% of the total invoice amount, immediately upon receipt of the confirmation of admission to the Event.
- **Fees for additional services** according to the Exhibitor's choice and requests. These costs will be invoiced to the Exhibitor before, during and after the Event and are payable immediately on receipt of the invoice. Any additional services must be paid in advance to the Organizer in order to be carried out.

At the latest on the day before the Event, the Organizer must be in possession of payment or proof of payment of all amounts invoiced up to that point and for which the payment deadlines have expired, failing which the Organizer may prohibit the Exhibitor from entering the Event or expel the Exhibitor from the Event without delay and at the Exhibitor's expense.

The Organizer is entitled to suspend the performance of all its obligations in the event of non-payment, without prior notice of default.

Reminders will be invoiced at the rate of CHF 50.00 plus VAT per reminder. Non-payment of each invoice on the due date shall automatically and without prior notice of default being required result in default interest being payable at a rate of 5% per annum.

## 5. Personal data

The Organizer guarantees data protection in accordance with the Swiss Data Protection Act (LPD).

Personal data is used by the Organizer with the consent of the Exhibitors at the time of submission of the Application and in the legitimate interest of the Organizer in the performance of its obligations under these Regulations.

The personal data that exhibitors have provided to the Organizer is strictly reserved for the Organizer, its employees, partners, for the provision of legitimate services in connection with the Event, participation, and the visit to the Event.

For more information on this subject, please refer to the Privacy Policy.

## 6. Intellectual property

The Exhibitor is obliged to respect all intellectual property rights (patents, designs, topographies, copyrights, trademarks, graphic charts, logos, etc.) of the Organizer, other Exhibitors, and third parties.

An exhibitor who wishes to broadcast music and/or videos on his stand must notify SUISA ([www.suisa.ch](http://www.suisa.ch)) or SUISSIMAGE ([www.suissimage.ch](http://www.suissimage.ch)) at least 10 days before the start of the Event.

By returning the Application for Admission, the Exhibitor expressly agrees, for the entire duration of the Exhibition, to submit any dispute, difference or claim arising during and within the Event and/or a virtual platform of the Event and based on, arising from or related to intellectual property rights (except patents) on the objects/products exhibited/presented to the "Fast-Track Intellectual Property Dispute Resolution Procedure for Palexpo Trade Fairs", insofar as

these rights are protected in Switzerland. Details of the fast-track procedure are available at [www.wipo.int/amc/en/center/specific-sectors/tradefairs/palexpo/](http://www.wipo.int/amc/en/center/specific-sectors/tradefairs/palexpo/).

The fast-track procedure was developed in collaboration with the Arbitration and Mediation Centre of the World Intellectual Property Organisation (WIPO). Its purpose is to protect Exhibitors and third parties against infringement of their intellectual property rights during the Event.

## 7. Advertising

Advertising of any kind whatsoever may only be carried out by the Exhibitor within the Table, for himself and his Products only.

Advertising, sales, canvassing, noise, and music are prohibited outside the stands unless the Organizer agrees.

The Exhibitor expressly authorizes the Organizer, free of charge, to take photographs and/or films that may represent him, including his staff and/or his possible co-exhibitors and their staff and the Products exhibited. The Organizer may freely use these images on all media, particularly advertising, in Switzerland and abroad, and without any time limit, in connection with the Event's promotion.

## 8. Insurance

The Exhibitor must insure the Products, all exhibits, exhibition materials, business interruption and furniture against fire, water damage, burglary, and robbery during the exhibition and during transport with the insurance company of his choice.

The Exhibitor is liable for any damage caused to others, either by himself or by his staff and his co-exhibitor(s) and their staff.

## 9. Liability

The Organizer is civilly liable, in his capacity as organizer, for the Event which he is responsible for carrying out.

However, this liability is limited to the extent permitted by Art. 100 para. 1 CO and does not extend, in particular, to damage or non-material loss caused by third parties to visitors or Exhibitors, or by Exhibitors to visitors.

The Organizer also accepts no responsibility for the loss, disappearance, damage or theft of the Products and exhibits at any time or place.

The Organizer does not guarantee or accept responsibility for the services of its official partners, who act independently of the Organizer.

## 10. Expulsion

Any infringement of one of the clauses of the Regulations, directives or decisions of the Organizer may lead, without the possibility of appeal, to the immediate, temporary, or definitive exclusion of the offending Exhibitor, without prejudice to any other sanctions or liabilities incurred by him and without him being able to claim any reimbursement or compensation whatsoever.

All services ordered by the expelled Exhibitor remain due to the Organizer, as well as any costs and fines that may result from the expulsion.

The Organizer may dispose of the vacated Table in any way it sees fit.

## 11. Force majeure

For the purposes of these Regulations, force majeure is defined as any external, unforeseeable and extraordinary event, beyond the control of the parties, which cannot be prevented by them, despite all reasonable efforts, such as unforeseeable political, natural, economic or health events (hereinafter referred to as Force Majeure).

Influenza epidemics (e.g., COVID 19) or any other similar health problem are not considered as Force Majeure.

In the event of Force Majeure, the Organizer is entitled to postpone, shorten, or cancel the Event without the Exhibitors to withdraw or claim compensation. Payments already made will be refunded to the Exhibitor, less any expenses already incurred by the Organizer in connection with the postponed, shortened, or canceled Event.

Any cancellation made by an Exhibitor due to Force Majeure must be notified in writing to the Organizer as soon as possible, mentioning the existence of the impediment and the consequences for its ability to perform.

If the Exhibitor proves that he is prevented from participating due to Force Majeure and the Organizer accepts this, the payments already made to the Organizer will be refunded to the Exhibitor, less the expenses already incurred by the Organizer.

## 12. Termination / Cancellation

### 12.1 Termination by the Exhibitor

If the Exhibitor withdraws from the contract after the Organizer has confirmed admission, all services ordered are payable by the defaulting Exhibitor.

### 12.2 Cancellation of the Event by the Organizer

If the Organizer decides not to organize the Event, for whatever reason, except for Force Majeure, the Exhibitor will only be entitled to the reimbursement of deposits and invoices already received, without the Exhibitor being able to claim any compensation (damages and/or interest) due to the non-execution of the Event, except in the event of serious misconduct or willful misconduct on the part of the Organizer.

## 13. Disputes or disputes between exhibitors

In the event of a dispute and prior to any proceedings, the Exhibitor undertakes to submit his complaint to the Organizer before the close of the Event.

## 14. Communications

The Organizer communicates with exhibitors in writing: by post or email, but preferably by e-mail, using the email addresses on the domain: [timetowatches.com](http://timetowatches.com).

E-mails are considered to be received when they reach the domain (e-mail account with the Internet service provider) of the Exhibitor. It is the Exhibitor's responsibility to regularly check his e-mail inbox and ensure that e-mails from The Organizer can still be received.

## 15. Regulation

These Regulations are presented on the Website in English and French. In case of discrepancies between the English and the French version, the French version shall prevail.

All cases not provided for in the Regulations are the responsibility of the Organizer, to whom all requests must be addressed in writing.

Any dispute as to the interpretation and application of these Regulations shall fall within the competence of the Organizer, who shall decide without appeal.

The Organizer reserves the right to modify the Regulations at any time. The modifications shall be communicated on the Exhibitor Area and shall come into force at the time they are put online.

## 16. Applicable law and jurisdiction

These Regulations are governed by Swiss substantive law, to the exclusion of its provisions on private international law and the provisions of the United Nations Convention on Contracts for the International Sale of Goods.

For any dispute that cannot be settled amicably, the parties recognise the exclusive jurisdiction of the courts of the Republic and Canton of Geneva, subject to appeal to the Federal Court.

## 17. Contact

Time to Watches Sàrl  
Rue du Rhône 118, CH-1204 Geneva (Switzerland)  
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