



Câmara Municipal

Rules to be followed when holding the Fundão Agricultural Innovation Fair 2025

Article 1.

Objective and scope

The Fundão Agricultural Innovation Fair aims to provide producers, manufacturers and other national or foreign economic agents with the presentation of their products or services in order to promote the completion of commercial negotiations, technological reinforcement and consequently stimulate progress.

Article 2.

Conditions of Admission

- 1.** It is up to SAFOT (the Agriculture, Forestry and Land Use Planning Service) to decide on the admission of Exhibitors.
- 2.** Acceptance of participation is the responsibility of SAFOT (the Agriculture, Forestry and Land Use Planning Service), which may freely refuse any registration that, according to its criteria, does not fit the scope or objectives of the Fair or that, for any reason, may be harmful or inconvenient.
- 3.** Exhibitors may be national or foreign companies, as well as their agents or distributors in Portugal, whose activity falls within the scope of the Fair as defined in its own technical file.
- 4.** Official collective participations organised by Countries, Chambers of

Commerce or other representative entities linked to the objectives of the event are also permitted, and must comply with the provisions of the previous paragraphs.

5. The Exhibitor may not assign, under any circumstances, the right to occupy the space. Failure to comply with this principle may result in the closure of the stand.

6. If the space reserved for the Exhibitor is not occupied 24 hours before the opening of the Fair, SAFOT (Agriculture, Forestry and Land Use Planning Service) will have the right to dispose of it.

7. SAFOT (Agriculture, Forestry and Land Use Planning Service) may, at any time, prevent or order the removal from the stands of products that it deems deficient, dangerous, inconvenient or incompatible with the objectives and/or scope of the Fair.

8. Unless previously authorized by SAFOT (Agriculture, Forestry and Land Use Planning Service), the Exhibitor is not permitted to:

- a)** Carry out demonstrations using any type of apparatus or equipment in the open air;
- b)** Present equipment that emits ionizing or radioactive rays, with SAFOT (Agriculture, Forestry and Land Use Planning Service) being responsible for defining the conditions under which such equipment may be exposed.



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Article 3.

Registration Application

1. The registration application must be made on the website www.feirainovacaoagricola.pt or on the registration forms distributed by SAFOT (Agriculture, Forestry and Land Use Planning Service).
2. The application must be filled out completely and correctly and signed by a responsible person duly identified by the interested company and stamped.

Article 4.

Allocation of Spaces and Prices

1. The basic characteristic of the spaces used, in a covered area, is that they are formed based on modules of 9 m² (3m x 3m).
2. Each stand may be made up of one or multiple modules.
3. Other forms of participation are possible, according to special conditions to be agreed upon.
4. The spaces to be allocated may not have platforms, walls or partitions.
5. When allocating spaces to Exhibitors, SAFOT (Agriculture, Forestry and Land Use Planning Service) is not bound by any limitations and will always decide in accordance with what is considered most convenient for the interests of the event.
6. The criteria for distributing spaces do not depend on the order in which

applications are received, but rather on the interests of promoting the Event.

7. The allocation of space to any Exhibitor is always made for the duration of the event and expires when it closes.

8. SAFOT (Agriculture, Forestry and Land Use Planning Service) reserves the right, due to necessity or force majeure, duly explained, to change the location or dimensions of spaces already confirmed, as well as to carry out works or modifications in the exhibition areas.

9. Any differences in costs that may arise due to a reduction in the spaces requested and consequently the amount paid, will be refunded by SAFOT (Agriculture, Forestry and Land Use Planning Service) in proportion to the reduction made, excluding any other claim by the Exhibitor.

10. The location assigned to the Exhibitor at a given event or other event does not imply the obligation to grant the same location at any subsequent event or other event.

Article 5.

Payment and Cancellation Conditions

1. Upon submission of the Registration Form, the Exhibitor undertakes to pay the cost of the space to be occupied.
2. For the occupation of the respective spaces, formed based on modules of 9 m² (3m x 3m), the Exhibitors will pay the Municipality of Fundão the amount of



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one hundred and fifty euros (€150.00), which must be paid at the time of registration, through IBAN PT50 0035 0339 00054485530 38.

3. If the participant needs more space and decides to add more modules to the initial one, the amount of one hundred and fifty euros (€150.00) for each additional module of 9 m² (3m x 3m) will be added to the cost provided for in the previous number.

4. Proof of payment of the registration fee must be sent to the email address feiradeinovacaoagricola@cm-fundao.pt.

5. Confirmation of participation will only be effective upon payment of the fee.

6. From the moment of registration, the Exhibitor undertakes for all intents and purposes (in his/her own name and in the name of the company or companies he/she represents) to strictly comply with all the provisions contained in these Regulations.

7. If the Revenue Guides issued by the Municipality of Fundão give rise to any complaint, this must be made within five working days, counting from the date of receipt.

8. If the Exhibitor cancels his/her registration, regardless of whether or not the space is subsequently occupied, he/she will be charged the full amount foreseen for his/her participation.

9. In outdoor spaces allocated for the exhibition of machinery, the cost to be

considered is one hundred and fifty euros (€150.00) for a space representing 1 9m² Module (3mx3m) and an area of up to 200m² for exhibition.

Article 6.

Exhibited Goods

1. It is strictly forbidden to deposit or display on the stands and facilities of the Fair dangerous, flammable or explosive materials, materials that give off bad smells, damage the flooring and/or buildings and that may disturb other Exhibitors and the visiting public.

2. The goods on display may not be removed during the duration of the event, except in exceptional cases, which always require express written authorization from SAFOT (Agriculture, Forestry and Land Use Planning Service).

3. Exhibitors are required to keep their stands open during the hours specified in the Agricultural Innovation Fair Program.

4. Each Exhibitor shall take care of their facilities, keeping them perfectly clean and well presented throughout the period of operation.

5. Otherwise, SAFOT (Agriculture, Forestry and Land Use Planning Service) reserves the right to request that the aforementioned work be carried out and charge the Exhibitor.

Article 7

Setting up and dismantling of stands



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- 1.** Stands can only be set up and dismantled upon presentation of the respective credentials obtained from the SAFOT (Agriculture, Forestry and Land Use Planning) Support Office.
- 2.** All individuals or legal entities wishing to set up their own stands at the Fair must request authorization from SAFOT (Agriculture, Forestry and Land Use Planning) in writing to the email address feiradeinovacaoagricola@cm-fundao.pt, attaching to the request the project of the stand they intend to build.
- 3.** SAFOT (Agriculture, Forestry and Land Use Planning) reserves the right to approve or reject the submitted project or to make its approval subject to amendments it deems necessary.
- 4.** In the event of a breach of regulatory standards on the construction and decoration of stands and/or technical matters, SAFOT (the Agriculture, Forestry and Land Use Planning Service) is authorised to take the necessary measures, which may include the closure of the stand.
- 5.** The respective costs will be charged to and charged to the Exhibitor.
- 6.** The assembly of the stand is the sole responsibility of the Exhibitor, with SAFOT (the Agriculture, Forestry and Land Use Planning Service) declining all responsibility with regard to its construction and solidity.
- 7.** The Exhibitor must certify in writing to SAFOT (the Agriculture, Forestry and

- Land Use Planning Service) that the stand complies with all safety standards.
- 8.** Exhibitors must have their installation fully completed before the Opening of the Exhibition.
 - 9.** The stands themselves must be dismantled within the established deadlines after the exhibition.
 - 10.** If this condition is not met, SAFOT (the Agriculture, Forestry and Land Use Planning Service) may order its demolition, without the respective participants having any right to claim or compensation for this fact, with SAFOT (the Agriculture, Forestry and Land Use Planning Service) charging the participant the cost of the demolition, with the respective material being seized.
 - 11.** The opening hours of the exhibition area are from 9:00 am to 9:00 pm, between 3 and 6 July 2025.
 - 12.** The assembly hours must take place from 1 July 2025 to 2 July 2025, between 8:00 am and 11:00 pm.
 - 13.** The dismantling schedules must take place between 8:00 p.m. on July 6, 2025, and 8:00 p.m. on July 7, 2025.
 - 14.** Any work carried out outside the established schedule requires express authorization from SAFOT (the Agriculture, Forestry and Land Use Planning Service), and may entail the payment of an extension fee. The schedules and the cost of said fee will be



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the subject of separate information sent to Exhibitors.

15. No Exhibitor may remove their material from the Fair or cease their activity there before the official end of the Event.

Article 8.

Technical standards

1. Stands must be 2.5 m in general height and may only exceed this dimension if previously authorised by SAFOT (Agriculture, Forestry and Land Use Planning Service).

2. Exhibitors are not permitted to apply glue directly to the floor to fix carpets or other coverings; they are also prohibited from damaging walls, ceilings and floors with plugs and studs, as well as from using the same materials, whether in the building or in rented equipment.

3. The use of flammable and/or toxic materials and products in the construction elements of the stands is prohibited.

4. All electrical installations shall be carried out in accordance with the official standards and regulations in force, in particular the Safety Regulation for Electrical Energy Installations, and by an official electrician authorised by the Technical Services of the Municipality of Fundão.

5. The water supply must be installed by the Technical Services of the Municipality of Fundão.

6. Requests for water, sewage and electricity connections must be included on the Registration Form.

7. Subsequent requests may be made at the time of the event, at the SAFOT (Agriculture, Forestry and Land Use Planning Service) Support Office, although they may not be possible to meet.

8. The SAFOT (Agriculture, Forestry and Land Use Planning Service) facilities must be respected, including fire hydrants, extinguishers, loudspeakers, etc.

9. The Organisation is responsible for cleaning the common areas, both inside and outside, and the Exhibitor is responsible for cleaning their stands, which must always be done before the opening time of the event.

10. Dismantling of stands and removal of exhibited material must be completed strictly within the deadlines set by SAFOT (Agriculture, Forestry and Land Use Planning Service).

11. Failure to comply with this deadline will authorize the removal of the materials by SAFOT (Agriculture, Forestry and Land Use Planning Service) Services, which cannot be held responsible for any damage caused and will provide grounds for charging all



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charges resulting from the measures taken for this purpose.

12. Stands must be returned to SAFOT (Agriculture, Forestry and Land Use Planning Service) in the same condition in which they were made available to Exhibitors.

13. Repairing any damage caused by carelessness or demands in assembling the stands is the sole responsibility of the Exhibitor.

14. In order to carry out essential or urgent work, when necessary, Exhibitors are required to authorize free access to their stands.

15. Exhibitors in outdoor areas are expressly prohibited from placing stakes, flags or other materials in the ground without prior authorization from SAFOT (Agriculture, Forestry and Land Use Planning Service).

16. Any damage caused to the infrastructure, as well as any personal accident, due to failure to comply with the above, will be the sole responsibility of the Exhibitor.

Article 9

SURVEILLANCE, SECURITY, CIVIL LIABILITY, INSURANCE

1. The Municipality of Fundão shall ensure permanent general surveillance of the venue during the assembly, holding and dismantling of the event.

2. Exhibitors must ensure the safekeeping of their products and arrange insurance.

3. General surveillance, by the Municipality of Fundão, shall end on the day and time set for the end of the dismantling period, after which each Exhibitor shall be responsible for the safety and conservation of their material.

4. The Municipality of Fundão shall be responsible, in accordance with the legal provisions in force, for the safety and condition of the Pavilions and open-air venues, so that they may be used for their intended purposes.

5. The Municipality of Fundão shall not be liable for any damages or losses that may be caused by Exhibitors or Third Parties.

6. All Exhibitors must have insurance for the goods on display.

7. The Exhibitor is responsible for insurance against all risks, including fire, explosion, theft, accident, etc., during the transportation of the material, assembly, disassembly and display.

8. All Exhibitors must have insurance covering various risks, in particular against theft or robbery of displays, goods or merchandise displayed on the exhibitor's stand, and the Organization is not responsible for any loss that may occur.