



in 2024 October 18 - 20

GameOn 2024 International Video Game
Industry Exhibition

Lithuanian Exhibition and Congress Center
LITEXPO
Laisvės pr. 5, Vilnius

SERVICES

TERMS OF PARTICIPATION IN THE EXHIBITION / INFORMATION ABOUT THE

1. Submission of applications and registration

Participants register for the exhibition by logging into the system:

<https://floorplan.expodoc.com/en/1676/gameon-2024> EXPODOC until **2024 m. September. on the 30th**

- After submitting the completed application, the Participant receives an e-mail confirming his registration and an advance invoice for payment of the registration fee.
- The place of the participant's stand in the exhibition plan **is confirmed only after payment of the advance fee.**
- The conditions of participation contain summarized information about the procedure and conditions of participation in the exhibition or fair. The main rights and obligations of the Participant, in addition to these Conditions of Participation, are determined by the application-contract filled out by each Participant, sent and accepted by LITEXPO, the Regulation on Participation in exhibitions, fairs and conferences, as well as the rules for the design and installation of Stands, other internal normative legal acts of LITEXPO. Hereinafter, all these legal acts are collectively referred to as the Participation Regulating Legislation. Each participant must familiarize himself with these legal acts.

2. Sub-exponents

- The participant can accept sub-exhibitors (other companies, organizations or institutions) to his stand after registering them in the application-contract and coordinating their participation with the organizer of the exhibition.
- For each sub-exponent, the main participant pays the sub-exponent fee.
- During the exhibition, the sub-exhibitor has the right to use the stand of the main participant of the exhibition and must comply with the same conditions and requirements for participation in the exhibition as the main participant.
- The same requirements apply to the sub-exhibitor as to the Participant, but the Participant is responsible for the violations committed by the sub-exhibitor, violations of the legal acts regulating participation.
- The activity profile of the participating sub-exhibitor must correspond to the theme of the exhibition

3. Basic services and prices

	Standard registration until 15 August 2024	Late registration from 08/16/2024
Participant / Sub-exhibitor fee	220 EUR	260 EUR
1 sq. m. price of empty exhibition space (Hall 5)	75 EUR	85 EUR
1 sq. m. the price of an empty exhibition space (hall 5 when ordering 70 sq.m. and more)	65 EUR	75 EUR
1 sq. m. price of an empty exhibition space (hall 4)	75 EUR	85 EUR
1 sq. m. the price of an empty exhibition space (hall 4 when ordering 70 sq.m. and more)	65 EUR	75 EUR
1 sq. m. price of empty exhibition space (Hall 3)	75 EUR	85 EUR
1 sq. m. the price of an empty exhibition space (hall 3 when ordering 70 sq m and more)	65 EUR	75 EUR
1 sq.m. price of empty exhibition space (hall 3 lobby)	85 EUR	95 EUR
1 sq.m. commercial area (outside)	50 EUR	50 EUR
1 sq.m. exhibition area (outdoors)	40 EUR	40 EUR
1 sq.m. installation of a standard stand	35 EUR	35 EUR
1 sq.m. installation of a standard stand (by choosing the color of the walls: black, green, yellow, red, blue)	54 EUR	54 EUR

The organizer of the exhibition rents the empty exhibition area (minimum area - 6 square meters) for the entire duration of the exhibition and provides the following services:

- Creation of exhibition content and content coordination;
- Exhibition advertising and communication campaign;
- Attracting targeted visitors;
- Sending invitations to officials and specialists;
- General room lighting, heating and ventilation;
- General protection of premises against open robbery during exhibition downtime

** **Late registration fee** applies when the participant orders and pays the registration fee within 5 days and 50% of the rent of the empty exhibition space after 2024. August 16. Other payments for empty exhibition space and other services provided by LITEXPO are paid in accordance with the "Regulations on Participation in Exhibitions, Fairs and Conferences."*

4. The registration (or sub-exhibitor) fee consists of:

- Entry in the electronic catalog of exhibitors.
- Participant cards (the number depends on the size of the ordered area - 1 card per 3 square meters, but no more than 15 cards per stand).
- Electronic invitations to visit the exhibition (20 pieces each for the participant and sub-exhibitor).

5. A standard minimum stand of 6 square meters consists of :

- stand walls from OCTANORM exhibition constructions (1 mx 2.5m).
- Gray carpet.
- 100W lamps (one every 3 m).
- 1 table and 2 chairs.
- 3-pin standard socket (220V/ 2kW).
- Recycle bin.
- Company name in standard font at the top of the stand (up to 10 letters).
- Daily cleaning of the stand.

***Variations are possible.**

6. Stand design and equipment, additional services

- The location of the exhibition area in the hall and the shape of the stand are specified by the exhibition organizers.
- If a non-standard stand is not built for the Participant by LITEXPO, the contractor must coordinate the stand project with the exhibition designer - Roman Gajevskius, (mobile phone: 8 671 26178 , e-mail: stendai@litexpo.lt) no later than 21 calendar days before exhibitions (*see clause 7.2 of the "Regulation on participation in exhibitions, fairs and conferences"*).
- Additional standard stand equipment, furniture, names and/or logos on the stand and communications must be ordered through **EXPODOC** system: <https://floorplan.expodoc.com/en/1676/gameon-2024> or by contacting the sales manager - Rimvydas Jancauskas (tel. +370 615 62975 , e-mail: r.jankauskas@litexpo.lt).
- For individual stand design, please contact sales manager Rimvydas Jancauskas (tel. +370 615 62975, e-mail: r.jankauskas@litexpo.lt).
- **14 working days before the opening of the exhibition** , the prices of additional equipment and services are increased by 50 %, on the days of participant registration and during the exhibition - by 100%.
- When changing the stand project or making any changes in the project **less than 5 days before the opening of the exhibition, a surcharge of 20% of the stand installation price is applied.**

7. Payment conditions

- The Participant shall pay for the registration fee, exhibition area and additional services upon receipt of advance payment invoices from LITEXPO during the periods specified in the invoices.
- If the Participant does not pay the bills within the specified time, he will not be registered for the exhibition.
- VAT invoices are sent to Participants by e-mail within 5 working days after the end of the exhibition to the e-mail address specified in the participants' electronic registration system. For exhibitors who would like to receive a VAT invoice. On the day of participants' registration, invoices will be printed at the Information and Services Center.

8. other services

- **Invitations to visitors**

Each Participant and sub-exhibitor who has paid **the advance fee** by e-mail **receives 20 e-invitations** by mail , giving their guests the opportunity to visit the exhibition. The invitations provided are intended only for their recipients. Visiting the exhibition is by invitation only or upon registration.

- **Cargo, logistics and customs services**

UAB "PAN-LIT Service" carries out handling and logistics of exhibits and provides customs services. Services are provided on a pre-order basis and are paid for by the participant. Contacts: tel. 8 5 244 56 77, e-mail info@pls.lt, www.pls.lt.

9. Events organized by participants

Each Participant of the exhibition can organize various events (press conferences, seminars, product presentations, etc.) during the exhibition. It is necessary to coordinate the program of events with the organizer of the exhibition no later than one month before the exhibition, by filling out the application for renting conference halls and other event spaces. The application form is sent by the organizer of the exhibition.

In all cases, the Participant, while carrying out various actions at his stand, must not interfere with the proper participation of other participants in the exhibition (making noise, playing loud music, etc.).

Friday is Professional Day, during which conference content will take place, and entry will only be possible with special fan and professional tickets.

10. The work order of the exhibition

- The Exhibition Participant, for whom the stand is installed and dismantled by a non-LITEXPO, informs the company erecting the stand about the working procedure established by LITEXPO (see *chapter 8 of the "Regulation on Participation in Exhibitions, Fairs and Conferences"*) . In this case, the Participant is fully responsible for the actions of hired third parties as his own. Additional working time is taxed (see "*Participation in exhibitions, fairs and conferences*", *Chapter 8, Clause 8.6 of the Regulation*).
- Arriving the day before the exhibition, the Exhibitor must register at the Information Center. Only Exhibition Participants who have paid all invoices for services provided by LITEXPO are registered and continue to be served.
- The Participant is provided with information about the work procedure of the exhibition, services provided, participant cards are issued, which, after presenting to the security, during the installation, dismantling and operation of the exhibition, the Participants are admitted to the exhibition halls, as well as parking permits.

11. Exhibition opening hours*


Exhibition place	LITEXPO exhibition halls: 3, 4, 5
Stand installation time	October 15 from 8 o'clock until 5 p.m. October 16 from 8 o'clock until 5 p.m. October 17 from 8 o'clock until 10 p.m.
Opening hours of the exhibition (Saturday and Sunday)	October 19-20 from 10 a.m. until 7 p.m.
Opening hours of the exhibition (Friday – Professional Day)	October 18 from 10 a.m. until 7 p.m.
Exhibits are brought	October 15-16 from 8 o'clock until 5 p.m. October 17 from 8 o'clock until 10 p.m. October 18 from 8 o'clock until 10 o'clock
Participants are registered	October 17 from 9 o'clock until 8 p.m. October 18 from 8 o'clock until 10 o'clock
The exhibits are taken away	October 20 from 7 p.m. until 10 p.m. October 21 from 8 o'clock until 4 p.m. October 22 from 8 o'clock until 5 p.m.
Stand dismantling time	October 20 from 7 p.m. until 10 p.m. October 21 from 8 o'clock until 4 p.m. October 22 from 8 o'clock until 5 p.m.


**Organizers reserve the right to change the times of exhibition work, stand installation, exhibit delivery and delivery, and participant registration.*

** For changes to the security requirements for participation in the exhibition regulated by the laws of the Government of the Republic of Lithuania, see the document "Security recommendations" for the participants of the exhibition uploaded on the website of the exhibition*


12. Contacts:


Project manager Faustina Sinkevičiūtė

 Mob. tel. +370 675 95516


 email e-mail:
f.sinkeviciute@litexpo.lt


Sales manager (stands, installation of stands) Rimvydas Jankauskas

 Mob. tel. +370 615 62975


 email e-mail:
r.jankauskas@litexpo.lt

Sales manager (areas and advertising positions) Evelina Barauskaitė

 Mob. tel. +370 618 14434

 email e-mail: e.barauskaite@litexpo.lt

Project manager assistant Kamilija Krakytė

 Mob. tel. + 370 696 21223

 email e-mail: k.krakyte@litexpo.lt