

**27-29  
MAY  
2024**



**International  
Forgemasters Meeting  
2024**



# **Application form**

(deadline: 21<sup>st</sup> February 2024)

organized by



**ASSOCIAZIONE  
ITALIANA DI  
METALLURGIA**



in cooperation with

**siderweb**  
LA COMMUNITY DELL'ACCIAIO

To be sent by **21<sup>th</sup> February 2024** together with the payment of the registration fees as downpayment to: SIDERWEB S.p.A. ([commerciale@siderweb.com](mailto:commerciale@siderweb.com)).

**1. The company below asks to be admitted as Exhibiting Company to «IFM 2024»**

Company Name	
Address of the Registered office	Postcode
City	Country
Telephone	Fax
E-mail address of the person in charge for the event	
Vat number	Taxpayer's Code
invoicing address (e-mail or PEC)	contact person
Order ref. number (if requested on the invoice)	

**2. Asks to have the following data included in the Event catalogue (if different from the above information):**

Company Name	
Address	Postcode
City	Country
Telephone	Fax
Website	
E-mail address	

**Represented Company**

Company Name	
Address	Postcode
City	Country

**Represented Company**

Company Name	
Address	Postcode
City	Country

**Represented Company**

Company Name	
Address	Postcode
City	Country

**3. Orders the following services from the organizer** (check the box for the stand type and the eventual additional services):

<input checked="" type="checkbox"/> Entry fee (includes the registration in the official catalogue and insurance premium) <b>MANDATORY</b>	€ 300,00
<input checked="" type="checkbox"/> Prefurnished stand	€ 4.600,00
<input type="checkbox"/> 6 mq, Type A *	
<input type="checkbox"/> 6 mq, Type B *	
	Net Total: € 4.900,00
	VAT (if due): €
	<b>Total Amount: €</b>

\* For the description of different type of booths, please see Form A "pre-furnished stand".

<b>ADDITIONAL SERVICES</b>	
<input type="checkbox"/> Advertising page in the event catalogue (1 four-colour page)	€ 250,00
<input type="checkbox"/> Represented company	(indicate quantity of represented companies) n° € 100,00 each
	Net Total: €
	VAT (if due): €
	<b>Total Amount: €</b>

We remind you that the two full Conference passes permits the participation to all the conferences, lunches, coffee breaks and social events.

## NOTE

Only fully completed, signed applications accompanied by appropriate documentation certifying the payment of the registration fees of **€2.900,00 + VAT (if due)**, equal to the sum of the following amounts, will be taken in consideration:

- €300,00 + VAT (if due) - entry fee;
- € 2.600,00 + VAT (if due) – advance payment.

**NB:** 22% VAT is applied exclusively to Italian companies or Italian based companies (VAT nr. starting with IT) and to EU companies which are NOT registered to VIES.

### Terms and methods of payment

Payments can be made via bank transfer to Siderweb SPA - via Don Milani 5 - 25020 Flero (Brescia). Taxpayer's Code and VAT no. 03562320170; IBAN: IT84F0306954266100000003300. Application forms which are not accompanied by the Registration fee as the down payment cannot be considered as valid for the purposes of admission, as better specified in the "General Regulation (05-2023)".

Date

→ Stamp and signature of the legal representative

### By filling in this Application form, the below-signed company declares the following:

that we acknowledge, have read, fully understand and accept in all its parts the "IFM 2024" "General Regulation (05-2023)", which is to be construed as part and parcel of this document, and to have received it.

Date

→ Stamp and signature of the legal representative

That we have carefully read again, fully understand and accept without exceptions, pursuant to and in accordance with articles 1341 and 1342 of the Italian Civil Code, the clauses of the "General Regulation (05-2023)" as per following part:

3 (Place, date and time of the Event), 4 (Admission), 5 (Acceptance of Rules and Regulations), 6 (Registration and deposit), 8 (Stand Assignment), 9 (Waiver of participation), 13 (Safety standards), 17 (Payment terms), 20 (Insurance), 21 (Damage to stands), 22 (Additional regulations), 23 (Force majeure), 24 (Prohibited activities), 25 (Obligations and limitation of liability of the Organiser), 27 (Competent Court).

Date

→ Stamp and signature of the legal representative



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# **Form A - Prefurnished stand**

(deadline for sending graphics: 6<sup>th</sup> May 2024)

organized by



**ASSOCIAZIONE  
ITALIANA DI  
METALLURGIA**



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## PRE-FURNISHED BOOTH 6 SQM

### TYPE A 300x200 cm

#### Structure:

Backwall 300xH200 cm

#### Electrical plant:

1 power strip

#### Furniture:

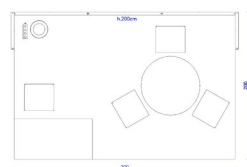
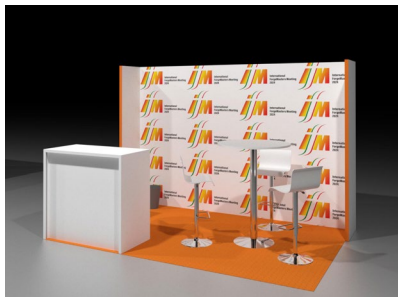
1 table bar

4 stools

1 reception desk

1 basket

Graphics supplied for reception desk and for backwall



### TYPE B 300x200 cm

#### Structure:

Backwall 300xH200 cm

#### Electrical plant:

1 power strip

#### Furniture:

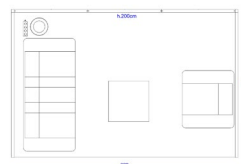
1 two-seats sofa

1 armchair

1 table

1 basket

Graphics supplied for backwall



The total amount for the participation is **Euro 4.900,00** (+VAT if due) and includes:

- Pre-furnished booth 6 sqm with graphics cm300xH200 on backwall and 100xH97cm on reception desk; (file to be sent by **6<sup>th</sup> May 2024**, please see the instructions in the Annex B "executable files");
- Entry fee;
- 2 full Conference passes that permit the participation to conference, lunches, coffee breaks and social events;

#### NOTES:

- Any further additions must be ordered separately by using the form "Additional orders";
- Any construction material damaged and consequently rendered unusable will be invoiced to the exhibitor responsible;
- It is strictly forbidden to pierce, nail, screw, drill, staple, glue or modify the booth's structure and/or furniture;
- Siderweb S.p.A.SB reserves the right to make changes to the overall image of the show area, without however making any changes to the basic supply;
- No price reductions are made for the return or exchange of furniture and fittings.



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# **Additional orders**

(2<sup>nd</sup> April 2024)

organized by



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LA COMMUNITY DELL'ACCIAIO

The Company below asks to rent from Siderweb S.p.A. SB, on the occasion of the «IFM 2024», the following additional material:

Company Name	
Address	Zip Code
Town	Country
Telephone	Fax
Website	E-mail
Contact person	
Vat	

Description	Quantity	Price	Total
Bar Table		€ 50,00	
Hanger		€ 45,00	
Stool		€ 30,00	
Column brochure holder		€ 50,00	
Power strip		€ 10,00	
Wall monitor 43"		€ 300,00	

Net total €: \_\_\_\_\_

Vat 22% (if due) €: \_\_\_\_\_

**TOTAL AMOUNT €:** \_\_\_\_\_



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# **Form B**

## **Exhibitors & sponsor's registration form**

(to be submitted by 21<sup>st</sup> February 2024)

organized by



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ITALIANA DI  
METALLURGIA**



in cooperation with

**siderweb**  
LA COMMUNITY DELL'ACCIAIO

Please complete and return this form by **21<sup>st</sup> February 2024** to SIDERWEB S.p.A. SB ([commerciale@siderweb.com](mailto:commerciale@siderweb.com)).

#### For EXHIBITORS only:

- Attending the event as an Exhibitor entitles you to n. 2 complete Conference passes that allow access to conferences, lunches, coffee breaks and to the social events.

1 <sup>st</sup> Participant details	
Family Name	First Name (s)
Company Name	Country
E-mail for correspondence	

2 <sup>nd</sup> Participant details	
Family Name	First Name (s)
Company Name	Country
E-mail for correspondence	

- In addition to the 2 full Conference passes, we wish to purchase:
 

nr ..... <b>extra exhibitor pass</b> (300,00€ + VAT 22% if due - includes ONLY lunches and coffee	€ .....
nr ..... breaks) <b>ticket/s for the Social Event</b> (150,00€ + VAT 22% if due)	€ .....
nr ..... <b>extra exhibitor pass included social event</b> (430,00€ + VAT 22% if due)	€ .....

#### For EXHIBITORS & SPONSORS:

- We wish to purchase nr. .... **full Conference passes** at the below indicated special price:  
"Early-bird" registration fees (**by 15<sup>th</sup> December 2023**)

	AIM MEMBER	NON MEMBER
<b>Exhibitor / Sponsor</b>	( ) €890,00 revenue stamp included	( ) €980,00 revenue stamp included

**N.B.:** Deadline for speaker recording: **15<sup>th</sup> December 2023**

The Conference registration fees are revenue stamp included and include admittance to technical sessions and to the exhibition, Conference bag with electronic proceedings, social events on 27 and 28 may 2024, coffee breaks and lunches. For non-members the fee includes AIM Membership for the second half of 2024 and for the year 2025.

1 <sup>st</sup> Participant details	
Family Name	First Name (s)
Company Name	Country
E-mail for correspondence	

2 <sup>nd</sup> Participant details	
Family Name	First Name (s)
Company Name	Country
E-mail for correspondence	

**Please attention:** we remind you that is necessary to sign the purpose 7 in order to appear in the participants' list.

## Invoicing data

Company Name	
Company Fiscal Address	PostalCode
Town	Country
Tel.	Fax
E-mail for correspondence	
E-mail for invoicing and billing information	
VAT	Fiscal Code
Order ref. number (if requested on the invoice)	
Invoicing address (e-mail or PEC)	

You will find the bank details for the payment on the invoice.

Date

→ Stamp and signature of the legal representative

### CONSENT FORM (purpose 5)

After having received a copy of and read the information on the processing of personal data provided by Siderweb and AIM - version May 2023, I express my consent that my Personal Data are processed by Siderweb for marketing communications, telemarketing, dem web marketing, including for the purposes of customer satisfaction, concerning the sale of products, aggregate statistical analysis and market research, by means of traditional systems (including paper) or non-traditional and / or computer systems (such as, for example, mms, sms, whatsapp, social, etc.).

Date

→ Stamp and signature of the legal representative

### CONSENT FORM (purpose 6)

After having received a copy of and read the information on the processing of personal data provided by Siderweb and AIM - version May 2023, I consent to the sending by the Italian Association of Metallurgy of newsletters and / or communications relating to institutional activities carried out by AIM through other metallurgical associations around the world and having as their object the reminder of subsequent editions.

Date

→ Stamp and signature of the legal representative

### CONSENT FORM (purpose 7)

After having received a copy of and read the information on the processing of personal data provided by Siderweb and AIM - version May 2023, I consent to the inclusion of identification data (surname, first name, company) of participants in the Event in a special list created by the Italian Association of Metallurgy and distributed by the same to participants in the Event during the Event and / or at a later time.

Date

→ Stamp and signature of the legal representative



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## **Location**

organized by



**ASSOCIAZIONE  
ITALIANA DI  
METALLURGIA**

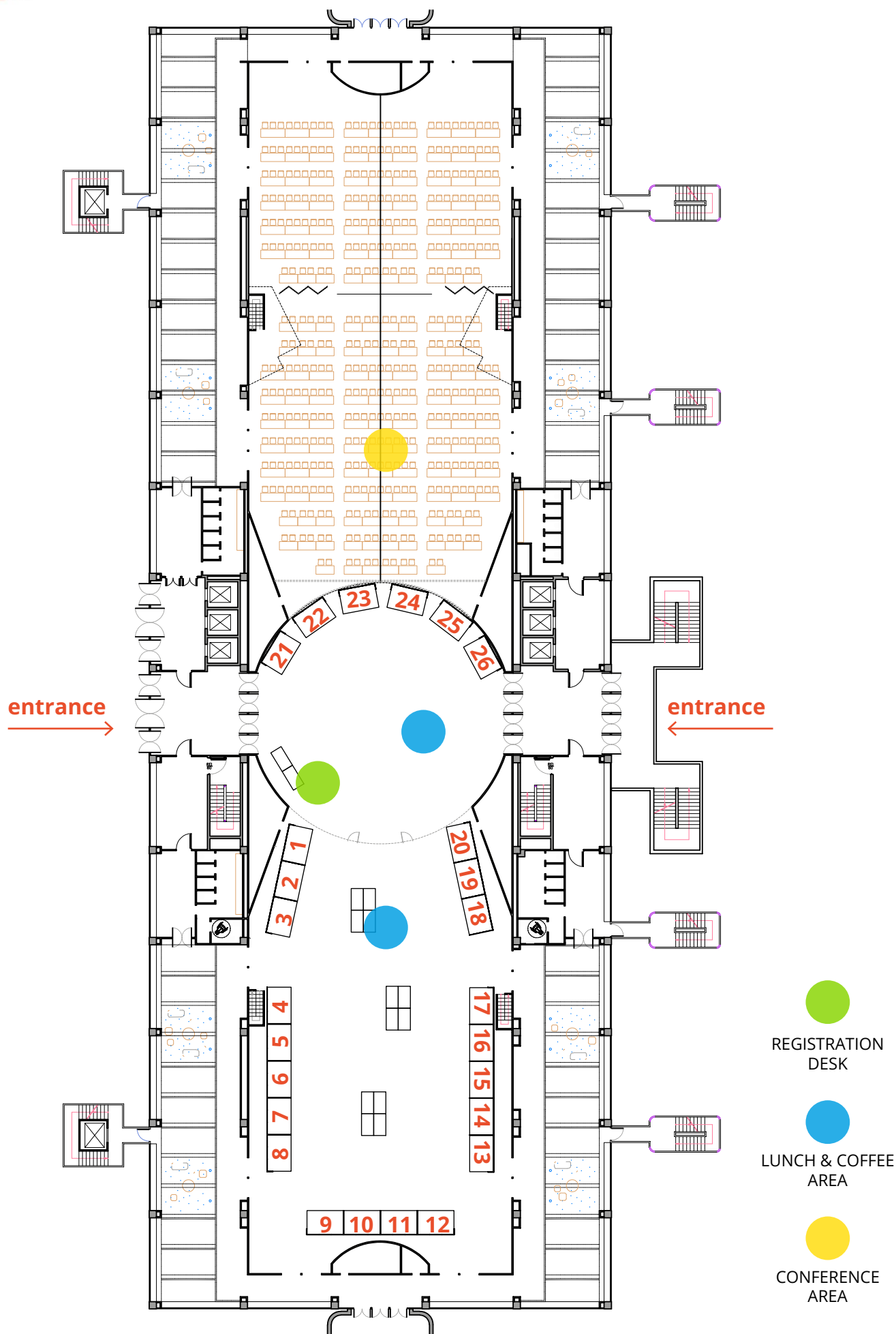


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## Exhibition area - Area espositiva



We remind you that - according to the ART.8 of the "General Regulation (05-2023)" - the Organizer reserves the right to assign the stand; we also remind you that the number of stands and their position can change.

Si ricorda che, come da ART.8 del "Regolamento Generale (05-2023)", l'assegnazione degli stand viene decisa dall'Organizzatore a suo insindacabile giudizio e che la numerosità e collocazione degli stessi potrà variare.



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# **General Regulation**

Courtesy translation - If for any reason an interpretation is needed, reference must be made to the Italian text only  
(May 2023)

organized by



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ITALIANA DI  
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### 1) Event and object

The official title of the event is "22nd International Forgemasters Meeting (hereinafter referred to for brevity as "Event" or "IFM 2024").

Only subjects whose activities fall into the following categories (hereinafter also referred to as the "Event Object") may participate in the Event as exhibitors:

1. Ingots producers
2. Press manufacturers
3. Remelting plant manufacturers
4. Mechanical processing (lathe, milling) and cutting machine manufacturers
5. Companies specialized in handling of forged steel
6. Transport and logistic
7. Ring rolling mill
8. Companies specialized in heat treatment
9. Companies specialized in mathematical modelling and simulation
10. Companies specialized in automation, measurements and control technology
11. Companies specialized in production of furnaces
12. Companies specialized in equipment and maintenance
13. Companies specialized in energy, environmental management and safety
14. Companies specialized in hydrogen's production and storage

Companies should be active in the ferrous and/or non ferrous metals sector.

These general regulations (hereinafter also referred to as "Regulations") contain the rules governing the Event and must be accepted and respected by all participants in the Event.

### 2) Organizer

The Event is promoted and organized by the Associazione Italiana di Metallurgia - the Italian Association of Metallurgy - (or "AIM") with headquarters in Via Filippo Turati, 8 20121 Milan (MI) and Siderweb S.p.A. SB (or "SW") with headquarters in Via Don Milani, 5 25020 Flero (BS) (hereinafter jointly also referred to as "Organizer").

### 3) Place, date and time of the event

The Event will take place in **Assago (MI)** at **NH Milano Congress Centre – Congress Centre** (Building CC), Strada 1, from 27 to **29 May 2024**. Plant tours are scheduled for 30 May.

Opening time on **27-29 May 2024** will be approximately from 8.00 am to 6.30 pm. Opening time on **29 May 2024** will be approximately from 8.00 am to 1.00 pm.

Access to the Congress Centre at times other than those indicated above will not be permitted.

The Organizer reserves the absolute right to modify the times, date and place of the Event (both for technical and/or organizational reasons). The Exhibitor undertakes, as of now, to participate in the Exhibition for its entire duration (is expressly forbidden to participate in the Exhibition at a later time or to leave his/her Stand prior to its end), also in the event of a unilateral change of the date of the Exhibition, its duration or the relevant opening times.

During the opening hours of the Exhibition, the Exhibitor should supervise its stand directly or through its own staff.

### 4) Admission

At the sole discretion of the Organizer, Italian or foreign industrial, commercial and artisan companies, as well as their general representatives or agents, consortia, bodies, organizations and the press whose activities fall within the scope of the Event object (hereinafter also referred to as the "Exhibitor") will be admitted to exhibit at the Event.



Admitted Exhibitors may exhibit only within the site granted to them by the Organizer (for brevity also "Stand"). Each Exhibitor must exhibit on the assigned Stand only goods of its own manufacture and/or distribution and/or of companies of which he/she is the general representative or agent. The general representatives and agents may not, therefore, present any goods other than those of the represented companies explicitly indicated at the time of registration. At the request of the Organizer, documentary proof of their status as representative or agent must be provided. Exhibitors who have not duly paid the fees due prior to the start of the Event (such as, for example, registration fee, etc.) will not be allowed to participate in the Event. Failure by the admitted Exhibitor to participate in the Event for any reason whatsoever shall not entitle the Exhibitor to any compensation and/or indemnity and/or reimbursement of costs and/or expenses and/or fees, given that all sums already paid (such as the registration fee) shall be withheld by the Organizer; the Organizer shall also be entitled to collect any fee due but not yet paid (such as the registration fee). Exhibitors who are not admitted will have the right to obtain from the Organizer only the refund of the sum paid for the registration fee, with the exclusion of any other refund and/or payment of any compensation and/or indemnification and/or costs and/or expenses and/or fees. Applications for admission to the Event, duly completed and signed, may not contain any reservations or conditions and must be sent to Siderweb S.p.A. SB by and no later than **21 February 2024**, together with the registration fee payment receipt and Form B. Siderweb S.p.A. SB, at its sole discretion, may however also take into consideration any applications received after this deadline.

### 5) Acceptance of Rules and Regulations

By signing the application form, the Exhibitor undertakes to participate in the Event on the Stand assigned to him/her by the Organizer and to accept without reservation these General Regulations, as well as any additional regulations that may be issued, at any time, by the Organizer and that the Exhibitor hereby declares to accept and comply with.

### 6) Registration and deposit

The application form, duly completed and signed, must be accompanied by the payment of the Registration Fee of **€ 2,900.00** plus VAT (if due), to be understood as an advance on the full amount due in case of admission.

The registration fee must be paid by bank transfer to Siderweb S.p.A. SB - via Don Milani 5 - 25020 Flero (BS) - VAT number 03562320170, IBAN code: IT84F0306954266100000003300.

Any applications for admission not accompanied by the aforementioned payment of the registration fee will not be considered valid and, therefore, rejected.

### 7) Registration of Represented companies

The Exhibitor is obliged to specify the company name and the relevant data of all the companies that shall be represented, whose products will be displayed on his/her Stand.

For each of the companies represented, the Exhibitor is required to pay **€100.00** plus VAT (if due) as a supplementary registration fee, to integrate the registration fee referred to in Art. 6.

### 8) Stand assignment

The actual admission of the Exhibitor to the Event will be formalized by means of a written communication (by email) of the assignment of the Stand sent by the Organizer to the Exhibitor.

The above mentioned communication will be valid only for the Exhibitor to whom it is addressed.

The assigned Stand may not be transferred and/or made available in whole or in part, even free of charge, to third parties, for any reason whatsoever.

In the event of infringement, the Organizer reserves the right to exclude the goods introduced and exhibited illegally at the exclusive expense of the Exhibitor.

The allocation of the Stand is decided at the sole discretion of the Organizer, taking into account the general object of the Event.

It is therefore the Organizer's sole right to accept any requests from Exhibitors for the siting of their stands either made in their application or subsequently communicated.

The Organizer reserves the right to modify the position of the Stand initially assigned, or to change its conformation or reduce its size if circumstances so require.

The Organizer reserves the right to issue detailed regulations regarding the visiting and accessibility of the stands, as well as the deadlines for the completion of the furnishings.

### 9) Waiver of participation

Exhibitors who are unable to take part in the Event after having sent in the application form must immediately notify Siderweb S.p.A. SB by registered letter with return receipt or by e-mail to the address [siderweb@legalmail.it](mailto:siderweb@legalmail.it)

In this case, if the reserved site is reallocated to another Exhibitor, the Organizer will retain, as a penalty (and without prejudice to the right to further damages), the deposit paid for the registration fee (including supplementary fees) and the renouncing Exhibitor will not have to pay the balance due by contract (see membership fee).

If this is not the case, or if the reserved site is not reallocated to another Exhibitor, the Organizer will keep, in any case, as a penalty (and without prejudice to the right to further damages) the deposit paid for the registration fee (including supplementary fees) and, as a penalty (and without prejudice to the right to further damages), the renouncing Exhibitor shall also be required to pay the membership fee or the entire amount due by contract, the costs of the works ordered and carried out in the reserved site, as well as any damages incurred by the Event and/or the Organizer and/or Third Parties as a result of the waiver.

### 10) Access to the exhibition area

Access to the exhibition area will be possible only upon presentation of the identification badge and during opening hours. The registration fee includes two nominal badges (full conference passes) that allow participation in conference, coffee breaks, organized lunches and social events.

As already mentioned, Exhibitors must send to Siderweb S.p.A. SB ([commerciale@siderweb.com](mailto:commerciale@siderweb.com)) the attached "**Form B- REGISTRATION FOR EXHIBITORS AND SPONSORS**" duly filled in with the reference data of the two participating guests by **21 February 2024**. Any additional badges can be requested by means of the same form and by the same date.

### 11) Membership fee

The Event fee, to be understood as a membership fee, refers to the entire site of the Stand occupied with a continuous perimeter by the same Exhibitor.

The following services are included in the registration and in the membership fees:

- a. Exhibition site, including standard fittings;
- b. Two (2) full conference passes allowing participation in conference, coffee breaks, organised lunches and social events;
- c. Inclusion in the official catalogue;
- d. Catalogue in paper copy;
- e. Installed electrical power up to 1 Kw;
- f. Third party liability insurance.

The Congress Centre does not have its own car park.

In case of need there is a car park on the Congress Centre side (reservation is not possible). The daily cost, that will be paid when leaving the car park, is € 5 (VAT included) for a car and € 10 (VAT included) for Ducato-type vans.

### 12) Exhibition site

The Organizer shall provide the Stand to the Exhibitor on the basis of specific plans.

The Stands will be fitted directly by the Organiser. The Exhibitors are solely and directly responsible for any damage that may result from the use of the Stand.

Fittings, furnishings, accessory supplies, materials and objects on display, as well as the installation and use of the exhibition sites must comply with the Italian and European regulations on safety, fire protection, accident prevention and environmental protection.

The Organizer has the right to remove or modify installations, furnishings, materials or exhibits at any time if they are in conflict with the Regulations and/or with the specifications contained in the letters/communications sent after the assignment of the Stand. Costs and risks of removal and/or modification shall be borne by the Exhibitor.

### 13) Safety standards

Exhibitors are required to comply and ensure that their service and goods providers also comply with the laws and regulations of public safety and the legislative and regulatory system in force regarding safety, hygiene, accident prevention at work and fire prevention. By way of example, the main safety regulations are listed below:

- a) safety, health and environmental measures pursuant to Legislative Decree no. 81/2008 as amended and supplemented;
- b) fire prevention measures indicated in the Ministerial Decree of 10 March 1998;
- c) technical standards for construction indicated in the Ministerial Decree of 14 January 2008.

The Organizer has no responsibility for any consequences that may arise from non-compliance with the prescribed standards. Such responsibility falls exclusively on the Exhibitor and the companies appointed by him/her.

The Exhibitors are responsible for any damage or injury caused to people or property during the Event by anyone and in any possible way related to the activities carried out on their behalf and/or in their interest. Furthermore, exhibitors accept to compensate all direct and indirect damages that may arise from this, relieving the Organizer of any responsibility.

### 14) Stand set-up and preparation

The Stands must comply with the provisions of **Form A**.

Siderweb S.p.A. SB reserves the right to replace them and their furnishings with equivalent or superior quality materials. Detailed information on the dates and times of installation and removal and on the methods of shipping and collection of promotional material will be provided in a subsequent dedicated communication.

### 15) Shipments/pick-ups

All Shipments and Pick-ups are in charge to exhibitor.

All shipments and pick-ups must be delivered at ground floor and NOT on the road side (the staff of the Congress Centre is not authorized to pick up shipping boxes on the street nor on the sidewalk, but only inside the congress venue)

You can ship materials at least 3 / 4 days before the event to following address:

NH MILANO CONGRESS CENTRE c/o Centro Congressi 3° Floor

Attention event office – Event “IFM 2024”

Strada 1 Milanofiori/ 20057 Assago (MI) / Italy

Stand. Number \_\_\_\_\_

### 16) Official Exhibitors Catalogue

A catalogue of the Event will be published, without responsibility for errors and/or omissions, and will show the list of Exhibitors in alphabetical order.

The information published will be extracted from the form filled in by the Exhibitor. Closing date for submitting catalogue entry forms is **8 April 2024**

### 17) Payment terms

Payment of the balance of the participation fee must be made within and no later than 15 days from receipt of the invoice and upon receipt of invoice for assignments made after **21 February 2024**, according to the payment methods indicated in

Art. 6 of these Regulations. In the absence of the above payment, Siderweb S.p.A. SB will not allow entry into the exhibition area. Moreover no electricity will be supplied until payment has been completed.

### 18) Photographs, and video footage

Without prejudice to all provisions regarding photographs and videos taken in places / events open to the public, the Organizer informs that during the Event photographs and / or videos will be made (of people, stands, products, brands, etc.), also by means of photographers appointed by the Organizer. Such photographs and / or videos may be reproduced on the website and / or social channels of the Organizer.

The Organizer confirms that no use will be made in contexts prohibited by law or that may harm people decorum and/or dignity, and that no compensation will be paid for the use of the aforementioned material.

### 19) Distribution of media

In the case of distribution of phono-videographic or multimedia supports containing intellectual work or parts of intellectual work pursuant to Law 22.4.1941 no. 633, copyrights as well as the costs associated with the authentication of the media, pursuant to Art. 181bis of the same Law, shall be paid in advance. Unauthorized use of intellectual property, as well as the absence of the SIAE stamp on the aforementioned supports, are punishable by law, in accordance with Articles 171 and following under Law 633/41.

### 20) Insurance

The Organizer will insure the Exhibitor, who is compliant with the participation procedure and with the payments due to the Organizer, by means of an insurance policy against the risks of Civil Liability for the organization and participation in the Exhibition. This policy shall cover, within the limits of the policy, any damage caused to the structure hosting the Exhibition, on the days of set-up, event and dismantling. This policy shall be limited to a maximum of € 250,000 for damage to property, including fire, and € 1,000,000 for personal damage. This policy does not exonerate the Exhibitor from liability in accordance with the law for damage to persons and/or property caused by the Exhibitor or their staff and/or agents. The Organizer declines any responsibility that may derive from acts ascribable to the Exhibitors, also with regard to compliance with the provisions regulating the management of the Exhibition itself. The Organizer is also exempt from any liability for damage/theft suffered by the Exhibitors. Each Exhibitor is entitled to request - within 20 days from the beginning of the Exhibition - any possible additional coverage from the insurance broker Inser S.p.A. (please write to [brescia@inserspa.eu](mailto:brescia@inserspa.eu) specifying "IFM 2024").

### 21) Damage to stands and to the Building

Stands must be returned in the condition in which they were received.

Repair costs are to be borne by the Exhibitors, who are also responsible for compliance with the special regulations for the use of technical facilities and installations. Every expense for damage to the buildings, both indoor and outdoor, caused by the Exhibitor or its Staff, will be charged to the Exhibitor.

### 22) Additional regulations

The Organizer reserves the right to issue any additional regulations in order to better govern the Event and related services. These rules are equivalent to the Regulations and are therefore equally binding.

In the event of non-compliance with the provisions of the General Regulations, the Organizer also reserves the right to close the stands.

In this case, the Exhibitor is not entitled to reimbursement and/or payment of any compensation and/or indemnification and/or costs and/or expenses and/or fees and/or sums for any reason whatsoever.

### 23) Force majeure

In the event that the Event cannot be held during the established period, due to unforeseeable circumstances or force majeure, or, in any case, for reasons beyond the Organizer's control, Exhibitors shall not be entitled to reimbursement and/



or payment of any compensation and/or indemnification and/or costs and/or expenses and/or fees and/or sums for any reason whatsoever.

Furthermore, the Organizer may require Exhibitors to pay up to a further 30% of the admission fee to cover general expenses.

If the Organizer is forced to shorten or cancel the Event after it has started due to unforeseeable circumstances or force majeure, Exhibitors will not be entitled to reimbursement and/or payment of any compensation and/or indemnification and/or costs and/or expenses and/or fees and/or sums for any reason whatsoever.

The Organizer reserves the absolute right to modify the times of the Event, as well as to suspend entry to visitors and all activities for specific periods, for organizational needs or public safety. No responsibility can be attributed to the Organizer in such cases.

#### 24) Prohibited activities

In general, it is forbidden to cause prejudice, disturbance or damage to the regular course of the Event and its purposes, as well as to the Exhibitors. In particular, the following is strictly forbidden:

- a. Distribution and delivery of any technical, informative and advertising material (magazines, manuals, books, brochures or anything else) that are not strictly pertinent to the Exhibitor's activity. The Exhibitor, however, may distribute or deliver advertising material, as long as it is strictly relevant to his/her activities, only within his/her own Stand; posters advertising competitions organised by bodies, organisations, daily newspapers, weeklies or specialised magazines may not be displayed, not even inside the Stands, unless specifically authorised in writing by the Organizer.
- b. Display prices or make sales with immediate delivery on site. Infringement of this prohibition entails closure of the stand.
- c. Any type of pulsating or fluctuating light sources.
- d. Presence in the Stand or in the enclosure of the Event during closing hours.
- e. Practical demonstrations that may pose a fire hazard or any other kind of danger.
- f. Material processing or painting.
- g. Carrying out work on the Stand during the hours dedicated to the Congress.
- h. Active machines that are not perfectly operating.
- i. Fix any material to the floor, columns and walls with adhesives, glues, holes of any kind and it is forbidden to paint or treat materials without prior authorization. Failure to comply with these provisions will authorize the Organization to suspend the non-compliant set-up. Damages deriving from unauthorized fittings will be charged to the exhibiting company
- j. Cluttering aisles, emergency exits, fire-fighting equipment (fire doors, fire extinguishers, hydrants, alarm buttons, etc.), signs for the management of emergencies in the exhibition area, electrical panels in service rooms, with set-up materials, products, packaging or other material.
- k. Moving materials with trolleys with metal wheels.
- l. Dragging materials or carrying out actions that may cause friction/damage.
- m. Overloading the floors with a distributed weight of more than 500 kg/sqm.
- n. Tampering with or performing maintenance of any kind on stationary or mobile equipment in the halls.
- o. Introducing compressed or liquefied gas bottles, explosive, detonating, asphyxiating, toxic, radioactive or flammable materials and any dangerous materials in the exhibition area.
- p. Trashing pharmaceuticals.
- q. Placing hot objects (e.g., incandescent spotlight) near curtains or decorations and/or disposing of them in waste containers.
- r. Smoking.
- s. Access the structure with vehicles.
- t. Access to conference rooms with food and/or drinks
- u. Introduce animals of any size and species. NH MILANO CONGRESS CENTRE does not accept animals.

## **25) Obligations and limitation of liability of the Organizer**

The Organizer is liable to the Exhibitor for the assignment of the Stand and the provision of the services mentioned in these Regulations. The Exhibitor relieves the Organizer of any possible further liability, within the limits of Art. 1229 of the Italian Civil Code.

The Organizer's liability, if any, is limited to the payment of an amount equal to 20% of the participation fee due by the Exhibitor, with the exclusion of any further compensation for the latter's damages.

## **26) Protection of personal data**

Attached to these Regulations is the information on the processing of personal data updated to May 2023 provided by the Organizer as Data Controller, or by Siderweb S.p.A. SB and the Italian Association of Metallurgy as co-controllers of data processing.

## **27) Competent Court**

For any controversy, the Court of Brescia is expressly indicated as the exclusive forum and the jurisdiction of any other Court is explicitly excluded.

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# **Information on the processing of personal data**

(May 2023)

organized by



**ASSOCIAZIONE  
ITALIANA DI  
METALLURGIA**



in cooperation with

**siderweb**  
LA COMMUNITY DELL'ACCIAIO

Pursuant to Regulation (EU) 2016/679 (hereinafter "Regulation") as well as the new Legislative Decree no. 196/2003 (hereinafter "Privacy Code") (and jointly "Applicable Law"), this document describes how Siderweb S.p.A. SB and Associazione Italiana di Metallurgia will process personal data in accordance with the principles of lawfulness, correctness, transparency, purpose limitation, data minimisation, accuracy, storage limitation, integrity and confidentiality on the occasion of and following the "International Forgemasters Meeting" which will take place from 27 to 29 May 2024 at NH Milano Congress Centre Assago (MI) Italy (subject to any variations) of which they are the Organizers (hereinafter also referred to as the "Event").

### DATA CONTROLLER

With reference to the Event, the data controllers are Siderweb S.p.A. SB with registered office in Via Don Milani n. 5 25020 Flero (BS) and with the following contact details: [siderweb@legalmail.it](mailto:siderweb@legalmail.it); [info@siderweb.it](mailto:info@siderweb.it); tel. +39 0302540006; fax +39 0302540041 and ASSOCIAZIONE ITALIANA DI METALLURGIA with registered office in Via Filippo Turati n. 8 20121 Milan (MI) and with the following contact details: [fatturazione.aim@legalmail.it](mailto:fatturazione.aim@legalmail.it); [aim@aimnet.it](mailto:aim@aimnet.it); tel. +390276021132; fax +390276020551; (hereinafter, jointly, the "Data Controller").

In relation to any issues related to the Applicable Law as well as any other legislation on the protection of personal data Siderweb S.p.A. SB will not be jointly and severally liable with the Italian Association of Metallurgy but each legal entity will respond directly and exclusively to the issues that have arisen and limited to its own possible liability.

### DATA PROTECTION

Siderweb S.p.A. SB, although not obliged to do so, has appointed its own Data Protection Officer. The interested party may submit complaints and/or exercise his/her rights (as better illustrated in the following paragraph "Rights of the interested party") by contacting, with regard to the position of Siderweb S.p.A. SB, the Data Protection Officer AVV. ALESSANDRO DONATI at the email address [alessandro.donati@studiogoriominervini.it](mailto:alessandro.donati@studiogoriominervini.it) or at the email address pec [alessandro.donati@brescia.pecavvocati.it](mailto:alessandro.donati@brescia.pecavvocati.it) or by phone at the number +3903047502.

Associazione Italiana di Metallurgia has not appointed a Data Protection Officer.

### CATEGORIES OF PERSONAL DATA PROCESSED, PURPOSES AND BASES OF PROCESSING

In general, the personal data provided (including those of third parties) (together, Personal Data) will be processed at the Event for the purposes indicated below:

1. Participation in the Event, in particular, as an exhibitor and/or sponsor (legal basis for the processing: execution of the contract or pre-contractual measures);
2. Management of the sale of goods and/or provision of services, execution, organisational management of contracts, also with reference to preliminary agreements and/or the after-sales phase (legal basis: execution of the contract or pre-contractual measures) which may also include soft spam by email and light marketing by email from the Data Controller (to which the interested party may object by contacting the Data Controller at the contact details indicated above), as well as, in view of the interest of the persons who participated in the Event to be informed about the dates of the next editions and events related to it, communications regarding future initiatives related to the Event as well as the reminder of subsequent editions;
3. Compliance with laws, regulations, EU legislation, or provisions issued by Authorities and Supervisory and Control Bodies (legal basis of the processing: legal obligation);
4. To assert and defend their rights, including in connection with fraud or debt recovery or litigation (legal basis for processing: legitimate interest);
5. Siderweb marketing communication, telemarketing, dem web marketing, also for the purposes of customer satisfaction, concerning the sale of products, aggregate statistical analysis and market research, by means of traditional systems (including paper) or non-traditional and / or computer systems (such as, for example, mms, sms, whatsapp, social, etc..) (legal basis of the treatment: consent, which can be revoked at any time);
6. Dissemination of newsletters and / or communications Italian Association of Metallurgy relating to institutional activities carried out by AIM through other metallurgical associations around the world and having as their object the reminder of



subsequent editions (legal basis of the treatment: consent, which can be revoked at any time);

7. Inclusion of the identification data (surname, first name, company) of the participants in the Event in a special list created by the Italian Association of Metallurgy and distributed by the same to the participants during the event and / or at a later time (legal basis of treatment: consent, which can be revoked at any time).

Messages and filled in forms sent to the contact addresses of the Data Controllers will result in the acquisition of Personal Data, with the purpose to respond to or process the requests made, and in the processing of Personal Data for the purposes indicated above. The provision of Personal Data is optional, but with regard to the purposes described in points 1) and 2) above, failure to provide such data will prevent the conclusion of the contractual relationship itself, will prevent the continuation of the relationship and, therefore, will jeopardise participation in the Event.

The Data Controller, in pursuit of the above purposes, will not collect data from minors or any data belonging to particular categories as listed in art. 9 of the Regulation (i.e., personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data intended to uniquely identify a natural person, data relating to personal health, sex life or sexual orientation). The Data Controller also informs that if it intends to further process personal data for a purpose other than that for which they were provided, it will inform the person concerned about this different purpose and any other relevant issue before this further processing, and will collect the specific case consent.

#### PROCESSING AND STORAGE METHODS

Specific security measures are observed by the individual Data Controllers, each to the extent of its competence, to prevent the loss of Personal Data, illicit or incorrect use, as well as unauthorized access.

The Data Controller confirms that the processing does not take place by means of an automated decision-making process and that no profiling is carried out on the Personal Data received.

Personal Data will be processed electronically and/or on paper and will be stored:

- a) for the purposes referred to in points 5), 6) and 7) until revocation of consent;
- b) as regards the other listed processing operations, the Personal Data will be kept for a period of time not exceeding that necessary to achieve the purposes for which they were collected and subsequently processed. In particular, the Personal Data collected for contractual purposes will be kept for the time necessary to fulfil all the contract obligations and the legal obligations established by current legislation, including secondary legislation, and in any case for 10 years from the termination of the contract or, for the time indicated in a binding decision issued by an administrative or judicial authority. In any case, any obligations to retain data for longer periods of time remain unaffected if prescribed by law in relation to particular categories of data, or if this is necessary to protect the rights of the Data Controller in the event of any disputes arising.

#### PHOTOGRAPHY AND VIDEO

Without prejudice to the law on taking photographs in places/at public events, the Data Controller declares that videos and/or photos produced during the Event (of people, Stand, products, brands etc.), also by appointed photographers may be reproduced on the Data Controller's official web site or social media pages. The Data Controller undertakes that any images posted shall not be damaging to the honour and decency of the data subject and that it shall not pay any fee for them. Should it be necessary to obtain consent to the use of a particular image the Data Controller will obtain this consent at the Event, after providing the necessary information.

#### PROCESSING OF PERSONAL DATA ON BUSINESS CARDS

By handing out one's business cards to exhibitors at the Event, whether on paper or online or digital, the visitor thereby agrees, in the terms of Article 4 paragraph 11 GDPR (i.e., consent by clear and unambiguous affirmative action) to the processing of the data thus provided by exhibitors for the following purposes: management, organization, conservation, use,

communication to company personnel or to contractually engaged persons, destruction and editing of the data following requests by the data subject, consultation, and communication of a few sporadic soft spam initiatives conducted in the Event.

It is understood that the "Rights of the interested party" will be exercised against the person who will carry out the treatment.

### THE RIGHTS OF THE DATA SUBJECT

The data subject shall have the following rights:

**to access**, or to obtain confirmation as to whether or not their personal data are being processed and, if so, to obtain access to such data, including a copy thereof;

**to rectify**, or to obtain without undue delay the rectification of inaccurate personal data and/or the integration of incomplete personal data;

**to erasure** (right to be forgotten), or to obtain without undue delay the erasure of their personal data;

**to limit** the processing, or obtain the limitation of the processing, in the cases referred to in art. 18 of the Regulation;

**to data portability**, or to receive from the Data Controller, in a structured format, commonly used and readable by an automated device, their personal data and the right to transmit them to another Data Controller without hindrance, if the processing is based on consent and is carried out by automated means, and to obtain that the personal data are transmitted directly to another Data Controller if this is technically feasible;

**to opposition**, or right to oppose, at any time for reasons related to his particular situation, to the processing of personal data based on the condition of lawfulness of the legitimate interest or the performance of a task of public interest or the exercise of public authority, including profiling, unless the Data Controller has legitimate reasons to continue the processing that prevail over the interests, rights and freedoms of the person concerned or for the establishment, exercise or defense of a right in court. In addition, the right to object at any time to the processing of personal data if they are processed for direct marketing purposes, including profiling, insofar as it is related to such direct marketing;

**to revoke** their consent at any time. Revocation of consent shall not affect the lawfulness of processing based on consent prior to revocation;

**of complaint** or to file a complaint to the Guarantor Authority for the protection of personal data, Piazza di Montecitorio 121, 00186, Rome (RM).

The rights listed above may not be exercised with a request to the Data Controller or with a complaint pursuant to art. 77 of the Regulations if the exercise of such rights may result in the actual and concrete prejudices listed in art. 2 undecies of the Privacy Code.

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## **Executable files - Annex B**

(deadline for sending file: 6<sup>th</sup> May 2024)

organized by



**ASSOCIAZIONE  
ITALIANA DI  
METALLURGIA**



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## METHOD OF PREPARATION OF EXECUTABLE FILES

### FILES TYPOLOGY

- PDF (typographic quality - standard PDF/X-1A:2001) with register marks.
- Adobe Illustrator EPS/AI files only for cutted vinyls (you have to create the outline of the texts).
- We do not accept any file in CORELDRAW, QUARK XPRESS, ADOBE IN DESIGN. If you have any, export the file selecting all the graphics and texts, select the option "convert to curve" and then export in PDF format.

### FORMAT

#### we will accept only:

- Files smaller than 500cm on a scale of 1 to 1 and saved at a resolution from a minimum of 100dpi to a maximum of 150dpi with a printed abundance of 1 cm per side.
- File bigger than 500 cm on a scale of 1 to 10 and saved at a resolution from a minimum of 720 dpi to a maximum of 1000 dpi with a printed abundance of 1 cm per side.
- Keep in mind that in all files the graphic width is 20cm more narrow than the real dimensions, both on the right and on the left side (for example, real format is 300x100cm, graphic width is 260x100cm); this means that all logos and writings have to be inside the graphic width, while pictures and background colors have to remain on a real format.

### FONT

All texts have to be converted into paths/curves, to avoid problems in painting.

### COLOR SEPARATION

- For a correct printing, all color gradations, transparencies and vector shades in the file have to be converted into images and inserted in the page/format. Deselect the overprint from the menu, to avoid pop-ups during the processing of the file.
- All the images, the spot colors and the pantone colors must be converted into the CMYK color model. We do not handle pantone colors in printing.
- Pantone colors must be embedded in the name of the file (Solid Uncoated Pantone U colors, matte finishing)
- To have a full black color, please use the following CMYK: 50 50 50 100 four-colour process.
- Gold and silver metallic colors cannot be printed.

### COLOR MODEL

CMYK - Profilo Europe ISO Coated FOGRA27.

### FILE TRANSFER THROUGH

WeTransfer: [commerciale@siderweb.com](mailto:commerciale@siderweb.com)



### NOTE:

Colors complaints will not be accepted if the executive files have been sent without any Pantone reference or without color proof, or if the above instructions won't be executed. We will ask you to send your file again if we realize that it does not respect the above requirements.