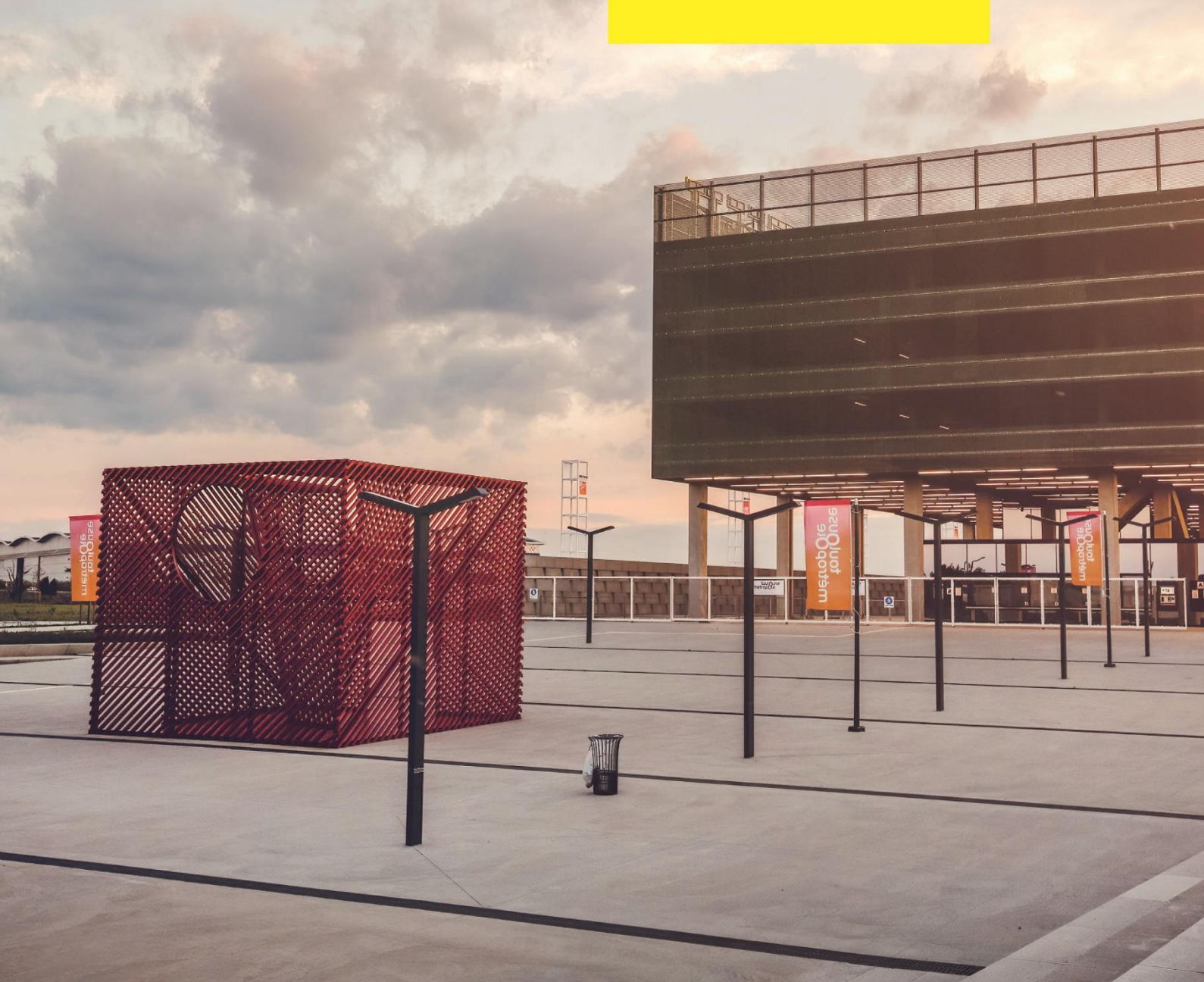


MEETT

TOULOUSE
EXHIBITION
& CONVENTION
CENTRE
HAUTE-GARONNE - OCCITANIE - FRANCE



SPECIFICATIONS AND SPECIAL CLAUSES (SSCs)

BETWEEN TOULOUSE EVENTS, MANAGER OF MEETT
(Exhibition and Convention Centre)
AND THE ORGANISER

SPECIFICATIONS AND SPECIAL CLAUSES (SSCs)

between **TOULOUSE EVENTS**, manager of MEETT
(Exhibition and Convention Centre),
and **THE ORGANISER**

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Section 1

INTRODUCTORY PRESENTATION

1.01 Scope of this document

This document is not simply an instruction manual for MEETT; it is detailed documentation covering the conditions of use of the current premises, outdoor spaces and equipment, as well as the constraints in terms of layout and occupancy.

As with the main space rental contract, from which it cannot be detached, it is a formal agreement between the parties and is binding on them with the same force and under the same penalties.

Full acceptance of this document is a prerequisite to any rental commitment. Failure to comply with this document exposes the contravener not only to the penalties set forth in the rental contract itself, but also to his/her personal civil and criminal liability, both with regard to third parties and to Toulouse Events.

1.02 Establishments open to the public (regulatory principles)

The regulations concerning safeguarding against the risks of fire and panic in establishments open to the public include a set of provisions common to all establishments, and specific provisions for certain ones. In addition to the common set of regulations that apply to all establishments open to the public, there are specific regulations for exhibition areas, which include exhibition halls or spaces intended for use for trade fairs and shows.

Exhibition halls or spaces have the particularity of being rented out to third parties, in particular to trade fair organisers, to whom control of and partial responsibility for a facility will be transferred for a limited period of time. The organisers will not have directly participated in the design and maintenance of these spaces, but a group of installations will be implemented in them in direct relation to the specific and particular needs of the planned event.

In addition to the presence of permanent tenants (restaurants, offices, service providers' premises, etc.), who are usually linked to MEETT by special agreements, and who are also subject to all the existing regulations on safety in establishments open to the public, two decision-making powers, most often distinct and independent, and having different motivations and skills (on the one hand, the owner or concession holder of the centre and, on the other, the organiser, his exhibitors, principals and suppliers) come together in the same place, for a limited time. This is obviously a critical factor in increasing risk to public safety.

Exhaustive communication of information relating to the site, verification of the compatibility of the particular arrangements envisaged in relation to the constraints of the site, prior consultation and communication between the parties, scrupulous observance of the existing regulatory requirements, notably in terms of construction and layout, and definition of the responsibilities or roles of each party, are all means of preventing the occurrence of accidents or of limiting their consequences as far as possible.

This is why the regulations stipulate that, in addition to any conventional rental agreement, contractual specifications must be drawn up and given to the organiser that specify the safety measures that apply to the rented premises or spaces, as well as the respective obligations of the owner and the organiser to apply the requirements imposed by the administrative authority (article T4 of the decree of 18 November 1987, amended by the decree of 11 January 2000, approving the general provisions of the safety regulations regarding the risks of fire and panic in establishments open to the public).

The specifications between MEETT and the organiser will be appended to the safety log.

MEETT and each of the permanent tenants of the premises or spaces for ancillary activities (restaurants, offices, service providers' premises, etc.) are responsible for the application of the safety rules specific to each of their activities.

1.03 Exhibition premises and Organiser (principles of responsibility)

The responsibilities of the owner or concession holder of the exhibition premises and those of the organiser are based on the following two basic principles:

a) Unless he is the organiser of the event himself, the owner or concessionaire of the exhibition premises is exclusively responsible for maintaining the exhibition centre or halls in compliance with regulatory requirements in terms of safety, i.e. for ensuring the preventive and curative maintenance of the permanent and semi-permanent installations of the establishment. During the event, he remains responsible for the permanence and quality of the services for which he is responsible under the safety regulations for the aforementioned installations.

MEETT must ensure that the various contracts signed between its users are perfectly consistent in terms of the safety rules to be observed.

A representative of MEETT shall be permanently present on site during events in order to respond to the organiser's requests and to carry out the first safety measures if necessary.

b) The organiser assumes, towards the lessor, towards third parties and towards the administrative authorities, full and total responsibility for the event that he is organising, for the temporary works necessary for the fulfilment of the event, and for the application of all the provisions relating to the safety of the public during the event. He is personally responsible for the application of all regulatory provisions relating to safety, by himself, by the exhibitors and tenants of stands, and by all principals and suppliers entering the establishment under his authority or that of the exhibitors. The organiser's personal and direct responsibility applies from the moment the rented spaces are made available to him, whether or not he actually takes possession of them, and ends, at the earliest, at the end of the occupation of the premises.

The terms and conditions set out between the organiser and the exhibitors and tenants of stands ("guide" or "exhibitor's manual") may not contradict the provisions of these specifications, which take precedence over all other provisions.

The organiser shall notify exhibitors and tenants of stands of the administration's decisions concerning the declarations and authorisations applicable to it, and shall provide a copy of this notification to the safety officer.

As stipulated by the safety officer, whose role is defined in article T6 (decree of 11 January 2000), the organiser must prohibit the operation of stands that do not comply with the provisions of these regulations. In this case, the organiser must refuse to supply electricity and other utilities and may impose closure of the stand.

The organiser acknowledges that he is fully responsible for the application of safety regulations in the buildings, surroundings and spaces outside exhibition areas as soon as the rented spaces, which will be the subject of an inventory of fixtures on arrival, are made available.

He shall take or shall have taken all measures with the companies he employs to specifically ensure that the rules relating to hygiene, safety, working conditions and traffic are observed, as well as to protect work sites where lifting equipment or scaffolding are used.

The organiser also undertakes to comply with all the provisions of these specifications and special clauses, as well as those resulting from the space rental contract. Any breach of any of these clauses will result in cancellation of the occupancy agreement, without recourse against Toulouse Events.

The organiser is obliged to participate in or be represented at meetings organised at the request of the administrative authority or MEETT, if the latter consider this necessary for safety.

- Section 2 - CONFORMITY OF MEETT BUILDINGS

2.01 Introduction

MEETT, which is the subject of this document, is an establishment open to the public within the meaning of the regulations, which designate: all buildings, premises and spaces to which people are admitted, either freely or in return for payment or participation of any kind, or in which meetings, exhibitions, etc. are held, open to all or by invitation, whether or not they are paid for.

MEETT shall ensure that the installations or equipment are set up, maintained and serviced in accordance with the regulations. To this end, it shall periodically arrange for the necessary inspections to be carried out by approved bodies or persons under conditions laid down by order of the Minister of the Interior and the ministers concerned. The inspection carried out by the administration or by the safety commissions does not, however, release it from its responsibilities.

The minutes and reports of the inspections are kept at the disposal of the members of the safety commissions. They are communicated to the mayor. Having consulted the competent safety committee, the mayor may impose additional checks and inspections.

2.02 MEETT safety log

The establishment shall keep a safety log in which shall be entered the information essential to the proper functioning of the safety service and, in particular, the status of the personnel in charge of the fire service, the various general and specific instructions established in the event of a fire, the dates of the various checks and inspections as well as the observations to which they have given rise, the dates of the fitting-out and alteration work, the names of the contractor(s) and, if applicable, of the architect or technician in charge of supervising the work.

2.03 Conformity of MEETT with regulatory provisions

The premises, which are the subject of this document, comply with the technical standards provided for by the regulations in terms of those that are applicable to it, and in particular:

- | | |
|---|---|
| - aeration and ventilation | CCH (Building and Housing Code), art. R.123-10 and R.123-12 |
| - alarm and warning | CCH, art. R.123-11
Decree of 25 June 1980, amended by the decree of 2 February 1993 and the decree of 26 June 2008, art. MS 61 et seq., 70 et seq.
Tech. Instr. no. 248 (circ. of 3 March 1982) |
| - fitting-out of premises | CCH, art. R.133-6
Decree of 4 November 1975, amended by the decree of 24 September 2009 |
| - fresh air supply | CCH, art. R.123-10 |
| - cooking equipment for restaurants | Decree of 25 June 1980, art. GC 1 et seq. |
| - lifts and freight elevators | CCH, art. R.123-10 and R.123-12 |
| - atriums | Tech. Instr. no. 263 (circ. 30 December 1994) |
| - authorisation to build, develop or modify | CCH, art. R.123-22 to R.123-46 |
| - authorisation for opening | CCH, art. R.123-45, R.123-46 |
| - self-contained emergency lighting units | Decree of 2 October 1978, amended by the decree of 19 November 2001 |
| - public circulation | CCH, art. R.123-3 |

- classification of establishments into 5 categories CCH, art. R.123-19
- heating Decree of 23 June 1978
Decree of 25 June 1980, amended by the decree of 14 February 2000, art. CH 1 et seq.
CCH, art. R.123-10, 123-12
- air conditioning Decree of 25 June 1980, amended by the decree of 14 February 2000, art. CH 28 et seq.
- flues for the evacuation of combustion products and vitiated gases article GZ 20,21 CH51- GC 10,11,14,17
- construction Decree of 25 June 1980, art. CO1, amended by the decree of 24 September 2009
- covers Decree of 25 June 1980, art. CO 16 et seq.
- decoration Decree of 25 June 1980, art. AM 1, amended by the decree of 24 September 2009
- definition of establishments open to the public CCH, art. R .123-2
- clearances Decree of 25 June 1980, art. CO 34 et seq.
- smoke extraction Decree of 25 June 1980, art. DF 1, amended by the decree of 22 March 2004
- file to be submitted to the competent safety commission CCH, art. R. 123-34,38
- lighting (normal and emergency) CCH, art. R.123-8
- stairs CCH, art. R.123-7
- establishments in existence before 1 March 1974 CCH, art. R.123-54
- evacuation of the public CCH art. R.123-4 and R-123-7
- extinguishers Decree of 25 June 1980, art. MS 38, amended by the decree of 26 June 2008
- façades Decree of 25 June 1980, art. CO 19 et seq.
- glazed façades Decree of 10 September 1970
- closure of the establishment CCH, art. R.123-52
- fire-resistant closure Decree of 25 June 1980, art. CO 30, CO 47, MS 53 et seq. Technical Instruction no. 247
- gas CCH, art. R.123-10, 123-12
- non-removable tiered seating Decree of 25 June 1980, art. CO 61, amended by the decree of 24 September 2009
- liquefied hydrocarbons Decree of 25 June 1980, art. GZ 1, amended by the decree of 23 January 2004
- infringements and penal sanctions CCH art. R.152-4 and R.152-5
- fresh water supply installations Decree of 23 June 1978
- electricity installation CCH, art. R.123-10, 123-12
Decree of 25 June 1980, art. EL 1, amended by the decree of 19 November 2001
- ventilation installation CCH, art. R.123-10 and 123-12
- technical instruction no. 246 relating to smoke control Circular of 3 March 1982,
amended by the decree of 22 March 2004
- technical instruction no. 247 relating to the triggering mechanism of fire-resistant doors and smoke control Circular of 3 March 1982
- technical instruction no. 248 relating to alarm systems Circular of 3 March 1982
- technical instruction no. 249 relating to façades amended by the Circular of 3 July 1991 Circular of 21 June 1982
- temperature restriction CCH, art. R.131 to R.131-24, R.152-6
- departmental list of establishments subject to regulation CCH, art. R.123-47

- materials and construction elements	CCH, art. R.123-5, 123-12
- materials and synthetic products	Decree of 4 November 1975 Instruction of 1 December 1976
- plastic materials	Decree of 4 November 1975
- safety measures in aggravation or mitigation	CCH art. L123-2 and R.123-13
- furniture	Decree of 25 June 1980, art. AM 15 et seq.
- modification of establishments	CCH, art. R.123-35
- fire-fighting resources	Decree of 25 June 1980, art. MS 1 et seq.
- obligations and responsibilities of builders, owners and operators	CCH, art. R.123-3, 123-12, 123-43
- organisations and persons approved for regulatory checks	CCH, art. R.111-29, 123-12, 123-43 R.123-44 Decree of 25 June 1980, art. GE 6 et seq. PE 4 Decree of 7 November 1990
- ethylene oxide	Instruction of 24 July 1980
- covered car parks	Decree of 25 June 1980, art. L4, M4, N4, O4, P6, T12, W7, PE6
- patios	Technical Instruction no. 263 (circular of 30 December 1994)
- building permit	CCH, art. L123-1 and R.123-22 et seq.
- powers of the mayor	CCH, art. R. 123-27
- powers of the prefect	CCH, art. R.128-28
- explosive and toxic products	CCH, art. R.123-9
- skylights	Technical Instruction no. 263 (circular of 30 December 1994)
- refrigeration	Decree of 25 June 1980, art. CH1, amended by the decree of 14 February 2000
- safety log	CCH, art. R.123-12
- sanctions	CCH, art. R.123-52, 152-4, 152-5
- fire safety service and system	Decree of 25 June 1980, amended by the decree of 11 December 2009 and by the decree of 2 February 1993, art. MS 45, 53
- fuel storage	CCH, art. R.123-9
- works not subject to planning permission	CCH, art. R.421-17
- non-removable platforms	Decree of 25 June 1980, art. CO 61, amended by the decree of 24 September 2003 and 11 December 2009
- moving walkways	Decree of 25 June 1980, art. AS 6, amended by the decree of 6 March 2006
- ventilation	Decree of 25 June 1980, art. CH28, amended by the decree of 14 February 2000
- interior open spaces	Technical Instruction no. 263 (circular of 30 December 1994)

OTHER

Motorised sliding doors:	Construction product regulation 2011/305 Standard NF EN 13241 Standard NF EN 12453
Lifting partitions:	Machinery Directive 2006/42/EC

- Section 3 -

GENERAL REGULATORY OBLIGATIONS RELATING TO THE ORGANISER FOR PRODUCING AN EXHIBITION

3.01 Organiser's safety officer

The organiser must arrange one or more safety officers, via the operator, from among the service providers listed for the site and must apply the requirements formulated by the administration in response to the application for authorisation of the event.

The number of safety officers must be adapted to the size and nature of the event.

The organiser must make himself available to the safety commission and, before the event, provide each exhibitor with terms and conditions between the organiser, the exhibitors and the tenants of stands, specifying in particular:

- the identity and qualifications of the safety officer(s)
- the specific safety rules to be observed
- the obligation to submit a request for authorisation or a declaration to the organiser for the cases provided for in articles T8 (decree of 11 January 2000) and T39 (decree of 18 November 1987).

Unless he/she has exercised this function for at least 5 years before 14 January 1986, the organiser's safety officer must hold one of the professional qualifications required for the exercising of this function, i.e.:

- academic credits or certificate of training in health and safety as defined by articles 1 and 14 of the amended decree of 28 December 1983 relating to the creation of academic credits for health and safety education against the risks of fire and panic
- knowledge test provided for in article 3 of the decree of 7 November 1990 relating to the conditions of approval for the regulatory inspections provided for in establishments open to the public
- ERP-IGH 3 (public access and high-rise buildings) security chief qualification, issued following the examination defined by the decrees of 18 May 1998 and 21 February 1995, which relate to the qualification of permanent security service personnel in establishments open to the public (provided that the event attracts a maximum of 1,500 people)
- any diploma deemed to be equivalent in the opinion of the central security commission.

3.02 Role of the safety officer

The organiser's safety officer has a separate and independent area of competence and responsibility from that of the establishment's safety service.

The establishment's safety service ensures that evacuation routes to the public highway are kept clear and permanent, and that members of the safety commission have access to all common premises or those open to the public. It organises patrols to prevent and detect fire risks in unoccupied premises and their surroundings and ensures the proper functioning and maintenance of all fire protection equipment.

The establishment's safety service remains in permanent contact with the event's safety officer and can be called upon or intervene at any time.

Under the responsibility of the organiser, the safety officer's role is:

- to study the general layout of the event and participate in the drafting of the safety file referred to below;
- to ensure that the organiser applies the regulations issued by the administrative authority;
- to inform and advise exhibitors on the technical safety measures to be taken for their installations;
- to check that fire safety measures are being applied, from the start of stand construction to the end of opening to the public;

- to examine the declarations and applications for authorisation of machinery in operation and to hold the list of stands in which these machines are located;
- to ensure that any multi-storey stands have been checked for stability by an approved body or person;
- to inform the administration in good time of any difficulties encountered in applying these regulations;
- if necessary, to make available to the emergency services information relating to the location of radioactive sources, the location of the installations referred to in section VII and section X, and the location of the areas comprising multiple stands using liquefied hydrocarbon cylinders;
- to examine any document that asserts that maintenance visits for the emergency equipment have been properly carried out,
- to check the presence and qualifications of security service staff at the event;
- to ensure that the establishment's safety equipment has not been neutralised by the event's own installations;
- to ensure that the organiser and exhibitors comply with the regulatory requirements applicable to the event site.

The safety officer must report to the owner or concession holder of the site any incident caused by the permanent operations of the establishment (cafeteria, restaurant, canteen) that may affect the level of safety of the event and, after studying the maintenance reports relating to the emergency equipment, must note and report any failures, shortcomings or deficiencies.

Prior to opening the event to the public, the safety officer must draw up a final report relating to compliance with all the aforementioned requirements; at the end of this report, which is sent to the owner or concession holder of the establishment as well as to the organiser, who will make it available to the administration, the safety officer will decide whether or not to open all or part of the event to the public.

During the period when the event is open to the public, the safety officer must maintain a permanent presence on site and check the presence and qualifications of the security service personnel. During the event, it is the responsibility of the safety officer to inform the organiser of any non-compliant operation of a stand which, without prejudice to other measures, will be immediately refused the supply of electricity and other utilities.

NB: The safety officer has no authority in matters of security. The organiser must take all measures he deems useful to ensure the security of the facilities, his staff, exhibitors and visitors.

3.03 Application to the public authority for authorisation to open

The organiser undertakes to send four copies of the application for authorisation to open to the public to the administrative authority within two months of the planned opening date. The administrative authority must make its decision known no later than one month after the application is submitted.

A copy of this application must be sent to the establishment's concession holder.

The application must specify the nature of the exhibition, its duration, its location and the members of the safety service.

The application must be accompanied by confirmation of the contract between the establishment's concession holder and the organiser.

The application must be accompanied by the specifications of the establishment, a plan showing the external traffic routes, access routes, clearances, the location of any neutralised exits, the location of supporting columns, the emergency resources and the composition of the fire safety service as defined in article T48 (decree of 18 November 1987).

A plan of the event must be produced showing the layout of the traffic routes within the halls, the location of the stands or areas reserved for exhibitors, the locations of permanent tenants, the locations of the multi-storey stands and temporary kitchens.

A general presentation notice and a safety notice attesting to the compliance of the planned event with regulatory provisions must be drawn up, dated and signed by the organiser's safety officer and co-signed by the organiser.

All of these documents must be sent to MEETT in advance, to ensure that the common areas will be used correctly and that the project is compatible with the establishment's technical facilities. This file must be submitted 3 months before the event.

All documents defining the layout of the stands must be drawn up using MEETT plans. These plans must be submitted to the organiser's safety officer before they are finalised and validated by him/her for submission to the administrative authority.

If the exhibition, trade fair or event involves the setting-up of installations classified for the protection of the environment, the organiser is obliged to provide a fifth copy of the application file for authorisation to open to the public. In this case, all the files must include the technical elements necessary for their examination by the technical inspection service for classified installations (STIIC).

Companies that contribute to the installation of events must be informed by the organiser of the obligations relating to compliance with these specifications.

3.04 Potential visit from the Safety Commission

Before opening the event to the public, the organiser must make himself available to the Safety Commission or Sub-Commission, whose intervention is not, however, a matter of routine.

As the decisions of the Safety Commission or Sub-Commission are directly and immediately enforceable against them, exhibitors must take all steps to be present on their stand immediately and upon first request, if required.

During any inspection of the installations and fittings specific to the event, the organiser must request the participation of a representative of MEETT, if this does not happen spontaneously.

3.05 Exhibitors

Exhibitors and tenants of stands must respectively apply the specifications cited in articles T4 (§1) and specifications T5 (§2) of the decree of 25 June 1980 amended by the decree of 11 January 2000.

The installations must be completed by the safety officer at the time of the inspection. All measures must be taken to enable the safety officer to examine them in detail.

The exhibitor or a qualified representative must be present in each stand at the time of this inspection by the safety officer. The exhibitor must make available to the members of the committee any information concerning the installations and materials referred to in article T21 (decree of 18 November 1987), except for those covered by a quality mark. In the event of a negative opinion from the safety commission regarding an exhibitor, neither electricity nor any utilities may be distributed to him.

No later than three months before the date of the opening of the event to the public, the exhibitor must send the organiser the necessary applications and declarations, and in particular:

a) Applications for special authorisations

Those concerning the equipment or use of the substances listed below:

- combustion engines (article T41 of the decree of 18 November 1987)

- machines using radioactive substances or those generating X-rays (article T43 of the decree of 18 November 1987)
- acetylene, oxygen, or other gases representing the same risks (article T45 §2 of the decree of 18 November 1987).

b) Declarations (articles T8 of the decree of 11 January 2000 and T39 of the decree of 18 November 1987)

For installations comprising:

- lasers (article T44 of the decree of 18 November 1987)
- smoke generators
- propane gas
- machines or appliances in operation
- an electrical installation exceeding 100 kW
- liquefied gases
- flammable liquids (other than those in vehicle tanks).

The documents relating to the aforementioned special authorisations or declarations must be sent by the exhibitor to the safety officer (see attached declaration appendices).

If the specifications between the organiser and the exhibitor provide for the possibility of installing **raised stands, ceilings or canopies**, the exhibitor must apply to the organiser within the time limit set by the latter, specifying in particular the safety measures he has planned for these.

A final report from an approved body is obligatory for raised stands.

The exhibitor assumes full and complete responsibility for the presentations and demonstrations that will be carried out on his stand, and must take all steps to ensure the safety of members of the public admitted to the stand.

3.6 Health and safety plan

A health and safety plan must be established where decree no. 92-158 of 20 February 1992 applies.

- Section 4 -

PREMISES AND AREAS OF THE ESTABLISHMENT LIKELY TO BE MADE AVAILABLE

4.01 Exclusion

Excluded from any occupancy agreement, for whatever reason or purpose, are the areas identified on the plan (Appendix 1 of this document) as “security perimeters”, as well as technical and service equipment premises, bars, security posts, traffic lanes and green spaces, and access roads for delivery vehicles. Any clause to the contrary shall be deemed unwritten.

4.02 Inclusion

Subject to the obligations incumbent on the lessee, as set out below, all or part of the exhibition buildings and their annexes (halls, outdoor areas that can be converted), the conference rooms and premises used for offices or trade fairs, and the outdoor grounds may be made available.

- Section 5 -

GENERAL PRESCRIPTION FOR THE LAYOUT OF THE EVENT

5.01 General principle

In no way may the specific arrangements for the event affect the safety of the establishment and the safety equipment it contains. This is particularly true of the positioning of stands and the configuration of aisles, which must not hinder visibility of or access to exit doors, safety equipment or any fire-fighting equipment of any kind.

5.02 Partial occupation of buildings

When MEETT is not being used in its entirety, the organiser may install a partition made of M3 category materials along the edge of the unoccupied area, the mechanical stability of which must be such that it can withstand the pressure of the public. The organiser must implement means to prevent access to this unoccupied area.

These partitions must not in any way reduce the number of necessary exits in relation to the number of attendees.

Exits rendered unusable as a result must be fully concealed.

Unless expressly authorised in writing in advance, unused areas must be kept free of any goods or storage during the event. Exceptionally, subject to formal agreement with MEETT, storage may be tolerated by MEETT subject to compliance with the following conditions:

- goods are stored properly
- there is free access to safety equipment and to the exits leading to the outside, which must remain unlocked
- this is supervised by qualified security personnel.

5.03 Multiple events taking place at the same time

When MEETT is being occupied by multiple events managed by different organisers, Toulouse Events shall ensure coordination of the layout of the rented areas.

Where one event is being set up or dismantled while another is open to the public in the same building or in a nearby building, the organiser of the event being set up must take all necessary measures to ensure public order and safety (noise, evacuation of the public, access to façades and to emergency services).

5.04 Traffic aisles

As far as possible, traffic aisles must be located in the vicinity of walls and pillars on which the fire-fighting systems are located (fire hoses, glass breakers).

In addition, in accordance with article T16 §2, open spaces must be used as main evacuation areas.

Unless otherwise specified, the surface area of the traffic aisles must be equal to at least 1/3 of the total surface area of the exhibition halls.

In these aisles, obstacles such as pipes and cables must be covered by cable floor cover protectors.

5.05 Open spaces

Exhibition halls:

Exhibition halls with large dimensions are intersected by 8-metre-wide open spaces, in accordance with articles T15 and T16.

As a result, no fitting-out is permitted within these open spaces during T-type events.

However, a one-off case for using this space will be authorised subject to the following two cumulative conditions:

- use of a hall of less than 4500 m² (all halls except halls 1 and 7)
- prohibition of the use of adjacent halls so that they themselves create free areas.

Convention Centre:

The Convention Centre also has large dimensions (155 m x 102 m). As a result, open space has been created. This open space cannot be used if the ground floor is being used exclusively as a T-type space over its entire area.

5.06 Entrance and exit doors

It is forbidden to change the colour of the doors.

To prevent any risk of confusion, the use of white lettering on a green background is strictly forbidden.

These colours are reserved exclusively for indicating exits.

The doors of the halls must be kept free to access for the public throughout the duration of the event. It is the responsibility of the organiser to ensure that this requirement is strictly enforced. Doors may be closed provided that they can be opened as soon as needed, which, unless special authorisation has been obtained from the departmental safety committee, prohibits not only any permanent locking but also the use of chains or padlocks. The locking device chosen must be breakable. The organiser authorises MEETT to report any infringement and undertakes to remedy this as soon as possible. The organiser's surveillance and guard service must know how to open these doors immediately in the event that a hall evacuation alert is triggered.

For exhibitions with limited attendance (trade shows for example), it may be allowed (after consulting the departmental safety commission) that certain exits may be temporarily neutralised, it being noted that in all cases the number of exits made available to the public must never be less than 2/3 of the theoretical calculation (art. T20 of the decree of 18 November 1987). The application for authorisation must be submitted to the competent administrative authority. In the event that this authorisation is granted, the exits rendered unusable as well as their regulatory signage must be made invisible to the public.

5.07 Safety markings and signage for safety equipment

No fitting-out (partitioning, canopies, false ceilings) may affect the visibility of the exit markings or the safety equipment signage.

5.08 Safety perimeters and emergency access routes

The safety perimeters and priority access routes, specifically those referred to in article 5.02 of this document and as identified on the plan appended to this document, cannot be built on or developed.

During times of public access, these zones must remain free of any development, goods storage, displays, or placement of any materials, equipment or vehicles, whatever they may be.

If any such are found, they must be removed immediately, at the expense of the contravener.

5.09 Access to façades and water points

Access to the façades, water points and fire hoses must be kept clear at all times. This means that there is a total ban on the parking of vehicles in the vicinity of the façades of halls open to the public.

5.10 Storage areas

In the absence of the presentation of a prior storage plan, including a specific fire-fighting system, which is integrated into the application for authorisation to open to the public as referred to in articles 2.02 and 2.03 above, any storage of flammable and dangerous materials in the exhibition areas, in the stand storage areas, in the corridors as well as in the immediate vicinity of the halls, is strictly prohibited.

5.11 Suspending from structures (sling ropes)

It is strictly forbidden to hang any elements whatsoever, including signage, from electrical distribution ducts, ventilation, heating and smoke extraction ducts and generally from any existing apparatus or duct.

Hanging from the structures in the halls or rooms (slinging) is subject to prior written authorisation from the manager and can only be carried out by the same.

The organiser shall place an order with the manager, providing him with all the necessary technical information at least one month before the event.

The organiser must provide: a layout of the desired suspended elements, the number of sling points, the intended load and height of the suspended elements, the type of material, etc. (see attached information sheets).

Based on this information, the manager will carry out the work via a company duly authorised to perform this work, and will have the conformity of the installations checked by an approved company.

In any case, suspension can only be carried out on the parts of the framework provided for this purpose.

- For exhibition halls, one eyelet = 180 daN.
- For the Convention Centre, see the attached chart.

In all cases, the organiser must:

- use an authorised company to implement all suspended elements;
- observe the details on the information sheet provided to the manager;
- at the end of the process, provide a certificate of correct assembly and compliance with the information sheet to the safety officer and the manager.

The organiser also undertakes to carry out or have carried out any requirements relating to the installation inspection report and refrain from making any changes following the inspection office's report.

This inspection report must be sent to the manager and the safety officer in charge of the safety of suspended loads.

Definition of the suspension point:

A suspension point is understood to be the installation at a given height (within the limits of MEETT's constructible heights) of a fixed point, that can safely support a suspended element. These points are made using a sling rope, in accordance with the loads to be received (in compliance with the maximum acceptable load constraints of the MEETT structure), and a red snap hook allowing for safe support of e.g. a motor.

The safety coefficient of the sling ropes to be used shall be in accordance with the applicable standards and the requests and prescriptions of the inspection office.

5.12 Permissible floor load

The constructions and fittings, including during their installation phase (particularly the weight of transport and lifting equipment), must be compatible with the load that can effectively be borne by the floors of the halls.

These constraints are listed for each of the spaces concerned in the tables below:

Exhibition halls:

Halls	Uniformly distributed load
Ground Floor 1-2-3-4-5-6-7	1,500 daN/m ²
Mezzanine halls 1 and 7	500 daN/m ²
Organiser offices	250 daN/m ²
Bar and catering area	400 daN/m ²
Catering office	500 daN/m ²

Convention Centre:

Rooms	Uniformly distributed load
Ground Floor: reception, forum 1, 2 and 3	1,500 daN/m ²
Catering offices	500 daN/m ²
Dressing rooms, cloakrooms, bars	350 daN/m ²
First floor: foyer and meeting rooms	350 daN/m ²

When moving or handling equipment or materials where the load, once implemented, will be admissible overall with regard to the aforementioned constraints, special measures must be taken during this installation or handling phase to distribute the weight (e.g. flat, rigid surface along the path of the lifting equipment).

The transport and use of loads exceeding the aforementioned limits must be expressly requested in writing, documented and formulated more than one month before the date for which authorisation is requested.

During handling, broadly admissible loads can be transferred to smaller surfaces. The resulting compression can cause serious damage to the ground, whatever its nature. The organiser is obliged to ensure that the loads are suitably distributed by having the handler lay flat, rigid surfaces along the path of the lifting equipment.

5.13 Access to the building

Exhibitor access (assembly, dismantling, exhibitors, organisers) is located to the west of the buildings. Access control will be carried out at the boom barriers. **No unauthorised persons or persons without accreditation will be allowed to enter the premises.**

Access to the halls for trucks is prohibited. Loading and unloading of semi-trailers must be carried out outside the halls.

All lifting and supply equipment must be equipped with white rubber wheels in order not to damage the floors of the halls.

The access doors for deliveries/exhibitors are 4.00 m wide and 6.40 m high.

5.14 Special use of the first floor of the Convention Centre

All the sub-commission rooms on the first floor, in addition to the various types of use that the Convention Centre building can accommodate, may only be used for **type L paragraph a** activities (meeting rooms).

All other types of activity (T, N, and other L types) are prohibited.

In addition, the fitting-out of the rooms must be limited to the tables and chairs used for meetings.

- Section 6 - TEMPORARY STANDS AND FITTINGS

6.01 Definition of fittings

For the purposes of the regulations, the following are considered to be interior fittings: interior decorations; drapes; doors and curtains; floor, wall, partition and ceiling coverings; ducts and pipes not incorporated into a conduit or not embedded; false ceiling elements; furniture attached to structures or fixed to the floor.

The organiser must ensure that stand fittings are designed in accordance with articles T21 and T24 of the decree of 18 November 1987.

All the materials making up the stands, as well as the general decoration of the event, must be the subject of a fire reaction certificate in accordance with the provisions of the decree of 30 June 1983.

6.02 Fittings. Principle of general authorisation

Subject to the approval of his plans by the competent administrative authority, the organiser may, under his sole responsibility, have any company of his choice carry out all fitting-out and decoration work necessary for the planned event.

This work must, in any case, comply with the provisions of this document, those of the occupancy agreement, and the characteristics and purpose of MEETT.

This work may not in any way have the effect of directly or indirectly affecting the configuration, solidity and safety of the works and permanent or semi-permanent facilities of MEETT.

6.03 Fittings. Principle of restriction

The following are subject to special prior written authorisation from MEETT which, if authorisation is granted, reserves the right, at the organiser's expense but on prior production of detailed estimates, to entrust the following to a company of its choice and to supervise their execution itself:

- work relating to heating appliances and smoke ducts
- work relating to the roofing of buildings or requiring traffic on the roofs for this to be carried out
- drilling into walls in the fixed construction elements of the halls
- trenches for pipes
- foundations intended to bear machinery and, more generally, all underground work.

6.04 Stands, podiums, platforms, tiered seating

Apart from the fact that they must not in any way hinder the proper operation of smoke extraction or automatic detection systems, large furniture, the main fittings, stands and light floor fittings in superstructures that can hold people (platforms, stands, podiums, tiered seating), whether they are located in the premises or in corridors, must be made of M3 category materials.

The floors must be well joined, as must the steps and, if they exist, risers for stairways. The underside of these must be free of all deposits of combustible materials; they must provide openings for inspections while remaining inaccessible to the public.

If these undersides have a surface area of more than 100 m², they must be divided into cells of 100 m² each by partitions of M1 materials.

Horizontal or non-horizontal coverings for podiums, stands or tiered seating with a height of more than 0.30 metres and a total surface area of more than 20 m² may be made of M3 category materials, and those equal to or less than 20 m² of M4 category materials.

When materials are specifically in the presence of the public, they are not subject to fire response requirements unless they are also used for more than 20% of the decoration of partitions and false ceilings.

6.05 Marquees, tents

If a marquee, tent or structure is installed in an indoor exhibition, it must specifically be made of category M2 material. When erected outdoors, it must be designed and installed to remain stable under the simultaneous effects of normal wind and snow load.

In particular, it must be installed in areas that do not present a risk of rapid ignition and be located away from dangerous vicinities.

In the event of collapse of the roof, the structure's framework (masts, brackets, frames, cables) must specifically allow sufficient volume to be maintained to ensure, in all circumstances, that the public can be evacuated.

All heating, lighting and decoration installations in it must comply with the specific provisions of the decree of 23 January 1985, as set out in articles CTS 1 to CTS 37 of the decree of 25 June 1980.

6.06 Canopies, covered stands, ceilings and false ceilings

Horizontal canopies are authorised provided they are made of M1 category materials.

Such canopies must be equipped with a sufficient number of hanging systems or sufficient safety fittings to prevent them from falling during any evacuation of the public (AM10).

In accordance with article T23 of the decree of 25 June 1980, stands with a ceiling, false ceiling or solid canopy, as well as those with a raised level, must have a surface area of less than 300 square metres, be at least 4 metres apart, and have a total ceiling and false ceiling surface area (including that of the raised levels) equal to no more than 10% of the surface area of the level concerned.

If the surface area of these covered stands is greater than 50 m², each of them must have appropriate fire extinguishing equipment that can be used at all times when they are open to the public, by at least one safety officer.

6.07 Meeting, conference, screening or multi-purpose rooms, auditoria and stage facilities

The construction, fitting-out and occupation of meeting, conference or screening rooms and auditoria must comply with the specific provisions of the decree of 12 December 1984, as set out in articles L1 to L89 of the decree of 25 June 1980, and elsewhere in the provisions of articles CO-38, CO-39, CO-42 and CO-43 of the decree of 25 June 1980 and finally with those of article AM18 of the said decree.

In the case of enclosed stands, these must have direct exits onto aisles. The number and width of these exits depend on the surface area of the stand and must comply with the following provisions as a minimum:

- less than 20 people: 1 exit of 0.90 m

- 20 to 50 people: 2 exits, one of 0.90 m, the other of 0.60 m
- 50 to 100 people: either 2 exits of 0.90 m or 2 exits, one of 1.40 m, the other of 0.60 m
- 100 to 200 people: either 2 exits, one of 1.40 m, the other of 0.60 m, or 3 exits of 0.90 m
- 200 to 300 people: 2 exits of 1.40 m
- 300 to 400 people: 2 exits, one of 1.40 m, the other of 1.80 m
- 400 to 500 people: 2 exits of 1.80 m each

In uncovered rooms, exit signs must be provided using self-contained units.

In covered halls holding more than 100 people, ambient lighting, consisting of 5 lumens per m², and sign lighting using self-contained units (article EC7 §3) is mandatory.

The room's public address system must be linked to the security public address system of the hall concerned, in accordance with article T50.

According to the provisions of decree no. 98-1143 of 15 December relating to the requirements applicable to establishments or premises open to the public and broadcasting amplified music on a regular basis: in no place accessible to the public must the acoustic level exceed 105 dB(A) as an average level and 120 dB as a peak level. This measure is binding on the operators of establishments and organisers of events.

6.08.1 Fire alarm system control

In order to comply with articles L16 (decree of 2 February 1993, article 3), the sound equipment must be connected to the box specifically linked to the fire alarm system control.

In the case of multiple sound points, an electrical sub-distribution system, implemented from this point and isolated from all other installations, must be installed in order to comply with the regulations concerning the automatic cut-off of event sound broadcasting.

No connection of sound broadcasting equipment will be accepted that does not follow this principle.

6.08.2 Control of private public address systems in exhibitor stands or for event public address systems

The power supply for all public address systems is connected to MEETT's security system, and is shut off when the general evacuation alarm is sounded. The cost of this connection will be borne by the exhibitor.

In the event of there being a sound installation on their stand, exhibitors must, for safety reasons, provide for it to be connected to the MEETT public address system. This enables the sound system to be interrupted in the event of an emergency message.

6.08.3 Rules for the use of sound systems in stands

The maximum permissible sound power broadcast in stands must not exceed 65 dB measured at 1 m from the speakers. Any failure to comply with this rule will result in the power supply to the sound system and the related stand being cut off.

- Section 7 -
ELECTRICITY FOR STANDS

7.01 Each stand is served from the establishment's network of switchboards, connection boxes or electrical cabinets (fixed and semi-permanent installations).

For safety reasons, only MEETT is able to supply utilities, install and carry out work on the electrical network, and supply the necessary equipment.

7.02 Each stand or exhibitor is provided with a box, the upper part of which is protected by a cover comprising:

- 1 set of HPC circuit breakers calibrated to the height of the exhibitor's control panel
- 1 x 30 mA differential switch

7.03 The box must remain accessible to the safety services at all times but remain out of immediate reach of the public in the section reserved for the exhibitor's use, i.e. for the electrification of the stand.

7.04 The boundary between the establishment's fixed or semi-permanent installations (the construction, operation and maintenance of which are the sole responsibility of the establishment) and the stand installations (which are the sole responsibility of the organiser and the exhibitor) is located at this box.

7.05 The specific electrical installations of the stands, in particular lighting, must be carried out, under the responsibility of the exhibitors, by persons who are specifically aware of the risks at the event and who possess the knowledge enabling them to design and carry out the work in accordance with regulations.

The work must be carried out in accordance with the provisions of:

- standard NFC 15-100
- articles T35 and T36 of the decree of 18 November 1987.

7.06 During the power-up period, permanent supervision must be carried out by competent personnel who are familiar with the facilities. When open to the public, the number of such people is at least 1 per 6,000 m² of gross exhibition area or more than 200 kVA.

- Section 8 -

MATERIALS, PRODUCTS AND GASES STRICTLY FORBIDDEN

The following are strictly forbidden within the exhibition halls:

- the distribution of samples or products containing flammable gas
- balloons inflated with flammable or toxic gas
- celluloid articles
- pyrotechnic and explosive devices
- the presence of ethyl oxide, sulphide, carbon, sulphuric ether and acetone.

- Section 9 -

KITCHENS AND COOKING FACILITIES FOR USE IN CATERING

9.01 Large kitchens

Whether or not they are isolated from premises accessible to the public, cooking appliances or groups of appliances with a total rated output of more than 20 kW constitute “large kitchens” within the meaning of the regulations.

Such “large kitchens”, including kitchens used for demonstration or advertising purposes, with a total rated output of more than 20 kW are subject to specific provisions, in particular those set out in articles GC12 to GC15 of the decree of 25 June 1980, amended by the decree of 10 October 2005. Their implementation and operation imperatively require the intervention of persons with perfect knowledge and mastery of these types of facility.

9.02 Cooking appliances that are not part of a “large kitchen” complex

The use of electric or gas cooking appliances with a rated power of less than 20 kW and that are not part of a “large kitchen” complex is authorised in premises accessible to the public, subject to compliance with the technical requirements referred to in articles GC2 to GC8 and GC16 to GC18 of the decree of 25 June 1980, amended by the decree of 10 October 2005.

Thus, and without these indications being exhaustive, cooking appliances, whether or not they constitute temporary kitchens in exhibition halls, must comply with the relevant French standards, be fixed to the floor where they are not sufficiently stable, have an emergency fuel supply shut-off device, and be isolated from all adjacent flammable parts with free space of at least 0.50 metres.

Only electric or gas appliances with an effective power equal to no more than 4 kW are authorised as mobile appliances.

As an exception to the provisions of articles GZ7 and GZ8, containers holding up to 13 kilograms of liquefied gas are authorised in premises accessible to the public.

Cylinders without regulators and not being used for demonstration purposes are prohibited.

No unconnected cylinders, empty or full, may be stored inside the building.

Cylinders in use must always be kept out of reach of the public and protected against impact.

They must be:

- either separated from each other by a rigid, non-combustible screen, installed at the rate of one bottle per 10 m², and with a maximum of six per stand;
- or separated from each other by at least 5 metres, with a maximum of six per stand.

All kitchen fumes and smoke must be collected by an enveloping hood with a sufficiently powerful fan, then filtered (for grease) and deodorised (with an active carbon filter). Grease-laden water must be discharged into grease traps before being discharged into the waste water system.

9.03 Installation of food trucks

Food truck installations are authorised on the MEETT site under the following conditions:

- Food trucks with an output of less than 20 kW are allowed indoors and outdoors.
- Food trucks with an output of 20 kW or more are **principally allowed outdoors**.

In all cases, the owners of food trucks must provide the following administrative documents:

- Extract from the trade/craft register or INSEE registration less than 3 months old
- Certificate of training in food hygiene
- Certificate of inspection of the truck by the veterinary services
- Itinerant merchant's card
- Liability insurance
- Electrical inspection

- Fire safety:
 - Install a CO² extinguisher
 - Install a water extinguisher
 - Install a fire blanket if there is a fryer (+ cover) or use of fat on an open flame
 - Permanent gas line or with a current valid date
 - **Propane gas outdoors only. PROHIBITED indoors**
 - Emergency cut-off
 - Gas spring locking system for side panels
 - At hot spots, installation of a hood with a grease filter and active carbon filter

Finally, in order to avoid damaging the ground, owners of food trucks are asked to equip their wheels with protection (tyre sock type).

9.04 Machinery and equipment in operation (T39)

All presentations and demonstrations are carried out under the sole responsibility of the exhibitor. Machinery and equipment shown in operation must not pose any risk to the public and must be declared to the organiser in accordance with the provisions set out in the attached appendix.

9.05 Protection of the public (T40)

If machinery or equipment are placed at a fixed location, whether in operation or not, they must be equipped with devices that keep dangerous parts out of reach of the public. This is considered to have been attained if the most dangerous part is more than one metre from the public aisle or if it is protected by a rigid screen.

Dangerous parts are: moving parts; hot surfaces; sharp points and edges.

If machinery or equipment are being presented in operation, a protected area must keep the public at least one metre away from them; depending on the risk, this distance may be increased after consulting the safety commission.

If equipment with hydraulic cylinders is displayed in a high static position, the hydraulic safety devices must be supplemented by a mechanical device to prevent any unintentional deployment. All equipment must be properly stabilised to avoid any risk of tipping over.

- Section 10 - MACHINERY AND PARTICULAR SUBSTANCES

10.01 Use of liquefied hydrocarbons

The use of liquefied hydrocarbons is subject to the requirements of article T31 of the decree of 18 November 1987 and article GZ18 of the decree of 25 June 1980, amended by the decree of 23 January 2004.

10.02 Machinery and equipment in operation

In accordance with the decree of 18 November 1987, the following provisions aim to protect the public against the risks of injury, burns and crushing.

Moving parts, hot surfaces, and sharp points and edges must be either protected by a rigid screen or set back at least one metre from the aisles.

The hydraulic safety devices of equipment placed in a high, static position must be supplemented by a mechanical device to prevent accidental falling.

All equipment on show must be properly stabilised to avoid any risk of tipping over.

10.03 Thermal or combustion engines

In accordance with the decree of 18 November 1987, the conditions for the installation and operation of such equipment require special authorisation, according to the opinion of the safety commission (see appendix).

The combustion gases must be evacuated to the outside in accordance with the plans approved by MEETT.

The installations must be shut down as soon as the demonstrations are over.

The tanks of the engines on show must be emptied or fitted with keyed plugs at shutdown. Lead-acid battery terminals must be protected so that they are inaccessible.

10.04 Radioactive substances - X-rays

A location plan should be sent to MEETT to be kept at the Central Monitoring Station (CMS).

Their location should be the subject of a specific request for authorisation to the competent administrative authority.

10.05 Lasers

Prior to the use of lasers, the exhibitor must:

- apply for an application for authorisation from the competent administrative authority
- submit a technical document together with the installation plan
- submit a document drawn up and signed by the installer, certifying compliance with the provisions of article T44 of the decree of 18 November 1997.

10.06 Flammable liquids

The use of flammable liquids is limited to the following quantities per stand:

- 10 litres of category 2 flammable liquids per 10 m², to a maximum of 80 litres
- 5 litres of category 1 flammable liquids.

- Section 11 -

HOLDING CAPACITY OF MEETT BUILDINGS

All persons admitted to the establishment in any capacity whatsoever, in addition to the staff, are considered to be members of the public.

11.01 Classification of the establishment

Establishments are classified into categories, regardless of their type, according to the number of members of the public and staff. Depending on the case, the number of members of the public is determined according to the number of seats, the surface area reserved for the public, the verified declaration of the head of the establishment or according to all of these indications.

The categories are as follows:

Category 1: over 1,500 people

Category 2: from 701 to 1,500 people

Category 3: from 301 to 700 persons

Category 4: 300 persons and below, except for Category 5

Category 5: existence in the same building of several establishments meeting the conditions of isolation (article R 123-21)

The establishments covered by this document are Category 1 type T with potential secondary activities of types L and N.

11.02 The theoretical density of the public admitted to exhibition halls is calculated at the rate of one person per m² of gross floor area of the premises to which the public has access. It must, in any case, be compatible with the number of doorways and clearances offered by each building. This density is identical for existing conference rooms or those that can be converted, subject to the specific provisions referred to in articles L1 to L89 of the decree of 25 June 1980 concerning rooms used as auditoria, for conferences, meetings and shows, or for multiple uses, wherever they are located.

11.03 The current capacity of the different areas of all of the buildings. (See attached documents)

PLEASE NOTE: The numbers of people given in the appendix are the recommended current numbers.

They must be adapted according to the specific arrangements in the halls and their intended use (type T, L, N).

- Section 12 -
ESTABLISHMENT PLAN
(see appendices to this document)

12.01 Location of walls, supporting columns, clearances, facilities:

The various plans attached to this document show:

- the location of the walls
- the supporting columns
- the clearances in each of the halls
- the interior security perimeters
- the interior facilities (technical premises, sanitary facilities, bars, organisational offices)
- the external security perimeters
- the external traffic routes
- access roads reserved for delivery vehicles
- outdoor green spaces
- outdoor car parks

12.02 Location of fire extinguishing equipment

The various plans attached to this document show the location of the various fire extinguishing systems, which may be:

- private hydrants and hoses
- accessible openings
- fire hose reel.

12.03 Location of emergency equipment

The various plans attached to this document show the location of the emergency equipment:

- access road reserved for the fire brigade (Fire brigade access)
- location of entrances and exits (Exits)
- location of the emergency station (Emergency Station) or (Central Control Station).

- Section 13 - ALARM AND ALERT EQUIPMENT

13.01 Alarm

Type T regulations do not require the installation of a Category A fire alarm system. However, the halls may be fitted out for holding Type L activities. Therefore, in order not to limit the total number of people to 3,000 during events, a Category A fire alarm system is installed, in accordance with the provisions of article L15.

The operation of the general alarm must be automatically preceded by the cessation of the event's public address system.

13.02 Alert

An alert consists of requesting the intervention of a public fire and rescue service. It must be possible to alert the fire brigade immediately.

The link between the central security station and the local fire brigade rescue centre is established by a (PRIVATE) direct line operated by the security station staff on the basis of information obtained by the security guards responsible for monitoring the event.

- Section 14 -

SMOKE EXTRACTION EQUIPMENT

14.01 Purpose of smoke extraction

The purpose of smoke extraction is, on the one hand, to extract some of the smoke and combustion gases from the burning premises in order to make the routes used for evacuating the public and for the emergency services to intervene practicable and, on the other, to limit the propagation of the fire by evacuating heat, gases and burnt gases to the outside. The operation of the smoke extraction system must be inspected every year. The results of the tests and inspections are appended to the Centre's safety log.

14.02 Natural smoke extraction

Smoke extraction by means of natural draught is achieved through air inlets and smoke outlets connected either directly or by means of ducts to the outside. These are the openings in the façade, vents and outlets, as well as doors opening to the outside or into substantially ventilated premises. The opening controls are manual. They are located on the periphery of the halls, close to the exits, and indicated by a sign with white lettering on a red background.

14.03 Mechanical smoke extraction

Smoke extraction by mechanical draft is ensured by mechanical air supply and mechanical smoke extraction, the latter by means of vents connected by ducts to fans arranged to ensure the clearance of large spaces. Only the fire brigade has access to the controls for opening the smoke vents.

- Section 15 -
MEANS OF EXTINCTION

The permanent fire protection system for the premises consists of:

- the installation of fire hose reels
- 10 fire hydrants distributed around the buildings
- portable water spray fire extinguishers holding at least 6 litres distributed on the basis of one appliance per 200 m² for the halls.

As mentioned in the last paragraph of article 05-06 above, the organiser shall ensure the installation of any additional apparatus required on the advice of the safety officer.

The fire hydrants are exclusively reserved for the fire brigade

- Section 16 -

HUMAN RESOURCES AT THE ESTABLISHMENT, INTERIOR AND EXTERIOR

The human resources set up or in place at the establishment are as follows:

16.01 Permanent team at the establishment

The entire site is under the supervision of an SSIAP (Security Services for Emergencies and Personal Assistance) 1 agent, 24 hours a day, 7 days a week, outside of events.

16.02 First aid station (depending on the activity and its importance)

A first aid station is located in the East ticket office building under the car park.

16.03 Fire safety service

During type T, L and N events, surveillance of the MEETT areas will be ensured by fire safety officers, in relation to the number of people admitted to the establishment.

The number of staff will be set up according to the attached table.

- Section 17 -

OPERATIONAL RECOMMENDATIONS

The organiser is obliged to have the premises he occupies cleaned on a daily basis.

He must inform his exhibitors of the opening dates and times of the waste disposal centre, which he will request from the manager. Exhibitors may sort and deposit their waste with the assistance of a person on site during set-up and dismantling. Small items of waste (bin bags) will be dealt with in the aisles during assembly, operation and dismantling, by the cleaning service that the organiser will have arranged through the manager. The service of removing and processing waste in the waste disposal centre will be arranged by the organiser through the manager, who will manage the service using an external supplier. Any unauthorised dumping of waste away from the skips allocated for this purpose is prohibited.

The manager reserves the right to change the system depending on changes to the site's operation.

The organiser must allow free access to the rented premises, on the one hand to MEETT, concession holders' or service providers' personnel, provided they have a badge and, on the other, to police and customs officers in the exercise of their duties.

Any incident, malfunction of an installation, discovery of a suspicious device or package must immediately be reported to the security officers.

Access to the technical and storage areas is not permitted to organisers, exhibitors or suppliers. Only MEETT personnel are allowed to enter these.

No intervention of any kind whatsoever in the site's fixed technical installations (water, low-voltage installations, telephone, video, sound system, high-voltage installation, etc.) by anyone other than MEETT staff will be tolerated.

It is strictly **FORBIDDEN** to handle:

- **motorised sliding doors/curtains throughout the site**
- **lifting partitions in the Convention Centre**
- **The mobile walls of room partitions.**

Only MEETT personnel authorised to handle them are permitted to do so. Any need for configuring these installations must be requested in writing from the operator.

All displays are subject to the agreement of MEETT.

It is forbidden to place any unauthorised signage on walls, windows, doors, etc.

Smoking is prohibited in all areas, including during set-up and dismantling periods.

In the case of events requiring a ticket office, no more than the maximum number of authorised tickets will be allowed.

Security guards are required to be arranged, at the organiser's expense, during the assembly, operation and dismantling periods, in order to control the entry and exit of personnel and equipment.

- Section 18 -

ADDITIONAL REGULATIONS FOR L-TYPE ACTIVITIES

18.01 Installation of floors in superstructures

Lightweight floors in superstructures capable of accommodating people and facilities such as platforms, towers, stands, podiums, tiered seating and in general all raised floors within MEETT must have a framework of M3 category materials and be in good condition. All these floors must be jointed, as must the steps and, if present, the risers of stairs and tiered seating. These may be made of wood.

The underside must be free of any deposit of combustible materials and made inaccessible to the public by an external partition made of M3 category materials with inspection openings only.

As an exception to the above provisions, the underside of the tiered seating may be visible. In this case, it must be made inaccessible to the public by means of devices such as rails or fences, for example, and be kept clean at all times.

These facilities must be strong enough to support the people and objects they are intended to accommodate. The operating load values to be used are those provided for in standard NFP 06001. These constructions and their access stairs must be equipped with guardrails designed to resist the pressure of a crowd and to prevent falls.

In addition, the organiser is obliged to have the solidity of the tiered seating inspected (during assembly and before opening) by an approved inspection body, as soon as its capacity reaches 300 spaces, and all other structures in elevation intended to accommodate the public, as well as the solidity of structures with the potential to generate a serious risk for the public (e.g. technical grids above the public, towers, sculptures, etc.).

The organiser is asked to install white gaffer tape to show the edges of the flights of stairs and platforms in order to prevent people from falling.

18.02 Rows of seats

If rows of seats are provided, the following provisions shall be observed:

- the structure of unupholstered seats shall be made of M3 category materials (wood or wood-based materials with a thickness of 9 mm or more are acceptable),
- upholstered seats must comply with the requirements of the Technical Instruction of 6 March 2006.

Each row must have a maximum of 16 seats between two aisles, or 8 between an aisle and a wall. In addition, the following provisions must be observed:

- the seats must be joined together in rows and each row must be rigidly connected to the neighbouring rows so as to form blocks that are difficult to overturn or move;
- mobile seats are forbidden, although they are allowed in rooms with tables if necessary.

Respect the traffic in the building in accordance with article L20.

18.03 Scenery

Only scenery made of M1 category materials is allowed. Mobile scenery specific to the show in progress is allowed if all the following provisions are met:

- its movement does not compromise the safety and evacuation of the public;
- each fixing point must be doubled up using a separate fixing system of a different design;
- the fixing systems must be inspected by an approved body;
- platforms attached to a wall in the hall may have a frame (or overhang) to separate the platform from the hall. This arrangement must be made of non-combustible materials and must not compromise the effectiveness of smoke extraction;
- stage areas cannot be insulated; consequently, articles L62 to L75 do not apply.

18.04 Electrical installations

The electrical installations installed by the organiser must be certified by a competent body or technician.

18.05 Technical installations

- Technical ceilings: these may consist of walkways, gondolas (fixed or mobile) and grids restricted to technical personnel and designed to support lighting, projection, public address equipment, etc., as well as scenery.
- Movable walls and floors: these are mainly intended to modify the conditions of use of a room (acoustics, for example).
- Technical floors: these may consist of hard-wearing carpet, platforms, walkways, staging and similar devices.

Technical ceilings must be made of non-combustible materials. Technical floors must be made of M3 category materials. All technical equipment must be attached in such a way that it never constitutes a risk to the public. Mobile equipment (other than scenery) located above the public must be attached using two separate systems of different design.

- Section 19 -

ADDITIONAL REGULATIONS FOR N-TYPE ACTIVITIES

The facilities must respect the following measures:

- in the case of seated catering, the clearances must be marked on the floor;
- secondary clearances may be 0.60 m wide, taken from the seating position;
- cloakrooms must be located outside the traffic lanes and must be arranged in such a way that people standing in their vicinity do not impede traffic;
- facilities such as buffets, tables, chairs, sideboards, etc., shall be installed in accordance with article AM16. They must be arranged in such a way that they cannot in any way hinder the evacuation of the public, access to emergency equipment or the intervention of the establishment's technical staff;
- the use of moving lights is only allowed in the rooms. Moving lights must be powered by sockets installed in accordance with the provisions of article EL5 § 2,
- the use of small mobile cooking appliances in rooms is permitted under the conditions laid down in articles GC19 and GC20. The collective distribution of gas to supply small appliances is prohibited.

- Section 20 -

ADDITIONAL REGULATIONS FOR R-TYPE ACTIVITIES

MEETT will be able to accommodate R-type activities such as the organisation of competitions and examinations.

The necessary exits must be connected by corridors 1.40 metres wide.

- Section 21 -

PROVISIONS RELATING TO SAFETY INSTALLATIONS

21.01 MEETT's responsibility

MEETT shall ensure that the safety installations and equipment are installed, maintained and serviced in accordance with the provisions of the regulations in force, so that the site made available to the organiser is deemed to be in good working order.

All of these installations are subject to regulatory technical inspections by a body approved by the Ministry of the Interior.

21.02 Responsibilities of organisers and temporary tenants

Throughout the period of occupation of the Centre, the organiser is responsible for any damage caused by him to the safety installations of the areas provided for in the occupancy agreement. The organiser must not carry out any fitting-out or work that could impair their effectiveness.

21.03 Technical electricity assistance

During the period when the power is on, the organiser is obliged to have the electrical installations supervised by competent personnel who are familiar with them.

21.04 Operating instructions

The organiser must allow free access to the rented premises for MEETT staff with badges issued by MEETT, for police and customs officers in the exercise of their duties, and for members of the safety commission.

- Section 22 -

RESPONSIBILITIES AND PENALTIES

- 22.01** The organiser is personally responsible for the application of all regulatory provisions relating to safety, by himself, by the exhibitors and tenants of stands, and by all principals and suppliers entering the establishment under his authority or that of the exhibitors.

It is therefore the organiser's responsibility to take all measures to ensure that all the requirements of this document are known and complied with before, during and after the opening of the event to the public, particularly those mentioned in Section 9 above.

- 22.02** The organiser must draw up and give to each exhibitor, as well as to all persons or companies working in MEETT (installers and suppliers, for example), an extract of this document, which may, if required, take the form of an "exhibitor's or participant's guide or manual".

- 22.03** Furthermore, in addition to the obligation of supervision and control which is incumbent upon him, the organiser must devise and apply a set of measures such that any non-compliance with the provisions referred to in this document can, if necessary, be effectively and immediately sanctioned (destruction of non-compliant works, removal of prohibited equipment or materials, cutting off of the electricity supply to the stand, closure of the stand or expulsion of the contravener with the assistance of the enforcement authorities, etc).

The organiser will assume sole responsibility for the implementation and the possible consequences of these measures, even if MEETT is asked to assist in this respect.

- 22.04** If the organiser fails to fulfil his obligation to police the event, or if he defaults, and a request in this regard has remained without effect, MEETT reserves the right, without prejudice to any subsequent action or proceedings, to immediately take, or to immediately have taken by the administrative authority, all measures likely to put an end to any imminent damage, at the risk of the organiser, and any damage this may cause to the opening of the event to the public or to the running of it.

APPENDICES

CERTIFICATE OF AGREEMENT AND ACKNOWLEDGEMENT OF THE SPECIFICATIONS

Between:

TOULOUSE EVENTS, hereinafter referred to as the **Manager**,

and

, hereinafter referred to as the **Organiser**

An agreement has been concluded to make the following facilities available to the latter:

Between the following dates:

availability to begin on at

availability to end on at

to carry out the following activity

.....

Hours of opening to the public, from at

to at

These specifications are in addition to and complete the agreement for the provision of the aforementioned facilities, from which they are inseparable.

The Organiser declares that he/she has made an inspection of the installations prior to the establishment of the agreement to make them available and accepts to take them as they are and to carry out there, within the limits of the agreed time, only the activities that he/she has declared to the concession holder.

The Organiser undertakes not to make any changes to these installations and to respect the safety regulations applicable to establishments open to the public.

The Organiser acknowledges that he/she has read these specifications and special clauses.

Name of the Organiser's legal representative:

Mr/Ms

Signature

MANDATORY DECLARATION FORM FOR THE USE OF COOKING APPLIANCES

Stand name: stand no.

Company: Address:

Name of individual responsible for stand:

Telephone: Fax:

CATERING PRACTISED: Traditional

Catering

Reheating

Creperie

EQUIPMENT USED:

designation	NB:	output of electrical equipment	output of equipment powered by
TOTAL OUTPUT			

Drawn up on

Signature

(to be given to the organiser for validation by the safety officer)

DECLARATION FORM FOR MACHINERY OR EQUIPMENT IN OPERATION

(This form must be sent to the organiser of the trade fair or exhibition no later than 30 days before the start of the event)

Trade fair or exhibition:

Stand name:

Stand number:

Exhibitor's trading name:

Name of individual responsible for stand:

Address:

Telephone number:

Type of equipment or device on show in operation:

Specific risks:

Source of electrical energy above 100 kVA:

Liquefied gas:

Flammable liquids (other than those in vehicle tanks):

Type:

Quantity:

Mode of use:

Risks requiring an application for authorisation made by the exhibitor to the competent authority. (Date of submission:)

Thermal or combustion engine:

Smoke generator:

Propane gas:

Other dangerous gas (specify):

Radioactive source:

X-rays:

Laser:

Other case not covered (specify):

Please note: Any equipment being presented in operation must either have fixed and well adapted screens or casings, putting any dangerous parts out of reach of the public, or be arranged in such a way that the dangerous parts are kept out of reach of the public, and at a

distance of at least 1 m from the general circulation routes. Demonstrations are carried out under the sole responsibility of the exhibitor.

Date:

Signature

Sling gear appendix

Sling gear diagrams



Votre contact : Service Clients
Mail : service-exposants-tlse@gl-events.com

CROQUIS ELINGUES

A RETOURNER AVANT le

Manifestation HALL N° de Stand

Nom du stand

Consignes :

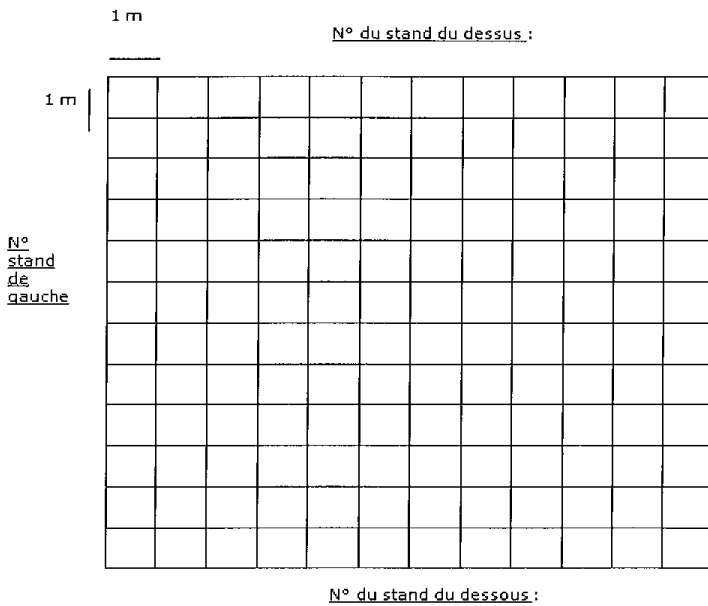
1. Tracez votre stand sur le quadrillage ci-dessous (1 cm = 1 mètre)
2. Indiquez la position des allées et le numéro des stands voisins
3. Désignez les emplacements où vous désirez vos différentes élingues
4. Cotez votre schéma

Attention :

Merci de joindre impérativement un plan coté de votre stand avec les charges suspendues.

Toute commande reçue après le (cachet de la poste faisant foi) sera majorée de 20%.

Rappel de votre numéro de stand : N°



Légende :

- Point D'élingue
- Elingue électrifiée



Sling gear information sheet



Votre contact : Service Clients
Mail : service-exposants-tlse@gl-events.com

**FICHE DE RENSEIGNEMENTS
ELINGUES**

A RETOURNER AVANT le

Manifestation

HALL

N° de Stand

Nom du stand

Interventions	Montage	Démontage	Livraison des points d'accroche
Dates			
Heures			

Nature du matériel suspendu :

Type de matériel : Pont lumière (préciser l'implantation des projecteurs et des hauts parleurs), Nous préciser le type :
 Enseigne,
 Autres :

Charge totale du matériel en kg :

Hauteur bas de l'élingue (au plus bas de votre accroche) :

Nombre de points estimés :

Validation du service technique :

Type de levage
 Palan à chaînes palan électrique pied autres :

Merci de nous transmettre le procès-verbal de conformité du matériel installé sur les structures suspendues en même temps que ce formulaire.

Prestations complémentaires d'accroches :

Elles sont réalisées sur demande et uniquement sur devis : accrochage du matériel aux élingues et location de ponts lumière, de matériel de sonorisation / lumière / vidéo, ...

Après étude de votre demande et de votre projet, le Service Technique pourra procéder à l'ajout de points supplémentaires ou de points sécurisés, à votre charge.

Descriptif des points d'accroche :

L'accroche du matériel devra être réalisée obligatoirement avec des élingues métalliques, serties et estampillées en usine. L'accroche devra être réalisée de façon à ce que la défaillance d'un point d'accroche n'entraîne pas une instabilité de la structure ou du matériel suspendu.

La prestation comprend :

- La mise en place d'élingues selon les normes de sécurité avec une boucle d'accrochage à disposition en bout d'élingue.
- Le démontage et l'enlèvement des élingues en fin de manifestation.

La prestation ne comprend pas :

- Ni la fixation proprement dite, ni le démontage du matériel d'exposition aux élingues.

D'une façon générale, et du fait des charpentes des halls, ces accrochages sont réalisés avec une tolérance de 50 cm en plan, et de 10 cm en hauteur selon les halls et les poids à suspendre. Attention, certaines zones des halls ne permettent pas l'accroche d'élingues. Les halls 3 et 4 sont interdits pour l'accroche de point d'élingue.

Engagements :




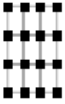

- L'exposant s'engage à respecter les conditions techniques précédentes, et en particulier les charges et leur répartition déclarées sur le bon de commande.
- Toulouse Evénements s'engage sur la conformité de l'installation pour toutes demandes reçues avant les délais. Toulouse Evénements fournira l'attestation de mise en œuvre de la pose des élingues.
- L'exposant engage sa responsabilité dans le cas d'une demande reçue après la date prévue, ou si le cahier des charges est imprécis ou modifié après cette date.

Il sera alors responsable de la conformité de son installation vis-à-vis de la commission de sécurité et devra s'acquitter de tous les frais supplémentaires à engager pour une éventuelle mise en conformité (pose de points supplémentaires, rééquilibrage de la structure, ...).

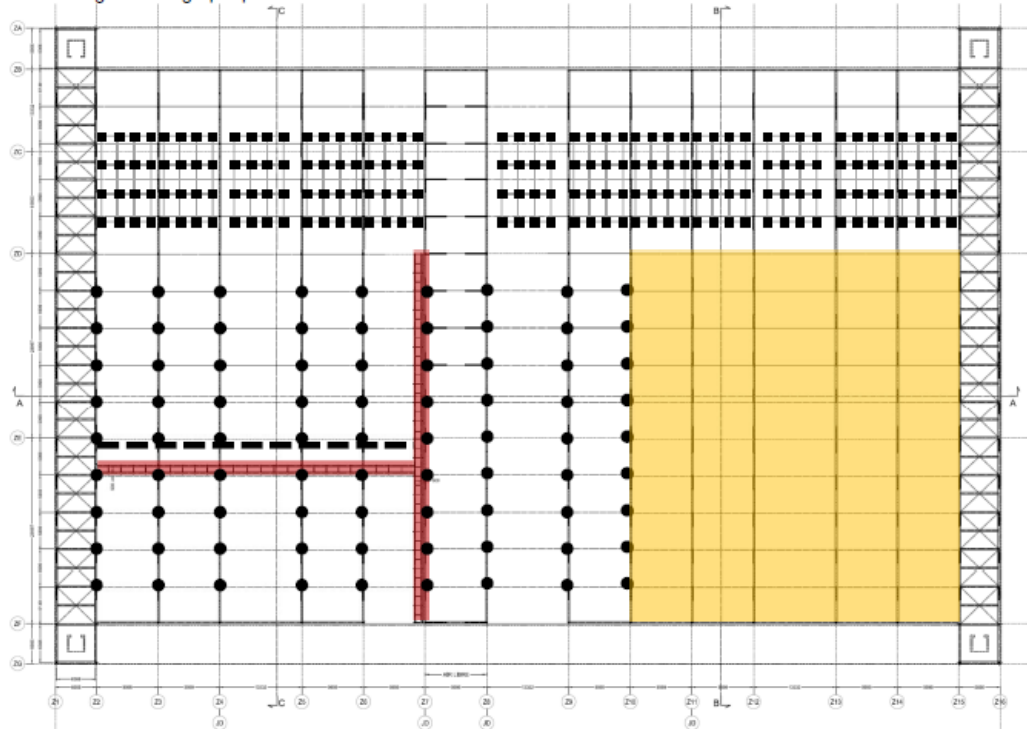
IMPORTANT : N'oubliez pas de transmettre ces informations à votre décorateur.



Convention Centre Upper-Level Chart

	Charge passerelle	
	Ligne d'accrochage (sous passerelle)	$q = 100 \text{ daN/ml}$
	Surcharge scénographique (sur passerelle)	$q = 450 \text{ daN/m}^2$
	Charge horizontale sur garde-corps	$q = 100 \text{ daN/ml}$
	Rideau de jauge repris en 6 points sur 6 mégapoutres treillis	$Q = 320 \text{ daN/ point}$
	Point d'accrochage sur mégapoutres treillis – grande salle -	$Q = 3000 \text{ daN/point}$
	Résilles scénographiques sur chevêtres de pannelage - salles de conventions	
	16 points/résille scéno.- 3000daN/résille scéno.	$Q = 200 \text{ daN/point}$
	Zone d'accrochage libre	$q = 25 \text{ daN/m}^2$

Plan des charges scénographiques



**Request to operate an unconnected gas appliance
Waiver**

Trade fair or exhibition:

Location:

Stand name

- building or hall: Stand number:

Exhibitor's trading name:

- Address:
- Name of individual responsible for stand:
- Telephone number:

Type of equipment being presented in operation:

.....

Specific risks:

Liquefied gas: Type: Quantity:

Risk to public:

.....

UNDERTAKING

I, the undersigned _____, representing the company

_____ hereby undertake to comply with the safety rules imposed by the health and safety department.

- To install a flue with a minimum height of 3.00 m
- The measurement of CO which will be carried out at the trade fair must not exceed 10 to 50 ppm at a height of 2.5 m
- Appropriate fire extinguishers must be positioned near the stoves
- It is forbidden to operate the appliances when there is no human presence on the stand
- The appliance(s) being presented will be operated for several minutes per hour (not permanently)

Please note: Equipment being presented in operation must either have fixed and well adapted screens or casings, putting any dangerous parts out of reach of the public, or be arranged in such a way that the dangerous parts are kept out of reach of the public, and at a distance of at least one metre from the general circulation routes.

Demonstrations are carried out under the sole responsibility of the exhibitor.

Signed at:

Date:

Signature, position of applicant & stamp

APPENDIX VIII

CERTIFICATE OF PROPER ASSEMBLY AND CONNECTION TO THE GROUND

PARTIE RESERVEE AU RESPONSABLE DU MONTAGE

Date du contrôle : |_|_| |_|_| |_|_|_|_|_| à |_|_|H|_|_|

Lieu d'implantation : _____

Manifestation : _____

Durée d'implantation de l'établissement : _____

CHAPITEAU STRUCTURE TENTE

	PROPRIETAIRE DE L'ETABLISSEMENT	EXPLOITANT	RESPONSABLE DU MONTAGE
Nom ou raison sociale			
Adresse			

CARACTERISTIQUE DE L'ETABLISSEMENT

Numéro d'identification : _____ Fabricant : _____

Hauteur latérale : _____ Largeur : _____

Longueur : _____ Superficie totale montée : _____

Nombre de sorties de secours : _____ Largeur total des sorties de secours : _____

ESSAIS DE SOL A L'ARRACHEMENT OU EQUIVALENT PAR LESTAGE
EFFECTUES LORSQUE L'EXPLOITANT N'A PAS ETE EN MESURE DE
COMMUNIQUER LES INFORMATIONS RELATIVES A LA QUALITE DE
RESISTANCE DU SOL ET A LA PRESENCE DE RESEAUX VRD :

Valeurs ancrages ou lestage imposées par le fabricant : _____

Valeurs obtenues : _____ Nombre d'essais effectués : _____

Cette mission de montage m'a été confiée par : _____ qualité : _____

Nom et prénom en lettres capitales
Signature du responsable du montage

N.B : Ce document n'exonère pas le propriétaire de sa responsabilité et ne remplace pas l'obligation du contrôle périodique de l'établissement réalisé par un organisme agréé de vérification technique CTS dans les conditions de l'article CTS34 du règlement de sécurité.

Current admissible public attendance by space and event type

CENTRE DE CONVENTIONS									
Niveau	Nom de l'espace	localisation	Surface	personnes admissibles max (coktail/pause)	Type N restauration assise	Type T Exposition	Type L Conférence assise	IS	UP
RDC	ACCUEIL	NORD	1244 m ²	1244 pax	90 tables; 990 couverts max	69 stands de 9 m ²	1100	7	20
RDC	PLENIERE PARTIE GRADINS	SUD	1785 m ²	1785 pax	130 tables; 1430 couverts max	99 stands de 9 m ²	1850	11	36
RDC	PLENIERE	SUD	1412 m ²	1412 pax	102 tables; 1122 couverts max	78 stands de 9 m ²	1500		
RDC	ZONE 1	NORD EST	2598 m ²	2598 pax	188 tables; 2068 couverts max	130 stands de 9m ²	2500	22	75
RDC	ZONE 2	SUD EST	2598 m ²	2598 pax	188 tables; 2068 couverts max	140 stands de 9 m ²	2500		
RDC	ZONE 3	SUD EST	2598 m ²	2598 pax	188 tables; 2068 couverts max	140 stands de 9 m ²	2500		
R+1	CONVENTION 1	NORD	196 m ²				182	2	6
R+1	CONVENTION 2	NORD	262 m ²				250	2	6
R+1	CONVENTION 3	NORD	196 m ²				182	2	6
R+1	CONVENTION 4	NORD	196 m ²				182	2	6
R+1	CONVENTION 5	NORD	196 m ²				182	2	6
R+1	CONVENTION 6	NORD	262 m ²				250	2	6
R+1	CONVENTION 7	NORD	196 m ²				182	2	6
R+1	CONVENTION 8	NORD	196 m ²				182	2	6
R+1	CONVENTION 9	NORD	196 m ²				182	2	6
R+1	CONVENTION 10	NORD	262 m ²				250	2	6
R+1	CONVENTION 11	NORD	196 m ²				182	2	6
R+1	CONVENTION 12	NORD	196 m ²				182	2	6
R+1	FOYER	NORD	1395 m ²				1200	8	28
HALLS DES EXPOSITIONS									
Halls	Nom de l'espace	localisation bâtiment	Surface brute	personnes admissibles max (coktail/pause)	Type T Exposition	Type N restauration assise	Type L Conférence assise	IS	UP
Hall 1	La mezzanine seule	Est	1 624 m ²	1 624 pers	84 stands de 9 m ²	118 tables; 1298 couverts	1200 pax	5	20
Hall 1	Mezzanine + RdC Est	Est	5 334 m ²	5 334 pers	289 stands de 9 m ²				
Hall 1	RdC Est seule	Est	3 710 m ²	3 710 pers	205 stands de 9m ²	405 tables; 4455 couverts	5200 pax	18	54
Hall 1	RdC Ouest seule	Est	1 870 m ²	1 870 pers	103 stands de 9 m ²			5	19
Hall 1	Mezzanine + RdC entier	Est	7 204 m ²	7 204 pers	382 stands de 9 m ²	522 tables; 5742 couverts	6400 pax	23	79
Hall 2	RdC Est	Est	1 870 m ²	1 870 pers	109 stands de 9 m ²				
Hall 2	RdC Ouest	Est	1 870 m ²	1 870 pers	109 stands de 9 m ²				
Hall 2	en entier	Est	3 740 m ²	3 740 pers	202 stands de 9 m ²	272 tables; 2992 couverts	3700 pax	10	41
Hall 3	RdC Est	Milieu	1 870 m ²	1 870 pers	109 stands de 9 m ²				
Hall 3	RdC Ouest	Milieu	1 870 m ²	1 870 pers	109 stands de 9 m ²				
Hall 3	en entier	Milieu	3 740 m ²	3 740 pers	202 stands de 9 m ²	272 tables; 2992 couverts	3700 pax	10	41
Hall 4	RdC Est	Milieu	1 870 m ²	1 870 pers	109 stands de 9 m ²				
Hall 4	RdC Ouest	Milieu	1 870 m ²	1 870 pers	109 stands de 9 m ²				
Hall 4	en entier	Milieu	3 740 m ²	3 740 pers	202 stands de 9 m ²	272 tables; 2992 couverts	3700 pax	10	41
Hall 5	RdC Est	Milieu	1 870 m ²	1 870 pers	109 stands de 9 m ²				
Hall 5	RdC Ouest	Milieu	1 870 m ²	1 870 pers	109 stands de 9 m ²				
Hall 5	en entier	Milieu	3 740 m ²	3 740 pers	202 stands de 9 m ²	272 tables; 2992 couverts	3700 pax	10	41
Hall 6	RdC Est	Ouest	1 870 m ²	1 870 pers	109 stands de 9 m ²				
Hall 6	RdC Ouest	Ouest	1 870 m ²	1 870 pers	109 stands de 9 m ²				
Hall 6	en entier	Ouest	3 740 m ²	3 740 pers	202 stands de 9 m ²	272 tables; 2992 couverts	3700 pax	10	41
Hall 7	La mezzanine seule	Ouest	2 826 m ²	2 826 pers	158 stands de 9m ²	205 tables; 2255 couverts	2100 pax	7	31
Hall 7	Mezzanine + RdC Ouest	Ouest	6 554 m ²	6 554 pers	357 stands de 9m ²				
Hall 7	RdC Ouest seule	Ouest	3 728 m ²	3 728 pers	204 stands de 9 m ²	406 tables; 4466 couverts	5 500 pax		
Hall 7	RdC Est seule	Ouest	1 870 m ²	1 870 pers	109 stands de 9 m ²				
Hall 7	Mezzanine + RdC entier	Ouest	8 424 m ²	8 424 pers	466 stands de 9 m ²	611 tables; 6721 couverts	7600 pax	20	88

