Ljubljana
Congress & Convention Center

Application Form Caravanning - Vehicles

Alpe-Adria Fair 2027

Fair duration: **3 – 6 February 2027**
Early bird registration deadline: **15 October 2026**
Application deadline: **1 December 2026**

Gospodarsko razstavišče d.o.o.
Dunajska cesta 18, SI-1000 Ljubljana, Slovenia
1001 Ljubljana, p.p. 3517
VAT no.: SI 87878879

+386 1 300 26 00, alpeadria@gr.si

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1. Exhibitor details

Full name of Exhibitor

Address (street, house number, post code and town)

Telephone

E-mail

Webpage

Director (full name)

Contact person (full name)

Contact person's e-mail address

Contact person's telephone number

VAT no. (or tax ID)

2. Details about the payer if the exhibitor is not the payer

Full name of payer

Address (street, house number, post code and town)

Contact person (full name)

Contact person's e-mail address

Contact person's telephone number

VAT no. (or tax ID)

3. Fascia board (the sign on your stand):

We order:

☐ Standard sign, 200 × 40 cm (included in the registration fee)
☐ Custom-made sign, 200 × 40 cm (order using the **Order Form**)

Text for the standard exhibition sign:

4. Short Exhibitor Presentation for the Website

a) Desired exhibitor name for presentation on the website:

b) Brief, informative description highlighting your key services, products, or advantages (up to 30 words):

c) List the companies you officially represent at the fair:

Name of the provider _____ Location _____ Country _____

5. We are ordering an unfurnished exhibition space in the caravanning park (the exhibition space is intended exclusively for vehicles).

_____ m^2 of space (valid for orders up to 100 m^2) at a price of EUR 45.00/m^2

_____ m^2 of space (valid for orders over 100 m^2 at a price of EUR 32.00/m^2

Exhibitors allocated to the mobile halls will be entitled to a 10% discount on the unfurnished exhibition space prices.

6. We are ordering an outdoor space for a vehicle (dimensions: 3 x 8 m):

a) ☐ Number of vehicles _____ at a price of EUR 450.00/vehicle

b) ☐ Number of vehicles _____ at a price of EUR 225.00/vehicle (price valid for exhibitors who already have indoor exhibition space)

7. We would like to place an order for business tickets:

_____ pcs. of business tickets 6,00 EUR/pcs (VAT included)

For each redeemed ticket, you will be charged 6,00 EUR. The business ticket serves as a one-time entry ticket to the fair.

8. Registration and Environmental fee

Registration by 15 October 2026 160,00 EUR **Registration after 15 October 2026** 320,00 EUR

Environmental fee: 20,00 EUR – for exhibition space up to 100 m^2 40,00 EUR – for exhibition space over 100 m^2

Registration includes the registration fee, standard sign at the exhibition space (if the application is submitted by the regular application deadline), and exhibitor presentation on the fair's website.
The ecological compensation includes the use of ecological islands for waste disposal during the installation and dismantling period, as well as the supply of garbage bags for the exhibition area during the fair.
Payment of the registration and ecological compensation is mandatory for all exhibitors.

9. Warnings

The Organiser reserves the right to accept applications after the application deadline; however, the Organiser does not guarantee that the Exhibitor will receive the fascia board or be listed in the Fair Catalogue. Prices are net of VAT, which shall be charged in accordance with the Value Added Tax Act and paid by the Exhibitor. The Organiser reserves the right to modify prices based on the application of the clause "Impact of changed circumstances", which refers to circumstances that could not have been foreseen on the day the prices were defined (Article 112 of the Code of Obligations). The order form will become a component of this application form once the organiser receives the order form confirmed from the Exhibitor.

We hereby confirm, by signing this Application form, that we fully understand, confirm and agree with the exhibition terms and conditions.
Please complete the Application form legibly and send one signed and stamped copy to:
Gospodarsko razstavišče d.o.o., Dunajska cesta 18, 1000 Ljubljana, Slovrenia or by e-mail **alpeadria@gr.si**.

Place and date: Stamp: Signature:

Exhibition Terms and Conditions

1. General Provisions

a) The application constitutes acceptance of the offer. It must be completed by the exhibitor and submitted within the specified deadline to the organiser at: Gospodarsko razstavišče d.o.o., Dunajska cesta 18, 1000 Ljubljana.
b) Applications without the signature of the responsible person of the company are not valid.
c) The application is legally binding and irrevocable for the exhibitor.
d) Applications with reservations or proposals for amendments to the conditions will not be considered or accepted by the organiser.
e) Each exhibitor must fully comply with the General Terms and Conditions of Work at Gospodarsko razstavišče published on the organiser's website, any hygiene guidelines issued by NIJZ for the implementation of events, and all additional instructions of the organiser.
f) The prices valid for the event are listed on the first page of the application. Indicating the exhibition programme is a condition for participation. The exhibitor may only exhibit the declared exhibition programme.
g) The organiser reserves the exclusive right to decide on the acceptance of applications. Applications received after the deadline need not be considered.
h) The minimum exhibition space that may be ordered is a mini package or 6 m^2 of unfurnished exhibition space.
i) By signing, we authorise Gospodarsko razstavišče d.o.o. to process the above data in accordance with personal data protection legislation for statistical processing, participant segmentation, fulfilment of contractual and legal obligations, sending offers, promotional materials, publications and invitations to events, and conducting telephone, written or electronic surveys. The data may be processed for 10 years after the last participation at a fair or other event or until written consent is withdrawn, unless applicable legislation provides otherwise.

2. Allocation of Exhibition Space

Domestic and foreign exhibitors whose products and services correspond to the event programme may exhibit. Exhibitors may present only the products or services of providers listed in the application. Admission and space allocation are decided by the organiser, who allocates space in the interest of the event. For optimisation purposes, the organiser may allocate space with fewer open sides than ordered and reserves the right to allocate approximately 30% less or 10% more space.

Any change to the allocated space must be approved by the organiser. The organiser may relocate or close entrances and exits and make other necessary changes. If, after accepting the application, the organiser cannot allocate space for any reason, the exhibitor is entitled to a refund of payments made.

3. Cancellation of Application

The exhibitor may cancel the application only by written notice. In such case, the exhibitor must pay:

- • the registration fee and 50% of the exhibition space fee if the application is cancelled more than 21 days before the event;
- • the registration fee and 100% of the exhibition space fee if the application is cancelled less than 21 days before the event.

The organiser may cancel the fair 30 days before the start of assembly. The organiser may also cancel later due to force majeure or regulations prohibiting public gatherings. In such cases, neither party has financial obligations toward the other and all payments will be refunded.

4. Registration and Environmental Fee

Each exhibitor must pay the registration fee and environmental contribution. Registration includes the application fee, standard inscription and presentation on the event website. Data for the presentation must be submitted upon application or at the latest 30 days before the event. If submitted later or not at all, only basic company information will be published. The organiser reserves the right to shorten or adapt the presentation and is not liable for errors.

5. Payment

The exhibitor undertakes to pay for the exhibition space, environmental contribution and registration at the agreed prices stated in the application. VAT is not included and must be paid by the exhibitor.
Upon submission of the signed application, the exhibitor receives a pro forma invoice, which must be paid in full within the specified deadline. Payment is a condition for participation. In case of late payment, statutory interest may be charged.
Objections to an invoice must be submitted in writing within 8 days. If only part of the invoice is disputed, the undisputed part must be paid within the agreed deadline.

6. Confirmation of Space Allocation

Upon receipt of payment based on the pro forma invoice, the organiser issues an advance invoice and confirms the allocation of exhibition space.

7. Revocation of Space Allocation

The organiser may reject the application or revoke confirmation, particularly if:

1. The exhibitor is in insolvency, bankruptcy or liquidation proceedings.
2. The organiser has outstanding claims against the exhibitor.
3. The exhibited items do not correspond to the event theme.
4. Required documents are not submitted.
5. The application is received after the deadline.
6. The pro forma invoice is not paid on time.

8. Date and Venue

If the event is postponed, shortened, extended or relocated, exhibitors are not entitled to cancel participation or claim damages.

9. Technical Conditions

Exhibitors must submit stand design drafts for approval before assembly. Maximum stand height is 250 cm; higher structures require written approval. Exhibitors must not exceed allocated space and must arrange it aesthetically.

10. Exhibitor Accreditations

After confirmation, exhibitors receive accreditations for stand personnel as specified in the Exhibitor Manual. Accreditations are non-transferable and may be withdrawn in case of misuse.

11. Assembly and Dismantling
Assembly and dismantling must be registered in advance. Deadlines stated in the Exhibitor Manual must be observed. In case of delay, the organiser may clear the space at the exhibitor's expense and risk. After dismantling, the space must be restored to its original condition.
During assembly, the event and dismantling, exhibitors must comply with occupational safety regulations, fire safety regulations, general fairground rules and the Exhibitor Manual. Exhibits may not be removed before the end of the event without written permission.

12. Liability and Insurance
The organiser is not liable for damage, loss, destruction or theft of exhibitor property, nor for injuries caused by fire, storm, hail, lightning, water damage, theft or other causes. Exhibitors must arrange appropriate insurance at their own expense.
The exhibitor is liable for damage caused to the organiser or third parties. The organiser assumes no responsibility for vehicles parked at the venue.
Subletting exhibition or advertising space is prohibited; violation results in an additional charge of 100% of the allocated space price. Exhibitors must check their stand for unknown objects before the event and immediately report any findings.

13. Presentations
Exhibitors must notify the organiser in writing at least 8 days before the event of any presentations (e.g. musical performances). The organiser may restrict or prohibit activities causing disturbance. Presentations may take place only within the allocated space. The exhibitor must arrange and pay copyright fees to relevant organisations (e.g. SAZAS).

14. Exhibitor Activity – Documents
The organiser may require submission of:
- Craft licence or registration certificate.
- Approval from health or veterinary authorities if food or catering activities are involved.
- Proof of insurance.

By signing, the exhibitor confirms that the presented activity is registered in the business register and assumes full responsibility for violations.

15. Photography and Filming
The organiser may photograph, draw or record exhibition spaces and use the material for its own purposes. The exhibitor waives copyright claims. Photographing or recording other stands without approval is prohibited.

16. Cleaning
The organiser cleans common areas. Cleaning of exhibition stands is the exhibitor's responsibility, unless ordered from the organiser at the exhibitor's expense.

17. Jurisdiction
Disputes will be resolved amicably. If not possible, the court in Ljubljana has jurisdiction.