

**Dear publishers, polygraphists and book distributors!**

***Ministry of Culture of  
the Republic of Azerbaijan***

**INVITES YOU**

**To the 6<sup>th</sup> BAKU INTERNATIONAL BOOK FAIR**

***Set-Up of the Exhibits – September 26, 2019 at 09:00-19:00***

***Official Opening Ceremony – September 27, 2019 at 11:00***

***Work Hours – September 27-29, 2019 at 10:00-18:00***

***Awarding and Official Closing Ceremony – September 29, 2019 at 15:00***

***Dismantling of the Exhibits – September 29, 2019 at 18:00-21:00***

**ATTENTION!**

**EACH PARTICIPANT (COMPANY)  
WILL BE PROVIDED WITH  
Up to 6 sq/m FREE STAND SPACE  
FOR EXHIBITION&BOOK SALE!**

***Venue: Baku Sport Palace***

***Address: AZ 1000, 26A Neftchilar Ave., Sabail Dist., Baku, Republic of Azerbaijan  
(Baku Boulevard, next to Azerbaijan Carpet Museum)***

For more information:

[nrtis@mct.gov.az](mailto:nrtis@mct.gov.az)

Tel.: (+994 12) 493 23 77 / (+99412) 493 06 80

## **6<sup>th</sup> BAKU INTERNATIONAL BOOK FAIR – September 27-29, 2019**

### **PARTICIPATION TERMS**

#### ***1. General provisions***

The 6<sup>th</sup> Baku International Book Fair will be held on 27-29 September 2019. The official opening of the Fair is on 27 September 2019, at 11:00 a.m. The exhibition is open every day from 10:00 a.m. till 06:00 p.m. The organizer of the Fair is the Ministry of Culture of the Republic of Azerbaijan.

#### ***2. Participants (companies)***

National and international publishing houses, book distributors and sellers, polygraph institutions, copyright agencies and all the institutions engaged in book publishing and distributing can take part in the Fair.

#### ***3. Exhibits***

Different books, magazines, notes, cards, stamps, plates, CDs, audio and video recordings, slides, geographical Maps, atlases, globes, modern publishing techniques and equipment in copyright can be demonstrated. Participants (companies) are entitled to sell or distribute the books for free.

#### ***4. Registration in the fair***

Those who want to participate are considered to be registered and agreed with the participation terms by confirmation of application-contract.

#### ***5. Stand area, means and services***

The stand space (6 sq/m) and stand equipment are provided by Organizing Committee for free.

The participant (company) may use the exhibition space only for the purposes of the Fair. During the exhibition the participant (company) should not cause obstacle to the other participants (companies) and stands. It is at the discretion of the Organizing Committee to decide on the placement of the stands. The succession of the stands will be according to the application receipt date. The participants (companies) must be at their stands during the fair.

The placement of books must be finished from a day before opening of fair till official opening. Dismantling is allowed only when the fair is over and must be finished in a day period.

The Organizing Committee does not take any responsibility for damage or harm done to the books through carelessness of participants (companies) during work-hours of the fair.

#### ***6. Catalogue***

For the fair catalogue the participants (companies) should provide the organizer with brief information (app. 300 signs) about their publications. The Organizing Committee is not liable for incorrect information provided by the participants (companies).

The Organizing Committee will publish a catalogue according to the accepted applications. On opening day of the fair the participants can take one catalogue and program from Organizing Committee for free. The participants (companies) should pay for each additional copy of the catalogue.

#### ***7. Force-majeure cases***

The Organizing Committee does not take responsibility for the interruption of the fair in the cases of force-majeure. The Organizing Committee is entitled to change the location and work hour of the fair in such cases. The participant (companies) admits in his turn that in such cases the Organizing Committee is victims as well and is not able to pay for damage. Simultaneously the participant admits that this document reflects the full understanding between the sides and it will not be changed afterwards.

#### ***8. Visa issues and accommodation***

The appeals for getting invitation letter for visa issues are examined and provided with answer by the Organizing Committee as soon as possible.

If it is needed the Organizing Committee will provide assistance for hotel booking for the participants (companies). The hotel reservations are made before arriving and paid in cash or by bank transfer by participants.

#### ***9. Controversial Issues***

Parties expected to form "Controversial Act" in the case of controversy. In the case of possible remarks the act is the only document to be referred.

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### APPLICATION-CONTRACT

**Fair organizer:** Ministry of Culture of the Republic of Azerbaijan, Organizing Committee of the Book Fair

**1. Participant (company) full name:** \_\_\_\_\_

**2. Short name** (\*to be displayed on the stand): \_\_\_\_\_

**3. Mailing address:** \_\_\_\_\_

**4. Participant (company) contacts:**

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_ Web site: \_\_\_\_\_

**5. Delegation (participant):**

No	First name/ Last name - Position	Phone (mobile)	E-mail
1			
2			
3			
4			

**6. Main product groups** (\*to be exhibited):

**7. Brief information about participant (company) for fair catalogue** (\*app. 300 characters):

**8. Hotel reservation** (\*if it is needed):

Number of rooms		Check in (date, time)	Check out (date, time)	Desirable cost
single	double			

\* Filled application-contract is addressed to the Organizing Committee of the Baku International Book Fair.

\* The participant (company), the undersigned accept the participation terms.

\* Registration of participant (company) is realized with the confirmation of application-contract.

<b>Organizing Committee:</b>  Person in charge: _____  Signature & stamp: _____  Date: _____	<b>Participant:</b>  Person in charge: _____  Signature & stamp: _____  Date: _____
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## FAIR WORK SCHEDULE, VENUE, CONTACTS OF ORGANIZER AND TECHNICAL SERVICE



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**E-mail:** nrtis@mct.gov.az

**Tel.:** (+994 12) 493 23 77 / 493 06 80



**Mrs. SAYALI SAFAROVA**

Person in charge on technical issues  
(stand-building, public utilities, etc.)

*Member of Fair Organizing Committee,  
Director of “MEMARSS” LTD*

**Tel.:** (+994 50) 210 54 87  
(+994 12) 595 69 97

**E-mail:** memarss@mail.ru

### E-BADGE

Each participant (company) will be provided with two free badges  
by the Fair Organizing Committee on the opening day.

If additional badge is needed, participant (company) is able to print and use it in the Fair.




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**PARTICIPANT**




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**PARTICIPANT**