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**VIII Eurasian International**

**Book Fair 2025**

**Rules of participation**

**ASTANA**

**April 23-27, 2025**

***The Rules of Participation for the exhibition and its accompanying events have been developed to simplify the preparation process for the exhibition and to address relevant administrative matters.***

*A thorough review of this document will provide answers to most questions regarding the organization and conduct of the exhibition. Please retain copies of all completed forms; this will help us address any issues more efficiently and ensure accuracy between our invoice and your order.*

***Please note:***

*We kindly ask that you adhere to all specified deadlines for document submission to ensure timely and high-quality service.*

1. **General Information**
	1. Organizer

**“Foliant” Рublishing House, LLP**

Registered Address: Republic of Kazakhstan, 010000, Astana, Sh. Aimanov st., 13

Mailing Address: Republic of Kazakhstan, 010000, Astana, Sh. Aimanov st., 13

Tel.: +7(7172) 39 60 70, 31 03 39, 39 54 59; Fax: +7(7172) 39 72 49

**Official Support**– Mayor of Astana city

* 1. Venue

|  |  |
| --- | --- |
| Company | Congress Center |
| Address | Republic of Kazakhstan, 010000, Astana, Heydar Aliyev ave. 12 |
| Web-site | https://qazexpocongress.kz/ |

* 1. Executive Directorate of the book fair

|  |  |
| --- | --- |
| Company | **“Foliant” Publishing House, LLP**  |
| Address | Republic of Kazakhstan, 010000, Astana, Sh. Aimanov st., 13 |
| Director  | **Nurlan Issabekov**  |
| Tel./fax | +7(7172) 39 60 70, 39 54 59; fax 39 72 49 |
| E-mail | foliant@foliant.kz; info@eurasbook.com |
| Project Manager | **Gulnar Sarzhanova** |
| Tel./fax | +7(7172) 39 60 70, 39 54 59, 31 03 39, 39 72 49. +7707 371 03 01 |
| E-mail | info@eurasbook.com |
| Web-site | <http://www.eurasbook.com> |

* 1. Contact information

**Technical Issues and Contracts:**

|  |  |
| --- | --- |
| Manager |  |
| Address | Republic of Kazakhstan, 010000, Astana, Sh. Aimanov st., 13 |
| Tel./fax | +7(7172) 39 54 59, 31 03 39; fax 39 72 49 |
| Е-mail | info@eurasbook.com |
| Web-site | <http://www.eurasbook.com> |

**Custom design and construction of stands:**

|  |  |
| --- | --- |
| Company | «Fair Expo» Exhibition Company |
| Address | Republic of Kazakhstan, 010000,Astana, Auezov st., 22 |
| Tel. | +7 (7172) 54 26 78 |
| Fax | + 7 (7172) 54 26 80 |
| Е-mail | timur@fairexpo.kz |
| Web-site | http://www.fairexpo.kz |

**For inquiries regarding hotel accommodations:**

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| --- | --- |
| Company |  |
| Address |  |
| Tel. |  |
| E-mail |  |
| Web-site |  |

* 1. Book fair schedule

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| **Exhibition and Book fair schedule** | **Date, time** | **Type of works** |
|  **Installation** | **April, 21-22** **09:00 – 20:00** | Assembly of booth equipment and large exhibits |
| **April, 22** **15:00 – 20:00** | Registration and arrival of participants, booth setup, and placement of exhibits |
| **Working hours****April,****23–27**  | **09:00 – 10:00** | Participant entry to the venue. Final delivery of additional equipment, exhibits and samples |
| **10:00 – 20:00** | Opening hours of the exhibition for visitors |
| **20:00 – 20:30** | Participants leave the exhibition venue |
| **April, 23** | **11:00** | Official Opening Ceremony |
| **Dismantling of Booths**  | **April, 27****20:00** | Dismantling of the exhibition and departure of participants |

**ATTENTION! IT IS FORBIDDEN TO COLLECT, PACK AND REMOVE THE EXHIBITS, INCLUDING STAND DISMANTLING before 8 P.M. of April 27. In case of violation of this rule, the Organizer has the right to impose the fine up to 10% of the stand space cost.**

1. Exhibition Participation Registration

A company or organization wishing to participate in the exhibition should send a completed and signed "Exhibition Participation Application," orders for additional equipment and services, and catalog information to the ORGANIZERS. They should also conclude a participation agreement (application forms are attached).

For those ordering an unfurnished space, the exhibitor must coordinate the technical parameters of the stand with the Organizers, including the stand layout (design project) with an electrical connection plan, specifying the power required for the proper operation of electrical devices and exhibits.

Please bring the following:

* Copies of fire safety certificates for all materials used in the construction of stands;
* An insulation resistance measurement protocol for electrical equipment, wires, and cables, issued by a licensed organization;
* Passports for all electrical devices and equipment.

**On the basis of applications received, the Organizer sends the invoice to the Participant which should be paid in full no later than April 1, 2025.**