

MEETING / CONVENTION CONTRACT - page 1 of 12
Hotel Ref. KANDL / 222863923

Between

HOTEL : **Gestin Holding, s.r.o.** with its registered office at Na Poříčí 10 /1040 , 110 00 Prague 1, Czech Republic, IČ: 28391306 , DIČ: CZ 28391306 , registered in the Commercial Register kept by the Municipal Court in Prague, Section C, Insert 274572 represented by Mr Lars Goerting on the basis of the power of attorney

named hereafter "Hotel"

And

COMPANY : Výzkumný a zkušební letecký ústav, a.s.
CONTACT NAME : Ing. Josef Kašpar a JUDr. Petr Matoušek
TELEPHONE : [REDACTED]
ADDRESS : Beranových 130, 199 05 Praha – Letnany
TAX reg. No. : 00010669
Billing address : SAME AS ABOVE

named hereafter "Client"

I. SUBJECT OF THE CONTRACT

named hereinafter "Contract"

The subject of this Contract is the agreement between the parties defined above concerning the provision of accommodation (including rates) for groups at the Hotel during the event specified below, and the agreement between the same parties concerning the lease of the conference space at the Hotel and the provision of related services such as F&B, rent of technical equipment as specified in Supplement 1 to this Contract. The Contract also provides for the specification of deposit, payment and cancellation conditions as related to such accommodation and to such Event.

II. SPECIFICATION OF THE GROUP

Name of the event (if any) : IFAR SUMMIT 2022
Group Name : IFAR SUMMIT 2022
Arrival Date : 17 October 2022
Departure Date : 21 October 2022

(named hereinafter "Event")
(named hereinafter "Group")

ROOM REQUIREMENTS & RATES

	Hilton Guest Room	
	# Single Occupancy	# Double Occupancy
Date/Rates		
Subtotal # rooms:		
Subtotal excl. VAT:		
Total excl 10% VAT and [REDACTED] City Tax		
TOTAL incl. 10% VAT		
TOTAL incl. 10% VAT & [REDACTED] City Tax		

CURRENCY: Czech crowns (CZK)

Accommodation rates **include** Hilton buffet breakfast, **exclude** applicable VAT, and **exclude** [REDACTED] City Tax per person per night.

VAT and applicable taxes are subject to change. The hotel is entitled to amend the rates accordingly.

The above rates are **non-commissionable**.

Porterage [REDACTED] per person. (In/out)
Hilton Executive floor supplement [REDACTED] per night/per room
Triple room supplement [REDACTED] on double occupancy/per night

The Client is entitled for the following concessions:

- Internet connection 5mb/s in the meeting room Dvorak 1,2,3 from 17th October until 20th October 2022

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IV. ROOMING LIST/CHECK-IN /CHECK-OUT

- 4.1. Participants of the **IFAR SUMMIT 2022** will request accommodation via the Attendee Website (Personalized Online Group) – online reservation facility. The link to the Attendee Website page will be distributed to the participants by the Client. The Attendee Website page will remain available to participants until **31st August 2022**.

Cut off for the room reservations **31st August 2022**.

On **01st September 2022** the room block will be reduced to Guaranteed Minimum Number of Picked-Up Bedrooms as stated in Section 4.3 of the Contract. All not picked-up rooms will be released. All reservations made after this date are subject to the hotel availability. Guaranteed reservations will be held the night of the arrival date.

4.2. **INDIVIDUAL CANCELLATION CONDITIONS**

In case of cancellation, early departure or other changes less than **21** days prior to arrival or non-arrival or no-show, the Hotel holds the right to charge the individuals full length of the stay as reserved as cancellation fees. All the reservation for the guests without credit cards or with not valid credit cards or incorrect credit card details will not be confirmed by the Hotel.

4.3. **GUARANTEED MINIMUM NUMBER OF PICKED-UP BEDROOMS**

The Client guarantees the minimum of [REDACTED] picked-up bedrooms in total per entire stay (incl. PRE and POST nights).

Should there be less than [REDACTED] picked-up bedrooms in total per entire stay, the Hotel will charge the Client the difference [REDACTED] if not agreed otherwise between the Hotel and the Client.

In case the Client requests the more than Guaranteed Minimum Number of Picked-Up bedrooms to be held after cut off date, the Hotel will request full prepayment for all bedrooms held after the cut off date including current applicable VAT. Prepayment has to be received the latest 7 days after the cut off. The Hotel will hold those prepaid bedrooms until arrival date and apply 100% cancellation fee for any cancelled bedroom if not agreed otherwise, between the Hotel and the Client.

In case more rooms are picked up, the Hotel will inform the Client accordingly and increase the room block upon Hotel availability. The Client will be informed monthly about the current booking status in order to be informed about the current pick-up status.

The **IFAR SUMMIT 2022** rate will be honored 3 days prior and 3 days after the event, subject to Hotel's availability.

Due to the fact that Czech law stipulates the obligation for hotels to keep a record of arriving guests, the following details will be required from all the guests arriving in the Group:

Family/First Name, Full permanent address (street name/number, postal code, city & country), foreigner's citizenship, Passport number, Date and place of birth, Purpose of stay in the Czech Republic, Visa number for those guests who need to enter the country with visa and Car registration for guests who came by car. The Client hereby acknowledges that all guests arriving at the Hotel will be asked to sign the registration card and, if the above mentioned information is not provided with the rooming list, also to fill out a guest registration card.

- 4.4. Hotel Check-In is as of 3:00 PM. Check-Out is to be completed by 10:00 AM.
The delegate (head) of the Group is obliged to reconfirm the Group's member departure with the Hotel's front desk upon check-in.

V. VIPs:

The Hotel must be informed of any special requirements for hospitality arrangements or registration of VIPs, at the latest **31st August 2022**. Such information shall be submitted by the Client to the Hotel together with a rooming list. Any requests for additional suites, specific room locations, etc. not specified in this Contract will be accommodated on a space available basis.

VI. FUNCTION REQUIREMENTS:

6.1. **STORAGE:**

The Client hereby acknowledges that the Hotel has a limited capacity to store materials and agrees that no materials will be delivered to the Hotel prior to the first arrival date of a Group. When shipping materials to the Hotel, the Client is obliged to indicate the complete name of the Group and the date of the Event. All materials should be directed to the attention of the In House Groups Department. The Client is fully responsible for ensuring that all materials shipped to the Hotel have been cleared through customs with all pertinent documents completed. The Hotel will not collect any parcels nor liaises in any way with the customs office on behalf of the Client.

Materials being shipped out of the Hotel at the end of the Event should be shipped on the Group's departure date at the latest.

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6.2. TECHNICAL EQUIPMENT:

Technical equipment can be arranged through the Hotel, which will enable the Hotel to provide the Client with professional service. In such case, the Client will pay only the rental price for any technical equipment and any related services and/or technical assistance ensured by the Hotel and/or technical background ensured by the Hotel as stipulated in the price list, which will be stated in a separate document. The Conference and Banqueting Department of the Hotel will assist the Client in coordinating these requirements.

In case the Client arranges his own technical equipment and/or technical equipment of a 3rd party and not through the Hotel, the Client is obliged to provide the Hotel with his Liability Insurance contract and/or 3rd Party Liability Insurance contract of his AV/Technical equipment provider. Such Liability Insurance contract has to provide for sufficient insurance coverage in order to fully cover any reasonably anticipated damage caused by the Client or its employees and/or its subcontractors to the Hotel, its employees, guests or any other third persons located in the premises operated by the Hotel.

Client and/or AV Technical equipment provider shall be responsible for the above-mentioned insurance policy to be in force and effective during the entire contractual period. The Client and/or AV Technical equipment provider agrees to compensate the Hotel, its employees, guests or any other 3rd persons located in the premises operated by the Hotel against any and all liabilities arising from or related to any injury of any person or any damage to property.

Requirements for technical equipment to be provided by the Hotel will be included in the separate confirmation, which will be provided at the later stage, and which will be served as Addendum to this existing Contract. Unless agreed otherwise, such requirements are binding upon the Client and any changes must be made in writing and approved by both parties. If the changes are not mutually approved, the Client is obliged to pay the rental price for the technical equipment specified in the separate confirmation, which will be provided at the later stage, and which will be served as Addendum to this existing Contract.

The Client agrees to sign a Handover Protocol confirming the condition of the leased conference space and respective technical equipment at the time the Client takes over the assigned spaces and equipment. This Handover Protocol has to be signed by the Hotel's representative or Hotel's AV equipment provider and the Client prior to the Event and it's possible set-up. The same procedure applies after the Event when the Client hands the leased conference space and respective technical equipment back to the Hotel.

If the conditions of the leased conference space and respective technical equipment as examined after the Event differ from the description in the Handover Protocol drawn prior to the beginning of the Event, the Client will be held liable for any and all damage, including, but not limited to, any damage caused by loss or theft of any leased assets. The Client shall especially compensate the Hotel in damages for the expenses related to replacement of any such broken, lost or stolen assets.

The Client is obliged to inform the Hotel about all technical equipment brought into the premises operated by the Hotel.

In case of use of any electronic appliance (also wired and/or wireless network component), the Client has to agree the usage with the Hotel-dedicated person in advance, i.e. before plugging into the infrastructure system of the hotel run by the Hotel. Should the Client fail to do so, he shall be liable for any damage caused by this failure.

In case the Client arranges his own technical equipment and/or technical equipment of a third party and not through the Hotel/Hotel supplier, all meeting room rental charges will be increased to the client by **30%**. This increase covers for technical background and electrical connection and basic on-site assistance during set-up and breakdown.

6.3. DECORATION/USE OF HILTONS LOGO:

Decoration supplied by the Hotel remains the exclusive property of the Hotel and cannot be removed without prior approval from the Hotel. The Client hereby acknowledges that he is not entitled to use, without prior written approval from the Hotel, any trade name of HILTON or/and any HILTON trademarks/logos, whether or not they are registered.

VII. CONFERENCE SPACE

The Client hereby rents the conference/meeting space defined in Supplement 1 of this Contract. He hereby agrees to pay the agreed rent and to abide by the payment and cancellation conditions stipulated in this Contract. As confirmation of this agreement the Client has signed Supplement 1, attached to this Contract.

The Client acknowledges and agrees that if the number of participants of the individual Event increases or decreases in relation to the original reservation as defined in Supplement 1, the Hotel reserves the right to transfer the Event to a room whose size accommodates the revised number of guests.

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XI. DEPOSIT, CANCELLATION, REDUCTION AND NO-SHOWS FEES

11.1. DEPOSITS:

In order to keep for the Client the requested rooms, conference spaces, the Hotel requests that the Client pays the deposit on the basis of the following schedule:

Deposit due	Amount of deposit
10% - 21st April 2022 with signed Contract	
50% - 24th May 2022	
30% + (100% Audio Visual Equipment Revenue) - 7th July 2022	
10% - 27th September 2022	
Subtotal excluding AV Visual Equipment Revenue	
TOTAL EVENT REVENUE	

The above-mentioned deposit is calculated on the basis of total revenue of the conference spaces agreed in Supplement 1 of this Contract including current applicable VAT and of total revenue of the F&B agreed in Supplement 1 of this Contract including applicable VAT and service charge and of the total revenue of the AV Technical Equipment agreed in Supplement 1 of this Contract including applicable VAT.

In case the Client requests more conference spaces or Food & Beverage requirements or AV Technical Equipment than agreed in Supplement 1 of this Contract, the Hotel will request an additional deposit, which will be in proportion to the required increase.

The Hotel is entitled to rescind this Contract with immediate effect, if the agreed deposits are not received by the Hotel by the due date, i.e. if the due amount is not received in the Hotel's bank account or in cash by the Hotel.

11.2. CANCELLATION

The Client agrees to pay the following charges if the **WHOLE EVENT** (accommodation and meeting space and F&B and DDR and AV technical equipment) is fully cancelled as specified in Section III. (and Section 4.3) and Supplement I. of this Contract.

Fees for Cancellation/ Reduction and/or No –shows received	
From 21st April 2022 until 23rd May 2022	
From 24th May 2022 until 6th July 2022	
From 7th July 2022 until 26th September 2022	
From 27th September 2022	

The Client agrees to pay the following charges if the meeting space and/or F&B and/or DDR and/or AV technical equipment (as specified in Supplement 1 of the Contract and/or in separate agreement) is **PARTIALLY** cancelled.

Fees for Cancellation/ Reduction and/or No –shows received	
From 21st April 2022 until 23rd May 2022	
From 24th May 2022 until 6th July 2022	
From 7th July 2022 until 26th September 2022	
From 27th September 2022	

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In case the client increases the room block and/or meeting space and/ or F&B requirements and/or DDR requirements and/or AV requirements after the present contract has been signed, the calculation of the cancellation fees will be based on the last confirmed increase.

XII. METHOD OF PAYMENT

12.1. The Client shall pay the costs of services based on the Hotel's invoices, to the Hotel's bank account:

Account holder: Gestin Holding, s.r.o., Na Pořičí 10/1040, 110 00 Praha 1
Address: Gestin Holding, s.r.o, Hilton Prague Old Town, V Celnici 7/ 2079, 111 21 Prague 1, Czech Republic.

The services are considered as paid when the relevant due amount is registered in the Hotel's bank account or is paid in cash at the Hotel's Front Desk. All bank charges including charges related to any exchange conversion shall be settled by the Client.

12.2. Service which exceeds the agreed deposit shall be covered by the Client in cash during check-out at Hotel's Front Desk or within 14 days from the date of the delivery of the relevant invoice. The Hotel shall make out the invoice for services provided to the Client no later than 15 days after the end of the Event. All final bill / invoice related queries must be addressed to the Hotel's Financial Department (Credit Manager Tel: [REDACTED]) within 14 days of the delivery of the invoice but no later than the invoice due date.

12.3. In case of non-compliance with the due date, the parties to the Contract have agreed upon a contractual penalty amounting to [REDACTED] of the invoiced amount per day of the delay. If the Client is in arrears with the payment for more than 30 days, the Hotel shall be entitled to rescind this Contract with immediate effect. The rescission shall be made in written form, and will be effective from the date of delivery of the written notification. The Client's obligation to pay all due services, contractual penalty and late payment interest remains unchanged.

12.4. All actual billings (invoices) will be issued in Czech Crowns.

12.5. VAT Details:

VAT DETAILS	
Accommodation	10%
Accommodation City Tax	[REDACTED] per person per night
Meeting Room Rental	21%
Food & Non-alcoholic Beverages, Draft Beer	10%
Alcoholic Beverages	21%
AV Equipment	21%

VAT and applicable taxes are subject to change. The hotel is entitled to amend the rates accordingly.

XIII. LIABILITY:

13.1. The Client is obliged to pay the Hotel for every incident of loss or damage which occurs in any part of the Hotel complex to any property or equipment belonging to the Hotel, and which arises as a result of the Event or of any activities held on the premises of the Hotel by the Client. At the same time, the Client shall compensate the Hotel or its employees, guests or any other 3rd persons located in the premises operated by the Hotel for any loss or damage occurred in any of the premises operated by the Hotel, or incurred on their property or equipment, as a consequence of the Event or of the activity carried out by the Client or any other person engaged by it. In case of any such loss or damage, the Hotel manager present in the Hotel or the Hotel's legal representative shall be notified immediately after its occurrence. Upon the Client's request, the Hotel security staff shall be made available.

13.2. The Hotel offers in-room safes in all rooms for valuables at the Front Desk free of charge. All guest rooms and banqueting rooms are equipped with magnetic locks and can be made accessible only to the Client on request. On top of the general security coverage of public areas and the building the Hotel offers to supply additional security at the Client's request for any function that is being held by the Client. The cost for security is CZK [REDACTED] per hour per person requested. Additional storage room for sensitive and valuable equipment can be supplied at a square meter rate of CZK [REDACTED] day with a minimum charge of CZK [REDACTED] per day.

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13.3 The Hotel takes no responsibility for any loss or damage of valuables belonging to the Client or related persons which were not kept or submitted to be kept in the safe deposit specified in Section 13.2. of this Contract. Neither can the Hotel take any responsibility for loss or damage of the Client's property when such property was put in a place not designated for that purpose. Any loss or damage to the Client's property should be announced as soon as possible to the Hotel Management.

XIV. TRANSMISSION AND USE OF GUEST DATA:

The Hotel handles guest personal information in a manner consistent with Hilton's Global Privacy Statement. The Hotel is committed to collecting, protecting, and using personal information in a reasonable manner in accordance with laws applicable to the Hotel, including the European Union's General Data Protection Regulation (Regulation (EU) 2016/679) ("GDPR"). Pursuant to GDPR, each party acts as an independent "Data Controller" with respect to its processing of personal information in connection with this Agreement, and each party will comply with its respective obligations as such. To the extent that either party provides personal data to the other party pursuant to this Agreement, the party supplying the personal data confirms that it has consent or another legal basis to provide the personal data to the receiving party. For clarity, nothing in this Agreement limits a party's ability to use an individual's personal data to the extent directed by, consented to or requested by such individual. Client represents that it has authority from each guest to share guest data with the Hotel as provided herein to secure the reservation(s). The Hotel agrees to treat such guest data in accordance with Hilton's Global Privacy Statement, and the Hotel will be a "Data Controller" for such data.

XV. CHANGE IN MANAGEMENT:

Client shall have the right to terminate this agreement without liability if, after the time of contracting but before the Event, the Hotel is no longer branded as one of the Hilton portfolio of brands. Client could exercise this right by written notice to Hotel provided that such notice is given within thirty (30) days of Client's receipt of notice of such change in brand.

XVI. MISCELLANEOUS:

The Hotel reserves the right to rescind this Contract with immediate effect if either the room capacities or the conference spaces are not taken as originally contracted (Section III and Supplement 1) and the Client is not willing to agree with the Hotel upon different conditions to this Contract. The Client's obligation to pay all due services, and late payment interest remains unchanged.

XVII. CLOSING PROVISIONS

17.1 This Contract is governed by Czech law.

17.2 This Contract is comprised of a total 12 pages inseparably fixed together, and has been written in 2 counterparts. The Hotel will receive 1 copy, the Client 1 copy.

17.3 Any amendments to this Contract must be made in writing.

17.4 Any dispute between the parties in connection with this Contract shall be construed and interpreted in accordance with the laws of the Czech Republic. All disputes resulting from this Contract or in connection with it will be settled with full effect by arbitration at the Arbitration Tribunal of the Economical Chamber of the Czech Republic and the Agrarian Chamber of the Czech Republic, in accordance with the rules of such tribunal. The arbitration award shall be final and binding on both parties

17.5 The parties to this Contract declare that they have read this Contract before its execution and that, the Contract has been executed upon mutual agreement in compliance with their true and free will, definitely and intelligibly, neither under duress nor unfavorable conditions.

ACCEPTANCE:

Name : <i>Ing. Josef Krápar</i>	Name : Lars Goerting
Signature : <i>Petr Matoušek</i>	Signature : [Redacted]
Title : [Redacted]	Title : Director of Conference and Event Sales
Client : [Redacted]	Hotel : Hilton Prague Old Town, Gestin Holding, s.r.o.
Date : <i>20.4.2022</i>	Date : 14 April, 2022

cc : Jana Kosackova - Credit Manager

WÝZKUMNÝ A ZKUŠEDNÍ LETECKÝ ÚSTAV a.s.

(12)

Beranových 130

199 05 Praha - Letňany

IČ: 00019869, DIČ: CZ00019869



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To become a member of Hilton HHonors programme as for HHonors Event Bonus Form or you can visit www.hiltonhhonors.com electronically.

The complete Hilton HHonors Event Bonus terms and conditions are available by calling the Hilton HHonors Customer Service Center or by visiting www.hiltonhhonors.com.

The Hilton HHonors Event Bonus Programme:

Bonus recipient HHonors account number:

Name of account holder:

- Option 1: 1 Hilton HHonors bonus point per \$ spent**

(Name of Planner) as the designated Meeting/Event Planner for this event is eligible to earn Hilton HHonors points for a qualifying event. The complete Hilton HHonors Event Bonus terms and conditions are available by calling the Hilton HHonors Customer Service Center or by visiting www.hiltonhhonors.com. Only the meeting/event planner who is specifically named in the event contract will be eligible for this bonus programme. There is a cap of 100,000 points. Eligible charges include all event related spend (meeting room hire, catering, guest rooms etc with the exceptions of paid out items).

The Hilton HHonors bonus points will be awarded after the meeting account has been settled in full.
The Hilton HHonors points are not transferable. Only the individual named in the contract will receive the bonus.

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SUPPLEMENT 1.

1) CONFERENCE SPACE

Monday, 17 October, 2022	MEETING ROOM	TIME	ROOM RENTAL In CZK	# PERSONS	SET-UP
Main Plenary Setup	Dvorak 1	TBA	Complimentary	60	Special setup
Breakout 1 Setup	Dvorak 2	TBA	Complimentary	20	Boardroom
Breakout 2 Setup	Dvorak 3	TBA	Complimentary	20	Boardroom
Registration Setup	Foyer pre function area	TBA	Complimentary	60	Registration
Breakout 1	Dvorak 2	16:00 - 18:00		20	Boardroom
Breakout 2	Dvorak 3	16:00 - 18:00		20	Boardroom
Registration	Foyer pre function area	15:00 - 18:00	Complimentary	60	Registration
		Subtotal in CZK incl. VAT			
Tuesday, 18 October, 2022	MEETING ROOM	TIME	ROOM RENTAL In CZK	# PERSONS	SET-UP
Main Plenary	Dvorak 1	8:00 - 18:00		60	Special Setup
Breakout 1	Dvorak 2	8:00 - 18:00		20	Boardroom
Breakout 2	Dvorak 3	8:00 - 18:00	Complimentary	20	Boardroom
		Subtotal in CZK incl. VAT			
Wednesday, 19 October, 2022	MEETING ROOM	TIME	ROOM RENTAL in CZK	# PERSONS	SET-UP
Main Plenary	Dvorak 1	8:00 - 18:00		60	Special Setup
Breakout 1	Dvorak 2	8:00 - 18:00		20	Boardroom
Breakout 2	Dvorak 3	8:00 - 18:00	Complimentary	20	Boardroom
		Subtotal in CZK incl. VAT			
Thursday, 20 October, 2022	MEETING ROOM	TIME	ROOM RENTAL in CZK	# PERSONS	SET-UP
Main Plenary	Dvorak 1	8:00 - 18:00		60	Special Setup
		Subtotal in CZK incl. VAT			
TOTAL incl VAT:					

The above rates include applicable VAT. VAT and applicable taxes are subject to change. The hotel is entitled to amend the rates accordingly.

The above room rentals are non-commissionable.

The above Event must terminate within the time stipulated above. If the Event, for whatever reasons, continues beyond this time, the Client agrees to pay all fees for the rooms occupied beyond the agreed time. These fees will be calculated according to the actual Hotel's valid price list.

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2) FOOD AND BEVERAGES

Date:	F&B	TIME	Location	Minimum consumption	# Persons	Subtotal inCZK incl. VAT
Monday, 17 October, 2022	PM Coffee Break	15.30-16.00	Foyer pre function area	[REDACTED]	60	[REDACTED]
	2x soft drinks per person	15.30-16.00	Foyer pre function area		60	
	Open Bar Beer and Wine	18:30 - 21:00	Foyer pre function area		60	
				Subtotal in CZK incl. VAT		[REDACTED]
Date:	F&B	TIME	Location	Minimum consumption	# Persons	Subtotal inCZK incl. VAT
Tuesday, 18 October, 2022	AM Coffee Break	10.30-11.00	Foyer pre function area	[REDACTED]	60	[REDACTED]
	Buffet Lunch	12:30-13:30	Zinc Restaurant		60	
	PM Coffee Break	15.30-16.00	Foyer pre function area		60	
	3x soft drinks per person	10:00 - 18:00	Foyer pre function area		60	
	Coffee available for the whole period of event	10:00 - 18:00	Foyer pre function area		60	
				Subtotal in CZK incl.VAT		[REDACTED]
Date:	F&B	TIME	Location	Minimum consumption	# Persons	Subtotal inCZK incl. VAT
Wednesday, 19 October, 2022	AM Coffee Break	10.30-11.00	Foyer pre function area	[REDACTED]	60	[REDACTED]
	Buffet Lunch	12:30-13:30	Zinc Restaurant		60	
	PM Coffee Break	15.30-16.00	Foyer pre function area		60	
	3x soft drinks per person	10:00 - 18:00	Foyer pre function area		60	
	Coffee available for the whole period of event	10:00 - 18:00	Foyer pre function area		60	
				Subtotal in CZK incl.VAT		[REDACTED]
Date:	F&B	TIME	Location	Minimum consumption	# Persons	Subtotal inCZK incl. VAT
Thursday, 20 October, 2022	PM Coffee Break	15.30-16.00	Foyer pre function area	[REDACTED]	60	[REDACTED]
	2x soft drinks per person	15.30-16.00	Foyer pre function area		60	
	Open Bar	18:30 - 21:00	Zinc Restaurant		60	
	Buffet dinner/canapes	18:30 - 21:00	Zinc Restaurant		60	
				Subtotal in CZK incl. VAT		[REDACTED]
				TOTAL incl VAT excl service charge:		[REDACTED]
				TOTAL incl VAT incl service charge:		[REDACTED]

Should there be lower Total F&B spent than [REDACTED] (inclusive of 10% VAT for food and non-alcoholic beverages and exclusive of [REDACTED] service charge) for the whole event, the Hotel will charge the Client the difference (the difference between [REDACTED] minus the actual F&B spent).

The above rates include applicable VAT. VAT and applicable taxes are subject to change.

The hotel is entitled to amend the rates accordingly.

The above rates are **non-commissionable**.

All food & beverage rates are subject to [REDACTED] service charge which is not included in the above rates.

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The minimum numbers of guest for all banquet functions shall be submitted by the Client to the Hotel by **31st August 2022** and will be regarded as a guarantee. The Hotel will accept a maximum decrease of 10 percent of the guaranteed number free of charge until up to 2 working days prior to the function. Working days are considered being Monday-Friday, except local public Holidays.

The final menu choice must be made at the latest 10 days prior to the beginning of the event. In case there is no menu chosen within the above deadline, the hotel reserves the right to choose the most appropriate menu according to your requirements according the agreed budget.

3) AUDIO VISUAL EQUIPMENT

Event Name		Event Description		Comment	Work Start Date	Work Start Time	Work End Date	Work End Time	Unit Price in CZK	Discount %	Discount in CZK	Total Amount in CZK	Total Amount Incl. VAT in CZK
PROJECTION EQUIPMENT													
1	3	DAY	DNA projector EPSON 1 EPSON EB-2230U WUXGA (1920x1200), 5000 ANSI lm							0%	0.00		
PROJECTION SCREENS													
1	3	DAY	Fixed projection screen EPSON 3 PROJECA 270cm PROF PROJECTION							0%	0.00		
DISPLAYS													
1	3	DAY	LED monitor 24" 18:10 HP LP1475w (1820x1200 80:50) Video, 3x DVI+VGA, HDMI, DP							0%	0.00		
4	3	DAY	TV LED 55" 18:9 Samsung UE75NU7090 (1640 x 2160) INHEM, USB, BT, DVB-T, MAJBY TV							0%	0.00		
DISPLAY STANDS AND HOLDERS													
2	3	DAY	Display armless, Beostand black, for 47" x 107" variable angle and height							0%	0.00		
2	3	DAY	Display armless, Beostand black, for 47" x 107" variable angle and height, increased							0%	0.00		
BLUETOOTH SPEAKERS, COMBINATION													
1	3	DAY	Graphic, smooth / mixer switcher Analog Wyr PIS 200-96 (PLATE 2) 8x4x56x47x20, HDMI, 3x10/15x1 OUT: MHP-MIXON							0%	0.00		
SOUNDING - MIXERS													
1	3	DAY	Sound mix console - digital Soundcraft 5 Performer 3 82 W, 18 OUT, AES, DMX, effect							0%	0.00		
SOUNDING - SPEAKERS													
2	3	DAY	Active speakers, incl. 1" bass - 3 pcs GENIEC 8030A 7", 80W, 5% 97dB							0%	0.00		
SOUNDING - MICROPHONES													
2	3	DAY	Wireless microphone - set SENNHEISER EW100-E1 range A 515-508400 set of headset, bracelet, handhold							0%	0.00		
SOUNDING - SOURCES, EFFECTS, OTHERS													
3	3	DAY	External sound card Interspace Interspace USB AIO 2x Input, 7x output							0%	0.00		
1	3	DAY	Audio connectors and changers 18 types, 42 pcs							0%	0.00		
CONFERENCE SYSTEMS - MICROPHONES													
30	3	DAY	Wireless conference microphones - 30x8 Bosch DEXA20 COMB-WDE v COMB-WAP microphone type COMB-MIC							0%	0.00		
PRINTERS, COPY MACHINES													
3	PC		Printer black/white laser printer A3/A4 A1 - 22 ppm, A3 - 31 ppm							0%	0.00		
DECORATION													
1	3	DAY	Control desk lighting, Back under glass height 1.8 m, max width 30 cm							100%	0.00	0.00	
4	3	DAY	Floor coverage for display 12-50" folding							100%	0.00	0.00	
POWER DISTRIBUTION													
1	3	DAY	Power distribution 230V/16A OUT: 10x 130W/25A							0%	0.00		
POWER EXTENSION 230V													
3	3	DAY	Cable phase extension cables 230V 20m - 5pcs, 10m - 5pcs, 5m - 10pcs							0%	0.00		
SIGNAL CABLES AND LEADS													
2	3	DAY	Signal cable DMX (optical) - 150m Lightpipe DMX-OPY-7X/3X 250 incl. Cable w/ Optovone Neutrik 150m							0%	0.00		
4	3	DAY	Signal cable HDMI - HDMI - 30m Premium Certified High Speed							0%	0.00		
2	3	DAY	Signal cable RG 59 - 50m Taktar T 42, connectors MMC75R/13X Extra flex HDV-50 coax cable 75 ohm, delay 4,1ns/m							0%	0.00		
TECHNICAL ASSISTANCE													
1	3	DAY	Set Up							0%	0.00		
1	1	DAY	Set Up							0%	0.00		
3	2.5	DAY	Assistance 2 days Video							0%	0.00		
1	2.5	DAY	Assistance 2 days Sound							0%	0.00		
1	0.5	DAY	Derig							0%	0.00		
1	0.5	DAY	Derig							0%	0.00		
TRANSPORT													
1	2	EVENT	Event transportation							0%	0.00		
Total Amount in CZK											72000.00		

Labour will be charged upon real spent time on site!
General terms of lease of AV MEDIA EVENTS, a.s. are available to download through the following link:
https://www.avmedia.cz/en/download/gtl_avme.pdf

SPECIFICATION	
Total Amount in CZK	
VAT 21%	
Total Amount Incl. VAT in CZK	

MEETING / CONVENTION CONTRACT - page 12 of 12
Hotel Ref. KANDL / 222863923

The Audio Visual rates include applicable VAT.
VAT and applicable taxes are subject to change.
The hotel is entitled to amend the rates accordingly.
The above rates are **non-commissionable**.

ACCEPTANCE:

Name : <i>Ing. Josef Karpas</i>	Name : Lars Goerting
Signature : <i>JUDr. Petr Matoušek</i>	Signature : 
Title : 	Title : Director of Conference and Event Sales
Client : 	Hotel : Hilton Prague Old Town, Gestin Holding, s.r.o.
Date : <i>20.4.2022</i>	Date : 14 April, 2022

cc : Jana Kosackova - Credit Manager

VÝZKUMNÝ A ZKUŠEBNÍ LETECKÝ ÚSTAV a.s.
(12)
Beranových 130
199 05 Praha - Letňany
IČ: 00310669, DIČ: CZ00310669

