



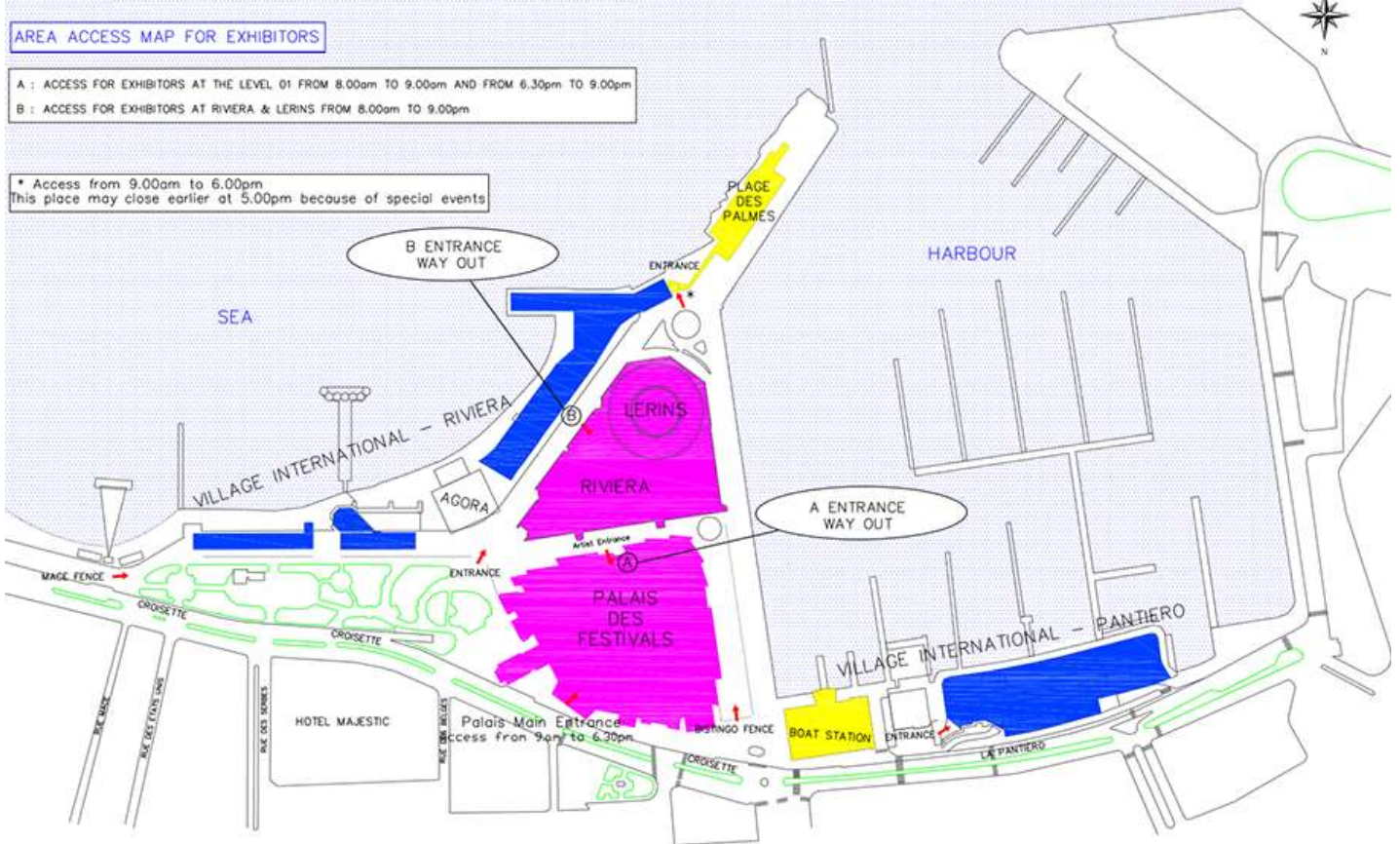
**MARCHÉ DU FILM**  
FESTIVAL DE CANNES

# ACCESS MAP FOR EXHIBITORS

## AREA ACCESS MAP FOR EXHIBITORS

- A : ACCESS FOR EXHIBITORS AT THE LEVEL 01 FROM 8.00am TO 9.00am AND FROM 6.30pm TO 9.00pm
- B : ACCESS FOR EXHIBITORS AT RIVIERA & LERINS FROM 8.00am TO 9.00pm

• Access from 9.00am to 6.00pm  
This place may close earlier at 5.00pm because of special events





## 1 - PRELIMINARY

The Société de Gestion d'Opérations commerciales pour le Festival International du Film (SOGOFIF) is responsible for the organization of the Marché du Film, hereafter the "Marché du Film", which takes place as part of the Festival de Cannes (the "Festival"). The SOGOFIF is a subsidiary of the Association Française du Festival International du Film (AFFIF).

The aim of the Marché du Film is to promote contacts between professionals from the film industry and to facilitate international business of film rights, whether the films are completed or not. Cinema films are defined as feature films destined for an initial release in theatres.

## 2 - FUNDAMENTAL CONDITIONS OF A REGISTRATION

a. Any company (hereafter named individually "the Company" or collectively "Companies") reserving a booth, a private table or a shared table (hereafter named collectively "Booths") will have to register at the Marché du Film, through the website [www.marchedufilm.com](http://www.marchedufilm.com), each of the executive(s) and/or employee(s) having access to the Booth (hereafter collectively named "Participants").

b. Booth provision is dedicated to companies whose activity is listed below:

- companies whose main activity is the international production, distribution, exploitation or broadcasting of cinema films;
- companies providing related services;
- institutions, associations and professional organisations whose main work is in relation with the film industry.

In the same way, registration with the Marché du Film is strictly reserved to employees and/or executives of companies listed above.

c. The Company forbids itself to present or represent any film which is liable to disturb public order, or which may be offensive to religion, as well as pornographic films and films which encourage violence, including all corresponding posters and documentation.

The Company agrees to respect strictly all legislation on copyright and to screen only those films for which it has all necessary authorization from the entitled beneficiaries. In default, the Company exposes itself to the penalty set forth by article 7 below.

## 3 - INVOICES AND VAT

All invoices corresponding to Booths provision are at the Company's disposal on the internet. They are available on the website [www.marchedufilm.com](http://www.marchedufilm.com) and can be printed as "pdf" secure file through access codes given to the Company.

According to fiscal legislation, the Booth provision and other services fee is subject to French VAT at a rate of 20 % in the following cases:

- Companies based in France;
- Companies based outside of France which are tax exempted. This fee is not liable to French VAT in the other cases :
- Companies based in the European Union, subject to submit to the Marché du Film their VAT number (they proceed to the reverse charge procedure in their own country);
- Companies based outside the European Union, subject to submit to the Marché du Film their Certificate of Business Registration.

## 4 - CONDITIONS OF PAYMENT

The conditions of payment are detailed on the booth provision contract. All payments must be made by credit card (American Express, Visa or Mastercard only); other methods of payment require the express agreement of the Marché du Film. Payments made in Cannes must be made by credit card or in cash.

According to articles L441-6 and D441-5 of Commercial Law, any delay in payment will give rise to a penalty fee calculated from the day following the payment deadline stated on the invoice, with a rate of three times the legal rate of interest being applied; this rate is the interest rate applied by the European Central Bank in its recent refinancing operation increased by 10 percentage points. This penalty fee must be paid without any reminder being necessary. In addition, any delay in payment will also entail the payment of a fixed compensation fee to the Marché du Film to cover recovery costs, calculated at 40€ (see article D441-5 of Commercial Law). In the case where recovery costs are higher than the fixed compensation fee, the Marché reserves the right to ask for supplementary compensation. All delay in payment also gives rise to the application of the penal clause defined hereafter.

In the case of non-payment, on the day after that which figures on the invoice, the Marché du Film may decide to cancel the corresponding contract, without releasing the Company from the obligation of full payment of the contract, as well as the interest referred above and the penalty listed below.

The cancellation of a contract also entails the barring of the Participants registered by the Company from the Marché du Film zone and the immediate return of their badges.

In addition, registration of the Company and its Participants at the Marché du Film and the Festival will be cancelled for the year in question and all ensuing years until payment in full is received.

These provisions also apply in the case where the Company and/or the Participants owe money, in similar conditions, to one of the hotels in partnership with the Marché and the Festival or to one of their official suppliers.

It is hereby stated that in all cases where administrations or banks of the country of the Company would apply a tax deducted at source or any other tax, they would be at the exclusive charge of the Company.

The Company will make sure that the Marché du Film receives payment in full all tax included, corresponding to the amount due.

In the case of non-payment of invoices at the date due despite the sending of the formal demand, the offender will be liable to a penalty of 20% of the total amounts due, in addition to the interest mentioned above.

## 5 - BOOTH PROVISION

### 5.1 Position of booths

The reservation of a Booth is in no way a guarantee of a specific space in terms of position. The Marché du Film will draw up the layout of the exhibition areas and decide on the distribution of the Booths, taking into consideration the nature of the participants' activities. With regard to sales companies, this activity will be defined according to the number of films for sale destined for an initial release in theatres (Cinema films defined above in Preliminary) and those destined mainly for Internet or television video rights.

The Marché du Film reserves the right to move or change Booths when necessary or to allocate the Participant another Booth from that initially agreed on without the Company being able to request either reimbursement of his/her participation fee or any kind of compensation. The Marché du Film will do its best for the Company to have the priority to reserve the same space from year to year, subject to confirming the reservation by October 15 each year, this priority in no way being a guarantee of obtaining the same space.

### 5.2 Presence of the Participant - Activity on the booth

(i) The Marché du Film will be held from May 14 to 23, 2019.

At least, one of the Participants registered by the Company must be present on his/her Booth and keep it open and equipped during the official opening hours (9am to 6.30pm and until 9pm for Riviera and Lerins exhibitors) and this for the entire duration of the market. Regarding the private tables or the shared tables, the Company is not required to be present permanently.

(ii) The Company and /or the Participant remain responsible of their material and own goods during the Marché du Film official opening hours.

(iii) The Participant agrees to familiarize him/herself with and to accept, without reservation, the Internal Regulations conveyed to the Company along with the present document and also available on the Marché du Film's website and downloadable here

Those Booths not occupied the day before the opening of the event at noon may be re-allocated without the Company being able to request any reimbursement, the total fee of the provision of the Booth remaining due in compensation.

(iv) Only professional activities having a direct link to the event as stated above in Article 2 b) are authorized on the Booth.

### 5.3 Shared booths

The sharing of part of a booth is only allowed with the permission of the Marché du Film and according to the following conditions:

- A provision contract is signed for the totality of the booth by the main exhibitor who is responsible in full for its execution (the full payment of the fee of the provision of the booth must be made by the latter), including all payments; separate invoices will be prepared under no condition, the main exhibitor being responsible him/herself for any re-invoicing to those co-exhibiting;

- A "Shared booth contract" is signed by each company co-exhibiting, who is then responsible for paying an "exhibitor's participation" fee for the shared booth.

### 5.4 Labour legislation compliance

The Company certifies that the staff members entrusted with a mission related to the Booth (mantling/dismantling, animation...) will be affiliated to the compulsory social security scheme of its business activities.

The Company also certifies that it will respect the employment regulations, particularly in regards of concealed employment and the employment of foreign staff members, and will pay its social security contributions regularly.

In case where the Company entrusts a subcontractor with a mission, it will be responsible for the respect of the above regulations by the subcontractor.

The Company is committed, as according to articles L8221-3, L8221-5, L8222-1 to L8222-3, and R8222-1 of French Labour Code to providing to the Marché du Film upon initial request the following documents:

- A sworn statement certifying that the services covered by the contract are honored by staff members employed regularly in regards of the dispositions of the Labour Code.

- In case of employment of foreign employees, the documents provided for in articles D. 8222-5 for French companies and D.8222-7 for companies based outside of France.

- As well as any other document which provision could be made compulsory by legal texts or regulations

### 5.5 Responsibility

The Company must subscribe to an insurance policy which protects against financial consequences of the compromising of civil responsibilities for its employees whether they are professional or contractual or for the services provided in terms of this contract.

This insurance policy must protect for the whole duration of the contract the responsibility of the Company for all direct damages of any kind which could be caused by the Company, its employees or their representatives on the occasion of the execution of the contract.

By express agreement, the Company and/or the Participant relieve of any liability the Marché du Film, the SOGOFIF, the AFFIF, the SEMEC and the city of Cannes, for any damages, robbery, loss, deterioration of their own goods or of their servants and visitors, or also of third parties by people and property they are responsible for.

## 6 - TERMS OF CANCELLATION

For all cancellation received before March 1, 2019, the first down-payment of 20% will remain due as compensation.

For all cancellation received after March 1, 2019, the compensation will be 50% of the total amount of the contract.

After April 12, 2019, the compensation will be equal to the total amount of the contract.

## 7 - EXCLUSION

Any infringement of any article of the present General Conditions and/or of the Internal Regulation which the Company has agreed to upon signature of the Booth provision contract, can entail, at the organiser's will, the immediate barring, temporary or permanent, of the Company and its Participants and this without reimbursement of his/her participation fee or any other fee paid, the total of which will remain the organiser's. Where this is the case, the Participants are immediately required to return their badges allowing access to the Marché du Film zone.

## 8 - RESPONSIBILITY OF JURISDICTION

Any lawsuit between the Company and the SOGOFIF, involving the Marché du Film, will be under the sole jurisdiction of the Tribunaux de Paris.

**DATES LIMITES 2019**

<b>Fiche</b>	<b>Date</b>
Plan de votre pavillon	25 mars 2019
Moquette	
Climatisation	
Matériel électrique	
Enseigne	11 avril 2019
Drapeau	
Attestation de mise en conformité de votre pavillon – Sécurité incendie	14 avril 2019
Plan de prévention - Prestataires	
Attestation de plan de prévention – Exposants	
Déclaration du décorateur / prestataires	
Badges décorateurs	
Inscription pour accès véhicules montage & démontage	24 avril 2019



MARCHÉ DU FILM  
FESTIVAL DE CANNES

## FRENCH EMPLOYMENT LAWS

We wish to stress to you the strict nature of French employment laws, of which the latest modifications became effective 26/06/2011 (law 2011-672) which must be respected in all occasions for individuals working on French territory.

These laws apply to everyone, including the contractors and booth builders upon whose services you may decide to rely on while in Cannes.

Any person whose services you rely on (decorators, booth builders, etc.) must be formally employed and declared as such with the French authorities in due form. Should this law not be respected, the authorities could hold you responsible.

1 - Obligations of foreign companies in relation to the French administrative authorities:

- The French Labour Code provides that whenever a contract for the performance of work is concluded and the work is for an amount of at least 3000 €, all principals or project owners are required to verify that their co-contractor complies with its obligations concerning the employment of foreign workers.
- At the time the contract is concluded, a principal or project owner who has an obligation to make such verifications, must obtain from its co-contractor a list of the names of the foreign workers employed by the co-contractor which are required to hold the prescribed work authorization. This list, which must be prepared on the basis of the sole personnel register (registre unique du personnel), must state for each employee : his/her hire date, his/her nationality, the type and order number of the permit granting the authorization to work.
- If the mandatory verifications are not made, the principal or project owner will be jointly and severally liable with its co-contractor.

2 - Obligations and liability of a company in the event a subcontractor employs foreigners who do not hold work authorization:

- Non-compliance with this due diligence obligation will cause the person who enters into the contractual relationship to be jointly and severally financially liable with its co-contractor and the relevant subcontractor for the payment of amounts owed on the grounds of illegal employment of foreigners.
- We wish to alert you about this situation so that you can ensure that anyone, any company, etc, which works for you or your company in Cannes, does so in an official and legally correct manner.
- Companies and their subcontractors who perform work during the installation and removal stages are also required to provide their employees, or temporary employees, with the following personal protective equipment (PPE) (Article R 4311-12 of French Labor Code) :
  - Work clothing,
  - Gloves appropriate for the work performed,
  - Hard hats in conformity with standards,
  - Safety shoes (outer + steel toe),
  - Safety harness in conformity with standards if collective protective devices cannot be used (Article R-4323-61 of the French Labour Code),
  - Welding face shields and safety goggles to be used during welding, hauling and grinding work.

Each company is responsible for compliances with these provisions, as well as for maintaining this equipment and keeping it in good condition.

If these prerequisites are not met, SEMEC, the concession holder for the site, acting through Marché du Film, may refuse access to the site to workers who are not wearing the required PPE.

**WE STRONGLY SUGGEST THAT YOU INFORM YOUR DECORATOR / CONTRACTOR / SUPPLIER OF THIS INFORMATION WHEN CONTRACTED.**

## IMPORTANT REMINDERS

### Inside pavilions :

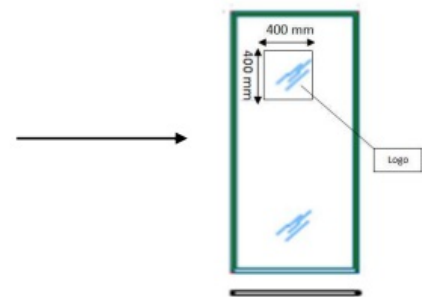
Nailing, screwing, drilling, stapling, gluing, painting or using tape and velcro is strictly forbidden.

Only authorized double sided tapes agreed can be used on the walls and on the doors, they shall be removed at the end of the show.

### Outside pavilions :

- The display of logo is forbidden on the outside partitions of your pavilion, except 1 or 2 maximum under the following conditions :
  - WHITE or GROUND GLASS colored
  - Inserted in a square of 400mm W x 400mm H
  - Displayed on a glass panel ONLY

Please note the logo(s) must be printed on a removable adhesive. The panel which displays the logo(s) must be cleaned up during the dismantling of the pavilion.



- The company must respect the limits of the space we have attributed to her.
- No video is to be visible from the outside.
- Installation of display racks outside the pavilions is strictly forbidden.
- It is strictly forbidden to put logos, posters or banners on the outside walls of your pavilion as well as on the glass door.



Autorized

Forbidden

### On pavilions terraces :

- For an esthetic appearance, all terrace furniture must be white or teak. All parasols must be either cream or white. For this, please contact our technical department ([Ahlem Ismail](#)).
- **For security reasons, no construction is allowed on the open terraces.** Only « light » construction such as a counter bar with a small storage could be authorized on the covered terraces under the condition that this construction is approved in advance by the organizer. For this, please contact our technical department ([Ahlem Ismail](#)).



Autorized

Forbidden



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## INSURANCE (PAVILIONS)

The organizer (Marché du Film) has taken out an insurance policy covering goods and equipment, the installations and decorations of pavilions belonging to exhibitors against all loss and damages resulting from burglary and/or hold-up<sup>(\*)</sup>, fire lightning, explosions, water damage and partial or total destruction from an accidental cause of the aforementioned objects in their allocated place during the event, including the building-up and dismantling periods, for a maximum amount of 38 000 € per exhibitor under a pavilion.

(\*) Cover includes: disappearance, destruction and damage to insured property following theft or attempted theft, committed:

- During building-up and dismantling and during exhibition opening hours; for the public and/or exhibitors provided that the pavilion is always under the exhibitor's surveillance and/or his personnel.
- During exhibition closing hours: following burglary and/or hold-up on the premises or of locked furniture containing the property.

This insurance constitutes the MINIMUM REQUIREMENTS for all exhibitors who must declare the true value of their property. The organiser cannot be held responsible in any way for an incomplete declaration.

Additional values may be insured and should be given on the formulary provided for this purpose.

Plasma screens and other flat screens are covered during closing hours of the Marché du Film and the Festival de Cannes. And particularly during night time at the condition that they are strongly fixed, without drilling, to the structure of the pavilion or attached with a security system adapted to this kind of material (rope, padlock, bolting...).

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The following may not be covered by insurance :

Damage to the following properties

- Films, negatives, batteries, recording tapes and reading heads
- Strings, cords, pedals, hammers, bow strings, tuning keys for musical instruments
- Heater elements, bulbs and tubes
- Software specifically developed by the Insured, unless a backup has been preserved by the Insured. Reimbursement will then be limited to the cost of reproduction of this back-up.
- Objects or products to be given to clients, unless they concern the exhibition or the show
- Live animals
- Vegetable matter
- Personal effects, cash and securities
- Works of art and collections, jewellery and furs, precious stones, natural pearls, watches

The following risks

- Damage considered by an adjuster to result from wear and tear or faulty maintenance of insured property
- Damage of an aesthetic nature, stains, graffiti, bumps, cigarette burns or burns from other smokers' items ;
- Damage due to equipment failure ;
- Damage due to humidity, condensation, corrosion, dryness, presence of dust or due to variations in temperature ;
- Damage resulting from seizure, confiscation, destruction or requisition on order to public authorities, unless neither the Insured nor his service Providers have been negligent ;
- Damage sustained by insured goods during their transport, including during loading and unloading operations ;
- Damage caused by the rain, hail or any other atmospheric manifestation when the insured property is situated inside a fireproof building ;

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In the event of theft, the exhibitor will bear a deductible of 230 €, doubled in case of theft of plasma or flat screen. The exhibitor may also take out an additional guarantee for their propriety and cancellation for which they are themselves responsible (see [additionnal insurance](#)). The participant undertakes to be covered by insurance for "liability as an exhibitor" covering physical, material and immaterial damages, consecutive or not consecutive, caused to a third party through his participation at the event.

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Claims notification:

All claims must be notified to the organization (Technical Department) within the specified following times :

- a) Theft : within 24 hours
- b) Other damage : within 5 days

In the case of theft, the exhibitor must also notify to the Commissariat de Police of the City of Cannes. The exhibitor shall forfeit his right to benefit under this insurance if he does not comply with the above provisions.



# INTERNAL REGULATIONS - SPECIFICATIONS (VILLAGE RIVIERA)

## REGULATIONS OF THE VILLAGE INTERNATIONAL - RIVIERA SIDE

The Association Française du Festival du Film (the AFFIF) is responsible for the organization of the Village International which takes place as part of the Festival de Cannes. The Village International is commercialized by and run by the Marché du Film-SOGOFIF, a subsidiary of the AFFIF.

## A - REGULATIONS OF THE VILLAGE INTERNATIONAL

### 1 - RULES FOR THE SETTING UP OF THE PAVILIONS

#### a) Interior :

Companies may use their own decorator and set up themselves the inside of the pavilion on condition that the French security laws are respected where all public areas are concerned.

#### b) Exterior :

- Companies cannot use space not attributed to them.

- It is strictly forbidden to put posters or banners or display racks outside the pavilions. The Marché du Film reserves the right to remove any signs, logos or display racks placed on the exterior. No video is to be visible from the outside.

- To maintain a general esthetic appearance, all parasols must be cream or white. All garden furniture must be outdoor furniture and no-construction is allowed on terraces.

### 2 - DAMAGES

Exhibitors are responsible for themselves and for the firms working for them for any defacement and damage caused to the grounds or constructions of the building during transport, installation or operation of their equipment. Where this rule is not respected, all expenses will be invoiced to the exhibitor.

Regarding the walls, nailing, screwing, drilling, stapling, gluing, painting, using non agreed double sided tape or velcro are strictly forbidden. For information, the restoration cost for a 1 meter wall is 512€ VAT excluded.

It is strictly forbidden to pierce and paint the floor, and to glue or staple the floor coverings. Only authorised double sided tapes can be used, they shall be removed at the end of the show.

An inventory of fixtures in coming will be made between the contractor or exhibitor and the organization at the time of taking possession of its pavilion before the build up. As will be made an inventory of fixtures out going after the dismantling. Where these rules are not respected, all expenses will be invoiced to the exhibitor.

### 3 - CATERING AND RECEPTIONS ON YOUR PAVILION

Cocktails may be organized on condition that they in no way hinder other exhibitors and that they respect the French legislation in regards to rules of hygiene, public health and security, see paragraph 7.8 of this Internal and Safety Regulations document.

**For reasons of food hygiene and liability, which are the responsibility of the organizer, catering must be entrusted to a caterer which is approved by the organization. The list of the approved caterers is available upon request.**

In addition, it is categorically forbidden to prepare meals or to stock perishable foods in a pavilion, only those dishes prepared away from the pavilions

being permitted.

You must inform the Marché du Film of receptions and parties that you organize on your pavilion and send us a copy of the invitation form you would have printed for this event.

All the receptions ([cocktail](#) and [lunch](#)) after 8.00pm on are subject to an authorisation from the Marché du Film. For parties hosting more than 100 guests, a quotation request is mandatory for any permanence for cleaning, electrical, safety.

#### 4 - DELIVERIES ON YOUR PAVILION

Each exhibitor or its employee will be responsible for the transport, reception and shipment of its parcels and goods, and for the acknowledgement of their contents. If the exhibitor or an employee of the exhibitor is not present to receive its parcels or goods, the organiser may refuse them, in which case the exhibitor will not be able to claim compensation for its loss.

Deliveries at Village International from May, 14th to May, 25th 2019 are authorized from 6.00am to 10.00am. Please send your request for vehicle pass to circulation department : [circulation@festival-cannes.fr](mailto:circulation@festival-cannes.fr)

Should you have a special delivery after 10.00am, please send your request to circulation department (caution all deliveries from 5.00pm to 8.00pm are strictly prohibited).

#### 5 - WASTE MANAGEMENT DURING INSTALLATION AND DISMANTLING OF PAVILIONS

Exhibitors and contractors are obliged to clear all waste materials resulting from installation and the dismantling of the pavilions inside the Village. Exhibitors and contractors must make arrangements to have all rubbish taken out before the deadline specified for stand installation and dismantling. Where this rule is not respected, all expenses will be invoiced to the exhibitor.

If the exhibitor fails to remove the installations within the time limit set, the organizer will be entitled to destroy the installations and abandoned goods, without having any obligation to refund the exhibitor for the value of those items

#### 6 - EMPTY PACKAGES

It is prohibited to leave cases or any other packaging inside the pavilions and the exhibition area. Exhibitors are requested to arrange for these to be removed, see instructions for [Shipping](#) and [Storage](#).

The Technical Department desk, level 01, is at your disposal for further information or by telephone at + 33 (0)4 92 99 80 21 / 80 22.

#### 7 - DISPLAYS - ADVERTISING

The participant agrees neither to engage in or to promote any form of unauthorised advertising or distribution (the putting up of posters, the placing of stickers on walls, floors, windows; etc., the distribution of documents or promotional objects, the circulation of people either in disguise or distributing any form of advertising etc) both in and outside the confines of the Festival de Cannes and the Marché du Film concerning his/her company, its activity, its management and/or its employees, its audiovisual products or any other product or person with a direct link to the participant and/or the company. If the Marché du Film were to discover that it was the case on the part of company or a participant, the offending participant would immediately be excluded. The Marché du Film reserving the right to prolong this exclusion at will the following years.

In addition all costs incurred to remove any unauthorised advertising and to clean and repair damage caused will be invoiced to the offending company in full, the company accepting to pay the costs in full as well as any complementary damages and interest.

#### 8 - SOUND LEVEL

The exhibitor shall make sure that the sound level on his pavilion, generated by the video equipments, does not disturb the neighbouring pavilions.

#### 9 - SAFETY PROTECTION

##### PROVISIONS AND OBLIGATIONS CONCERNING THE MATTER OF HEALTH SAFETY AND PROTECTION

The French legislation assimilate exhibitions and stands build-up and the dismantling work phases with building sites.

With this in mind, the Company managing the Palais des Festivals has drawn up a Prevention Plan for the organisers suppliers, the exhibitors and their contractors. These documents set out rules that must be respected by all workers, service providers of the organisation or exhibiting companies (or their subcontractors), during the build-up and the dismantling.

In pursuance of the legislation, the Marché du Film, the organiser designated as the « Construction Operations Owner », has entrusted an Inspection Agency with responsibility for General Health and Safety Protection Coordination.

The role of the Inspection Agency is to watch over the co-activities of enterprises in order to ensure the safety and protect the health of everyone who will be working on the event during the build-up and the dismantling.

##### **Exhibitors: S.P.S. coordination and measures to be taken**

The build-up, setting up and the dismantling, carried out for the exhibitor by its sub-contractors (service providers, contractors...) is the sole responsibility of the exhibitor.

- the exhibitor should complete and return the [Certificate Prevention Plan](#) to the Service Technique of the Marché du Film.

- the Prevention Plan - Village Riviera should then be sent by the exhibitor to all his suppliers so they will be able to examine it and send it back signed to the Service Technique of the Marché du Film with the pavilion build-up schedule attached. As the supplier functional details form regarding the law of June 11th,

2011 (page 5 of the document).

The rules and safety regulations must be respected at all times during the build-up and the dismantling.

In any case:

- you are responsible for the build-up and the dismantling works for your pavilion.
- the Service Technique is at your disposal for any information you may need concerning the Prevention Plan.

The appendix to the Prevention Plan sets out rules that must be respected by the organiser's service providers and installation companies, as well as the exhibiting companies, their contractors and sub-contractors.

## IMPORTANT REMINDERS

Companies working on build-up and the dismantling sites are responsible for the safety of their own worksite in particular with respect to third parties. Each worker on the build-up and the dismantling site:

- should be the holder of insurance policies covering the whole of his activities and interventions,
- should respect the rules established in the matter of hygiene, safety and health protection.

### NOTA:

- All chemicals classified CMR or polluting to the environment are prohibited
- The tools used must comply in all points with the French or EC legislation currently in force

(Wearing of **PPE\***, respect for speed limits and traffic flow directions, use of compliant working and handling equipment...)

**\*PPE:** Personal Protective Equipment - Safety Shoes, Hard Hat, Gloves...

## B - RULES OF THE PALAIS DES FESTIVALS (FIRE SECURITY)

### 1 - GENERAL REMARKS

#### 1.1 - Purpose

The purpose of the present Specification is to define the safety measures specific to the premises and facilities that are at the exhibitors and organizers' disposal during the event. It also takes into account the specific features of the Village International and how to use the pavilions structures.

In addition, it specifies the obligations and responsibilities of both Semec, the concessionaire administrator, and the organizers and exhibitors, for complying with the regulations imposed by the Administrative Authority, whose scope action is also defined.

It should be pointed out that the Palais des Festivals in Cannes has triple ISO certification, notably 9001, 14 001 and 18001.

All users are required to abide strictly by these rules. It is the responsibility of the organizers – leaseholders of the premises - to ensure that exhibitors, contractors and generally speaking, any person directly or indirectly under their authority properly apply these rules. To that end, they have to make sure that the Specifications are properly distributed.

These specifications apply to all premises, corridors, accesses and equipments that occupants might use.

The period of application includes, the installation and removal periods. More precisely, it begins when possession of the premises is taken, and ends when the last occupant (organizer, exhibitor, mover, business, etc.) under the lessee's responsibility leaves.

The Palais Management reserves the right to take action against those who will fail to comply with these Specifications.

These Specifications apply to the various participants, namely:

- the Administrative Authority through the competent Safety Commission
- the owner of the delegated concession holder Semec
- the Palais Management and its Fire Safety Manager
- event organizers
- lessees, exhibitors, artists and any occupant of the premises involved in one way or another in the events organized within those premises

#### 1.2 - Scope

The present Specifications stipulate, in particular:

- the obligations of the owner and concession holder, and the security measures within the leased premises or areas
- the obligations of the organizers and specific safety measures for the events
- the obligations of the other participants referred to in paragraph 1.1

It supplements the following statutory texts :

- the Building and Housing Code (Book I, Part II Articles R.123.1 to R. 123.55 consolidated version of November 30th, 2011),
- safety regulations in public buildings (the General Rules of the Order of March 23rd, 1965 as amended and the Order of June 25th, 1980 as amended),
- special regulations L, N, P, W, PA, and in particular, the Order of November 18th, 1987 as amended for type T (exhibition hall),
- the special requirements of the Departmental Safety Subcommittee for including those contained in its Report n° 11-12-09 dated February 16th, 2011 with regard to countervailing measures on exemptions specific to this establishment.

**Only the French version of the present specification is binding on all petitioners under French law and land use regulations. Other foreign language versions, and in particular the English version, are only provided as an aid to understanding.**

## 2 - OBLIGATIONS

## 2.2 - Obligations of organize, safety, health, and work conditions

The organizer shall take :

- all steps to ensure the safety of the personnel under its responsibility and those contractually dependents on its clients throughout the event (including assembly and dismantling periods) in compliance with the rules of the French Labour Code.
- take all measures necessary to ensure the safety of all participants during installation of the event and in particular ensuring compliance with the evacuation procedure prescribed by the ERP Safety Regulations and the French Labour Code relative to the numbers of persons inside the exhibit areas at the same time. These must comply with all requirements of the Palais Management and the Head of its safety department.

A prevention plan will be established in this regard by the Palais and the organization, as well as an appendix to the prevention plan as between the organization and the contractors working on the Marché du Film event. This written document will be signed by both parts.

So the organizer shall be responsible for informing the exhibitors or their service providers, or any company contractually linked to one of these three entities, of all the provisions about which it will have been notified.

## 2.3 - Obligations of the participants and exhibitors

Exhibitors, pavilion lessees and, in general, all participants are required to comply with Section T8 of safety regulations mentioned above as well as the provisions of the present Specifications.

They must send the technical safety questionnaire (§IV) concerning their facilities to the organizers, at least one month before the start of the event, see [Certification for the Conformity of your pavilion - Village Riviera](#).

Layouts of pavilions and other facilities must be completed at the time of the Safety Commission's acceptance inspection. In case of any non-compliance found by the Safety Commission, their use shall be prohibited as long as said latter is not made compliant (cutting off of electric power supply, telephone, etc. by the organizer).

Participants, exhibitors or their representatives shall be present during the inspection.

All measures must be taken to permit a detailed inspection and provide information on the facilities, particularly regarding the materials used for the interior and decoration.

When difficulties are encountered in implementing the regulatory provisions herein, it is the exhibitor's responsibility or that of its representative to report it on the safety file and to the organizer.

## 3 - FACILITIES REQUIREMENTS TO BE RESPECTED (THE CONSTRUCTION OF PAVILIONS)

Unless the Safety Manager and the competent Safety Committee have validated special provisions in the installation file, installations must comply with the provisions of the above-mentioned specifications.

### 3.1 - Specific observations regarding installations

### 3.2 - Partitioning of pavilions / Glass elements

The partitioning of pavilions must be done with the elements made available by either from the organizer services or exhibitor, having the same flammability and mechanical stability characteristics.

In the latter case, a request must be made in the file provided for in Article 2.2 above, accompanied by a safety data sheet and corresponding report.

Partitioning can include glass elements, subject to compliance with the French standard (NF 32,500 or the CE equivalent), and must be either armed, tempered or laminated, as proven by a certificate of compliance or any other means of proof.

The mechanical stability should enable it to resist the pressure exerted by the public.

This provision is also applicable to glass showcases where the glazing must have the same characteristics as glass partitions.

**NB :** glazing used as partitioning must have signs and markings that make it visible.

### 3.3 - Closed volumes - Rooms built in pavilions within the halls

Exhibitors might sometimes need to be isolated in closed areas. In that case, these areas must have direct exits onto the circulation aisles. The number and size of these exits depend on the surface area of the pavilion.

- less than 20 sqm : 1 x 0.90 m wide exit
- between 20 and 50 sqm : 2 exits, 1x 0.90m wide, plus 1x 0.60m wide
- between 51 and 100 sqm : either 2 x 0.90m wide exits, or 2 exits, 1 x 1.40m wide, plus 1x 0.60m wide.
- between 101 and 200 sqm : either 2 exits, 1x 1.40m wide, plus 1x 0.90m wide, or 3 x 0.90m wide exits
- between 201 and 300 sqm : 2 x 1.40m wide exits
- between 301 and 400 sqm : 2 exits, 1x 1.80m wide, plus 1x 1.40m wide

The exits must be properly distributed and on opposite sides of the space. If this is not possible because of the enclosed situation of the facilities, then a distance of at least 5.00 meters from edge to edge, must be established between each exit.

If the pavilion has doors, they should open onto the aisles without swinging. They may be authorised to swing toward the inside of the pavilion. Each door must be identified by an « EXIT » sign in white letters on a green background.

Insofar as the above requirements for the exits cannot be met, then the stand or space concerned shall include a main facade (the largest in size) that is fully open onto a main aisle. Access to exits must never pass through a changing room, storeroom, closet, office, or other.

Independently meeting rooms, restaurants, cinemas or presentation rooms with podium may be installed regardless of the areas reserved for the exhibition.

Bleachers and grandstands with standing room must have a floor resistance of 500 kgs/sqm.

Pavilions and bleachers with seats must be able to support 500 kgs/sqm. Step leading to bleacher seats may have a minimum height of 0.10m and 0.20m maximum and a minimum tread of 0.20m. In this case, the flight of stairs is limited to 10 and the alignment of the edge of the steps shall not exceed 45°.

Each case is specific; therefore, a detailed plan that outlines measurements to be used must be submitted to the Safety Manager.

In each exhibition area, the total area of closed volumes cannot exceed 50% of the total area of the pavilions.

### 3.7 - Floor covering

The floor covering pavilions must be secured to the floor using evenly spaced double-sided adhesive tape.

The covering shall be fire-rated either M3 or Cfl S1 or s2, if partly made of synthetic materials, and M4 or Dfl S1 or S2 if made of natural fibres.

## 4 - DIRECTIVES TO BE RESPECTED WHEN CONSTRUCTING THE PAVILIONS

### 4.1 - Safety File

Exhibitors shall submit the safety files of their pavilion(s) to the organizers at least one month in advance. If the organizer hasn't received this one, the build-up and contractors badges will not be delivered at the beginning of the build-up period.

This file must include:

- the safety questionnaire completed by the exhibitor or its representative, see [Certification for the conformity of your pavilion - Village Riviera](#).
- a plan or drawing of the pavilion showing the metric dimensions (length, width, height) and on which all the materials to be used are identified. This identification shall be repeated in column B of the questionnaire. This plan shall include front, side, bird's eye and cross section views duly indicated. A legend must specify the planned installations. The language used must be either French or English. The scale must be at least 1:20.
- all the official test reports for the materials issued by approved French laboratories or their European equivalent and (or) the fireproofing certificates drawn up by duly approved companies.

All of these documents shall be identified from A to Z and repeated in column C of the questionnaire.

Exhibitors who do not submit said safety file, can be denied access to the exhibitions areas.

### 4.2 - Construction and installation of pavilions

All decorative fittings must only be located within the interior area of the pavilions.

The recommended height of building is 2.30m. All specific layouts must be submitted in advance to the organizer for authorisation.

The solidity/stability of constructions shall be guaranteed in accordance with the French standard NFP 06.001 and shall remain under the exhibitors liability. Said latter must be able to provide proof thereof, in particular, to the administration and at any time that it might request it.

Emergency lighting will be provided for each pavilion in accordance with local security regulations. It is strictly forbidden to move, remove or switch off the emergency lighting.

### 4.3 - Suspended ceilings of pavilions

The organizer only is authorised to install a false ceiling in fabric in the pavilions structures.

Suspended ceilings in pavilions are prohibited.

The authorised construction heights not being exceeded.

#### 4.3.1 - Proof

The exhibitor must provide all supporting documents, including calculations related to the provisions the present paragraph.

### 4.4 - Materials used for the decoration of pavilions

The materials used must be consistent with the authorized materials, see [Certification for the conformity of your pavilion - Village Riviera](#). Official fire-rating test reports and certificates issued by approved registered laboratories for all materials used in the exhibition halls shall be submitted to the Safety Manager.

Tests must be established with regard to French standards NF P 92 501-507 and NF EN-13.501.1

As such, a list of approved laboratories with accredited certification recognized by the French State is attached to this specification. **Only materials with a report of reaction to fire issued from these laboratories shall be accepted.**

**In the event that the reports from other countries are provided, a certified translation into French may be requested in order to have a detailed understanding of said reports.**

Coverings and materials complying with safety requirements are sold by specialized retailers that provide certificates corresponding to the materials classification.

To get the list of such suppliers, please contact Groupement Non Feu :

37/39 rue de Neuilly, BP 249, 92113 Clichy, France - Tel: +33 (0)1 47 56 30 81

Fireproofing may give M1 quality to materials, which would normally be fairly or easily inflammable. Such fireproofing may be obtained by spraying a special

liquid, by applying a special paint or varnish with a brush or by immersion in a special bath. The fireproofing procedure shall be carried out by an approved contractor who shall give to the exhibitor a certificate in an approved form that shall mention the nature, size and colour of the treated covering, the name of the product used, the date of the fireproofing along with the stamp and signature of the contractor.

**Note:** fireproofing may only be carried out on wood panels, on natural fabrics or on fabrics containing a high proportion of natural fibres. It is not possible to fireproof synthetic fabrics or plastics.

All materials that lack proper proof demanded in the safety file and on the recommendations of the Safety Manager will be refused.

#### 4.4.1 - Use of plastics and derivatives

Plastic product such as in polycarbonate, acrylic, vinyl, polyurethane, polyvinyl chloride, methacrylate or similar substances are subject to this section.

These materials must be classified (with respect to their reaction to fire) according to the manner in which they are used, namely:

1. M1 (B s3 d1 according to EN 13 501-1) for any material used in ceiling or suspended ceiling regardless of the thickness and dimensions.
2. M1 (B s3 d1) for floating or non-floating supports whose thickness is equal to or less than 2mm and are used in a vertical position. However, flexible « Lackfolie » type materials fire-rated M2 (C s1 d1) may be accepted after consultation with the Safety Manager.

« 3M » type adhesive films that are applied directly to M1, M2 and M3 supports are not affected by this paragraph.

3. M2 (C s3 d1 according to EN 13 501-1) for all uses in building element or decoration including all furniture lighting, lighting, acting as a constructive decoration, or sign etc.. And having a thickness of between 2 mm and 12 mm.

There is no statutory requirements regulating the use of non-illuminated small movable furniture.

There are also no requirements concerning the use of plastic materials as sales products or related products such as display units, model roofs or showcases, provided that they are not part of the pavilion's structure and that their surface does not exceed 4 sqm for a pavilion with a surface area of 50 sqm.

Lights boxes shall have openings to allow enough ventilation to limit the interior temperature to 65°C maximum.

4. M4 (D s3) for materials that are 12mm thick or more and providing that they are not associated with any electrical installation. Otherwise they required a fire rating of M2 (B s3 d1) (ref § 3).

5. expansive polystyrene or similar kinds of materials shall be fire-rated M1 (B s3 d1) regardless of their thickness and for the entire establishment.

6. synthetic foams shall be fire-rated M1 (B s3 d1) when used as wall or ceiling coverings even when they are covered by a fire-rated M1 (B s3 d1) material and M4 (D s3 according to EN 13 501-1) when used elsewhere providing that they are covered by a M1 (B s3 d1) material.

#### 4.5 - Displayed material

Materials on display may be shown on the pavilions without any requirements as to their reaction to fire.

However, these provisions do not apply to trade fairs for decorating the partition walls or false ceilings, and if they represent more than 20% of the total area of these elements, they shall be subject to the provisions in this hereby section.

However, these provisions do not apply to trade fairs and pavilions aimed specifically at interior decoration, whereby fabrics and wall coverings are displayed.

#### 4.6 - Mobilier

Furniture supplied by rental companies shall comply with the statutory provisions of this Specification.

However, exhibitors may use their own furniture providing that the materials are authorized, subject to fire-rating certificates and official test reports of those materials being provided by the exhibitors, see [Certification for the conformity of your pavilion - Village Riviera](#).

The structure should be made of maximum of M3 or D s1 d0 fire-rated materials and should only contain synthetic materials in line with Article 4.4.1 hereof.

Their upholstery filling shall be made of a maximum fire-rated M4 or D s3 and be covered by a well-sealed M1 or B s3 d1 material.

Small movable furniture such as chairs, seats or pedestal tables are not affected by these above-mentioned provisions.

However, the materials they are made of must be able to spread fire quickly.

#### 4.7- Electrical installations for pavilions

The electrical installations on each pavilion must have a consumer unit equipped with an RCD with a range of 30 mA max.

The consumer unit must be permanently accessible to the pavilion personnel, but remain inaccessible to the public. It must be kept away from all inflammable and combustible materials and products. Its position must be indicated.

On exiting the consumer units, the so-called "temporary" electrical installations are created under the exhibitor's sole responsibility. It is strictly to open or modify the electrical points made available to exhibitors.

These installations must be created under the responsibility of persons qualified to design and carry out the works in compliance with current regulations and advised of the specific risks presented by these types of event.

In this regard, the exhibitor or its representative must append to the certificate of conformity to be provided to the Safety Manager, all the certificates or official documents attesting to the fitter's professional qualification and his/her capacity to create the said installations, see [Certification for the conformity of](#)

[your pavilion - Village Riviera.](#)

These must be in the name of the person responsible for implementing the said installations. In the absence of this justification, the exhibitor may, at its cost, have a compliance check carried out by a qualified person, whose inspection report is to be provided to the Safety Manager.

These installations shall be created in compliance with the laws, decrees, orders and other official texts relating to electrical installations and in particular with the standard EN 60 598 or NF C 15-100, as well as the decree of November 14th, 1988 on the protection of workers.

The following should be noted in particular:

1. The use of light-socket adapters is prohibited.
2. Cables or conductors must be of category C2. The use of a conductor with a cross-section less than 1.50mm<sup>2</sup> is prohibited: the use of twin conductor or "CINDEX" type (H-03-VHH) cables is strictly prohibited. Cables must be fied correctly.
3. All the equipment used, with the exception of class II and low voltage excluding class II and low voltage equipment, are linked to the electrical box ground conductor provided by the Palais, protected by an RCD (of a nominal 30 mA maximum).
4. The electrical connections are created in junction boxes.
5. the high-voltage illuminated signs located in range of the public or the personnel working on the booth, and in particular the electrodes, must be protected by a screen in a material with a maximum of M2 classification.  
An emergency stop switch must be placed on the pavilion in an area that is easily accessed and identified.

Transformers are to be located in an area that cannot cause any danger to people. If applicable indicate their presence with a "Danger high voltage" sign.

6. Halogen lights must comply with standard EN 60598. Lights on booths, including halogen lights, must :
  - be placed at a minimum height of 2.25m,
  - be kept away from all inflammable materials (at least of 0.50m from wood and other decorative materials),
  - be securely fixed,
  - be equipped with a safety screen (glass or fine-mesh grill) which guarantees protection against the effects should the lamp explode.
7. Lampshades, with the exception of those of category M0 (glass, ceramic, metal, aluminium, etc..) must satisfy certification in accordance with standard EN 60598 2-1, with regard to the fireproof test, for which the value of 650° must be obtained for any unit accessible to the public. The proof of the said lamp's certification must be provided.
8. Electrical equipment, including lights, may not protrude into the aisles. A protrusion of 0.10m is only tolerated for lights placed at a height above 2.20m from the ground. With the exception of small lights (Lita type spotlights, 300W halogen, neon lights etc.), lighting may not be placed in the upper safety volumes.

9. The electrical installation, in particular the lighting section, must be equipped with a master switch in order to switch off all the lights added temporarily during the event. This switch must be located and made permanently accessible to the establishment's security services. It must be easy to handle.

#### 4.8 - Gas installation

Installations operating with butane or propane gas are strictly prohibited in addition to the use of open flame heaters during both the assembly and dismantling phases of the exhibition.

This requirement also applies to demonstration equipment. Such equipment may ultimately be equipped with fake bottles.

Butane, propane or any other pressurized gas bottles as well as pressurized gas appliances, even empty ones, are banned.

## 5 - SPECIAL PROVISIONS

In general, any additional or specific layout not included in the present Specifications shall be subject to be a detailed opinion of the Safety Commission after submission presented in the file referred to in § 2.2 with notice providing all pertinent details for making the inspection possible.

No one is allowed to intervene in any way on the structural parts of the pavilions, fittings and technical equipment. Only the staff of the organizer's contractor is entitled to do so.

## 6 - INSPECTION PROCEDURE

In accordance with Article T6 of the decree of November 18th, 1987, the Safety Manager is in charge of the statutory inspection of the installations of each pavilion according to the safety file.

Ongoing inspections shall be implemented in order to ensure strict compliance with these Specifications.

No pavilion may be mounted before delivery of the completed safety file.

If the file is incomplete or if the pavilion does not meet the requirements of these Specifications, power may be shut-off or exhibitors might not be allowed to build their pavilion, based on the Safety Manager's recommendations.

In said event, the liability of the exhibitor alone shall be engaged.

The exhibitor shall then be required to complete the file and possibly carry out all of the changes deemed necessary, at its expense.

Any refusal by the exhibitor to execute an obligation dictated by the Safety Manager will be reported to the organizer's representative who will be advised to take action.

Should any difficulties arise, the organizer will be informed immediately and will take all actions necessary, including the possible intervention of the

competent Safety Commission.

Exhibitors must be able to justify the compliance of the materials used, and provide fire-rating test reports. In the absence of proof of compliance, the concerned materials may be tested by any method the Safety Manager or the Safety Commission shall recommend.

**NB: the recommendation made by the Safety Manager regarding the inspection of the pavilions' safety file does not dispense the exhibitors or their representative from its obligation and thus its liability with regard to designing and implementing all installation so that pavilion is compliant with the provisions of the Specifications. With the exception of exemptions made in writing.**

No event concerned by these Specifications may be open to the public without the Mayor's authorisation, based on the recommendation of the competent Safety Commission or the Safety Manager.

Given this, the Mayor may prescribe all measures that he/she considers necessary for public safety.

## 7 - SPECIAL INSTRUCTIONS

### 7.1 - Use of terraces

No construction is allowed on terraces.

All specific layouts must be submitted in advance to the organizer for autorisation.

Any installation shall meet snow and wind standards - a 100km/hour wind resistant - and be subject to a statutory technical check by an approved organization (Socotec, Apave, Véritas..) at the exhibitor's expense and that shall advise the Safety Manager.

### 7.2 - Presentation of equipment

Please be reminded that equipment or parts thereof should not extend beyond the pavilions into the aisles or above them at all.

If equipment is used for demonstrations with material likely to be projected over a certain distance, such equipment must fitted with efficient protective devices so as to avoid any of the material reaching the public, whether in the aisles or in the pavilions.

### 7.3 - Provisions applicable to certain categories of equipment

Exhibitors using equipment that emits x-rays, lasers, radioactive substances, machines shown in operation, pyrotechnic effects or otherwise, must submit a request for authorization to the organizer 60 days prior to the event opening.

Said request, which is written on plain paper, must specify the nature and the quantity or value in energy used of the products and must be accompanied by the device's technical instructions or data sheet and a floor plan locating the machine in the pavilion.

No such device may be operated if the authorization request was not filled in due time.

### 7.4 - Exhibition of motor vehicles inside the pavilions

The tanks of motor vehicles presented in a stationary position must be empty (maximum of 5 litres per tank) and equipped with a locking stopper. Battery terminals must be disconnected.

### 7.5 - Installation of additional air conditioning systems

Such installations shall be installed by an approved contractor of the organization, depending on the electrical power available.

### 7.6 - Using slings

Hooking or slinging any material of any kind onto the structures shall be subject to a request to the organizer, which is the only qualified to perform this service for the exhibitors. The same is valid for cable passage.

### 7.7 - Disabled access / isolated steps

The laying of a wooden floor with a thickness greater than 20mm requires that the latter be equipped with an inclined face on the entire circumference whose slope may not exceed 8 to 10%. The inclined surface must be integrated into the said floor.

However, this provision does not apply to portions of the facility closed by installations integrated into the floor, which make direct access to said facility impossible.

The displacement of such installations by 0.10m maximum away from the outer edge of the floor must be considered.

Below 20mm, the angular edges of such floors use must be provided with a chamfer or a rounded edge.

The fied facilities for the disabled must in no way be blocked by the installations of the event.

### 7.8 - Catering / Cooking

Catering, in particular with the pressing and cooking of foodstuffs, is generally prohibited in the establishment. Only caterers duly approved by the Semec may provide catering services, and this within the required good practices.

Furthermore, any catering service is subject to the rules set out below:

The use of any cooking or reheating equipment is prohibited within the halls and booths, except for microwave ovens of a power less than 3.5kw/h.

Any exemption request must first take the following points into consideration :

- The equipment used is only powered by electricity (no gas)
- The maximum total power does not exceed 20kw/h
- Heating equipment that does not cause an interaction with the establishment's safety systems only



- If cooking releases greasy vapours, there is a filtering extractor unit with 3 filters that trap grease and odours with evacuation to the outside if necessary.

In addition, for any catering and cocktail operation planned on the booth, an area must be set out for this purpose within the confines of the booth. This also applies to the office dedicated to the caterer.

Any overflow or storage beyond the aforementioned limits is strictly prohibited.

A declaration sheet for the planned operation must be sent to the organiser 1 month prior to the start of the event.

The following are to be specified:

- A description of the installation for the reheating equipment, stating the nature and power used
- The area made available within the confines of the pavilion for the said operation.

**Any operation not taking into consideration the provisions set out above will be refused.**

#### 7.9 - Special prohibitions

During the build up and dismantling, the access to Village International Riviera area are strictly prohibited to all persons under 18 years of age. Smoking or using electronic cigarettes is prohibited inside the pavilions.

Likewise, the use of open flames is forbidden, including for the demonstration of equipment.

The use of green letters, or white letters on green background, is prohibited; these colours are reserved for the general safety signage.

No flammable liquids may be stored in a pavilion. It is forbidden to store combustible packaging or waste in the pavilions and aisles. Such packaging and waste must be removed as and when they are produced.

Exhibitors are prohibited from disassembling or removing the fixtures of the structures (parapets, handrails on stairs, fire extinguishers, boxes of all kinds, etc.).

Bathing on the Village International beach is forbidden. The organizer shall not be liable in case of accident.

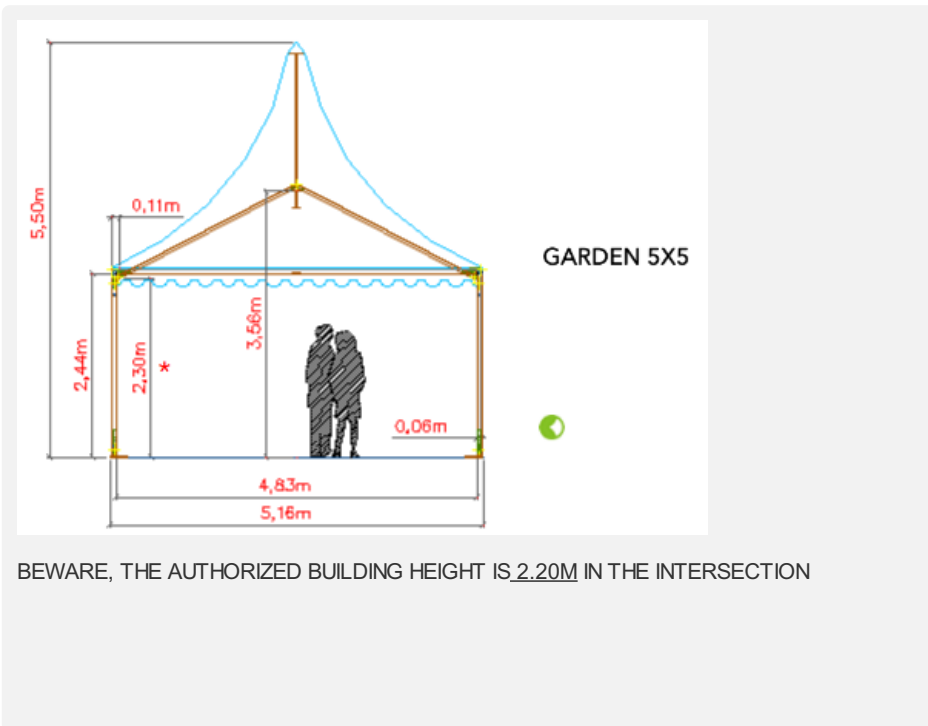
[List of approved laboratories](#)

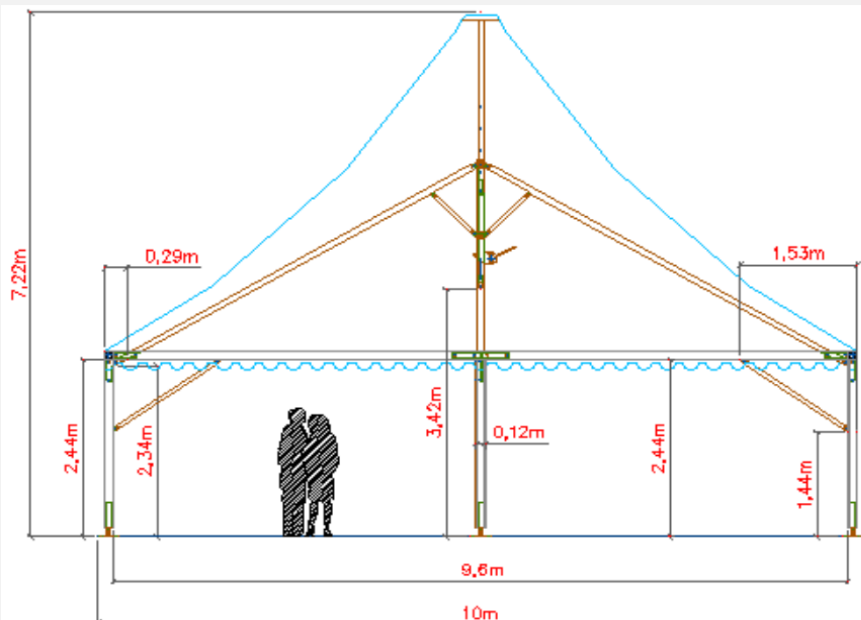


MARCHÉ DU FILM  
FESTIVAL DE CANNES

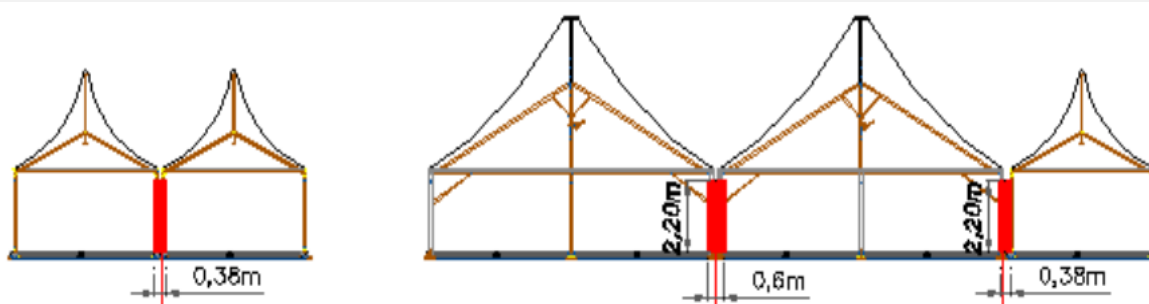
## PAVILION STRUCTURE DESCRIPTION

It's very important that you relay this information to your contractor.  
For further details, please contact Ahlem Ismail [a.ismail@festival-cannes.fr](mailto:a.ismail@festival-cannes.fr)



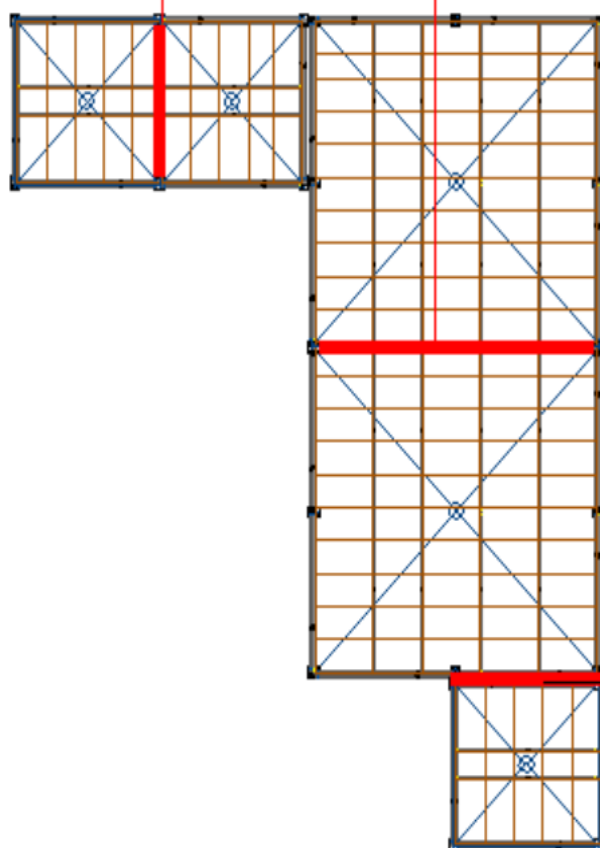


GARDEN 10X10



Maximum building height : 2.20m

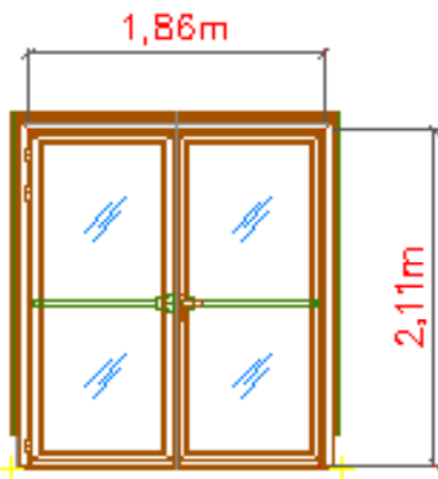
Hauteur maximum de construction : 2.20m



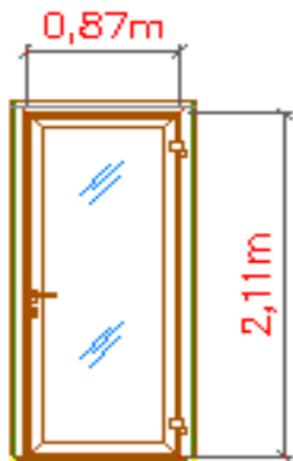
Please note that, under the structures, the maximum height of the construction is 2.30m. However, in the intersection of the various structures, the maximum building height is of 2.20m to protect the waterproofness between structures. (see map above)

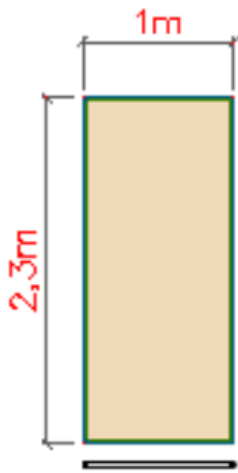


Natural coloured fabric false ceiling

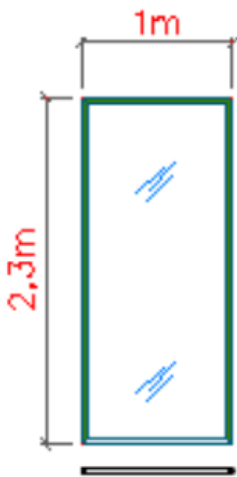


Double door





Laminated cladding panel 26mm



Security glass cladding panel 6mm



Garden Cottage 5x5 - Curtains



Garden Cottage 5x5 - Cladding



Garden Cottage 10x10 - Cladding



## 1 • PRELIMINARY

The Société de Gestion d'Opérations commerciales pour le Festival International du Film (SOGOFIF) is responsible for the organization of the Marché du Film, hereafter the "Marché du Film" or "Marché", which takes place as part of the Festival de Cannes (the "Festival"). The SOGOFIF is a subsidiary of the Association Française du Festival International du Film (AFFIF). The aim of the Marché du Film is to promote contacts between professionals from the film industry and to facilitate the international business of film rights, whether the films are completed or not. These films are defined as feature films destined for a first release in theatres. The Marché du Film offers various services strictly reserved to the registered participants, hereafter "Participants" or the "Company". Access of Participants to these services is conditional upon the total acceptance of the Rules and Regulations laid out hereafter, as well as those related to each specific service. It is expressly reminded that the Marché du Film cannot be held accountable regarding any commercial or press-related results expected by the Company. This non-accountability also applies to all the programs and services provided by the Marché du Film.

## 2 • CONDITIONS OF REGISTRATION

A) Registration at the Marché is open, subject to the specifications in Article 3 below, to the directors and employees (hereafter the "Participants" or the "Company") of:

- a) companies whose main activity is the production, distribution, financing, exploitation or international broadcasting of feature films,
- b) companies providing related services (including technical, business, financial or legal services),
- c) institutions, associations, councils and professional organizations whose main work is in relation with the film industry.

B) Companies registered at the Marché du Film are expressly forbidden, in any form, to exploit products or rights in violation of legislative clauses concerning copyright and counterfeit (Code de Propriété Intellectuelle). Any infringement of this rule, duly verified, will result in the immediate application of those sanctions laid down in Article 10.

C) Companies, institutions, associations, councils or organizations in charge of registration at the Marché for third parties undertake to have the Rules and Regulations accepted by those registered. Moreover, they vouch for the perfect respect of these by all third parties.

D) The Marché du Film is intended for adult professionals. Exceptions may be granted for minors after examination of their request by the Marché du Film services, and provided that the minor's badge is linked to another badge of an adult. Minors who have obtained such an exception will only have access to the Marché and Festival areas if they are accompanied by an accredited adult. As films shown do not have content ratings, it falls to the responsibility of the accompanying accredited adult to determine if a film is suitable for the minor. Parents can request a badge for their breast-fed infants if they need to circulate with the infant in the Festival and Marché zones.

Moreover, companies agree to act with perfect respect of the Rules and Regulations specified in Article 2A and to communicate immediately to the Marché all useful information concerning those registered. In case of non-respect of this clause, registrations will be cancelled and all amounts paid to the Marché du Film will remain its property. In addition, since registration at the Marché is only attached to one name and issued *intuitu personae*, buying registrations in order to sell them is strictly forbidden, except with a preliminary agreement of the Marché. This includes any offer to facilitate the obtaining of an accreditation against payment, and this upon risk of exclusion.

## 3 • REGISTRATION PROCEDURE

A) Registration with the Marché du Film is possible online only, on [www.marchedufilm.com](http://www.marchedufilm.com). Once the online registration has been validated, the Participant is obliged to heed to the Rules and Regulations of the Marché and to pay the registration fee in full. Non-participation or cancellation of the registration, whatever the reason, does not release the Participant of this obligation to pay the registration fee in full; in addition, registration is valid only for the person registered and cannot be transferred to another person of the same Company.

The Marché du Film has the right to refuse the registration of Companies or Participants:

- a) who do not meet the admission criteria defined in articles 1 and 2 above, without being obliged to justify its decision
- b) who have been excluded in the previous two years
- c) who are directly or indirectly involved in litigation over the non-respect of their right.

In this case, the corresponding fees would be reimbursed in their entirety.

In the case where the Participant is a citizen of a country for which a visa is required to travel to France, it is the Participant's responsibility to follow the required procedure and to respect the required delay to obtain a visa.

To that end, the Participant will be able to download a visa letter intended for the French consular services of the Participant's country, on [www.marchedufilm.com](http://www.marchedufilm.com), as soon as the accreditation request is processed and on condition this is done by April 30, 2019, (after April 30, 2019, no visa letter will be delivered).

B) Specific conditions concerning registration with the Producers Network:

Registration is restricted to producers whose main activity is production and who have produced at least one feature film commercially released in a theatre within the last three years. These professionals must give proof of personal credits of a film as producers (and not only their companies). Proof of these credits can be requested to process registration.

What is meant by "producer ":

- a) In France (and French-speaking Europe): "producteur", "producteur délégué" or co-producer (official co-production) excluding line producers, "producteur executif", associate producers, director of production, and production assistants.
- b) In the USA: producer excluding co-producers, executive producers, associate producers, line producers, production manager, and production assistants.
- c) In the rest of the world: producer or co-producer (official co-production) excluding executive producers, line producers, associate producers, production managers, and production assistants.

Registration is definitive only after validation of the specific conditions of registration by the Producers Network team. If the producer does not respect these specific conditions, the difference between the Producers Network registration fee and that of the Marché will be kept to cover administrative costs. Producers will then have the option to participate in the Industry Workshops if they wish and if availability permits (the Industry Workshops is limited to 350 participants). The Producers Network is limited to 500 participants and will close, without forewarning, when it has reached capacity. All activities of the Producers Network take place in English and translators/interpreters are not allowed.

C) Specific conditions for registration in Industry Workshops:

The Industry Workshops is a program led by industry experts, designed for industry professionals who wish to increase their knowledge. The Industry Workshops is limited to 350 participants. Registration for this program will close, without forewarning, when it has reached capacity. All activities of the Industry Workshops take place in English and translators/interpreters are not allowed.

## 4 • BADGE AND ACCESSES

Each Participant registered with the Marché du Film will be given a badge in Cannes which will allow access to the confines of the Festival and the Marché.

This badge gives access to Marché du Film screenings dependent on the conditions mentioned in the Daily Screening Program. It also gives access to the festival screenings depending on the rules pertaining to each section. Acceptance of the present Rules and Regulations means the Participant accepts to have the bar-code on their badge scanned at each screening attended and to be on a list which will be given to the Company organizing the screening. A badge is strictly personal and under no circumstances may be passed on to someone, lent or exchanged, at the risk of the offender losing all rights of access, without any reimbursement of the registration fees. In the case of loss or theft, the Marché du Film can, in certain cases, print a new badge (invoiced at a rate of 50 Euros including tax).

In the case where a Participant is barred, as laid down in Article 10, the said Participant agrees to return the badge or badges given to him if the Marché so requests.

Animals are not allowed in the Palais des Festivals and all the areas of the Festival and the Marché, except for guide dogs and assistance-trained dogs escorting persons with disabilities. An official document of justification will be required in that case.

## 5 • OBLIGATIONS OF THE PARTICIPANT

A) At the end of the registration procedure, the Participant explicitly consents to our Confidentiality Policy. This Confidentiality Policy provides the Marché du Film with authorization to publish in its works, including the printed Guides and the online databases ([cinando.com](http://cinando.com)), all information given, including his/her photo, except in the case where the Marché receives a letter at least one month before the beginning of the Festival stating the contrary. The Participant guarantees the Marché that he/she has all the rights concerning the copyright of his/her photographs and logos sent and guarantees the Marché against any third party action. The Participant undertakes to update the information about his company, staff, films and acquisitions on the website [www.cinando.com](http://www.cinando.com). This information, updated before April 17, 2019, will appear in the Market Guide and is the responsibility of the Participant alone. Access to and correction of this information is possible. Moreover, the Participant confirms and accepts that participation in all Marché events may entail photographic, filmed or digital reproduction, including via Internet and mobile phones, for promotional ends.

B) The Participant agrees to engage in no form whatsoever of unauthorized distribution, circulation or displays of promotional elements (leaflets, prospectus, magazines, posters, sign posting on walls, floors, glass doors or windows, distribution of promotional documents or objects, circulation of people in disguise or wearing advertising items...) concerning his/ her company, its activity, directors or members, audiovisual assets, and, in a general manner, all activities linked directly or indirectly to the Participant in the Festival and the Marché zones, except in the case of prior written agreement by the Marché.



Any infringement of this rule, duly verified, will result in the immediate application of those sanctions laid down in Article 10 and the offender will not be allowed to participate in the Marché for two years. Furthermore, the costs incurred for clearing or for repairing these promotional items will be entirely charged to the Participant, who agrees to reimburse these costs. In the case where several Participants are involved in one and the same offence, they will be considered jointly responsible and subjected to the same sanctions; it will be their responsibility to decide how to share the damages.

C) The Participant agrees to dress in accordance with the professional setting of the Marché du Film – including outdoor venues such as the Village International, the beaches and the Plage des Palmes.

Moreover, he commits to being respectful to the employees of the organization and other participants. Improper behavior (insults, violence, vandalism, disturbance of screenings and/or conferences, damage to public order or morality, violation of security rules, etc.) will result in the immediate application of the penalties provided in Article 10.

## 6 • INVOICES AND VAT

All invoices corresponding to services bought are at the Participant's disposal on the Internet. They are available on the website [www.marchedufilm.com](http://www.marchedufilm.com) and can be printed as "pdf" secure files through access codes given to each Participant. Companies acknowledge and accept that these files constitute the only original invoices for which no printed version will be given.

Following European regulation policies, certain services provided by the Marché du Film to companies based outside of France could be eligible for a reverse charge of the VAT. In accordance with those policies, clients will no longer have the VAT included in their invoices for the following services:

- services associated with booths, screenings, and additional services with the exception of entry fees (accreditations, badges, parking passes), telephone in booth and calls, restaurant charges (lunches);
- services provided to companies taxed in their own countries: companies based in one of the 27 countries of the European Union (except France) must provide their EU VAT number; companies based in all other countries must provide a document stating that they will be taxed in their own country; companies who are not taxable or who cannot provide the above information will be invoiced with French VAT at the current rate and will not be able to request a reimbursement from the French fiscal services.

## 7 • CONDITIONS OF PAYMENT

Payment of registration fees must be made when registering participants online by credit card (American Express, Visa, MasterCard only); other methods of payment require the express agreement of the Marché. Payments made in Cannes must be made by credit card or in cash (in accordance with French regulation cash payments are limited to a maximum of €1000 per company).

According to articles L441-6 and D441-5 of Commercial Law, any delay in payment will give rise to a penalty fee calculated from the day following the payment deadline stated on the invoice, with a rate of three times the legal rate of interest being applied; this rate is the interest rate applied by the European Central Bank in its recent refinancing operation increased by 10%. This penalty fee must be paid without any reminder being necessary. In addition, any delay in payment will also entail the payment of a fixed compensation fee to the Marché du Film to cover recovery costs, calculated at 40 Euros (see article d441-5 of Commercial Law). In the case where recovery costs are higher than the fixed compensation fee, the Marché reserves the right to ask for supplementary compensation. All delay in payment also gives rise to the application of the penal clause defined here-after.

In the case of non-payment on the day after that which figures on the invoice, the Marché may decide to cancel the corresponding contract without releasing the company from the obligation of full payment of the contract, as well as the interest referred to above and the amounts mentioned in the penalty clause below. The cancellation of a contract also entails the barring of the Participant from the Marché zone and the immediate return of his/her badge. In addition, registration of the Participant at the Marché and the Festival will be cancelled for the year in question and all ensuing years until payment in full is received. These provisions also apply in the case where a Participant owes money, in similar conditions, to one of the hotels in partnership with the Marché and the Festival or to one of their official suppliers.

In the case of non-payment of invoices at the date due, despite the sending of the formal demand, the offender will be liable to a penalty clause of 20% of the total amount due, in addition to the interest mentioned above.

## 8 • TERMS OF CANCELLATION

In the case where a participant cancels his/her trip to Cannes, the amount paid for registration will not be refunded and will still be due to the Marché as compensation.

## 9 • PHOTOGRAPHY AND FILMING AT THE EXHIBITION VENUE

Unless the organizer gives written permission, photographs may not be taken and films may not be shot at the exhibition venue.

## 10 • EXCLUSION

Any infringement of these Rules and Regulations, as well as non-respect of security rules, public order and the police, can entail, at the Marché's will and without any official warning or reimbursement of his/her participation fee or any other sum paid, the total of which will remain the Marché's, and depending on the gravity of the offense :

- a) a warning that any further misconduct will result in exclusion from the Marché du Film, either temporary or for the current edition;
- b) immediate exclusion of the participant from the event;
- c) immediate exclusion and barred from participating in the event for two consecutive years.

## 11 • EXHIBITION ORGANIZATION

Should it be absolutely necessary, the organizer reserves the right to make changes before and during the exhibition, without having to inform the exhibitor, provided such changes do not substantially affect the agreement that was initially signed by the organizer and the exhibitor. These changes include details such as the general and specific layout, fittings and the opening times.

## 12 • DECISION-MAKING POWER IN THE EVENT OF A THREAT TO PUBLIC SAFETY

The exhibitor authorizes the organizer to determine whether the exhibition should be interrupted or the venue evacuated in the event of threat to public safety and undertakes not to make any complaint subsequently.

## 13 • DATA PROTECTION

The information collected on the Client is processed by the Association Française du Festival International du Film and is essential in the processing of his/her request.

This information and personal data are also stored for security purposes, in order to comply with legal and regulatory obligations. They will be kept as long as necessary for the execution of the work required.

The Association Française du Festival International du Film is in charge of the processing (the "Controller"), 5 rue Charlot, 75003 Paris, [privacy@festival-cannes.fr](mailto:privacy@festival-cannes.fr).

Access to personal data will be strictly limited to the employees of the Controller who are authorised to process them as part of their duties. The information collected may be communicated to third parties linked to the company by contract for the performance of subcontracted tasks, without the Client's authorisation being necessary.

This information will also be used in the Marché du Film's printed and online publications, as laid out in Article 5.

In accordance with Law No. 78-17 of 6 January 1978 on data processing, data files and freedoms, as amended by Law No. 2004-801 of 6 August 2004, and by European Regulation No. 2016/.679, the Customer has the right to access, correct, delete and transfer data concerning him/her, as well as the right to object to processing for legitimate reasons, rights that he/she can exercise by contacting the data controller at the postal or e-mail address mentioned above, attaching a proof of his/her valid identity. In the event of a complaint, the customer may contact the Commission Nationale de l'Informatique et des Libertés (CNIL).

## 14 • RESPONSIBILITY OF JURISDICTION

Any lawsuit which might arise between the Participant or the Company and the Marché du Film - SOGOFIF, will be under the sole jurisdiction of the Tribunaux de Paris. The French version of this document takes legal precedent.

# RULES AND REGULATIONS APPLICABLE TO SERVICES AT THE MARCHÉ DU FILM



MARCHÉ DU FILM  
FESTIVAL DE CANNES  
2019

## 1 • PRELIMINARY

The Société de Gestion d'Opérations commerciales pour le Festival International du Film (SOGOFIF) is responsible for the organization of the Marché du Film, hereafter the "Marché du Film" or "Marché", which takes place as part of the Festival de Cannes (the "Festival"). The SOGOFIF is a subsidiary of the Association Française du Festival International du Film (AFFIF).

The aim of the Marché du Film is to promote contacts between professionals from the film industry and to facilitate the international business of film rights, whether the films are completed or not. These films are defined as feature films destined for a first release in theatres. The Marché du Film offers various services strictly reserved to the registered participants, hereafter "Participants" or the "Company". Access of Participants to these services is conditional upon the total acceptance of the Rules and Regulations for Registration at the Marché du Film, together with the Rules and Regulations laid out hereafter, as well as those related to each specific service.

It is expressly reminded that the Marché du Film cannot be held accountable regarding any commercial or press-related results expected by the Company. This non-accountability also applies to all the programs and services provided by the Marché du Film.

## 2 • INVOICES AND VAT

All invoices corresponding to services bought are at the Participant's disposal on the Internet. They are available on the website [www.marchedufilm.com](http://www.marchedufilm.com) and can be printed as "pdf" secure files through access codes given to each Participant. Companies acknowledge and accept that these files constitute the only original invoices for which no printed version will be given.

Following European regulation policies, certain services provided by the Marché du Film to companies based outside of France could be eligible for a reverse charge of the VAT. In accordance with those policies, clients will not have the VAT included in their invoices for the following services:

- services associated with booths, screenings, and additional services with the exception of entry fees (accreditations, badges, parking passes), booth's additional insurance, restaurant charges (lunches),
- services provided to companies taxed in their own countries: companies based in one of the 27 countries of the European Union (except France) must provide their EU VAT number; companies based in all other countries must provide a document stating that they will be taxed in their own country, companies who are not taxable or who cannot provide the above information will be invoiced with French VAT at the current rate and will not be able to request a reimbursement from the French fiscal services.

## 3 • CONDITIONS OF PAYMENT OF SERVICES

Payment of registration fees must be made when registering participants online by credit card (American Express, Visa, and MasterCard only); other methods of payment require the express agreement of the Marché. Payments made in Cannes must be made by credit card or in cash (in accordance with French regulation cash payments are limited to a maximum of €1000 per company).

According to articles L441-6 and D441-5 of Commercial Law, any delay in payment will give rise to a penalty fee calculated from the day following the payment deadline stated on the invoice, with a rate of three times the legal rate of interest being applied; this rate is the interest rate applied by the European Central Bank in its recent refinancing operation increased by 10%. This penalty fee must be paid without any reminder being necessary. In addition, any delay in payment will also entail the payment of a fixed compensation fee to the Marché du Film to cover recovery costs, calculated at 40 Euros (see article d441-5 of Commercial Law). In the case where recovery costs are higher than the fixed compensation fee, the Marché reserves the right to ask for supplementary compensation. All delay in payment also gives rise to the application of the penal clause defined here-after.

In the case of non-payment on the day after that which figures on the invoice, the Marché may decide to cancel the corresponding contract without releasing the company from the obligation of full payment of the contract, as well as the interest referred to above and the amounts mentioned in the penalty clause below. The cancellation of a contract also entails the barring of the Participant from the Marché zone and the immediate return of his/her badge. In addition, registration of the Participant at the Marché and the Festival will be cancelled for the year in question and all ensuing years until the payment in full is received. These provisions also apply in the case where a Participant owes money, in similar conditions, to one of the hotels in partnership with the Marché and the Festival or to one of their official suppliers.

In the case of non-payment of invoices at the date due despite the sending of the formal demand, the offender will be liable to a penalty clause of 20% of the total amount due, in addition to the interest mentioned above.

## 4 • CONDITIONS SPECIFIC TO EACH SERVICE

### 4.1 Screenings in the Marché screening rooms

#### 4.1.1 Reservation of screenings

Only those companies registered with the Marché du Film can make reservations for screenings of feature films they are selling. Once the Company has sent its request for screenings, the Marché du Film will suggest rooms, dates and times according to availability and will send an order form. Films produced before to January 1, 2018 and films that were already screened at a previous Marché du Film (AFM, Berlinale...) are not accepted.

Screening requests will be processed in the order in which they are received. Time-slots will be confirmed upon the receipt of the order form duly signed by the Company and sent together with the corresponding payment. In the case where a payment is not received by the Marché du Film within eight days of receiving the order form, the time-slots for screenings cannot be guaranteed. The titles of the films that are to be screened must be given to the Screenings Department by April 16, 2019 at the latest. Where this is not the case, screening reservations will be cancelled.

The Marché du Film reserves the right to request the synopsis or complete scenario of the film and to refuse the screening of any film which is liable to disturb public order or which may be offensive to religion, as well as pornographic films and films which encourage violence, including all corresponding posters and documentation. Screenings take place under the sole responsibility of the Participant, who guarantees to have taken all necessary steps for any legal and technical issues. The Participant agrees to respect strictly all legislation on copyright and to screen only those films for which he/she has all the necessary authorization from the entitled beneficiaries.

#### 4.1.2 Screening rates

Screening rates are for feature films of 110 minutes length maximum. Films with a running time between 110 and 140 minutes will be invoiced at a pro-rata increased by 25%. Above 140 minutes, the Participant will have to reserve and pay for two consecutive screening slots.

In the case where a company would like to set up a test before the first screening, the Marché du Film will invoice it at a fixed rate of 25% of a screening fee and the test will not last longer than 20 minutes. If the company chooses to have a test longer than 30 minutes, it will be invoiced as a full screening slot.

For the short films, please contact Cannes Courts Métrages: [ccminfo@festival-cannes.fr](mailto:ccminfo@festival-cannes.fr).

#### 4.1.3 Access to screenings

Checks at the entrance to Marché du Film screening rooms are carried out by Marché du Film personnel who are responsible for applying both the priority access and security rules established by the Marché du Film. All Companies having reserved screenings are required to respect these rules and are, in no case whatsoever, allowed to intervene in the entrance of spectators to the rooms.

Access to the Marché du Film screening rooms is reserved to the following, in order of priority:

- 1- those who have a Marché du Film priority badge (with a mauve stripe);
- 2- those who have another type of Marché du Film badge;
- 3- those who have an invitation issued by the Screenings Department Marché du Film (no other invitation, even one issued by the company representing the film, will be accepted);

The entrance to the Palais des Festivals and the Riviera, only possible with a badge, means an invitation alone does not allow access to the screening rooms in these areas; a badge is necessary together with an invitation.

Journalists registered with the Festival de Cannes do not have access to the Marché du Film screening rooms unless the Company that has reserved the screening requests otherwise in advance.

Those who have a day pass have no access to the Marché du Film screening rooms.

The screening rooms of the Marché du Film are equipped with "bar code scanners" enabling lists of those attending the screenings to be kept. The Marché du Film cannot be held responsible in the case where a list is unavailable or incomplete, and sales companies cannot request compensation.

#### 4.1.4 DCP requirements

Sales companies are required to provide:

- non encrypted DCPs, or
- encrypted DCPs with a DKDM (Master KDM). The Marché du Film will generate the required keys for each screening of the film, or
- failing that, encrypted DCPs with KDMs that must be provided for all servers of the Marché du Film (two servers per screening room, approximately 48 servers). The list of server serial certificates will be available on April 25, 2019 at <http://www.marchedufilm.com/en/resaprojections>.

DKDMs and KDMs must be valid from Thursday, May 9 to Saturday, May 25. DKDMs and KDMs should be delivered via email to [kdm2019@festival-cannes.fr](mailto:kdm2019@festival-cannes.fr) but this address will not be valid until Monday, April 29, 2019.

#### Technical requirements

- 2K or 4K resolution (however screenings will only be 2K).
- The DCP files should be standards ISO/SMPTE or Interop. Pictures should be encoded in JPEG 2000 X'Y'Z'. The DCP should be on CRU hard drives and the drives formatted in ext 3.
- It is best to provide "burned-in" subtitles to prevent any problem of size and display. However we also accept Interop format for enclosed subtitles with subtitles organized in timed-text xml files.
- Proper file naming must be observed per the Digital Naming Convention (<http://digitalcinemanamingconvention.com>). The file name and title should reflect the actual title provided to the Marché du Film.
- DCPs must only contain the version of the film that is being screened at the Marché. If a company provides several DCPs, they should all be delivered on separate hard drives
- DCPs must be sent in appropriate packaging to avoid any damage of the disk. In the case where a DCP is sent in a packaging that is not secure enough, the Marché du Film cannot be held responsible for any possible deterioration due to a shock, whatever the origin or the date.
- If a DCP is defective and cannot be screened as provided, the CST (Commission Supérieure Technique de l'Image et du Son) will check it. The Marché will then contact the company to request new material (in a format adapted to the equipment of the room) or suggest having the DCP checked by his/her digital laboratory. The lab will do its utmost to restore the files and this service will be invoiced at a fixed rate of 400 Euros. In addition, the company may decide to buy the new DCP at cost price if they want to. However, if the company has not replied within 3 hours, its agreement will be taken as granted and the company must accept and pay the invoice as indicated above.

#### **4.1.5 Delivery of material**

##### DCPs and keys

- All DCPs must arrive at our Stock of Films (Palais des Festivals et des Congrès – 1, Boulevard de la Croisette 06400 Cannes France – To Stock Films – MARCHÉ DU FILM – Level -1 – Aisle 9 – Office 9/16) – by Thursday, May 9, 2019 at the latest.
- The DKDMs and KDMs must be received at [kdms2019@festival-cannes.fr](mailto:kdms2019@festival-cannes.fr) by Thursday, May 9, 2019 at the latest

A penalty of 250 Euros will be charged to the company in case:

- the DCP, the DKDM or KDM is not received by May 9,
- the DKDM or KDM is not valid from Thursday, May 9 to Saturday, May 25.

##### Video material

The video material (Blu-Ray) should also be delivered to the Stock of Films by Thursday, May 9 at the latest, otherwise a penalty of 250 Euros will be charged to the company.

In the above mentioned cases, the Marché du Film will not be able to guarantee the screening and the Company will not be able to claim any refunding. Furthermore, the Marché reserves the right to cancel the screening in the case where it might prevent the following projection from starting on time. However, the cancelled screening will still be due in full.

The carriage costs of film prints, the airport taxes upon reception, the transport and delivery costs to the Marché du Film stocking rooms called "Stock Films", as well as customs expenses (import and export customs formalities for temporary admission) and the insurance costs – both on the outward trip and on the return - are borne by the shipper of the print. The Marché du Film is only responsible for the storage of copies in the «Stock Films» and their transport to the various screening rooms of the Marché.

#### **4.1.6 Storage of prints**

By special customs authorization, foreign films from non-European Union countries may enter France under temporary clearance. French customs may impose penalties and fines on the representative if a print violates customs regulations. Prints from European Union countries are not subjected to any customs formalities. Prints remain under the supervision of the Marché du Film, in its storage room, until shipped back, or if need be under the supervision of customs.

The Marché du Film insures the prints for damage only during their screening in its screening rooms. In the event of a print being damaged or lost by the Marché du Film, the Market is only liable for the value of the physical replacement of the print, calculated according to expert opinion. No claim for damaged or lost prints will be receivable if it is not notified to the Marché du Film in writing within three weeks of the end of the Market. Digital and video material that have not already been sent back, must be picked up by May 24, 2019 at the latest. Afterwards the material will be given to our transport company, Filmair Services that will send it back at the company's expense with an additional cost for storage and transport from Cannes to Paris. In case no company claims the material, Filmair will destroy it after 120 days.

#### **4.1.7 Announcing screenings**

The Participant allows the Marché du Film to publish and communicate in its printed guides and online, all information and documents provided directly or indirectly through its website, including synopses, trailers, pictures and photos from films and of company employees and logos, unless otherwise requested in writing by the company at the latest one month before the beginning of the Festival. The Participant declares to be authorized to use all these elements and guarantees that the Marché du Film will not be held responsible by any third party concerning the same.

All information given will be used in accordance with the Loi Informatique et Libertés dated January 6, 1978. Access to and correction of this information is possible.

The Marché du Film reserves the right to refuse to list in the Market Guide any film submitted by two different companies, any film produced before 2017 or any film which is liable to disturb public order, as well as those which are offensive to religion, pornographic or which incite violence.

#### **4.1.8 Terms of cancellation of screenings**

Any screenings cancelled by the company by April 9, 2019 at the latest will be reimbursed. From April 10, 2019 screenings will only be reimbursed if the cancelled time -slot is taken and used by another company but 15% of the total amount of the cancelled screenings will be held back to cover administrative costs. Films selected for the Official Competition, Un Certain Regard, the Directors' Fortnight or the Critics Week must first be screened within their selection. If the screening reserved at the Marché du Film precedes the date of the official screening, the company will be able to cancel the Marché screening and will be reimbursed on condition that the screening is cancelled by May 2, 2019 at the latest. However, administrative costs (15% of the total screening invoice) will be charged to the company. Any cancellation made as of Friday, May 3, 2019 will be due in full.

#### **4.1.9. Limitation of liability clause**

In the case where the Marché du Film is responsible for the cancellation of a screening or for the bad execution of a screening, this cancellation or this bad execution can give rise to the programming of a new screening time slot, with similar conditions to those originally agreed upon, and within the limits of availability without any other compensation.

However, where the correct execution of the screening is impeded by the contractor or a third party or in the case of a natural disaster no compensation may be claimed.

### **4.2 Advertising and Signposting**

#### **4.2.1 Advertiser's obligations**

The Advertiser is solely responsible for the texts, brands and logos which he/she declares to be authorized to use. The Marché du Film reserves the right to refuse unilaterally any advertising or sign-posting which would, should the event arise, be reimbursed.

#### **4.2.2 Artwork**

If the delivered artwork is not in accordance with the technical specifications, the extra technical costs incurred will be charged to the advertiser. If the artwork is not received by the deadline given, the Marché du Film will not proceed with the insertion of the page(s) of advertising or the sign-posting, and in this case the advertiser waives all rights to reimbursement.

#### **4.2.3 Terms of cancellation**

Orders cannot be cancelled under any circumstances. Non-delivery does not release the Participant from the obligation to pay all corresponding invoices in full.

### **4.3 Office and Video Equipment**

#### **4.3.1 Hirer/participant's obligations**

For the duration of the period of rental, the hirer/participant becomes "keeper" of the rented equipment and agrees to use it for its usual purposes and not to do anything, or let anything be done, which might deteriorate it. In the same way the hirer/participant may not:

- move the rented equipment from where the technical services install it
- sublet it and/or give it to any third party

The hirer states that he has taken note of the fact that the rented equipment is designed to be placed in covered premises, protected from water infiltration and on firm ground.

Should the hirer/participant fail to present justified complaints in writing, concerning the condition and quantities of the rented equipment, within a period of 24 hours from the time the rented equipment is put at his/her disposal, it will be considered that he/she received it in good condition, and he/she is responsible for returning it in the same condition at the end of the rental period.

The hirer/participant alone is answerable to the Marché du Film for all possible deterioration, loss or theft. The hirer/participant undertakes to make all necessary arrangements in order to be insured, if he/she deems it necessary, against all risks including damage, loss, theft and any other disaster or accident. Concerning the rental of furniture, the hirer/participant can use the compulsory insurance referred to in the article 4.3.5.

The equipment rented by the Marché du Film remains its sole property.

#### **4.3.2 Replacement**

The Marché du Film expressly reserves the right to supply, in place of the equipment ordered, any equivalent equipment capable of satisfying the same usage requirements. The customer recognizes that the essential condition of his contract resides in the use that may be made of the equipment and not in its intrinsic nature. Should the customer fail to give written refusal within 24 hours of this replacement of equipment after we have given him written notice, he will be deemed to accept it and to accept the resultant obligations.

#### **4.3.3 Sanctions**

The Marché du Film expressly reserves the right to recover rented equipment without prior notice or compensation in the case of breach of the present Rules and Regulations and this without the hirer/participant being able to claim damages or engage in judicial proceedings.

Non-participation does not release the Participant from the obligation to pay in full invoices arising from the reservation and rental of equipment.

#### **4.3.4 Terms of cancellation**

Orders cannot be cancelled under any circumstances. In the case where a company cancels its attendance in Cannes or refuses ordered equipment upon delivery, all corresponding invoices for the equipment will be invoiced in full.

#### **4.3.5 Insurance – deposits**

The rental of furniture entails taking compulsory damage insurance. It will cover the hirer against risks or theft, loss or damage from the day before the official opening to the day of closure. The guarantee for risk or theft is contingent on the hirer's lodging a complaint with the proper authorities and sending a copy thereof to the Marché du Film. The amount of this insurance must be paid at the same time as the rental.



**MARCHÉ DU FILM**  
FESTIVAL DE CANNES

# RULES AND REGULATIONS APPLICABLE TO SERVICES AT THE MARCHÉ DU FILM

## 1 • PRELIMINARY

The Société de Gestion d'Opérations commerciales pour le Festival International du Film (SOGOFIF) is responsible for the organization of the Marché du Film, hereafter the "Marché du Film" or "Marché", which takes place as part of the Festival de Cannes (the "Festival"). The SOGOFIF is a subsidiary of the Association Française du Festival International du Film (AFFIF).

The aim of the Marché du Film is to promote contacts between professionals from the film industry and to facilitate the international business of film rights, whether the films are completed or not. These films are defined as feature films destined for a first release in theatres. The Marché du Film offers various services strictly reserved to the registered participants, hereafter "Participants" or the "Company". Access of Participants to these services is conditional upon the total acceptance of the Rules and Regulations for Registration at the Marché du Film, together with the Rules and Regulations laid out hereafter, as well as those related to each specific service.

It is expressly reminded that the Marché du Film cannot be held accountable regarding any commercial or press-related results expected by the Company. This non-accountability also applies to all the programs and services provided by the Marché du Film.

## 2 • INVOICES AND VAT

All invoices corresponding to bought services are at the Participant's disposal on the Internet. They are available on [www.marchedufilm.com](http://www.marchedufilm.com) website.com and can be printed as "pdf" secure files through access codes given to each Participant. Companies acknowledge and accept that these files constitute the only original invoices for which no printed version will be given.

Following European regulation policies, certain services provided by the Marché du Film to companies based outside of France could be eligible for a reverse charge of the VAT. In accordance with those policies, clients will not have the VAT included in their invoices for the following services:

- services associated with booths, screenings, and additional services with the exception of entry fees (accreditations, badges, parking passes), telephone on booth and calls, restaurant charges (lunches),
- services provided to companies taxed in their own countries: companies based in one of the 27 countries of the European Union (except France) must provide their EU VAT number; companies based in all other countries must provide a document stating that they will be taxed in their own country, companies who are not taxable or who cannot provide the above information will be invoiced with French VAT at the current rate and will not be able to request a reimbursement from the French fiscal services.

## 3 • CONDITIONS OF PAYMENT OF SERVICES

Payment of registration fees must be made when in accordance with the methods provided in the online order, via credit card (American Express, Visa, and MasterCard only); other methods of payment require the express agreement of the Marché. Payments made in Cannes must be made by credit card or in cash.

According to articles L441-6 and D441-5 of Commercial Law, any delay in payment will give rise to a penalty fee calculated from the day following the payment deadline stated on the invoice, with a rate of three times the legal rate of interest being applied; this rate is the interest rate applied by the European Central Bank in its recent refinancing operation increased by 10%. This penalty fee must be paid without any reminder being necessary. In addition, any delay in payment will also entail the payment of a fixed compensation fee to the Marché du Film to cover recovery costs, calculated at 40 Euros (see article d441-5 of Commercial Law). In the case where recovery costs are higher than the fixed compensation fee, the Marché reserves the right to ask for supplementary compensation. All delay in payment also gives rise to the application of the penal clause defined here-after.

In the case of non-payment on the day after that which figures on the invoice, the Marché may decide to cancel the corresponding contract without releasing the company from the obligation of full payment of the contract, as well as the interest referred to above and the amounts mentioned in the penalty clause below. The cancellation of a contract also entails the barring of the Participant from the Marché zone and the immediate return of his/her badge. In addition, registration of the Participant at the Marché and the Festival will be cancelled for the year in question and all ensuing years until the payment in full is received. These provisions also apply in the case where a Participant owes money, in similar conditions, to one of the hotels in partnership with the Marché and the Festival or to one of their official suppliers.

In the case of non-payment of invoices at the date due despite the sending of the formal demand, the offender will be liable to a penalty clause of 20% of the total amount due, in addition to the interest mentioned above.

## 4 • CONDITIONS SPECIFIC TO EACH SERVICE



## 4.1 Screenings in the Marché screening rooms

### 4.1.1 Reservation of screenings

Only those companies registered with the Marché du Film can make reservations for screenings of feature films they are selling. Once the Company has sent its request for screenings, the Marché du Film will suggest rooms, dates and times according to availability and will send an order form. Films produced prior to January 1, 2014 and films that were already screened at a previous Marché du Film are not accepted. Screening requests will be processed in the order in which they are received. Time-slots will be confirmed upon the receipt of the order form duly signed by the Company and sent together with the corresponding payment. In the case where a payment is not received by the Marché du Film within eight days of receiving the order form, the time-slots for screenings cannot be guaranteed. The titles of the films that are to be screened must be given to the Screenings Department by April 10th 2018 at the latest. Where this is not the case, screening reservations will be cancelled.

The Marché du Film reserves the right to request the synopsis or complete scenario of the film and to refuse the screening of any film which is liable to disturb public order or which may be offensive to religion, as well as pornographic films and films which encourage violence, including all corresponding posters and documentation. Screenings take place under the sole responsibility of the Participant, who guarantees to have taken all necessary steps for any legal and technical issues. The Participant agrees to respect strictly all legislation on copyright and to screen only those films for which he/she has all the necessary authorization from the entitled beneficiaries.

### 4.1.2 Screening rates

Screening rates are for feature films of 110 minutes length maximum. Films with a running time between 110 and 140 minutes will be invoiced at a pro-rata increased by 25%. Above 140 minutes, the Participant will have to reserve and pay for two consecutive screening slots.

Short films, which must first be registered with the Short Film Corner, and trailers will be invoiced at the following rates : 25% of the cost of your selected screening room for up to 30 minutes ; 50% between 30 and 50 minutes, on the condition that your desired time slot is available.

In the case where a company would like to set up a test before the first screening, the Marché du Film will invoice it at a fixed rate of 25% of a screening fee and the test will not last longer than 20 minutes. If the company chooses to have a test longer than 30 minutes, it will be invoiced as a full screening slot.

### 4.1.3 Access to screenings

Checks at the entrance to Marché du Film screening rooms are carried out by Marché du Film personnel who are responsible for applying both the priority access and security rules established by the Marché du Film. All Companies having reserved screenings are required to respect these rules and are, in no case whatsoever, allowed to intervene in the entrance of spectators to the rooms.

Access to the Marché du Film screening rooms is reserved to the following, in order of priority:

- 1- those who have a Marché du Film priority badge (with a mauve stripe)
- 2- those who have another type of Marché du Film badge
- 3- those who have an invitation issued by the Screenings Department of the Marché du Film (no other invitation, even one issued by the company representing the film, will be accepted)

The entrance to the Palais des Festivals and the Riviera, only possible with a badge, means an invitation alone does not allow access to the screening rooms in these areas; a badge is necessary together with an invitation.

Journalists registered with the Festival de Cannes do not have access to the Marché du Film screening rooms unless the Company that has reserved the screening requests otherwise in advance.

The screening rooms of the Marché du Film are equipped with "bar code scanners" thus enabling lists of those attending the screenings to be kept. The Marché du Film cannot be held responsible in the case where a list is unavailable or incomplete, and sales companies cannot request compensation.

Those who have a transferable badge or a temporary badge have no access to the Marché du Film screening rooms.

### 4.1.4 DCP requirements

Sales companies are required to provide :

- non encrypted DCPs
  - or encrypted DCPs with a DKDM (Master KDM). The Marché du Film will generate the required keys for each screening of the film.
  - or failing that, encrypted DCPs with KDMs that must be provided for all servers of the Marché du Film (two servers per screening room, approximately 48 servers). The list of server serial certificates will be available on Avril 22nd, 2018.
- DKDMs and KDMs must be valid from Tuesday, May 1st to Thursday, May 17th. DKDMs and KDMs should be delivered via email but this address will not be valid until Avril 22nd.

### Technical requirements

- 2K or 4K resolution (however screenings will only be 2K).
  - The DCP files should be standards ISO/SMPTE or Interop. Pictures should be encoded in JPEG 2000 X'Y'Z'. The DCP should be on CRU hard drives and the drives formatted in ext 3.
  - It is best to provide "burned-in" subtitles to prevent any problem of size and display. However we also accept Interop format for enclosed subtitles with subtitles organized in timed-text xml files
- A défaut (fichiers sous-titres), les DCP seront obligatoirement de type Interop et les fichiers sous-titres organisés en fichiers xml « timedtext ».
- Proper file naming must be observed per the Digital Naming Convention (<http://digitalcinemanamingconvention.com>).The file name and title should reflect the actual title provided to the Marché du Film
  - DCPs must only contain the version of the film that is being screened at the Marché. If a company provides several DCPs, they should all be delivered on separate hard drives
  - DCPs must be sent in appropriate packaging to avoid any damage of the disk. In the case where a DCP is sent in a packaging that is not secure enough, the Marché du Film cannot be held responsible for any possible deterioration due to a shock, whatever the origin or the date.

If a DCP is defective and cannot be screened as provided, the CST (Commission Supérieure Technique de l'Image et du Son) will check it. The Marché will then contact the company to request new material (in a format adapted to the equipment of the room) or suggest having the DCP checked by his digital laboratory. The lab will do its utmost to restore the files and this service will be invoiced at a fixed rate of 400 Euros plus VAT. In addition, the company may decide to buy the new DCP at cost price if they want to. However, if the company has not replied within 3 hours, its agreement will be taken as granted and the company must accept and pay the invoice as indicated above.

### 4.1.5 Delivery of material

DCPs and keys

• All DCPs must arrive at our Stock of Films (Palais des Festivals et des Congrès - 1, Boulevard de la Croisette - 06400 Cannes - France – A l'attention du **Stock Films du MARCHÉ DU FILM** - Level 01 – Aisle 09 - Office 09/16) at the latest five days before the first programmed screening.

• The DKDMs and KDMs must be received at the latest five days before the first screening of the film

A penalty of 250 Euros before VAT will be charged to the company in case:

- the DCP that will be screened is received less than 5 days before the first screening of the film;

- the DKDM or KDM is received less than 5 days before the 1st screening

- the DKDM or KDM is not valid from Tuesday, May 1st, to Thursday, May 17th 2018.

- Video material

The video material, HDcam and Blu-Ray discs, should also be delivered to the Stock of Films 5 days before the first screening, otherwise a penalty of 250 Euros before VAT will be charged to the company.

In the above mentioned cases, the Marché du Film will not be able to guarantee the screening and the Company will not be able to claim any refunding.

Furthermore, the Marché reserves the right to cancel the screening in the case where it might prevent the following projection from starting on time.

However, the cancelled screening will still be due in full.

35MM prints must reach us no later than three days prior to the first screening.

The carriage costs of film prints, the airport taxes upon reception, the transport and delivery costs to the Marché du Film stocking rooms called "Stock Films", as well as customs expenses (import and export customs formalities for temporary admission) and the insurance costs – both on the outward trip and on the return - are borne by the shipper of the print. The Marché du Film is only responsible for the storage of copies in the «Stock Films» and their transport to the various screening rooms of the Marché.

#### 4.1.6 Storage of prints

By special customs authorization, foreign films from non-European Union countries may enter France under temporary clearance. French customs may impose penalties and fines on the representative if a print violates customs regulations. Prints from European Union countries are not subjected to any customs formalities. Prints remain under the supervision of the Marché du Film, in its storage room, until shipped back, or if need be under the supervision of customs.

The Marché du Film insures the prints for damage only during their screening in its screening rooms. In the event of a print being damaged or lost by the Marché du Film, the Market is only liable for the value of the physical replacement of the print, calculated according to expert opinion. No claim for damaged or lost prints will be receivable if it is not notified to the Marché du Film in writing within three weeks of the end of the Market. 35mm prints, digital and video material that have not already been sent back, must be picked up by May 19th, 2018 at the latest. Afterwards the material will be given to our transport company, Filmair Services that will send it back at the company's expense with an additional cost for storage and transport from Cannes to Paris. In case no company claims the material, Filmair will destroy it after 120 days.

#### 4.1.7 Announcing screenings

The Participant allows the Marché du Film to publish and communicate in its printed guides and online, all information and documents provided directly or indirectly through its website, including synopses, trailers, pictures and photos from films and of company employees and logos, unless otherwise requested in writing by the company at the latest one month before the beginning of the Festival. The Participant declares to be authorized to use all these elements and guarantees that the Marché du Film will not be held responsible by any third party concerning the same.

All information given will be used in accordance with the Loi Informatique et Libertés dated January 6, 1978. Access to and correction of this information is possible.

The Marché du Film reserves the right to refuse to list in the Market Guide any film submitted by two different companies, any film produced before 2014 or any film which is liable to disturb public order, as well as those which are offensive to religion, pornographic or which incite violence.

#### 4.1.8 Terms of cancellation of screenings

Any screenings cancelled by the company by March 29th, 2018 at the latest will be reimbursed. From March 30th, 2018 screenings will only be reimbursed if the cancelled time-slot is taken and used by another company but 15% of the total amount of the cancelled screenings will be held back to cover administrative costs. Films selected for the Official Competition, Un Certain Regard, the Directors' Fortnight or the Critics Week must first be screened within their selection. If the screening reserved at the Marché du Film precedes the date of the official screening, the company will be able to cancel the Marché screening and will be reimbursed on condition that the screening is cancelled by April 26th, 2018 at the latest. However, administrative costs (15% of the total screening invoice) will be charged to the company. Any cancellation made as of April 27th, 2018 will be due in full.

#### 4.1.9. Limitation of liability clause

In the case where the Marché du Film is responsible for the cancellation of a screening or for the bad execution of a screening, this cancellation or this bad execution can give rise to the programming of a new screening time slot, with similar conditions to those originally agreed upon, and within the limits of availability without any other compensation. However, where the correct execution of the screening is impeded by the contractor or a third party or in the case of a natural disaster no compensation may be claimed.

## 4.2 Advertising and Signposting

#### 4.2.1 Advertiser's obligations

The Advertiser is solely responsible for the texts, brands and logos which he/she declares to be authorized to use. The Marché du Film reserves the right to refuse unilaterally any advertising or sign-posting which would, should the event arise, be reimbursed.

#### 4.2.2 Artwork

If the delivered artwork is not in accordance with the technical specifications, the extra technical costs incurred will be charged to the advertiser. If the artwork is not received by the deadline given, the Marché du Film will not proceed with the insertion of the page(s) of advertising or the sign-posting, and in this case the advertiser waives all rights to reimbursement.

#### 4.2.3 Terms of cancellation

Orders cannot be cancelled under any circumstances. Non-delivery does not release the Participant from the obligation to pay all corresponding invoices in full.

### 4.3 Office and Video Equipment

#### 4.3.1 Hirer/participant's obligations

For the duration of the period of rental, the hirer/participant becomes "keeper" of the rented equipment and agrees to use it for its usual purposes and not to do anything, or let anything be done, which might deteriorate it. In the same way the hirer/participant may not:

- move the rented equipment from where the technical services install it
- sublet it and/or give it to any third party

The hirer states that he has taken note of the fact that the rented equipment is designed to be placed in covered premises, protected from water infiltration and on firm ground.

Should the hirer/participant fail to present justified complaints in writing, concerning the condition and quantities of the rented equipment, within a period of 24 hours from the time the rented equipment is put at his/her disposal, it will be considered that he/she received it in good condition, and he/she is responsible for returning it in the same condition at the end of the rental period.

The hirer/participant alone is answerable to the Marché du Film for all possible deterioration, loss or theft. The hirer/participant undertakes to make all necessary arrangements in order to be insured, if he/she deems it necessary, against all risks including damage, loss, theft and any other disaster or accident. Concerning the rental of furniture, the hirer/participant can use the compulsory insurance referred to in the article 4.3.5.

The equipment rented by the Marché du Film remains its sole property.

#### 4.3.2 Replacement

The Marché du Film expressly reserves the right to supply, in place of the equipment ordered, any equivalent equipment capable of satisfying the same usage requirements. The customer recognizes that the essential condition of his contract resides in the use that may be made of the equipment and not in its intrinsic nature. Should the customer fail to give written refusal within 24 hours of this replacement of equipment after we have given him written notice, he will be deemed to accept it and to accept the resultant obligations.

#### 4.3.3 Sanctions

The Marché du Film expressly reserves the right to recover rented equipment without prior notice or compensation in the case of breach of the present Rules and Regulations and this without the hirer/participant being able to claim damages or engage in judicial proceedings.

Non-participation does not release the Participant from the obligation to pay in full invoices arising from the reservation and rental of equipment.

#### 4.3.4 Terms of cancellation

Orders cannot be cancelled under any circumstances. In the case where a company cancels its attendance in Cannes or refuses ordered equipment upon delivery, all corresponding invoices for the equipment will be invoiced in full.

#### 4.3.5 Insurances

The rental of furniture entails taking compulsory damage insurance. It will cover the hirer against risks of theft, loss or damage from the day before the official opening to the day of closure. The guarantee for risk of theft is contingent on the hirer's lodging a complaint with the proper authorities and sending a copy thereof to the Marché du Film. The amount of this insurance must be paid at the same time as the rental.

## TECHNICAL INFORMATION - WARNING



### 1. TECHNICAL SPECIFICATIONS

The pavilions are built using anodised aluminium structures of 10m x 10m or 5m x 5m and a white PVC canvas roof. The walls are made with rigid PVC panels highly resistant both to pressure and to fire in accordance with European norms. Glass sections are made up of 6mm laminated glass in aluminium frames, 2 linear meters of glass panels are supplied for each 5m x 5m structure and 6 linear meters for each 10m x 10m structure.

Contractors must indicate, no later than **March, 21st 2019** the position of the doors and glazed panels.

The floor of the tent is made up of 2m x 1m wooden planks with a maximum safe load of 400 Kg/sqm

Depending on the location of the pavilion, the terraces will be closed off either with low white fences or with plants.

### 2. SIGN

The Technical Department of the Marché du Film is responsible for the signage showing the access to the pavilions and exterior signage of each pavilion with the company name and its logo (see [Pavilion Sign](#)).

### 3. ELECTRICITY

A 2Kw electric power supply box will be provided for a 5m x 5m pavilion and two 5Kw electric power supply boxes for a 10m x 10m pavilion. The contractors must indicate, no later than **March, 21st 2019** the position of the power box supply in the pavilion. Emergency lighting will be provided for each pavilion in accordance with local security regulations. It is strictly forbidden to move, remove or switch off the emergency lighting.

### 4. SECURITY AND ACCESS TO THE PAVILIONS

During the day, security and access control are at the exhibitor's expense.

At night, after closing time, the Marché du Film provides general security on all exhibition areas (Village International Riviera and Pantiero). This night-time security runs from Thursday, May 9th until Sunday, May 26th 2019 (every nights from 8.00pm till 9.00am).

Each exhibiting company may have a supplementary security at its own cost, by contacting the Marché du Film. For coordination reasons between the teams, only the organiser can provide supplementary security. Please send your request to our technical department: [sales@festival-cannes.fr](mailto:sales@festival-cannes.fr)

## 5. CLEANING

Cleaning is included in the rental of your pavilion.

- at night : emptying of the bins and ashtrays, cleaning of the tables and chairs, vacuuming.
- during the day : emptying of the bins and ashtrays, cleaning of the tables.

People on duty can be reached through the Régisseur of the Village.

NB : Cleaning after parties or cocktails will be extra charge. Before the event you must contact our technical department: [sales@festival-cannes.fr](mailto:sales@festival-cannes.fr)

## 6. RESTROOMS

Public restrooms are available during the day and evening until 9.00pm. They are located:

- in front of the entrance to the Village International, Majestic side for pavilions n°101 à 117
- inside the Riviera Hall, for pavilions n°119 à 139.
- on the Pantiero esplanade, west side for the pavilions 202 à 229

## 7. UMBRELLAS

Exhibitors can set up umbrellas on their pavilions. They have to be ballasted at the bottom by 50kg/sqm and secured with a sling to avoid its falling down and in addition to the main fixing system. A distance of 2 meters minimum must be respected between umbrellas.

## WARNINGS

### DAMAGES

Nailing, screwing, drilling, stapling, gluing, painting and using non approved tape on floors or walls is strictly forbidden. In case of defacement, the exhibitor or his contractor will be directly invoiced

For information, the cost for replacing a partition is 512 € VAT excluded

### TERRACES

No construction is allowed on terraces.

All specific layouts must be submitted in advance to the Technical Department for autorisation (contact [Ahlem Ismail](mailto:Ahlem.Ismail)).

Any installation shall meet snow and wind standards - a 100km/hour wind resistant - and be subject to a statutory technical check by an approved organization (Socotec, Apav, Véritas..) at the exhibitor's expense and that shall advise the Safety Manager.

### NO SMOKING

We remind you that according to the Decree dated November 16th, 2006, it is strictly forbidden to smoke within all closed and covered areas where the general public is present or areas considered as working locations. In the case where this is not respected, a penalty of 68 € will be applied.

### OPENING HOURS

The pavilions can stay open after 8.00pm from Tuesday May, 14th to Saturday May, 25th 2019. This is subject to an authorisation from the Marché du Film.

### CATERING AND RECEPTIONS ON YOUR PAVILION

Cocktails may be organised on condition that they in no way hinder other exhibitors and that they respect the French legislation in regards to the rules of hygiene, public health and security. In addition, it is categorically forbidden to prepare meals or to stock perishable foods in a pavilion, only those dishes prepared away from the pavilions being permitted.

You must inform the Marché du Film of receptions and parties that you organise on your pavilion and send us a copy of the invitation form you would have printed for this event.

All receptions after 8.00pm on are subject to an authorisation from the Marché du Film and possibly from the Cannes City Hall. All receptions or parties hosting more than 100 guests will request specific security and cleaning. All the requests must be sent to our technical department: [sales@festival-cannes.fr](mailto:sales@festival-cannes.fr)

### DISPLAY - ADVERTISING

It is strictly forbidden to promote any form of unauthorised advertising or distribution (the putting up of posters or stickers, the distribution of documents or promotional objects, the circulation of people either in disguise or distributing any form of advertising outside the pavilion). In that case, the offending participant would immediately be excluded from the Marché du Film. In addition all costs incurred to remove any unauthorised advertising and to clean and repair damage caused will be invoiced to the offending company in full, the company accepting to pay the costs in full as well as any complementary damages and interest.

### STORAGE

The Festival de Cannes provides a storage service from Tuesday May, 14th to Saturday May, 25th 2019 (see instructions for [Shipping & Storage](#)).