



Fiera Milano Congressi SpA  
 20149 Milano  
 P.le Carlo Magno, 1  
 Share Equity € 2,000,000 paid-up - Single Shareholder  
 Company Registration Tax and VAT N° 11292010151 R.E.A.  
 [Administrative Economic Inventory] 1452160

# SICU FORM

## COMPULSORY DATA TO BE FILLED IN BY THE EXHIBITOR:

EVENT: _____
MiCo: <input type="checkbox"/> North Wing <input type="checkbox"/> South Wing    Lev.: _____    Stand n°: _____
EXHIBITOR'S Company Name _____
Full address: Road, Town/City (post code): _____
Telephone: _____ Fax: _____ e-mail: _____

With reference to art 3.2.2 of the Technical Regulation , it is hereby declared that (mark the option chosen):

- a) **We will not be doing any booth set-up**
- b) **We will be doing booth set-up**
  - 1) Using the Shell Scheme package booked through the MiCo (if applicable)
  - 2) Done by our personnel
  - 3) By employing the following company: .....
- c) **We will use and place a pop-up:**

IT IS FURTHER DECLARED THAT (mark the option chosen):

- d) **We will install an electrical system ourselves or via our electrical contractor**
- e) **We will NOT install any electrical system and book it through MiCo**

## DOCUMENTATION TO BE ENCLOSED WITH THIS FORM

- 1) **PROJECT** of the booth as indicated in art.3.2 of the Technical Regulations (*ONLY for cases 2 and 3 letter b above indicated*)
- 2) **Attachment A** declaration of the materials to be used for the set-up (*ONLY for cases 2 and 3 letter b above indicated*)

## ORIGINAL DOCUMENTATION TO BE SUBMITTED ONCE THE BOOTH SET-UP HAS BEEN COMPLETED:

I undertake to provide MiCo's Exhibitors Service with the following declarations, when submitting the electrical connection request and, in any case, once the booth set-up has been completed in the exhibition area:

- 3) **Attachment B** including:
  - Declaration of correct installation of classified materials in terms of fire reaction, and declaration of correct booth set-up (*ONLY for cases 2 and 3 letter b above indicated*)
- 4) **Attachment C (fac-simile):**
  - Declaration of conformity of the electrical installation according to art.7 of Ministerial Decree n° 37/08 on the Company's letterhead (*ONLY for the case "d" above indicated*)

Date

Stamp and signature



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# SICU FORM Attachment A

To be returned 30 days before the first official Building Up day.

## DECLARATION FORM OF MATERIALS TO BE USED FOR THE BOOTH SET-UP Compulsory Form for Companies personalised booth set-up

Pavilion: \_\_\_\_\_ Stand N°: \_\_\_\_\_

Exhibitor: \_\_\_\_\_

Display Company: _____		
Road: _____	N°: _____	Post Code: _____
Town/City: _____		Province: _____
Tel.: _____		Fax: _____
Person responsible for safety of the exhibition space, Mr/Ms: _____		
Tel.: _____		Mobile: _____

For safety and fire prevention purposes with regards to the materials used to create the booth set-up, the COMPANY, in conformity to the current rules:

### DECLARES THAT:

they will only use the materials indicated below to set-up the booth in their exhibition space:

Components	Type of material	Italian Fire Reaction Class in terms of Ministerial Decree 26/6/84 and subsequent amendments and additions.			Comparison with fire reaction classes according to the European standard BS EN 13501-1:2007+A1:2009
		0 (A1)	1 (A2)	2 (B)	
<input type="checkbox"/> RAISED FLOOR or FLOOR / WALL CLADDING	..... .....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(A2 <sub>FL</sub> -s1) - (A2 <sub>FL</sub> -s2) - (B <sub>FL</sub> -s1) - (B <sub>FL</sub> -s2)- (C <sub>FL</sub> -s1) - (C <sub>FL</sub> -s2) - (D <sub>FL</sub> -s1) <span style="float: right;"><input type="checkbox"/></span>
<input type="checkbox"/> DISPLAY STRUCTURE	..... .....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(A2-s1,d0)-(A2-s2,d0)-(A2-s3,d0)-(A2-s1,d1)- (A2-s2,d1)-(A2-s3,d1)-(B-s1,d0)-(B-s2,d0)- (B-s1,d1)-(B-s2,d1)-(A2-s1,d2)-(A2-s2,d2)- (A2-s3,d2)-(B-s3,d0)-(B-s3,d1)-(B-s1,d2)- (B-s2,d2)-(B-s3,d2)-(C-s1,d0)-(C-s2,d0)- (C-s1,d1)-(Cs2,d1) <span style="float: right;"><input type="checkbox"/></span>
<input type="checkbox"/> CEILING	.....	<input type="checkbox"/>	<input type="checkbox"/>	N.A.	(A2-s1,d0)-(A2-s2,d0)-(A2-s3,d0)-(A2-s1,d1)- (A2-s2,d1)-(A2-s3,d1)-(B-s1,d0)-(B-s2,d0)- (B-s3,d0) <span style="float: right;"><input type="checkbox"/></span>
<input type="checkbox"/> OTHER	.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	..... ..... <span style="float: right;"><input type="checkbox"/></span>

**(Exhibitor)**

**(Contractor)**

Stamp and signature

Stamp and signature



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**To be returned to the Exhibitor's Service once  
the booth set up has been completed and before  
the event begins**

The undersigned: \_\_\_\_\_  
Surname Name

In their capacity as: \_\_\_\_\_  
Owner, legal representative, director, etc.

of the company: \_\_\_\_\_  
Registered name of the company, business, body or society

Whose registered office is in: \_\_\_\_\_  
Road Street n° Post Code

\_\_\_\_\_ Town/City Province Telephone

Tax & VAT N° : \_\_\_\_\_

Having carried out setting up works on behalf of the Exhibitor and having used the materials indicated in the **SICU Form (Attachment A)**

## DECLARES CORRECT INSTALLATION

*according to the supplier's/manufacturer's instructions and the procedures laid down by them, and that the set-up materials installed by the signatory hereto conform to the type approval codes and/or prescribed fire reaction certificates, in terms of art 10 of Ministerial Decree of 26<sup>th</sup> June 1984 and s.m.i. [subsequent amendments and additions], for materials also classified as construction products, are of an equivalent European class in terms of the Home Affairs Ministerial Decree of 15<sup>th</sup> March 2005 and s.m.i. (BS EN 13501-1:2007+A1:2009).*

*(For specific identification of the individual materials installed by the signatory hereto, it is hereby stated that the declarations of conformity, type approvals and/or test reports will be kept in the exhibition space /stand, where they will be available for any checks).*

## THEY ALSO DECLARE

### CORRECT SET UP OF THE FITTINGS (as per the approved project)

- Having used materials of excellent quality that conform to current technical and product standards to create the set-up in the exhibition space / stand.
- That the set-up materials and structures have been assembled according to current legal, technical and product standards, and having abided by the assembly instructions supplied by the manufacturer (if applicable).
- In choosing the materials and setting them up, account has been taken of the intended use and environment in which these are installed, and complete compatibility is declared.
- The safety rules imposed by law, technical requirements and current product standards have been applied in setting up the booth, as well as the provisions laid down by regulations, good practice and the necessary caution and diligence.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature for Installation Company



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# SICU FORM Attachment C

**To be returned to the Exhibitor's Service once the booth set up has been completed and before the event begins (on the Company's letterhead)**

## FAC-SIMILE OF DECLARATION OF CONFORMITY OF THE INSTALLATION

(Art. 7, 1<sup>st</sup> comma, Ministerial Decree n° 37 of 22<sup>nd</sup> January 2008)

The undersigned .....  
 owner or legal representative of the Company (registered name) .....  
 that operates in the ..... sector, registered office in Road .....  
 .....n° ..... Town/City ..... (Prov .....) Tel. ....  
 VAT N° .....

registered in the Company Register (Decree of the President of the Republic n° 581 of 7/12/1995)  
 at the Chamber of Commerce in ..... n° .....

registered in the Provincial role of artisanal businesses (Law n° 443 of 8/8/1985) for .....n° .....  
 assembling the installation (schematic description) .....

taken to be:

- a new installation       transformation       extension       extraordinary maintenance  
 other (1) .....

**Nota** - For gas installations please specify the type of gas distributed: 1<sup>st</sup> - 2<sup>nd</sup> - 3<sup>rd</sup> type mains; LPG from mobile receptacles; LPG from fixed tank.  
 For electrical installations please specify the maximum power needed

commissioned by: ..... installed in spaces located in the municipality of  
 ..... (prov ..... ) Road ..... n° .....  
 stair ..... floor ..... internal n° ..... owned by (name, surname or company  
 name and address) .....

in a building zoned as:

- industrial       civil       commercial       other;

### DECLARES

accepting responsibility for the same, that the installation have been made, according to the provisions contained in art 6, and taking the operating and usage conditions into account for which the building is intended, and having specifically:

- Complied with the project prepared in terms of art. 5 of (2).....;
- Conformed to the technical standard applicable in terms of use (3).....;
- Installed components and materials suitable for the installation site (art. 5 and 6);
- Checked the system in terms of safety and functionality with a positive outcome, by carrying out the checks required by the standards and the legal provisions.

#### Obligatory attachments:

- Project in terms of articles 5 and 7 (4).
- Report with types of materials used (5).
- Diagram of the installation (6).
- Reference to previous or partial declarations of conformity already in place (7).
- Copy of the certificate of recognition of the technical - professional requirements.

#### Optional attachments (8):

.....  
 .....

### DOES NOT ACCEPT

any responsibility for damage to people or property resulting from tampering with the installation by third parties or due to a lack of maintenance or repairs.

Date.....

Technical manager

.....  
 (stamp and signature)

Declarant

.....  
 (stamp and signature)