



Cité de l'image en mouvement
City of moving images

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MIFA ATTENDANCE CONTRACT

"MEDIA Plus Area"



Small companies within the European Union can take advantage of this contract, which allows their presence at the Mifa with an identified space, thanks to the European Union's MEDIA Programme.

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Please note that contract and payment must reach us before 31 March if you want to be included in *Le guide Mifa*

up to 31 March **740 € VAT incl.**
from 1 April to 22 May **850 € VAT incl.**

This contract entitles you to:

An identified space at the Market comprising:

- a personalised miniland
- 2 "Mifa + Conferences + Festival" accreditations
- 2 production or project listings at the Mifa digital video library and in *Le guide Mifa*

This strictly personal and non-transferable accreditation gives access to:

- all Mifa areas
- the Creative Focus
- the Mifa digital video library

- the list of Mifa attendees from beginning of May
- the conferences, except NPAR
- Festival screenings and exhibitions

It also includes:

- a listing in *Le guide Mifa* and on www.annecy.org
- a mailbox at the Mifa hospitality
- the different publications, issued on presentation of your badge.

Your badge will be available at the Mifa hospitality from 2 pm, 8 June.

REGISTRATION AND CANCELLATION CONDITIONS

Registration

Please return the completed form and payment before 22 May.

We cannot guarantee the reservation of your stand without payment and you will not be listed in *Le guide Mifa* and on www.annecy.org

On receipt of payment, you will receive an invoice through the post giving VAT details and a technical dossier. Failing this, please contact mifa@annecy.org

Cancellation

Cancellation requests should be sent to mifa@annecy.org, before 30 April, stating company name and invoice number.

Refunds will be made after the event, – 10 % for administration fees.

Please note that no refunds will be given after this date.

GENERAL INFORMATION

Downloadable information and documents on www.annecy.org, "Prepare Annecy 2008"

Festival ticket reservation

Once your accreditation has been registered, you will be sent a password by e-mail at the beginning of May.

You can consult the programme and reserve for official screenings from 15 to 30 May on the site. Your tickets will be issued with your badge.

You will be able to complete your reservations on arrival, within available seating.

The opening ceremony will take place on 9 June, and the award ceremony on 14 June, by invitation only.

Badge pickup

Badges are available from the Mifa hospitality from 2 pm, 8 June.

Passes

Partners working outside animation or the general public can download forms for screening passes from 15 May or buy a pass from the Bonlieu ticket office on arrival.

Accommodation

We are expecting 6,500 participants.

Organise your accommodation by downloading the hotel reservation or collective accommodation forms from the site.

Access/Annecy transport

To help you plan your stay, download the documents from the site.

Visa

Download the form and check out the necessary formalities with the French Embassy in your country.

INSTRUCTIONS FOR USE

Please complete the information in boxes A and B.

A – Company information

Information about the company making the reservation and paying for the stand. The invoice will be sent to this address.

B – Accreditation and listing in *Le guide Mifa*

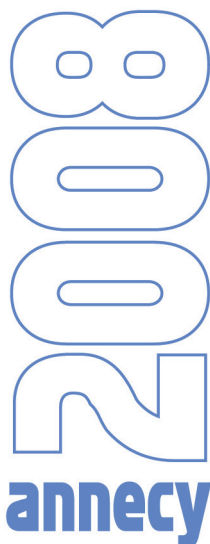
Information needed to make up badges and list company and employees in *Le guide Mifa* and on www.annecy.org

Accreditation on arrival only after 22 May.

This document allows us to:

- list your company and employees in *Le guide Mifa* and on www.annecy.org
- send out passwords for the online ticket reservation service and list of attendees
- make up badges
- make up invoices

Please give complete details and write legibly



■ festival international
du film d'animation
*international animated
film festival*
9-14 juin june

■ mifa
marché international
du film d'animation
*international animated
film market*
11-13 juin june

MIFA ATTENDANCE CONTRACT

“MEDIA Plus Area”

A - COMPANY INFORMATION

Name of organisation _____

Address _____

Post code _____ Town _____

State _____ Country _____

Tel. _____ Fax _____

E-mail _____

Web site _____

Intra-Community VAT number

Tick your company activity

- | | | |
|--|---|---|
| <input type="checkbox"/> 00 Administration | <input type="checkbox"/> 43 Video games manufacturer | <input type="checkbox"/> 64 Festival, cinema event |
| <input type="checkbox"/> 20 Animation studio | <input type="checkbox"/> 44 TV Channel | <input type="checkbox"/> 66 Movie theatre |
| <input type="checkbox"/> 30 Service company | <input type="checkbox"/> 45 Central purchasing office | <input type="checkbox"/> 67 Resource, information centre,
book library, film library |
| <input type="checkbox"/> 32 Advertising agency | <input type="checkbox"/> 46 Market, trade fair | <input type="checkbox"/> 80 Video publishing |
| <input type="checkbox"/> 33 Financial organisation | <input type="checkbox"/> 48 Internet | <input type="checkbox"/> 81 Book publishing |
| <input type="checkbox"/> 40 Production company | <input type="checkbox"/> 49 Multimedia | <input type="checkbox"/> 82 Electronic publishing |
| <input type="checkbox"/> 41 Film distribution company | <input type="checkbox"/> 60 Cultural association | <input type="checkbox"/> 92 Research centre |
| <input type="checkbox"/> 42 Animation assistance tool manufacturer | <input type="checkbox"/> 63 Animated film festival | |

B - ACCREDITATION + LISTING IN LE GUIDE MIFA

1 • Mr Ms

Last name _____ First name _____

Job title _____

Tel. land line _____ Mobile _____ Fax _____

Please tick the e-mail address where you would like to receive your passport for reserving screening tickets and access to the list of Mifa attendees

Personal e-mail _____

Professional e-mail _____

2 • Mr Ms

Last name _____ First name _____

Job title _____

Tel. land line _____ Mobile _____ Fax _____

Please tick the e-mail address where you would like to receive your passport for reserving screening tickets and access to the list of Mifa attendees

Personal e-mail _____

Professional e-mail _____

C - PAYMENT

Cheque made out in € to the account title holder: Madame l'Agent Payeur de CITIA

Credit card: Visa Mastercard Eurocard

Please debit _____ €

Card holder _____

Card no. _____

Control number (the last 3 figures on the back of the card) _____

Expiry date _____ Signature of card holder _____

Bank transfer (please include copy a transfer)

Bank: BPA Anancy Les Glaisins – IBAN: FR76 1680 7000 8231 3105 3721 801 – BIC: CCBPFRPPGRE

The undersigned acknowledges that he/she has read the Mifa regulations and registration requirements and undertakes to comply with them. In case of any dispute, only the court of the town where the organiser's main offices are situated (Anancy county court) are competent. The French text alone has authoritative legal value. He/she also confirms to have informed organisation or school employees about their personal data being processed by computer, the terms found in article 10 of the Mifa regulations and their rights in connection therein.

Date _____

Company stamp (compulsory)

Signature

MIFA REGULATIONS

1 • DATES AND OPENING HOURS

The Mifa will take place in Annecy from 11 to 13 June from 9.30 am to 7 pm.

2 • PARTICIPANT'S UNDERTAKING

The undertaking to participate in the event is final and binding. The fee due upon signature of the attendance contract must be paid in full in the manner specified.

Failure in particular to settle the outstanding balance before the required date will automatically terminate the present agreement. However the signatory will still remain liable to pay the organisers the aforementioned balance.

Similarly, in the case of withdrawal, the signatory will still remain liable to pay the full cost of participation and all other related expenses.

3 • STANDS AND OTHER AREAS

Stands and other areas are to be set up on 9 June from 9 am onwards and taken down on 13 June from 5 pm. **It is strictly forbidden to dismantle your stand before this time.**

It is impossible to check on people entering the building at installation and dismantling times. Consequently, exhibitors must look after their equipment during these periods and opening hours. All admittance is strictly prohibited when the exhibition hall is closed to the public. The premises will be guarded during these times.

For aesthetic reasons participants undertake to set up their areas ready for the opening of the Mifa and avoid stocking boxes on their stands.

4 • OCCUPATION

Stands that have not been occupied the day before the event may be allocated to another participant without any claim from the signatory of the attendance contract to a refund of attendance fee or any compensation whatsoever.

5 • INSURANCE

Companies taking part are required to insure any equipment, furniture and goods they are exhibiting and take out personal liability insurance for the whole length of the event, including installation and dismantling. The organisers will not accept responsibility for damage, loss, theft or disappearance of equipment belonging to companies. In case of damage the organiser's insurance policy will automatically hold the exhibitor (at fault) responsible.

Exhibitors undertake to renounce all possibilities of recourse against the organisers or other exhibitors. Exhibitors are required to inform their insurance company of the preceding arrangements **and provide the organisers with a photocopy of a document stating that an insurance policy has been taken out for the event.** The organisers will be taking out insurance cover against fire and water damage to the exhibition hall for the entire duration of the event.

6 • TRANSPORT

Both way transport costs for equipment and goods as well as all related costs such as import and export duties at customs must be borne by the attending companies.

Material belonging to foreign-based companies is subject to "temporary admission" regulations. These companies must get in touch, themselves or via their forwarding agent, with an authorized customs agent for all formalities concerning clearance and return.

7 • SAFETY

Participants are required to acquaint themselves and comply with safety regulations laid down by the state authorities, the Imperial Palace Congress Centre management or, wherever the case, the organisers. For this reason, the latter will enclose all documents related to this subject in a technical dossier to be sent to participants.

Participants will refer to these documents and conform strictly to them, particularly in the case of material used to decorate stands. Similarly, participants are required to respect scrupulously all internal measures of order and police measures relating to the event prescribed not only by the organisers but also by any competent authority.

8 • ADVERTISING

It is prohibited to use any form of advertising other than the one using supports made available to participants by the organisers. All advertising and bill sticking fees are to be paid in advance according to applicable rates.

By way of example, the use of self-adhesive advertisements is strictly forbidden. In their capacity and responsibility as publishers of various catalogues and newspapers proper to the event, the organisers reserve the right to inspect all texts or advertisements in order to preserve the good standing and unity of the event as well as more generally protecting the interests of participants as a whole.

9 • INFRINGEMENT OF REGULATIONS

Any infringement of the present regulations may lead to immediate, temporary or definitive exclusion, even without formal notification from the organisers. In this case, participants have no claim to refund of attendance fee or other money paid, which remains the property of the organisers.

This exclusion is particularly applicable in cases of non-respect of accreditation rules, failure to occupy stands, lack of insurance and non-compliance with safety regulations, rules of order and police regulations. It is also subject to any action for damages or guarantee that the organisers may bring against contravening participants.

10 • DATA PROTECTION

In keeping with the French law on Data Protection (6 January 1978) you may exercise your right of access, rectification or opposition to personal information contained in our files by contacting the Management of the two events in question, namely the Festival and Mifa.

11 • CHOICE OF JURISDICTION

The signatory company accepts without reservation the terms of the present regulations.

In case of any dispute, only the court of the town where the organiser's main offices are situated (Annecy county court) are competent. The French text alone has authoritative legal value.