



# APPENDIX 7

## CHARTER FOR EXHIBITORS AND THEIR STAND BUILDER

Organiser of the fair: **FURNITURE FAIR BRUSSELS 2026** Date of the fair: **08 - 11 NOVEMBER 2026**  
Exhibitor: \_\_\_\_\_ Hall N° and booth N°: \_\_\_\_\_

Dear exhibitor,  
Your booth may be set up in two different ways.  
Tick where appropriate:

- A. You rent a ready-made turnkey booth from the organisers
- B. You set up the booth yourself or you have it done by a stand builder:  
In this case we would like to receive further details about the way the booth is to be set up.  
Tick where appropriate:

1. You will set up a modular stand (height limited to 2.5 m)
2. You will set up a stand (lower than 2.5 m)
3. You will set up a modular stand (higher than 2.5 m) – only ground floor – no level
4. You will set up a stand (higher than 2.5 m) – only ground floor – no level
5. You will set up a stand with accessible 1st floor (private or public)
6. You will install professional lighting (lighting bridges) or audio-visual equipment

In case 2, 4, 5 and 6 the stand builder also needs to add a risk assessment.

Information about the STAND BUILDER \_\_\_\_\_  
Address \_\_\_\_\_ N°. \_\_\_\_\_  
Postal code: \_\_\_\_\_ Town/city: \_\_\_\_\_  
Tel : \_\_\_\_\_ Fax: \_\_\_\_\_

Any subcontractors: \_\_\_\_\_

|   | Contractor's details (name, address, tel) | Description of work (see above B) |
|---|-------------------------------------------|-----------------------------------|
| 1 |                                           |                                   |
| 2 |                                           |                                   |

### DECLARATION OF INTENT<sup>1</sup>

1. The undersigned person returns this charter, duly completed and signed, and confirms that he/she has read and clearly understood the safety regulations of BRUSSELS EXPO site. The undersigned hereby undertakes to meet the Safety, Health and Environment-related obligations. The undersigned will provide the information brochure to the stand builder and ask the person to include a risk analysis if necessary (see point B).
2. The undersigned acknowledges having received the BRUSSELS EXPO safety regulations from the organising Committee and will take the necessary steps to inform the undersigned's employees and any (sub) contractors working on the undersigned's behalf about what the safety rules feature.
3. The undersigned person declares that he/she will provide the additional information to the safety coordinator should a work accident, of whatever nature, occur on the stand.

\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Date

\_\_\_\_\_  
Name and position

\_\_\_\_\_  
Signature

This document must be returned, together with any risk assessment (s), to the safety coordinator at: [bruexpo@vincotte.be](mailto:bruexpo@vincotte.be) It should be provided before the start of the work.

<sup>1</sup> Declaration of Intent in keeping with article 29 of the Law on well-being.