



**PARTICIPANT GUIDE**  
**at the International Exhibition of Jewellery,**  
**Gemstones and Equipment**  
**«Uzbek Jewellery Fair 2025»**

**Tashkent**  
**May 23-25, 2025**  
**CAEx Uzbekistan**



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*Dear Attendee,*

Thank you for choosing to take part in the second International Exhibition of Jewellery, Gemstones and Equipment, **Uzbek Jewellery Fair 2025** (UJF – 2025).

This guide is intended for staff responsible for coordinating your company's participation in the exhibition, including document preparation, product delivery, booth setup, and other related matters.

We are happy to assist with any questions that may arise during your preparation for the event.

*Sincerely yours,*

*Organizer*

*Uzbekistan Jewellery Industry Association,  
“Uzbekzargarsanoati”*

## Definitions

«**Exhibition**» – a specialized exhibition-fair at which goods, services and (or) information are demonstrated and sold. The exhibition is held at regular intervals.

«**Conditions of participation in the exhibition**» - an electronic or printed document containing information about the exhibition: rules of participation, format of participation, cost of participation, procedure for mutual settlements between the parties and other information intended for exhibitors.

«**Organizer**» – Uzbekistan Jewellery Industry Association (hereinafter referred to as the “Uzbekzargarsanoati” Association), which organizes and manages the exhibition.

“**Exhibitor (Participant)**” is a legal entity or individual entrepreneur demonstrating, selling goods and (or) services on the topic of the exhibition, involving for this purpose its own or hired personnel who have entered into an agreement with the exhibition organizer.

«**Thematic sections of the exhibition**» – jewellery made of gold and silver, watches, jewellery with diamonds, antique jewellery, watches, precious stones and jewellery made of them, pearls and pearl jewellery, accessories, cutting-edge precious stones and jewellery, but not mounted, equipment, tools, consumables, software, packaging, accessories, and synthetic jewellery.

«**Visitor**» – a person who visits an exhibition and whose purpose is to collect information, make purchases and (or) establish business contacts with exhibitors.

«**Exhibition area**» – an area permanently or temporarily used for holding exhibitions.

«**Equipped exhibition area (Stand)**» – an area equipped with a stand made from a standard construction set with a certain content. The minimum size of the sold unequipped area, the cost and equipment of the equipped area are determined by the conditions of participation in the exhibition.

«**Stand**» – a single set of standard equipment that the exhibitor has the right to order from the Organizer. The Exhibitor may also use his own equipment, having previously agreed with the Organizer.

«**Registration fee**» – an official fee for participation in the exhibition, which provides the participant with a number of services indicated in the conditions of participation in the exhibition.

«**Exhibition Catalog**» – an electronic document containing a list of exhibitors, their contact information, as well as any other information related to the exhibition.

«**Organizing Committee**» – a working group directly involved in organizing and holding the exhibition.

«**Developer**» - an organization that is the main developer of the exhibition site where the exhibition is taking place. If a participant plans to involve a third-party developer

of his individual stand, then this third-party developer must obtain accreditation (permission) from the Exhibition Organizer.

«**Exhibitor's Representative**» is a person who has official authority to represent the interests of the Exhibitor before the Organizer.

«**Services**» –services provided to exhibition participants to facilitate work at all types of booths, including personnel services, rental of presentation equipment, clearing services, etc.

«**Exhibition site**» – a building, structure or territory where an exhibition is held.

«**Exhibit**» – an item presented at an exhibition event for public viewing.

«**Additional personnel**» - personnel engaged by the exhibitor to carry out its activities at the exhibition.

«**Additional services**» – all services provided to exhibition participants beyond those specified in the participation terms.

«**Badge (including participant, visitor, etc.)**» – a universal means of personal identification.

## General Information



## Exhibition name & Venue & Organizer

### Exhibition name

The second premium exhibition of jewellery, precious stones, and equipment “UZBEK JEWELLERY FAIR - 2025” in Tashkent city, on the squares of CAEx Uzbekistan.

### Location

Showroom: «CAEx»

**Address:** Tashkent, Mirzo Ulugbek district, MSG "Barkamol", Milliy Bog street, building No. 1.



## Organizer

Uzbekistan Jewellery Industry Association, “Uzbekzargarsanoati”.  
**Address:** 61 A, M. Shaikhzoda st., Uchtepa district, Tashkent, Uzbekistan  
**Tel No.:**

+998 33 700 70 33, (in Uzbek, in Russian);

+998 99 887 10 31 (in Uzbek, in English);

+998 99 780 77 88 (in Uzbek, in Turkish);

## Project Coordinator:

Dilshod Salomov

uzbekzargarsanoati@gmail.com; www.uzjewellery.uz

## Exhibition Schedule

Event	Date	Hours
<b>Installation period</b>	May 21-22, 2025	10.00 - 20.00
<b>Opening ceremony</b>	May 23, 2025	11:00
<b>Exhibition days</b>	May 23, 2025	11.00 - 17.00
	May 24, 2025	10.00 - 17.00
	May 25, 2025	10.00 - 16.00
<b>Dismantling period</b>	May 25, 2025	17.00 - 20.00

- *All exhibitors must complete booth construction by May 22, 2025, 8:00 p.m. It is strictly forbidden to build/decorate after the specified time, as the organizer is obliged to remove all exhibition areas.*
- *Exhibitors are allowed to enter the hall 2 hours before the start of the exhibition and remain there for 1 hour after closing. Only the loading door at the rear of the hall will be used before and after show time.*
- *Exhibitors must wear their badge at all times while in the exhibit hall.*

## Thematic Content of the Exhibition

- Gold jewellery
- Silver jewellery
- Diamond jewellery
- Antique jewellery, watches
- Precious stones and gemstone jewellery
- Pearls, pearl jewellery
- Semi-precious stones and jewellery
- Synthetic jewellery
- Equipment and tools
- Accessories, frames, and parts for jewellery production
- Packaging materials
- Security systems and technologies.



## Book your stand

**Book your stand according to Form 1 no later than April 1, 2025.**

**REGISTRATION FEE** includes exhibitor listing in the official catalog and website, online participant information, accreditation for one representative per 9 sq.m, access to all events, informational documents, opening ceremony organization, visitor registration, and competition application rights.

**The registration fee is \$200 US dollars.**

**THE STANDARD EQUIPPED AREA (STAND)** includes exhibition space, perimeter wall panels, carpeted flooring, a fascia panel with up to 10 characters (each additional character costs \$1), a wastebasket, 3 spotlights, 1 table, 2 chairs, a 220V power socket, general security, cleaning of aisles and common areas, and general exhibition advertising. **The minimum stand size is 9 sq.m. (3x3m).** Participants may order additional equipment and furniture. The participant can order additional equipment and furniture.

**The cost of a standard-equipped area is \$250 US dollars per 1 sq.m.**

*Depending on the visibility of the place, the price increases by:*

*10% - for corner location;*

*15% - for peninsular;*

*20% - for a place open on 4 sides (island);*

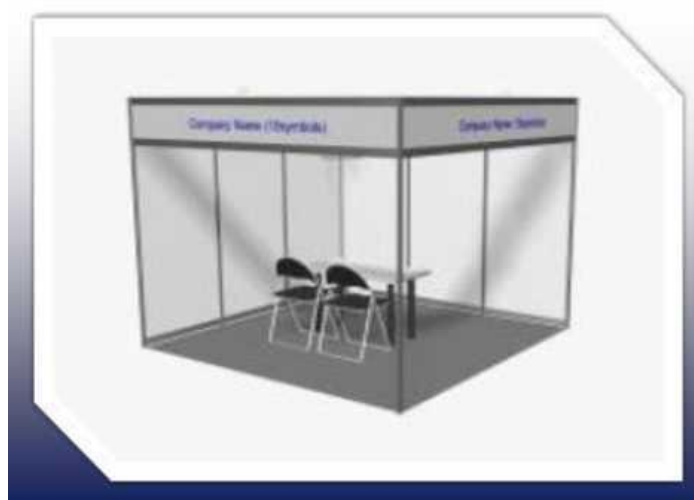
*20% - for a place with an improved location.*

**EQUIPPED AREA IN THE PREMIUM ZONE** includes exhibition space in the central part of the complex, perimeter wall panels, carpeted flooring, a fascia panel with up to 10 characters (each additional character costs \$1), 2 wastebaskets, 6 spotlights, 2 tables, 4 chairs, two 220V power sockets, general security, cleaning of aisles and common areas, and general exhibition advertising. Participants may order additional equipment and furniture. The size and cost are subject to agreement with the organizer.





### ***STANDARD STAND***



*\* The exhibitor guarantees the return of the equipment without defects or damages after the exhibition.*

*\* In case of damage to the equipment, the exhibitor will be charged the market value of the equipment.*

If it is necessary to apply the Exhibitor's logo, please send an image of the logo in CDR format to the Project Coordinator via email at **uzbekzargarsanoati@gmail.com** email, or fill out the form on the website **www.uzjewellery.uz**  
**no later than April 1, 2025.**



## **Procedure for Settlements**

### **PAYMENT ORDER**

The payment for the total cost of the organizer's services is made based on invoices issued by the organizer. The invoices are issued in accordance with the requirements of the current legislation of the Republic of Uzbekistan.

After registering the application for participation in the exhibition-fair and receiving the invoice(s), the Exhibitor makes advance payments as follows:

- 50% of the total cost of the Organizer's services within 5 banking days from the date of receiving the invoice;
- 50% of the total cost of the Organizer's services no later than 30 calendar days before the start of installation of the exhibition-fair.

The price of the contract does not include transportation and insurance of the Exhibitor's property, which is located at the stand. All transportation and insurance costs are covered by the Exhibitor.

If the funds are not deposited into the Organizer's bank account within 30 calendar days before the start of the exhibition-fair installation, and their transfer is not confirmed by a payment order, the Organizer has the right to release itself from obligations under the contract. The Organizer is also entitled to deny the Exhibitor participation in the exhibition-fair, which is considered the Exhibitor's withdrawal from participation, and does not exempt the Exhibitor from liability for compensating losses incurred by the Organizer.

### **WITHDRAWAL FROM PARTICIPATION**

In the event the Exhibitor withdraws from participation in the exhibition-fair, the Exhibitor, upon written demand from the Organizer, shall pay the Organizer compensation equal to 100% of the total cost of services under the contract. In the event the Exhibitor reduces the exhibition space, the Exhibitor, upon written demand from the Organizer, shall pay the Organizer compensation equal to 100% of the cost of the exhibition space specified in the contract and subject to reduction.

In this regard, in order to maintain the previously approved exhibition plan for the exhibition-fair, the Organizer reserves the right to change the location of the Exhibitor's

stand, without the Exhibitor's consent, if the Exhibitor reduces the space relative to the area previously reserved.

The Exhibitor is obliged to notify the Organizer in writing of their withdrawal from participation in the exhibition-fair or the reduction of exhibition space. The date of the Exhibitor's notification of withdrawal/reduction is considered to be the date on which the Organizer receives the original written notification from the Exhibitor, signed by an authorized representative and stamped with the Exhibitor's seal (if applicable).

The Organizer has the right to unilaterally deduct compensation from the Exhibitor's advance payment. If, at the time of withdrawal from participation in the exhibition-fair or at the time of the reduction of exhibition space, the Exhibitor has not made the advance payments or has made them only partially, the compensation must be paid by the Exhibitor within five business days from the date of receiving a written demand from the Organizer.

## **Rules in effect during the exhibition**

- ✓ Exhibition space is provided exclusively to the registered Exhibitor. The Exhibitor is prohibited from sublicensing the exhibition space, either fully or partially, to other parties.
- ✓ Exhibitors are allowed to sell their products and distribute brochures or flyers only within the boundaries of their stands.
- ✓ Exhibitors must assign at least one staff member to continuously manage the stand.
- ✓ The use of flammable items, such as incense, candles, or easily ignitable paper, to decorate the stand is prohibited. The Exhibitor assumes full financial responsibility for violating fire safety rules within the rented space during the exhibition.
- ✓ Posters, signs, and stickers may only be displayed on the Exhibitor's stand or in advertising spaces provided by the Organizer. Distributing invitations or flyers at the entrances, exits, or aisles is not allowed.
- ✓ Exhibitors are responsible for any damage caused by their staff or representatives.
- ✓ Radioactive materials are strictly prohibited in the exhibition hall.
- ✓ Building more than one level for a stand is prohibited. The stand's height must not exceed 4 meters or be less than 2.5 meters. If your stand is taller than 2.5 meters (the standard height), it must be aesthetically finished on both sides, and no stickers, logos, or other structures should directly adjoin neighboring stands.
- ✓ The Organizer reserves the right to demand improvements to any additional decorations made by the Exhibitor if they are untidy, unsafe, or inconsistent with the exhibition's concept. If a neighboring stand is obscured by the Exhibitor's structure or panel, which is not permitted and negatively affects the exhibition's image, the Exhibitor must immediately rectify the issue without prior notice from the Organizer.
- ✓ When booking an unequipped space, please note that it does not include electricity. If electrical power is required, the Exhibitor must place an order directly with the Official Electricity Supplier by completing Form No. 3 "Electricity" and submitting it no later than April 1, 2025.
- ✓ Before moving any furniture or stand components, exhibitors/contractors must lay

protective coverings along the path to prevent damage to the exhibition floor. Additionally, exhibitors are responsible for any misconduct by their contractors and must compensate the Organizer for any resulting damages.

- ✓ Construction materials must not be placed close to the aisles. Exhibitors/contractors are required to clear and dispose of waste outside the exhibition building.
- ✓ The use of any devices for attaching stand structures to the floor or walls of the exhibition hall is not permitted.
- ✓ Advertising materials or any other items must not be placed outside the designated space.
- ✓ Hanging any materials using wires or fire extinguishers is not allowed.
- ✓ The use of color sprays, paint, electrical equipment, or any devices that could pose a fire hazard in the exhibition building is strictly forbidden.



### **ELECTRICITY:**

- ✓ Single-phase alternating current with a voltage of 220V/50Hz.
- ✓ Three-phase alternating current with a voltage of 380V/50Hz, with voltage fluctuations of approximately 8%.
- ✓ Exhibitors with equipment that is particularly sensitive to voltage fluctuations should ensure the use of stabilizers.
- ✓ If you require specialized electrical power, please complete Form No. 3 "Electricity" and submit it no later than April 1, 2025.
- ✓ All power sources, without exception, must be installed in accordance with the electrical and fire safety regulations in effect in the Republic of Uzbekistan.
- ✓ The electricity and safety inspector has the right to immediately disconnect an Exhibitor's power supply in the event of non-compliance with established regulations. Compliance with fire and electrical safety rules is mandatory for all Exhibitors.

### **SAFETY:**

- ✓ The Organizer provides 24-hour security for the exhibition hall, entrances/exits and the general exhibition area. Security personnel have the right to inspect and check each Exhibitor's stand throughout the exhibition hall.
- ✓ The Organizer permits access to the exhibition hall only to authorized personnel with proper identification, such as Exhibitor/contractor badges.

- ✓ The Organizer recommends that Exhibitors insure their exhibited items and securely store their belongings at their stands during the exhibition. Otherwise, the Organizer is not responsible for the loss, damage, or destruction of exhibits and/or equipment.
- ✓ The Organizer can provide safe equipment for storing exhibition samples. If required, you must complete Form No. 4 "Safes" and submit it to the exhibition coordinator by April 1, 2025.

### **CLEANING OF EXHIBITION AREAS:**

- ✓ The Organizer is responsible only for the general cleaning of the unoccupied areas of the exhibition hall and the aisles between them.
- ✓ Exhibitors must clean their stands and place the trash, packed in plastic bags, in front of their stands daily after the exhibition working hours, so that it can be collected by the cleaning staff.

### **NO SMOKING ALLOWED:**

- ✓ Smoking is strictly prohibited within the exhibition hall at all times. This prohibition applies to electronic cigarettes and products equivalent to them. A designated smoking area will be provided outside the exhibition hall.
- ✓ These rules apply to both exhibitors and contractors hired by them for the setup and/or dismantling of stands.
- ✓ For violation of the smoking ban in the exhibition hall or any other previously stated rules, the Organizer reserves the right to apply the following measures:
  - For the first violation: a verbal warning is issued.
  - For a repeated violation: a written warning is issued and a fine of USD 200 is imposed.
  - If the violation occurs after the imposition of fines, a written notice will be issued regarding the suspension of participation in the exhibition, and the exhibitor will be excluded from the event without compensation for unused days.

### **BADGES:**

- ✓ All Exhibitors must wear individual badges issued by the Organizer as identification throughout their presence on the exhibition premises.
- ✓ Badge registration by the Exhibitor must be completed online by April 1, 2025, on the Organizer's website.
- ✓ In the event of damage, loss, or replacement of a badge, the Exhibitor must immediately notify the Organizer for security reasons. Please contact the Organizer to obtain a replacement badge in case of loss.
- ✓ Entry for individuals under the age of 12 is prohibited unless accompanied by an adult visitor.

- ✓ All Exhibitors are responsible for all registered individuals under their name.
- ✓ The Organizer reserves the right to request identification or a passport to verify any badge during the exhibition events.



## Deadline for submitting completed forms

No.	Form Name	Deadline	Status
1	“Book your stand”	No later than April 1, 2025	Mandatory
2	“Additional equipment” (See Appendix 1, 2)	No later than April 1, 2025	On request
3	"Electricity"	No later than April 1, 2025	On request
4	“Safes”	No later than April 1, 2025	On request
5	“Book your hotel”		On request
6	"Visa support"	No later than April 1, 2025	On request
7	“For the Catalog”	No later than April 1, 2025	Mandatory
8	“Cultural program”	No later than April 1, 2025	On request

### Form No. 1 “Book your stand”

<b>Send to:</b> uzbekzargarsanoati@gmail.com	Must be submitted no later than April 1, 2025. The company name must be the same on the stand, catalog and badges!!!		
<b>Company name:</b>			
<b>Contact name:</b>			
<b>Phone number:</b>			
<b>E-mail:</b>			
<b>Stand number:</b>			
<b>Number of sq.m.</b>			
<b>Frieze inscription:</b>			
<b>Additional services</b>	<b>Unit price</b>	<b>Quantity</b>	<b>Total in US dollars</b>
Single color logo on the frieze	\$40 US dollars		
Full color logo on the frieze	\$50 US dollars		



## Form No. 2 “Additional equipment”

<b>Send to:</b> uzbekzargarsanoati@gmail.com	Must be submitted no later than April 1, 2025. List of additional equipment (see Appendix 1 and 2)
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## Form No. 3 “Electricity”

<b>Send to:</b> uzbekzargarsanoati@gmail.com	Must be received no later than April 1, 2025. Upon request.
(The type of electricity you need)	Description

## Form No. 4 “Safes and additional furniture”

<b>Send to:</b> uzbekzargarsanoati@gmail.com	Must be received no later than April 1, 2025. Upon request.		
<b>Description</b>	<b>Unit price</b>	<b>Quantity</b>	<b>Total in US dollars</b>
S-60	\$75 US dollars		





## Additional Furniture List



**UJ001**  
Door Block Lockable



**UJ002** Wall Element with  
Curtain



**UJ003**  
Meeting Chair



**UJ004**  
Meeting Chair



**UJ005**  
Meeting Chair



**UJ006**  
Bar Stool



**UJ007**  
Bar Stool



**UJ009**  
Medium Table

## Additional Furniture List



Diameter 70 cm & Height 70 cm

**UJ010**  
Round Glass Table



Diameter 70 cm & Height 70 cm

**UJ011**  
Round Chipboard Table



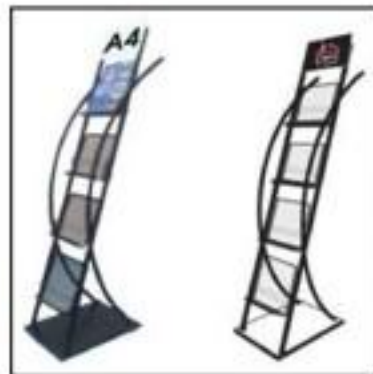
50 x 100 x 100 cm

**UJ012**  
Information Desk



**UJ013**

Information Desk Model



**UJ014**

Booklet Holder Floor 4-Shelf



50 x 100 x 100cm

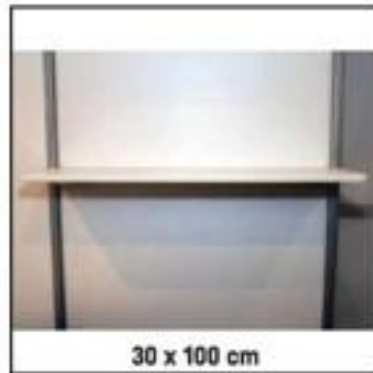
**UJ015**

Tall Archival Cabinet

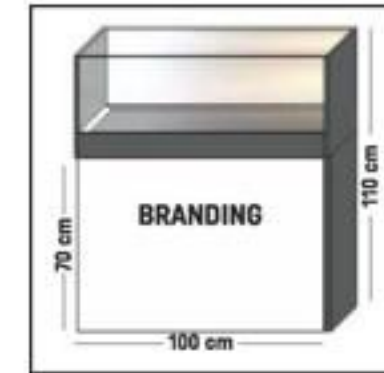


50 x 100 x 200 cm

**UJ016 s**  
Shelving Unit



30 x 100 cm



**UJ018**

Glass Vitrine / Showcase Horizontal



**UJ028**

Leather Armchair (12) pcs



**UJ029**

Leather Armchair (12) pcs



**UJ30**

Safe Box

## Additional Furniture List



**UJ025** Leather  
Armchair



**50 x 50 cm**  
**UJ026** Coffee  
Table



**UJ027**  
Spotlight, 100 Watt LT Spatula



**160 x 50 x 50 cm**

**UJ019**  
Glass Vitrine / Showcase Vertical



**100 X 100 cm**

**UJ020**  
Glass Vitrine / Showcase Horizontal



**100 X 100 cm**

**UJ021**  
Glass Vitrine / Showcase Vertical



**50 x 50 x 70 cm**



**150 cm**



**UJ031**  
**Safe box - 5M**



UJ032  
Safe box - 2M



UJ33  
Digital Safety Box



**UJ034**  
**Polypropylene bags with seal \***



## Form No. 5 “Book your hotel”

List of hotels in Tashkent:

[https://www.booking.com/city/uz/tashkent.en.html?aid=303948;label=tashkent-ApPUH\\*XlshYhyvJo0WnV5wS103007448741:pl:ta:p145:p2:ac:ap:neg:fi:tikwd-360171579:lp9207614:li:dec:dm:ppccp=UmFuZG9tSVYkc2Rllyh9Yf5EcukO1M OGLSSAuId8ToA;ws=&gad\\_source=1&gclid=Cj0KCQiA\\_NC9BhCkARIsABS nSTaAODxKEOwTPMdOcGrSrdNXswtY1HCyShYA74MCucf2L4KPgCHzrqg aAh5ZEALw\\_wcB](https://www.booking.com/city/uz/tashkent.en.html?aid=303948;label=tashkent-ApPUH*XlshYhyvJo0WnV5wS103007448741:pl:ta:p145:p2:ac:ap:neg:fi:tikwd-360171579:lp9207614:li:dec:dm:ppccp=UmFuZG9tSVYkc2Rllyh9Yf5EcukO1M OGLSSAuId8ToA;ws=&gad_source=1&gclid=Cj0KCQiA_NC9BhCkARIsABS nSTaAODxKEOwTPMdOcGrSrdNXswtY1HCyShYA74MCucf2L4KPgCHzrqg aAh5ZEALw_wcB)

<https://mybooking.uz/en/hotels/tashkent>

## Form № 6 “Your visa”

<b>Send to the address:</b> info@uzjewellery.uz, uzbekzargarsanoati@gmail.com. No later than April 1, 2025.		<a href="https://www.ivisa.com/uzbekistan-blog/visa-free-countries-for-Uzbekistan">https://www.ivisa.com/uzbekistan-blog/visa-free-countries-for-Uzbekistan</a>
1	<b>Applicant's name:</b>	
2	<b>Applicant's last name:</b>	
3	<b>Gender (Male/Female):</b>	
4	<b>Company name:</b>	
5	<b>Job title:</b>	
6	<b>Company address:</b>	
7	<b>City, Country Consulate/Embassy where the applicant will receive the visa</b>	
8	<b>Arrival date (day/month/year)</b>	
9	<b>Departure date (day/month/year)</b>	
10	<b>Member / Visitor / Other (please tick)</b>	
11	<b>Applicant's nationality</b>	
12	<b>Number and series of the applicant's passport</b>	

## Form No. 7 “For the catalogue”

**Send to:** [uzbekzargarsanoati@gmail.com](mailto:uzbekzargarsanoati@gmail.com)  
No later than April 1, 2025

In case of late submission of an application or non-compliance of the material, the Organizer reserves the right to publish in the catalog only the contact information of the exhibition participant.



## **PROVISIONS**

### **On the procedure for depositing and receiving jewellery made of precious metals and precious stones from storage locations within the framework of the international exhibition “Uzbek Jewellery Fair - 2025”**

#### **Chapter 1. General Provisions**

1. This Regulation was developed on the basis of the current Instruction No. 76 dated July 20, 1995 “On the procedure for receiving, spending, accounting and storing precious metals and precious stones at enterprises, institutions and organizations” [Registered by the Ministry of Justice of the Republic of Uzbekistan on June 20, 1995. No. 160] and determines the procedure for depositing and receiving jewellery made of precious metals and precious stones (hereinafter – valuables) from storage places (hereinafter – warehouse) within the framework of the international exhibition “Uzbek Jewellery Fair - 2025”.

2. For the purposes of these Regulations, the terms and definitions established by the Law of the Republic of Uzbekistan “On Precious Metals and Precious Stones” have been used.

3. The storage of valuables is carried out in a warehouse facility equipped with motion sensors, video cameras, door opening sensors, alarm systems, and meets the requirements of regulatory documentation in the field of technical regulation.

4. Zonally, the warehouse is divided into places for storing deposited valuables, places for storing in rented safes and a place for receiving and delivering valuables.

5. Valuables are stored on metal racks or in rented safes.

6. The warehouse is guarded by the National Guard of the Republic of Uzbekistan.

## **Chapter 2. Warehouse operating procedures**

7. The Uzbekistan Jewellery Association (hereinafter referred to as the Organizer), by its order, appoints a warehouse employee responsible for receiving and issuing valuables during the exhibition.

8. The opening of the warehouse for the issuance of valuables is carried out two hours before the official opening time of the exhibition.

9. Only responsible persons indicated in the lists approved by the Organizer have the right to access the warehouse premises.

10. Access to individuals not listed is strictly prohibited in the warehouse premises

11. During the exhibition, the warehouse for issuing and receiving valuables is not open and is under the protection of the National Guard.

12. Acceptance of valuables for storage is carried out within two hours after the official closing time of the exhibition.

13. The Organizer is not responsible for valuables not delivered to the warehouse.

## **Chapter 3. Mandatory requirements for exhibition participants**

14. For the entire duration of the international exhibition “Uzbek Jewellery Fair - 2025”, participants responsible for the delivery and receipt of valuables that have not expressed a desire to be stored in rented safes are given special numbered bags.

15. At the request of exhibition participants, valuables can be stored in rented safes located at the warehouse.

16. At the end of the exhibition, participants are required to collect valuables and hand them over to a warehouse for safekeeping in accordance with these Regulations.

17. It is prohibited to leave valuables exhibited as part of the exhibition in display cases and racks located in the areas allocated for exhibition participants.

18. The exhibition organizers are not responsible for valuables left in display cases and racks.

## **Chapter 4. The procedure for organizing accounting for the delivery of valuables and their receipt**

19. All operations for the delivery and receipt of valuables to/from storage locations are carried out with the obligatory completion of a log book.

20. The accounting journal (book, notebook) used for receiving and issuing valuables is numbered page by page, laced, signed by the head of the Organizer, and sealed.



21. Entries in the journal are made after each acceptance/delivery operation, indicating the date and time of the operation.

22. For each exhibition participant, a separate page is allocated in the magazine with the designation:

name of the legal entity;

name of the person in charge;

special bag number/rented safe number;

seal number (in case of using a special bag);

date and time of reception/date and time of issue;

warehouse worker signature;

signature of the person responsible for delivery/reception.

## **Chapter 5. The procedure for depositing valuables for storage in rented safes and receiving them**

23. At the end of the exhibition, the responsible employee of the exhibition participant goes to the warehouse, with the permission of the storekeeper, to the storage area in rented safes and places his valuables in them.

24. After placing the valuables, the safe is buried, and the storekeeper checks the safe to see if it is closed, after which he makes an entry in the accounting journal about the acceptance of the safe for storage, indicating the safe number, closing time, the name of the person in charge who placed the valuables, puts his signature and receives a signature responsible person.

25. The storekeeper is responsible only for the presence of an unopened safe in the warehouse, and is not responsible for the presence or absence of valuables in it, provided that the safe has not been subjected to mechanical impact.

26. An exhibition participant who rents a safe for storage has the right, on his own initiative, to seal it in any known way, in which case the storekeeper is responsible for the integrity of the seals, an additional entry is made in the log stating that the safe is sealed with a seal (protective number tape, number adhesive tape with tamper evidence, indicator number sticker, etc.).

27. Entries in the journal are made after each acceptance/delivery operation, indicating the date and time of the operation.

28. If the responsible person wishes, during the warehouse operation, to pick up the valuables stored in the rented safe, the following procedure is performed:

the responsible person checks the safe for mechanical damage, the integrity of the seals (protective number tapes, numbered adhesive tape with tampering indication,

indicator number stickers, if present), the storekeeper makes an appropriate entry in the accounting log about the opening of the safe, indicating the safe number, time of opening, the name of the responsible person who performed the autopsy, puts his signature and receives the signature of the responsible person.

## **Chapter 6. The procedure for handing over valuables for storage in special bags and receiving them**

29. At the end of the exhibition, the responsible employee of the exhibition participant,

who has expressed a desire to store valuables in special bags, with the permission of the storekeeper, goes to the warehouse, to the delivery area for storage on racks.

30. Placement of valuables in special numbered bags issued to each participant on the first day of the exhibition can be carried out both in the warehouse and in areas rented by the participant.

31. The bag with the valuables placed in it is presented to the warehouse employee to check its integrity and subsequent sealing with a universal control number seal, which serves as an indicator of access to the packed bag.

32. All operations for the delivery and receipt of valuables to/from storage locations are carried out with the obligatory completion of a log book.

33. After the inspection, the warehouse employee makes an appropriate entry in the accounting journal indicating the bag number, the number of the control seal, the date and time of receipt, the name of the responsible person, puts his signature and receives the signature of the responsible person handing over the valuables.

34. If the responsible person wishes to pick up valuables stored in special bags during the warehouse operation, the following procedure is performed:

the responsible person checks the bag for damage and the integrity of the control number seal, which serves as an indicator of access to the packed bag;

the storekeeper makes an appropriate entry in the accounting journal about the release of a numbered bag from storage, indicating its number, the number of the control seal, the time of release from storage, the name of the person in charge, puts his signature and receives the signature of the person in charge.

35. The warehouse employee is responsible only for the integrity of the special bag issued from storage and the integrity of the control number seal, and is not responsible for the presence of valuables in it.

## **Chapter 7. Final provisions**

36. Persons, guilty of violating the current Regulations are liable in accordance with the current legislation of the Republic of Uzbekistan.

## Contacts

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