

# Exhibitor's manual

# FITVAL OFICIAL 2025

25 y 26 de abril  
Parque Cultural de Valparaíso



# Definition and authorities

## **DEFINITION AND AUTHORITIES**

FITVAL, International Tourism Fair Valparaíso Region 2025 is organized by FITVAL DESARROLLOS SPA.

FITVAL 2025 will be governed by these Regulations as a complementary regulatory instrument to the exhibitor participation contracts, forming part of it with equal validity: the rules for the creation of stands; rules for requesting and using additional services; the plans and rates of the Fair, which are automatically accepted from the moment of signing the application for participation.

The Executive Committee and the Advisory Council, hereinafter C.E. and C.C. respectively, are the authorities of the Fair and their decisions will therefore be final. The C.E. It may delegate its authority to any other agency under its control, and it is its exclusive power to apply and interpret the General Regulations in unforeseen situations.



## **DEFINITION AND AUTHORITIES**

The C.E. and the C.C. They may, in case of well-founded exceptions and when they consider it convenient for the better functioning of the Fair, to complement the rules established in these Regulations, their decisions being binding on all participants and will be promptly communicated. FITVAL will be held in the PARQUE CULTURAL DE VALPARAÍSO in the City of Valparaíso, Chile, on April 25 and 26, 2025.

All government agencies, representations, public or private institutions, national and foreign, professionals, commercial operators and service providers from all areas of the tourism industry sector and related activities defined by the CE have the right to participate in the Fair. Exhibiting companies and institutions may only exhibit all products and services that are the subject of FITVAL 2025 and related to tourism offers and related services. To participate in FITVAL, interested companies must submit the application by completing all the information provided therein.



# General terms

## **STANDS**

The participation request must be submitted on the FITVAL forms found on the official website <https://www.fitval.cl/reserva-tu-stand/> and will be considered accepted only when FITVAL DESARROLLOS SPA has issued the corresponding invoice, after the exhibitor has complied with the payment thereof.

The spaces are indicated on the Fair plans with their number and corresponding dimensions detailed in the layout and assembly plant, and are subject to modifications in dimensions and location that arise at the suggestion of the owner of the Parque Cultural de Valparaíso.

The prices established for spaces and stands at FITVAL include:

- Provision of 220 v electric current (50 W/h per m<sup>2</sup>) and its consumption
- Enabled hallways and surveillance of common areas
- General cleaning in common areas and general lighting
- Credentials for exhibitors: They will be in number according to the size of the contracted stand, namely; **Small 2 credentials, Medium 3 credentials, Pavilions 4 credentials.**
- The exhibitor will have different colored credentials to differentiate permanent personnel who will work during the fair's exhibition hours, as well as different credentials for personnel who will work during established hours for the purposes of setting up and dismantling their stand.
- Dividing paneling: Aluminum structure and melaminated panels according to dimensions and type (B Medium).
- Front border with name of the exhibiting institution.
- The set of a folding table and 01 chairs according to contract
- An outlet and power point.



## Payment

1. Payment for the stand hired by exhibitors must only be made until **March 5, 2025**.
2. Cancellation of the reservation will cause the exhibitor to lose the total amount paid.
3. This empowers the C.E. to allocate the space to third parties. Default will be automatic, occurring as a matter of law, due to the mere passage of time, without the need for any judicial or extrajudicial interpellation.
4. If on the date established for the opening of the FITVAL amounts are owed for additional services and/or any other concept, the authorities of the C.E. They may order the closure of the stand without any compensation or refund, until said amounts are paid.
5. If for any reason, once full or partial payment has been made, the exhibitor renounces his participation or is unable to participate in the Fair, he will lose all right to a refund of the amount already paid.
6. The C.E. has the power to cancel and award to third parties the paid spaces that were not occupied with 24 hours' notice, upon expiration of the period stipulated for the completion of the installation of stands, with the exhibitor losing all right to a refund of the amount already paid.



## RESPONSIBILITIES TO THE FAIR

Given the dimensions of each type of stand and facilitating the optimal development of the fair, a maximum number of exhibitors per stand is established on a rotating basis. **Pavilion: 3 exhibitors Medium: 2 exhibitors Small: 1 exhibitor**

Exhibitors must observe the assembly periods, so that the execution of their stand is completed according to the schedule. If not, they will be sanctioned with a fine as previously foreseen, an amount that will remain in the hands of FITVAL.

The exhibitor is obliged to cover the attention of his stand every day at least 60 minutes before the opening time of the fair and at least 30 minutes after closing and to maintain personnel at his stand during all established operating hours.

Exhibitors will be in charge of cleaning their respective stand, who will have the obligation to keep it in optimal conditions during the visitors' stay at the Fair. To do this, they have the established time prior to opening and must deposit the waste in the containers provided for this purpose in the area identified in the layout.

Exhibitors are obliged to dismantle and remove the elements mounted on their stand and return the space and what is provided by FITVAL in perfect condition. The construction and promotional elements must be taken outside the fairgrounds, and they cannot throw any bulky material into the garbage receivers installed for cleaning FITVAL.

Failure to comply with the date and time (to be confirmed) to vacate the space authorizes the C.E. to do so at the expense and risk of the exhibitor, leaving materials and/or elements in custody until the expenses incurred are paid.

FITVAL will not recognize claims of any nature, arising from the performance of such disarmament and disassembly. On the days and times established for assembly, and disassembly, the security of all elements of the stands is at risk and expense of the exhibitor. All stipulations of this Regulation, Schedule, plans, surfaces and prices, are mandatory. As well as the current legal regulations, especially those of safety, hygiene, morality, labor, pensions, public order, tax, administrative, among others. The provisions contained in the General Exhibition Regulations issued by the authorities of the Fairgrounds are also mandatory.

Exhibitors who deviate from the letter or spirit of these rules will be ordered to regularize their situation within 24 hours. Once this period has expired, the C.E. may order the total and definitive closure of the stand, terminating the contractual relationship without the need for any questioning or compensation or reimbursement of any kind.

### **INAUGURATION, OPENING AND CLOSING TIMES OF THE FAIR**

Attendance at the Official Opening Ceremony of FITVAL will be limited to special invitations that the C.E. address national, provincial and municipal authorities, diplomatic corps and representatives of industry, commerce, banking, journalism.

**The FITVAL will be open to guests and professional visitors on April 25 from 9:00 a.m. to 7:00 p.m., and on April 26, from 9:00 a.m. to 7:00 p.m., for the general public.**



# Fairground

**FITVAL**  
OFICIAL  
**2025**

## **ASSEMBLY AND DISASSEMBLY**

The entry time of the vehicles during the periods established for this purpose will be those that appear in the schedule. The entry of materials and vehicles will be carried out through the access door located to be confirmed. For loading and unloading operations of materials from vehicles parked on the internal beach of the facility, a free parking time is established.

## **ABOUT CREDENTIALS**

All credentials will be delivered with first name, last name and QR code. Blank credentials will not be provided. All credentials are personal and non-transferable. Improper use of it entitles the C.E. to remove and prohibit entry to the Fair of the people involved in said abnormalities. Credentials issued to minors (18 years old) will not be valid. The only valid credentials for entry to FITVAL are those officially issued by the Fair authorities. Any other identification or credential is worthless

## **INVITATIONS FOR THE GENERAL PUBLIC**

Each exhibitor will receive a digital invitation. It is recommended to send them only to visitors linked to the Tourism sector. The only invitations accepted by the gate controls to allow access to FITVAL will be the official ones.

## **PROMOTION ACTIONS**

Any form of advertising and/or promotion within the stand is free, as long as its content does not constitute a violation of current provisions and that it complies with the provisions of the regulations for the creation of stands, avoiding crowding, obstructions and/or contact between visitors. Audiovisual equipment such as computers, tablets, LED screens, cell phones, speakers, etc.) that are installed in permanent or demonstration operation must operate with the speakers oriented "inward" of the stand and with a sound volume that must not exceed 65 dB(A) decibels of sound pressure, measured 1M from the perimeter of the stand.



If the permitted noise level is not met, a first warning will be given and if an adjustment is not made within 10 minutes, the power supply to the stand will be cut off. On Saturday, April 26, opening to the general public from 9:00 a.m. to 7:00 p.m., the organization of the fair will hold artistic/cultural exhibitions, musical shows and shows. Ornamentation of the stand with identifying elements of the destination is permitted. With the condition that these must not be large in size and do not hinder free movement in the fair.

## **STANDS**

Stand dimensions

Small (only space does not include structure): 2.0 mt x 1.9 cm

Medium (structure): 2.0 mt x 2.0 mt

Pavilion 1: 4mt x 12mt

Pavilion 2: 3.0 mt x 7mt

Pavilion 3: 3 mt x 10 mt





## **PROHIBITIONS DURING THE FAIR**

Perform any type of show or spectacle within the stand.

Exhibitors who want to offer an artistic show on the opening day to the general public may do so only during the established hours, after prior coordination with the Executive Committee.

It is totally prohibited to use the hallways to hold shows as well as locate stages or spaces for artistic presentations in them.

The marketing of any food or drink for immediate consumption is prohibited; only those that are properly packaged or packaged (to take away) may be sold.

FITVAL will have a general cleaning service for the bathrooms throughout the event, so the Applicant can reinforce this service if they wish.

Indoor and outdoor cleaning during the event is the responsibility of the applicant. The interior area provided corresponds to the main hall, office for the production company and first aid room. Access to the warehouse, terrace, or office loft will not be provided. If the terminal is not received within the agreed times, the Applicant will have to pay a fine of 50% of the daily value.

FITVAL or its representative will be present at the Commission's review of the relevant authorities and must receive a copy of the final authorizations. The terminal must be delivered by the applicant within 48 hours. before the arrival of a cruise ship and will be available for assembly 24 hours a day. after the departure of the cruise.

**SCHEDULE The FITVAL will be open on April 25 from 9:00 a.m. to 7:00 p.m., and April 26 from 9:00 a.m. to 7:00 p.m., for the general public.**



# For more informations

 **@feriadeturismo.fitval**

 **fitval**

 **fitval**

 **www.fitval.cl**

 **contacto@fitval.cl**

**FITVAL**  
OFICIAL  
**2025**