

# CODE OF CONDUCT

To ensure that guests, exhibitors and staff feel safe and welcome, the following Code of Conduct must be respected and followed by all persons present at the respective event. This Code of Conduct is applicable to all events hosted in Bellagroup meeting and event facilities which include Bella Center Copenhagen, AC Bella Sky, Marriott Copenhagen and Crowne Plaza Copenhagen Towers. Violation of this Code of Conduct may result in expulsion from the event area.

**SECURITY STAFF** Security Staff will be present during the event. Instructions given by the security staff must be followed at all times. In case of repeated notices due to unwanted and inappropriate behavior, expulsion from the event area may be effectuated without further warning.

**ACCESS** There may be specific requirements for access such as ticket, badge or similar proof of attendance. In case no such proof can be shown at the accesspoint Bellagroup, on behalf of the organizer, reserves the right to refuse access to the event area.

Children may not have access to the event area, this is described in the event/organizer information.

Animals are not allowed access to facilities.

**FIRE SAFETY** Anyone present in the event area must exhibit caution and mind fire safety at all times, including: avoiding storage of empty packaging or other flammable materials indoors, minding the use of open flame, heaters and pyrotechnics and reporting any other fire hazards to security as soon as possible. Exhibitors must follow the fire-safety regulations as described in the document "exhibitor guidelines".

If in doubt about personal responsibilities or being unsure about fire safety conditions, please contact the security staff as soon as possible.

**HEALTH AND DISEASE PREVENTION** Anyone present in the event area must show caution and mind health and disease prevention at all times. Everyone is responsible for respecting and following all health regulations in the event area. This may include, not entering the event area when having symptoms of a disease, keeping appropriate and safe distance to others, ensuring good personal hygiene and covering mouth and nose when coughing and sneezing.

There may be a requirement of showing proof of health (COVID-Pass) before access to the event area. Refusal may result in denied access.

**RESTRICTED ACCESS** It is only allowed to be in the area used for the event. All other areas are restricted off limits and may not be entered or used unless special permission is given.

Emergency Exits are for emergency purposes only and may not be used for normal access or exit purposes.

## **FOTOGGRAPHING, VIDEO & DISTRIBUTION**

Photographing others, objects, information etc. that may be considered private property/interlectual property is not allowed without explicit permit from the owner and Bellagroup. This include videorecording, use of drones for this purpose or other form of documentation.

Likewise, it is not allowed to distribute adverticement, flyers etc. unless this is in relation to a booth or the event itself and this is in agreement with the event organizer.

**NO ALCOHOL TO PERSONS UNDER 18** Persons under the age of 18 may not purchase or consume alcohol. Exhibitors are diectly responsible for ensuring that all persons getting served alcohol at the individual booth are at legal age.

In violation of this, Bellagroup will discontinue the right to serve alcohol and in severe cases exhibitors may be expelled from the event area.

It is not allowed to bring own food and beverage to the event area.

**SYMBOLISM** It is not allowed to visibly exhibit gang symbols, gangrelated markings or other symbolism that may be disturbing, overly offensive or threatening to other people, religion, sexuality or culture.

**DISTURBING AND OFFENSIVE BEHAVIOR** Persons exhibiting behavior that may be considered disturbing or offensive to other people, religion, sexuality or culture will be expelled from the event area without warning.

Criminal actions of any form is not tolortated and will result in expulsion from the event area without warning. Criminal Behavior will be reported to the police.

**INTOXICATION** Intoxication causing unwanted behavior or concerns for the health and wellbeing of the individual, will result in security intervention and possibly expulsion from the event area.

Use of drugs are not allowed, persons caught using drugs i the event area will be expelled from the event area without warning and depending on the amount and type of drugs, the situation may be reported to the police.