

CITA RAG Europe Conference 2026

Promotional Exhibition Space – Terms & Conditions and Booking Form

Vilnius, Lithuania – 20–21 October 2026

hosted by **carVertical** / Supported by **TRANSEKSTA**

1. General Information

The CITA Secretariat offers a limited number of Promotional Exhibition Spaces during the CITA RAG Europe Conference 2026 to allow Members to present products, services and initiatives related to vehicle inspection and compliance.

2. Eligibility

Only CITA Members are entitled to book a promotional exhibition space at the CITA RAG Europe Conference 2026 in Vilnius.

Organisations that are not CITA Members are not eligible to participate in the promotional exhibition programme.

3. Exhibition Space

- Standard promotional exhibition booth: €2,000 per unit
- All fees are in EUR, excluding applicable taxes.
- Bank transfer costs, if any, are borne by the exhibitor.

Exhibition spaces are limited and will be allocated on a first-come, first-served basis, according to the date and time of receipt of the completed and signed booking form.

Booking confirmation will be provided by the CITA Secretariat.

4. Equipment and Set-Up

Each exhibition space, about 2m x 2m, will include basic furniture and access to electricity.

Exhibitors are responsible for:

- Transporting their own exhibition materials
- Setting up and dismantling their stand
- Complying with instructions provided by the CITA Secretariat and the venue organisers

All associated costs related to the stand setup, materials and logistics are the responsibility of the exhibitor. Detailed practical information will be provided prior to the conference.

5. Booking Deadline

Requests for promotional exhibition space must be submitted **no later than 18 September 2026**. CITA cannot guarantee the consideration of applications received after this date.

Once all available exhibition spaces are allocated, no further applications will be accepted.

6. Payment

Payment must be completed following confirmation by the CITA Secretariat and in accordance with the instructions provided on the invoice.

Failure to complete payment by the specified due date may result in loss of the allocated exhibition space.

6A. Cancellation of Exhibition Space Reservation

Exhibitors may cancel their reservation by written notification to the CITA Secretariat:

- Cancellation received on or before 31 August 2026: 100% refund of the exhibition fee.
- Cancellation received between 1 September and 30 September 2026: 50% refund of the exhibition fee.
- Cancellation received after 30 September 2026 or failure to attend the event: no refund will be granted.

Any bank charges associated with refunds shall be borne by the exhibitor.

7. Promotion and Distribution of Materials

Exhibitors may only promote goods and services directly related to their organisation and relevant to vehicle compliance, inspection or related sectors.

Distribution of promotional materials outside the allocated exhibition space requires prior authorization from the CITA Secretariat.

8. Liability and Disclaimer

CITA, the conference host and the supporting organizations cannot be held responsible for any loss, injury or damage to persons or property during the event.

In case of force majeure or circumstances beyond the organisers' control (including but not limited to health emergencies, extreme weather conditions, or other unforeseen events), the organisers reserve the right to modify or cancel the event.

If the event is cancelled, any fees paid for exhibition space will be refunded. The organisers cannot be held responsible for additional costs incurred by exhibitors.

Promotional Exhibition Space Booking Form

Promotional Exhibition Booth – €2,000/unit

Company Information

Company Name:	
Company Address:	
VAT Number:	
Website:	

Contact Person

Full Name:	
Position:	
Telephone:	
Email:	

Declaration

- I confirm that my organisation is a CITA Member.
- I confirm that I have read and agree to the Terms & Conditions of the CITA RAG Europe Conference 2026 Promotional Exhibition Programme.

Date: _____

Name: _____

Signature: _____

Submission by 18 September 2026

Please return the completed form to:
CITA Secretariat, Rue du Commerce 123 - 1000 Brussels, Belgium
Email: secretariat@citainsp.org
Website: www.citainsp.org