

## EXHIBITOR APPLICATION FORM

### Renaissance Festival 2026, Koprivnica, 20–23 August 2026

The applicant (hereinafter: the exhibitor) hereby submits an application for participation in the Renaissance Festival 2026 and, by signing this form, confirms the accuracy of the data provided and accepts the General Terms and Conditions of Exhibiting, which form an integral part of the Public Call.

I. EXHIBITOR DETAILS (APPLICANT)	
<b>Business name / full name:</b>	
<b>Legal form (Ltd., simple Ltd., sole trader, family farm, association, institution, natural person, etc.):</b>	
<b>Registered seat / address:</b>	
<b>Personal Identification Number (OIB):</b>	
<b>Court register / craft register / other register number:</b>	
<b>Responsible person (name, surname, position):</b>	
<b>Contact person for the Festival (if different):</b>	
<b>Telephone / mobile:</b>	
<b>E-mail:</b>	
<b>IBAN and bank name (for refund of the deposit):</b>	
<b>Registered for VAT (YES/NO):</b>	

**Turistička zajednica grada Koprivnice, Turistički ured Koprivnica – Town Tourist Office**

Trg bana Josipa Jelačića 7, 48000 Koprivnica, HRVATSKA – CROATIA, **Tel:**385 (0) 48 621 433,

**E-mail:** info@visitkoprivnica.hr, www.koprivnicatourism.com

**OIB 55659359419**

## **II. EXHIBITION CATEGORY AND CALCULATION OF PARTICIPATION FEE AND DEPOSIT**

In the application, the exhibitor is required to select one of the following exhibition categories and fill in the fields for the number of stands or the area in m<sup>2</sup> (depending on the category), in accordance with the price list set out in Section 7 of the Public Call for Exhibitors:

**A-AUT) Category "Authentic Exhibitors" (at least 70% own production or manufacturing; appropriate documentation evidencing authenticity must be enclosed with the application):**

☐ A1-AUT – standardised wooden stand provided by the Organiser 2 × 1 m (2 m<sup>2</sup>): fee EUR 150.00 + VAT, deposit EUR 100.00. Number of stands requested: \_\_\_\_\_

☐ A2-AUT – own stand/installation up to 25 m<sup>2</sup>: fee EUR 250.00 + VAT, deposit EUR 125.00. Requested area (m<sup>2</sup>): \_\_\_\_\_

☐ A3-AUT – own stand/installation from 26 to 80 m<sup>2</sup>: fee EUR 400.00 + VAT, deposit EUR 200.00. Requested area (m<sup>2</sup>): \_\_\_\_\_

**A-KOM) Category "Commercial Exhibitors" (own production share less than 70%; resale goods):**

☐ A1-KOM – standardised wooden stand provided by the Organiser 2 × 1 m (2 m<sup>2</sup>): fee EUR 300.00 + VAT, deposit EUR 200.00. Number of stands requested: \_\_\_\_\_

☐ A2-KOM – own stand/installation up to 25 m<sup>2</sup>: fee EUR 600.00 + VAT, deposit EUR 300.00. Requested area (m<sup>2</sup>): \_\_\_\_\_

☐ A3-KOM – own stand/installation from 26 to 80 m<sup>2</sup>: fee EUR 1,000.00 + VAT, deposit EUR 500.00. Requested area (m<sup>2</sup>): \_\_\_\_\_

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**B) Category "Fast Food" (ready-made food and confectionery for immediate consumption, without seating):**

- ☐ B1 – flatbreads, lángos, fritters (fritule), pancakes, waffles, fornetti, hot dogs, hamburgers and similar: fee EUR 1,000.00 + VAT, deposit EUR 500.00. Requested area (m<sup>2</sup>): \_\_\_\_\_
- ☐ B2 – ice cream, confectionery, cakes, bakery products and similar: fee EUR 400.00 + VAT, deposit EUR 200.00. Requested area (m<sup>2</sup>): \_\_\_\_\_

**C) Category "Hospitality Operators" (food and beverages for on-site consumption, with seated or standing hospitality area):**

- ☐ C1 – Small hospitality operator (up to 50 m<sup>2</sup>): base fee EUR 800.00 + VAT, deposit EUR 500.00. Requested area (m<sup>2</sup>): \_\_\_\_\_
- ☐ C2 – Medium hospitality operator (51–150 m<sup>2</sup>): base fee EUR 1,500.00 + VAT (up to 100 m<sup>2</sup>) + EUR 10.00 per additional m<sup>2</sup>, deposit 20% of the base fee (minimum EUR 600.00). Requested area (m<sup>2</sup>): \_\_\_\_\_
- ☐ C3 – Large hospitality operator (151–500 m<sup>2</sup>): base fee EUR 2,000.00 + VAT (up to 200 m<sup>2</sup>) + EUR 8.00 per additional m<sup>2</sup>, deposit 20% of the base fee (minimum EUR 800.00). Requested area (m<sup>2</sup>): \_\_\_\_\_
- ☐ C4 – Extra-large hospitality operator (over 500 m<sup>2</sup>): base fee EUR 3,000.00 + VAT (up to 400 m<sup>2</sup>) + EUR 6.00 per additional m<sup>2</sup>, deposit 25% of the base fee (minimum EUR 1,500.00). Requested area (m<sup>2</sup>): \_\_\_\_\_

Note: The Koprivnica Tourist Board is registered for VAT, and therefore VAT at the applicable rate (25%) is added to all participation fee amounts. The deposit is not treated as a fee for VAT purposes and is invoiced without VAT. The final amount of the participation fee and deposit for categories B and C is determined by the Organiser upon confirmation of the application, in accordance with the available

area and the agreement with the exhibitor. The Organiser does not grant any discounts or reductions of the participation fee on any basis.

**Final calculation (completed by the exhibitor in agreement with the Organiser):**

ITEM	AMOUNT (EUR)
Participation fee (excl. VAT)	
VAT (25%) on the participation fee	
<b>TOTAL PARTICIPATION FEE (incl. VAT)</b>	
Deposit (security) – not subject to VAT	
<b>GRAND TOTAL DUE (fee incl. VAT + deposit)</b>	

**II.a STATEMENT OF AUTHENTICITY AND ORIGIN OF PRODUCTS (completed only by exhibitors in category A-AUT)**

The exhibitor, under material and criminal liability, declares that the products to be exhibited and sold at the Renaissance Festival 2026 in category A-AUT meet the criterion of at least 70% own production or manufacturing, and provides the following information:

1. Who produces the goods (name, surname, position; sole trader / family farm / company):

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2. Place of production (workshop address, registered seat of the family farm):

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3. Estimated share of own production in the total product range (%): -----

4. Brief description of the production process and materials used (a short overview of the traditional or artisanal technique):

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5. Enclosed evidence of authenticity (tick and enclose with the application):

- ☐ Certificate of the Croatian Chamber of Trades and Crafts on traditional or artistic craft
- ☐ Decision on registration in the Register of Family Farms (OPG)
- ☐ Author's statement of hand-made production (signed in own hand, with a description of the process)

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☐ Other (specify): \_\_\_\_\_

Note: The Organiser reserves the right to verify the accuracy of this statement by direct inspection, on-site control by the Supervisory Committee, or by requesting additional documentation. If inaccuracy is established, the Organiser is entitled to reclassify the exhibitor to category A-KOM and charge the difference in the participation fee, terminate the contract while retaining the paid participation fee and deposit, and exclude the exhibitor from participating in the next edition of the Festival, all in accordance with the General Terms and Conditions of Exhibiting.

<b>III. INFORMATION ON THE EXHIBITION / SALES PROGRAMME</b>	
<b>Programme / stand name:</b>	
<b>Detailed description of activity and offer (types of products/services offered):</b>	
<b>Estimated price range of products/services:</b>	
<b>Number of stands requested (Category A only; stand dimensions 2 × 1 m):</b>	
<b>Requested exhibition area in m<sup>2</sup> (Categories B and C only):</b>	
<b>Electrical connection required (YES/NO; if YES, specify estimated power in kW):</b>	
<b>Water connection required (YES/NO; if YES, explanation):</b>	
<b>Own equipment (tent, table, benches, hospitality equipment etc.) – YES/NO and description:</b>	
<b>Number of persons in the sales / service team:</b>	

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<b>Experience of participation in similar events (brief description, years, locations):</b>	
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### III. MANDATORY ATTACHMENTS TO THE APPLICATION

- ☐ At least 2 (two) photographs/sketches that accurately depict the appearance of the stand, equipment and clothing of the exhibitor and sales staff (medieval / early modern authenticity);
- ☐ At least 3 (three) photographs of the products/services that will be offered at the Festival;
- ☐ For Category C (Hospitality Operators) only: a brief description of the themed cuisine and costumed staff;
- ☐ Statement of no outstanding debts due and unpaid towards the Koprivnica Tourist Board and the City of Koprivnica (signed in own hand, on the exhibitor's form);
- ☐ Signed consent for the processing of personal data in accordance with the General Data Protection Regulation (GDPR) – Annex 3 to the Public Call.

### IV. EXHIBITOR'S STATEMENTS

By signing this form in their own hand, the exhibitor, under material and criminal liability, declares:

1. that all data provided in the application are true, accurate and complete;
2. that they have fully read, understood and accepted the Public Call for Exhibitors at the Renaissance Festival 2026 and the General Terms and Conditions of Exhibiting (Annex 1 to the Public Call) and undertake to act in accordance therewith;

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3. that they are familiar with the Festival programme, the obligation of authentic medieval / Renaissance expression, and the right of the Organiser to refuse the participation of products and equipment that are not in line with the Festival theme;
4. that they have no outstanding debts due and unpaid towards the Koprivnica Tourist Board or the City of Koprivnica;
5. that they agree to pay the participation fee and the deposit (security) in the amounts set out for the category in which they are applying (categories A-AUT, A-KOM, B and C with the corresponding types and classes, in accordance with the price list set out in Section 7 of the Public Call for Exhibitors and Section II of this Application Form) and that they are familiar with the provisions on contractual penalties and sanctions for false representation of authenticity set out in the General Terms and Conditions of Exhibiting;
6. that they are familiar with the powers of the Supervisory Committee for the Renaissance Festival 2026 and accept that the Committee shall control compliance with the conditions of participation on site (product range, opening hours, theme, safety conditions, tankard exclusivity) and that the decisions of the Committee (written warning and removal order) are final and not subject to objection or appeal;
7. that they are familiar with the provision on the exclusive sale of the official representative tankards of the Festival and undertake not to sell or offer at the Festival any tankards which, by their visual appearance, motifs or purpose, could mislead visitors as to the official souvenir of the Festival;
8. for Category C (Hospitality Operators) only: that throughout the entire duration of the Festival they shall provide themed cuisine appropriate to the medieval and Renaissance period, costumed staff, and themed equipment (tableware,



glassware, furniture, etc.) in accordance with the General Terms and Conditions of Exhibiting;

9. that they consent to the publication of their basic information (exhibitor name, type of offer) in the Festival's promotional materials and on the Organiser's website.

## **V. CONSENT FOR THE PROCESSING OF PERSONAL DATA (GDPR)**

In accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (General Data Protection Regulation – GDPR) and the Croatian Act on the Implementation of the General Data Protection Regulation (Official Gazette 42/18), the exhibitor confirms the following:

Data controller: Koprivnica Tourist Board, Trg bana Josipa Jelačića 7, 48000 Koprivnica, Personal Identification Number (OIB): 55659359419.

Purpose of processing: conducting the exhibitor selection procedure, organising participation in the Renaissance Festival 2026, fulfilling contractual and legal obligations, financial and administrative processing, and promoting the Festival.

Legal basis: Article 6(1)(b), (c) and (f) GDPR (performance of a contract, legal obligation and legitimate interest of the data controller).

Categories of data: identification data, contact data, business registration data, payment data, photographs of products and stand.

Retention period: until the expiry of the statutory document retention periods in accordance with accounting and archival regulations, and at the latest 11 years from the end of the Festival.

Data subject rights: the right of access, rectification, erasure, restriction of processing, objection, data portability, and the right to lodge a complaint with the

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Croatian Personal Data Protection Agency (AZOP). Requests are submitted by e-mail to: [info@visitkoprivnica.hr](mailto:info@visitkoprivnica.hr).

The exhibitor has been informed of all the above and hereby gives explicit consent to the processing of their personal data for the purposes specified in this section.

## VI. PLACE, DATE AND SIGNATURE

In \_\_\_\_\_, on \_\_\_\_\_ 2026.

\_\_\_\_\_

L.S.

\_\_\_\_\_  
Name and surname of responsible person

\_\_\_\_\_  
Signature (and seal)

### NOTE:

- The application shall be submitted solely on this form, fully completed and signed by the responsible person of the exhibitor.
- Incomplete, late or improperly completed applications shall not be considered.
- The application with the mandatory attachments shall be delivered to: Koprivnica Tourist Board, Trg bana Josipa Jelačića 7, 48000 Koprivnica, with the marking "APPLICATION – RENAISSANCE FESTIVAL 2026 – DO NOT OPEN", or electronically by e-mail to: [info@visitkoprivnica.hr](mailto:info@visitkoprivnica.hr).
- Application period: from 1 July 2026 to 31 July 2026.

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