

ALTAROMA

RULES AND PROCEDURES FOR THE ACCREDITATION OF BUYERS AT ROMA FASHION WEEK

Art. I Definitions.

For the purposes of this Regulation, the following definitions shall apply:

- i) Buyer:** owner, manager or employee of the buying office, department, company or shop.
- ii) Accreditation:** the authorisation granted by Altaroma to access its events and facilities (ex. press room, locations directly managed by Altaroma). **Access to every other event on the calendar (not managed directly by Altaroma) or to collateral events (eg. parades, performances, presentations, exhibitions) organized by the individual Maison is always and exclusively subordinate to the invitation by the same.**

Art. II Purpose of the Regulation.

The purpose of this regulation is to establish the rules governing the issue of accreditation by Altaroma at the **Rome Fashion Week** which will take place from **2 to 4 February 2022**.

Art. III Criteria for granting accreditation.

All buyers (boutique, buying office, department store, import/export, representative offices, chain stores, concept store, showroom, e-commerce) who intend to be accredited to Roma Fashion Week must request it by filling out the form published on the website www.altaroma.it in its entirety, including those who have already obtained it in past editions.

Incomplete forms will not be considered.

Online accreditation procedures on the Altaroma website will be active from **Monday, November 29, 2021**.

Altaroma issues accreditation following a selection based on a discretionary assessment that will take into account the unquestionable criteria listed in this Regulation.

After having filled the accreditation form, Altaroma will verify the suitability of every request. If your request is accepted, you will receive an e-mail explaining all the details to get the accreditation.

Art. IV Documentation requested in support of accreditation applications

To proceed with the accreditation, the applicant must provide the following materials, if they are not complete, applications will not be taken into account.

Corporate documents are as follows:

- Copy of the Chamber of Commerce/Purchase invoice

Personal documents:

- Document certifying the qualification or activity on behalf of the company (ex: business card, letter of appointment on headed paper) referred to in art. 1 point iv) of this Regulation.
- ID document.

Art. V Categories of BUYERS admitted in the event:

Altaroma issues accreditation to the following categories of buyers:

- Boutique
- Buying Office
- Department Store
- Import/Export
- Showroom
- Chains of shops
- Concept Store
- Showroom
- E- Commerce
- Opening boutique (they can access the event only if they are registered with the Chamber of Commerce and then with VAT)

Art. VI Revocation of the Accreditation

Altaroma may revoke the credits at any time at its discretion, without having to provide any explanation if it fails to occur an inappropriate behavior. In particular, in the event that Altaroma finds that the badge has been transferred to a third party or that the holder of the badge is considered unfit, Altaroma reserves the right to revoke it and to examine the possibility of confirming any accreditation requests for future editions of the fashion week.

Art. VII Processing of personal data

Altaroma processes the personal data provided according to the purposes and methods indicated in the privacy policy published on the website www.altaroma.it in the area dedicated to accreditation and reachable through the following link: <https://registration.altaroma.it/wp-content/uploads/2021/05/20210503-informative-form-accredits.docx.pdf>. The interested party to obtain the credit undertakes to submit the information referred to to third parties to whom the data provided refer.