

Introduction

The Bibliotheca Alexandrina (BA) cordially invites you to the Alexandria International Book Fair organized annually to highlight several subjects. In previous editions, it shed light on subjects including Children, Women, and Electronic Publishing among others. Additionally, the Book Fair has hosted several Arab and foreign countries; such as: Algeria, France, Mauritania, Morocco, Kingdom Saudi Arabia, among others.

It is worth mentioning that the Alexandria International Book Fair has succeeded in developing the book-making industry in the past years through the Arab countries and the world as a whole. It also encouraged the youth to read more. The Fair is widely considered to be a hub for readers, authors, and intellectuals, to meet and literally exchange ideas with one another.

(A) General Information

1. The Book Fair will be held **13–23 April 2020** (both days included).
2. The official inauguration of the Book Fair will take place on Monday, **13 April 2020**, followed by a welcoming speech.
3. Opening hours for the public:
 - Saturdays–Wednesdays, **10:00 am – 8:00 pm.**
 - Fridays: **1:00–8:00 pm**
4. Pavilions have various measurements. Each pavilion will be equipped with one table, two chairs, bookshelves, and an electrical outlet. Any special/additional requirements can be provided at the participant's request at an extra cost.

(B) Participation

1. Pavilion sizes start from 12 m² where each square meter is charged **EGP 550.-** for Egyptian publishing/printing houses, and **USD 70.-** for non-Egyptian publishing and printing houses, net of bank charges.

Participation fees must be paid by bank drafts or in cash to the following (in details):

BANKING INFORMATION

US Dollars

Correspondent Bank Name: Citi Bank, New York
Swift Bank Code: CITIUS33XXX
A/C N°: 36001304
Beneficiary's Bank Name: Central Bank of Egypt, Cairo
Full Address: 54 El Gomhoria st., Cairo – Egypt
Swift Bank Code: CBEGEGCXXXX
Beneficiary Account N°: 4082191768
Beneficiary Cust Name: Alexandria Bibliotheque

Euro

Correspondent Bank Name: Deutsche Bank AG, Frankfurt
Swift Bank Code: DEUTDEFFXXXX
IBAN: DE30500700100950070310
Beneficiary's Bank Name: Central Bank of Egypt, Cairo
Full Address: 54 El Gomhoria st., Cairo – Egypt
Swift Bank Code: CBEGEGCXXXX
Beneficiary Account N°: 4082191771
Beneficiary Cust Name: Alexandria Bibliotheque

British Pound Sterling

Correspondent Bank Name: National Bank of Egypt (UK) Limited, London
Swift Bank Code: NBEGGB2LXXXX
A/C N°: 1000107490002
Beneficiary's Bank Name: Central Bank of Egypt, Cairo
Full Address: 54 El Gomhoria st., Cairo – Egypt
Swift Bank Code: CBEGEGCXXXX
Beneficiary Account N°: 4082191784
Beneficiary Cust Name: Alexandria Bibliotheque

Kuwaiti Dinar

Correspondent Bank Name: National Bank of Kuwait
Swift Bank Code: NBOKKWKWBXXX
A/C N°: 1000508460
Beneficiary's Bank Name: Central Bank of Egypt, Cairo
Full Address: 54 El Gomhoria st., Cairo – Egypt
Swift Bank Code: CBEGEGCXXXX
Beneficiary Account N°: 4082191797
Beneficiary Cust Name: Alexandria Bibliotheque

Participation:

1. The Participation Form must be submitted no later than **24 February 2020**, with copies of the Bank Draft or Swift Reference, to Ms. Mona Helmy. The publisher should specify the required area of the pavilion in the form. (Pavilion areas start from 12m². Fees for one square meter are EGP 550.- for Egyptians and USD 70.- for non-Egyptians, including VAT).
2. The Participation Form must be filled in legible characters, if not typed.
3. Participating at the Book Fair is for publishers, members of publishers unions, state representatives, and public and international institutions. Distributors are not permitted at the Book Fair.
4. The Organizing Committee convenes to coordinate and process requests, to include as many publishers as possible.
5. The Committee specifies the pavilion areas (if it cannot provide the area requested by the publishers). Publishers are claimed for renting charges.
6. In case a reimbursement of the rental fees is requested, please note that 10% of the participation fees will be deducted.
7. Publishers should pay all fees to be able to access the pavilion.
8. Payments should be made through bank transfer to the BA bank account at the Central Bank of Egypt, or through E-payment at the BA Cashier (using Visa Cards or Mastercards).
9. Participation requests must be submitted to the Bibliotheca Alexandrina by e-mail, fax, or by hand.
10. Lists of books should be saved on a CD, and a printed copy should also be submitted no later than **12 March 2020**.
11. The Organizing Committee of the Book Fair reserves the right to exclude the participation of any publishing/printing house without providing any justification.

(C) Cultural Activities

In parallel with the Book Fair, the Organizing Committee will organize a variety of cultural activities inviting renowned writers, thinkers, and artists to deliver lectures. Book signing events for the latest publications will also be held.

(D) General Facilities

1. Media coverage (newspapers, radio, and television) will be provided during the Book Fair.
2. Press Center for media services.
3. Facsimile and photocopying services will be available for publishers.

(E) Shipping Procedures (for non-Egyptian publishing houses only)

1. Name and details of the Book Fair must be clearly labeled on the sent parcels.
2. Parcels should be shipped in sufficient time to be delivered to the Exhibition area at least 15 days prior to the inauguration of the Book Fair.
3. It is advisable to ship the parcels to Alexandria Airport, Seaport, or Land gateways, then transport them to be stored at the Exhibition venue until the Book Fair begins. Transportation, loading, and off-loading charges shall be covered by the participants (each participant is free to assign a convenient shipping company).
4. An itemized list should be included with each parcel.

(F) Important Instructions

1. Representatives at the pavilion(s) during the Book Fair are requested to send a copy of their national ID or passport, one recent photograph, and the completed Participation Forms no later than **5 March 2020**.
2. Each participating publishing/printing house is requested to arrange its pavilion according to the distribution plan of the Organizing Committee. Participants are not to change their designated locations. Publishing/printing houses are requested to abide by the rules of the Book Fair.
3. A publishing/printing house wishing to change or organize its pavilion must refer to the Organizing Committee.
4. Participants are committed to pay for any damage(s) that might occur in their pavilion(s), and will be requested to pay the compensation determined by the Organizing Committee.
5. Food, beverages, and smoking are not allowed inside the Book Fair pavilions.