

## Uniform instructions of the fair bank



### for participants

## 29TH INTERNATIONAL TRADE FAIR OF PRACTICE ENTERPRISES Prague, 20 - 22 MARCH 2024

- The Participant, or fictitious company, follows these instructions of the fair bank of the Metropolitan University Bank, which is the only bank of the fair.
- Each participant, in order to carry out trade at the fair, is obliged to set up a fair **MUB current account**, no later than the first day of the fair. However, we recommend setting up a fair MUB account well in advance, from anywhere online at <https://www.mubanka.cz/en/open-an-account/>
- **Each participant (fictitious company)** will receive cash in the amount of F.CZK 20,000. The Metropolitan University Bank will issue fictitious banknotes with the following nominal values: 10, 20, 50, 100, 200, 500, 1,000, 2,000, 5,000 F.CZK.
- **Each visitor** will receive cash in the amount of F.CZK 10,000 at the stand of the Metropolitan University Bank, which can then be spent at individual stands. If they do not spend it, they are obligated to return it to the MUBank stand.
- The amount of F.CZK 20,000 will be paid to you through the Metropolitan University Bank. Come to the stand of the Metropolitan University Bank, preferably on the first day of the fair, i.e. 20/03/2024, where you will fill out the document (fictitious withdrawal slip) and collect the cash. After that you can start trading with other companies with cash.
- Optionally, additional amounts of cash will be paid to the participant or fictitious company through the Metropolitan University Bank during the fair on the basis of a duly filled out withdrawal slip after prior confirmation of sufficient account balance.
- Transactions can be made in **cash** or cash less in the form of **trade fair checks**, which will be available to participants - exhibiting fictitious companies at the Metropolitan University Bank stand or to

download and print in electronic form from the website [www.mubanka.cz](http://www.mubanka.cz). The check is filled out by a fictitious company (seller) for the buyer (visitor), who signs the check.

- To deposit income - earned money in cash or using fair checks to the MUB account, in the case of cash, you must present a filled-out fictitious deposit slip, which you can get at the Metropolitan University Bank stand or downloaded and printed out from [www.mubanka.cz](http://www.mubanka.cz) or duly filled out and certified fair checks. Fictitious cash or received fair checks will be cleared by MUB employees and deposited into your MUB fair account on the first and second fair days no later than 3:30 p.m. On the last day of the fair accepting cash and checks ends at 11 a.m.

- **Please hand over all remaining fair cash on the last day of the fair, i.e. March 22, 2024, by 11 a.m. at the Metropolitan University Bank stand.**

- Trade fair accounts of participants - fictitious companies will be closed after the end of the fair and the balance will be transferred within 14 days from the end of the fair to the current account of Czech fictitious companies. Foreign companies will be sent a trade fair check in Euros to the company's e-mail address according to the current exchange rate (the foreign participant can then credit the relevant amount to his account in his home country).

- If you have any further questions, please contact the employees of the Metropolitan University Bank, who will be happy to help you, preferably by e-mail at [info@mubanka.cz](mailto:info@mubanka.cz) or in person during the fair.

Issuer of instructions: Metropolitan University Bank Prague, Marek Poráč, Vladimír Elznic

Validity of instructions: 20 - 22 March 2024