



HOW TO EASILY OBTAIN THE VAT-FREE REFUND

Only for exhibitors with residence in the European Union Countries, in Switzerland and Norway

Exhibitors based in the **European Union Countries, Switzerland and Norway**, have a right to be refunded the VAT paid on many expenses incurred during their participation in tradeshows.

A refund application may be submitted for the VAT charged on the exhibition area, on the set-up of stands, on the rental of conference halls and on all technical services.

However, a refund cannot be requested for VAT paid on hotel services, food and beverages and the transportation of persons.

Exhibitors residing in the above listed Countries have the right to VAT Refund provided they are VAT registered in their own Country and don't have VAT identification in Italy.

The simplest way to obtain a refund is to rely on the **ITALIAN TAX REFUND office**, the organisation whose staff is experienced in dealing with problems related to international VAT and is specialised in recuperating the VAT indicated by the VIII and XIII European Directives.

Simply follow these few steps:

1. Before and during the Fair.

Gather and set aside all original invoices regarding the costs incurred for the fair participation.

2. At the end of the tradeshow and no later than June 30th of the year following the dates on the invoices.

Using the special form, contact the Italian Tax Refund office to obtain all the information regarding the service and the documentation to be sent for the refund application.

3. Sending of documents.

Upon receiving the required documentation, the Italian Tax Refund office will prepare the VAT refund application and will file it with the relative Italian Tax Authorities, who will evaluate it.

4. 6-8 months after the application has been filed.

After obtaining the approval from the Italian Tax Authorities, Italian Tax Refund will ask the Tax Authorities to send the reimbursement directly on the bank account indicated by the exhibitor.

Every year, hundreds of tradeshow exhibitors obtain the refund of foreign VAT paid in Italy and in the world thanks to the Italian Tax Refund office and this simple, sure method.



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