

# Special Terms of Participation (B)

The General Terms and Conditions of Participation A and the Technical Guidelines of Messe München GmbH shall apply, insofar as the present Special Terms of Participation do not contain any provisions in derogation thereof.

|   |  |
|---|--|
| <p><b>Duration:</b><br/>Wednesday, 20 to Saturday, July 23, 2022</p> <p><b>Opening hours visitors:</b><br/>Wednesday to Saturday      09:00 – 18:00</p> <p><b>Opening hours exhibitors:</b><br/>Wednesday to Friday      08:00 – 19:00<br/>Saturday      08:00 until the end of dismantling</p> | <p><b>Organizer and financing body:</b><br/>Messe München GmbH<br/>Messegelände<br/>81823 München<br/>Germany</p> <p>Tel. +49 89 949-20222<br/>Fax +49 89 949-20229<br/>info@interforst.com<br/>www.interforst.com</p> |
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All prices indicated below are net and subject to applicable value-added tax.

## B 1 Application

Applications should be filed online at [www.interforst.com/application](http://www.interforst.com/application) or using this form, duly completed and signed with a legally binding signature, and submitted to Messe München GmbH without delay.

Start of space allocation is Monday, April 19, 2021.

## B 2 Eligibility

Admissible as exhibitors are all German manufacturers; all manufacturers from abroad or their German branch establishments; main importers; specialist dealers or service companies authorized by manufacturers; and those firms that are authorized by a manufacturer's works to exhibit its products. Main importers and authorized specialist dealers may only exhibit exhibits from manufacturers which are not represented at this trade fair themselves.

All exhibits must correspond to the product index of the respective trade fair/exhibition and be designated by name and exact type in the application. Objects other than those announced and admitted must not be exhibited. The trade fair organization Messe München GmbH has the final decision on admission.

## B 3 Participation fee, advance payment for services (cf. A 7)

The net **participation fees** per m<sup>2</sup> space are:

### In the hall

The minimum stand size is **20 m<sup>2</sup>**

|                                    |                |
|------------------------------------|----------------|
| <b>Row stand</b> (1 side open)     | <b>EUR 137</b> |
| <b>Corner stand</b> (2 sides open) | <b>EUR 147</b> |
| <b>End stand</b> (3 sides open)    | <b>EUR 157</b> |
| <b>Island stand</b> (4 sides open) | <b>EUR 167</b> |

### In the outdoor exhibition area

The minimum stand size is **30 m<sup>2</sup>**

|                                 |               |
|---------------------------------|---------------|
| to <b>249 m<sup>2</sup></b>     | <b>EUR 85</b> |
| <b>250 to 499 m<sup>2</sup></b> | <b>EUR 82</b> |
| <b>500 to 699 m<sup>2</sup></b> | <b>EUR 79</b> |
| <b>700 to 899 m<sup>2</sup></b> | <b>EUR 73</b> |
| <b>up to 900 m<sup>2</sup></b>  | <b>EUR 65</b> |

### Two-story stand construction

On two-story constructions, the upper floor space is charged at **50%** of the respective ground floor rate.

The participation fee covers the stand space rental and moreover comprises extensive services provided by Messe München GmbH, which include in particular: advice on stand planning, advice on the technical conditions and requirements on site regarding stand design, advice on setting up and dismantling the stand, concept and public relations work for the fair, visitor marketing and visitor acquisition for the fair, preparation and organization of

trade-fair related opening events, press conferences, presentations and exhibitor evenings, insofar as these are organized by Messe München GmbH, the preparation and implementation of forums and special shows, insofar as these are organized by Messe München GmbH or third parties on behalf of Messe München GmbH, the provision of exhibitor passes for authorized persons in accordance with clause B 13 "Exhibitor passes," the lighting, heating and air-conditioning of all the exhibition spaces, basic guard service for the event site, regular cleaning of general areas, the provision of loudspeaker systems used for informing visitors to the fair, and other visitor information systems including signage, the provision of visitor lounges, meeting rooms and catering facilities for exhibitors, visitors and the press within the exhibition premises, the deployment of first-aid operatives as well as traffic routing to and within the event site.

### Mandatory communication fee

Exhibitors will be charged a mandatory communication fee amounting to **EUR 390**. This fee includes the basic entry in the official trade-fair media (print, online and, if applicable, mobile) taglines, online banners and other communication services as set out in provision B 12 "Media services (print, online and, if applicable, mobile)." Exhibitors can book other entries in the respective advertising media for extra charges. Prices for the additional listing and promotion opportunities are provided in the respective online ordering system, which will be made available to exhibitors by the media services partner "NEUREUTER FAIR MEDIA GmbH" contracted by Messe München GmbH.

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## Cont. B 3 Participation fee, advance payment for services (cf. A 7)

### Advance payment

The advance payment for exhibitor services ("Advance payment," cf. A 7) is **EUR 10/m<sup>2</sup>** of rented exhibition space inside the halls, and **EUR 5/m<sup>2</sup>** of rented space in the outdoor exhibition area.

### AUMA charge

The German Council of Trade Fairs and Exhibitions (AUMA) levies all exhibitors a charge of **EUR 0.60/m<sup>2</sup>** of rented exhibition space. This amount is charged by Messe München GmbH and transferred directly to AUMA.

### Fixed waste-disposal fee

The mandatory, flat-rate waste disposal fee in the amount of **EUR 3.40/m<sup>2</sup>** is to cover the disposal of all waste generated at the exhibitor's booth during setup and dismantling and throughout the duration of the trade fair. The disposal of production waste, entire stand elements and complete exhibition stands is not covered by this fee.

## B 4 Co-exhibitors

The participation of companies as co-exhibitors (cf. A 4) is on principle possible. Participation is, however, subject to Messe München GmbH's prior authorization. The registration fee for co-exhibitors is free of charge. Permission to participate may be granted only if the co-exhibitor would also be eligible to participate as an exhibitor. However, a mandatory communication fee in the amount of **EUR 390** will be levied for each co-exhibitor. The mandatory communication fee for each co-exhibitor includes the same services as for the main exhibitor (cf. B 3).

All co-exhibitors must be registered by the main exhibitor. Applications should be filed online at [www.interforst.com/application](http://www.interforst.com/application) or using this form, duly completed and signed with a legally binding signature, and submitted to Messe München GmbH without delay.

The participation of firms as additionally represented companies (cf. A 4) is not possible.

For each co-exhibitor without Messe München GmbH admission, Messe München GmbH is entitled to demand a penalty charge of **EUR 700** from the exhibitor. Furthermore, Messe München GmbH may demand that co-exhibitors without Messe München GmbH admission vacate the stand. Should the exhibitor fail to comply with Messe München GmbH's vacation demand without delay, Messe München GmbH has the right of extraordinary cancellation in respect of the contractual relationship between Messe München GmbH and the exhibitor.

## B 5 Terms of payment (cf. A 7)

The amounts invoiced in all invoices issued by Messe München GmbH in connection with the event are to be transferred in euros, without deductions and free of all charges to one of the accounts specified in the respective

invoice, indicating the customer number. The times of payment specified in the invoices are binding and are to be complied with.

## B 6 Dates of setting up and dismantling (cf. A 15)

### Setup

as of July 14, 2022, 08:00 through July 19, 2022, 18:00

#### Truck check-in during setup:

Trucks over **7.5 tons** must register at the truck (LKW) check-in on site. Further information will be made available with the traffic guide.

On the last day of setup, July 19, 2022, all delivery and stand-construction vehicles must be removed from the halls and the outdoor exhibition area by 16:00 at the latest. Vehicles which are still in the halls or the outdoor exhibition area after this time will be removed by Messe München GmbH at the risk and expense of the respective exhibitor. Furbishing work and decoration in the exhibitor's own stand space is possible until 20:00.

An extension of the setup time is permissible only in exceptional cases and with the prior written consent of Messe München GmbH, Technical Exhibition Services Division.

### Dismantling

as of July 23, 2022, 18:00 through July 26, 2022, 18:00

Access to the fairgrounds for stand construction firms and delivery vehicles on July 23, 2022 no earlier than 19:00.

An extension of the dismantling time is permissible only in exceptional cases and with the prior written consent of Messe München GmbH, Technical Exhibition Services Division.

Exhibitors are not permitted to remove exhibition goods or dismantle their stands before the fair closes. If they break this rule, Messe München GmbH is entitled to demand payment of a penalty of **EUR 500**.

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## B 7 Stand design and equipment

Stand designs for two-story constructions, for stands larger than **100 m<sup>2</sup>** or stand structures exceeding **3 m** in height or with a stand covering require prior authorization. Dimensioned drawings including floor plans and elevations on a scale of 1:100 must be submitted in duplicate to Messe München GmbH, Technical Exhibition Services Division for approval no later than 6 weeks before setup begins.

### Halls, general

One-story construction

The maximum construction height is **7.50 m**. The maximum advertising height (upper edge) is **7.50 m**.

Two-story construction

The maximum construction height is **7.50 m**. The maximum advertising height (upper edge) is **7.50 m**.

In addition, the maximum construction height (clearance) alongside the hall walls must be observed (see description of halls and outdoor exhibition grounds).

The partition walls facing the neighboring stand must be kept white, neutral, free of installations and clean above a height of **2.50 m**. It is recommended that exhibitors install partition walls (height **2.50 m**) as demarcation to neighboring stands. Messe München GmbH supplies partition walls only at the request and expense of the exhibitor. Partition walls or additional cabin walls (height **2.50 m**) can be ordered in the Exhibitor Shop. In the case of advertising structures directly facing adjoining stands, there must be a minimum distance of **2 m** to the stand perimeters. Flashing or changing lights must not be used for advertising purposes. The stand design must be adapted to suit the type of rented stand (row, corner, end, island stand), e.g. by partition wall systems. The exhibition stand should also meet the character of the respective trade fair to preserve the visual identity of the event. Messe München GmbH is entitled to demand changes in stand design on this account.

### Stand construction approval

As a matter of principle, every planner/designer of an exhibition stand is responsible for compliance with public statutory regulations, insofar as applicable to exhibition stands, and compliance with Messe München GmbH's Technical Guidelines as well as the General Terms of Participation. No approval of plans from Messe München GmbH is necessary given compliance with the following requirements:

- stand and/or advertising structures no higher than **3 m**
- stand area no larger than **100 m<sup>2</sup>**
- stand is without covering.

Any stand concepts in non-compliance with the aforementioned requirements are to be submitted in duplicate for approval to Messe München GmbH's Technical Exhibition Services Division, containing to-scale stand design plans (ground plan, elevations and sectional drawings) no later than 6 weeks prior to official setup date. If items are to be suspended from the hall ceiling, the work involved must be carried out by Messe München GmbH's contractors. The placing of motor vehicles of any kind on the stand area for exhibition or decorative purposes is prohibited and is permissible only in exceptional cases on the prior written consent of the Exhibition Management. Moreover, multi-story stands and special constructions (such as bridges, stairs, cantilever roofs, galleries, etc.) are as a general rule subject to separate approval. Please consult the "Building Regulations" set out under "Leaflets—applications" in the Exhibitor Shop for further information. **Please note under all circumstances the requirements set out in the Technical Guidelines and the information included in the individual notices.** For further processing, the exhibitor service forms for ordering additional stand services will be made available to you online via our Exhibitor Shop in due time, or sent to you per e-mail.

### Outdoor exhibition area

Structural elements, stand signs and flags must be designed such that they do not constitute an unreasonable disturbance for neighboring stands. Misleading company signs must be removed at the request of the Exhibition Management. Depending on the infrastructure to be installed and if Messe München GmbH, Technical Exhibition Services Division so requests, a gap of **0.50 m** must be left between the perimeter of the neighboring stand to the rear and any permanent fittings and fitments. When carrying out any stand setup work, attention should be given to existing supply lines, distribution boxes, hydrants, light masts, etc. If such facilities are located on the premises of individual stands, access to them must be assured at all times. To prevent any damages, no underground work may be started without prior consultation of Messe München GmbH, Technical Exhibition Services Division. Exhibitors whose stands border on the perimeter of the exhibition grounds may not use the fencing for stand setup purposes. The outside fencing may not be used for advertising purposes.

## B 8 Official regulations and permits

Authorization is to be obtained for structures that exceed a built-over area of **75 m<sup>2</sup>** or a height of **5 m** (pavilions, tents, cranes, plant and equipment etc.). The necessary building applications as well as plans and structural analyses or test books are to be submitted to Messe München GmbH, Technical Exhibition Services Division in good time but no later than 6 weeks before the beginning of setting up.

In the erection, operation and dismantling of their structures at the exhibition center, exhibitors are to comply with all statutory and official regulations as well as the relevant requirements of Messe München GmbH and especially those from the Terms of Participation and the Technical Guidelines. In addition to the Technical Guidelines, the relevant safety regulations of the TÜV (German organizations for technical inspection and control) also apply to all exhibits and other equipment and facilities; recognized codes of practice are to be complied with. Revolving tower cranes and the like must be secured in accordance with regulations. For safety reasons, it is not permitted to attach advertising media or other loads to exhibits, with the exception of non-weighted flags.

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## B 9 Asian longhorned beetle

Based on the General Ordinance of the Bavarian State Research Center for Agriculture (LfL) on measures to control the Asian longhorned beetle (*Anoplophora glabripennis*) dated January 8, 2016, excerpt IPS (Institute for Plant Protection) 4d-7322.640, last amended by the General Ordinance of November 25, 2016, the Munich Exhibition Center is located in a quarantine zone. Exhibitors are mandated to fulfill the obligations arising from it. As long as the Munich Exhibition Center is deemed to be in this quarantine zone, the following applies in particular: Exhibitors whose exhibition space is not exclusively confined to the exhibition halls, may not bring the following plants and woods / timber, whether living or dead, to the Munich Exhibition Center:

Acer spp. Maple / Aesculus spp. Horse Chestnut / Alnus spp. Alder / Betula spp. Birch / Carpinus spp. Common hornbeam / Cercidiphyllum spp. Katsura Tree / Corylus spp. Hazel / Fagus spp. Beech / Fraxinus spp. Ash / Koeleruteria

spp. Golden Rain Tree / Platanus spp. Plane / Populus spp. Poplar / Salix spp. Willow / Sorbus spp. Rowan / Mountain Ash (only in Bavaria) / Tilia spp. Lime / Ulmus spp. Elm

Exceptions to this are: timber and wood which has not retained its natural round surface.

Should these plants and woods have been introduced to the Munich Exhibition Center in spite of this ban, they must not leave it; Messe München GmbH will send these plants and woods for authorized disposal at the exhibitor's expense. Exhibitors whose exhibition space is located exclusively in the exhibition halls are not affected; however, they must not store any of the aforementioned plants and woods / timber outside the exhibition halls, unless for the purpose of loading and unloading only or unless said items are stored in sealed containers, trucks or trailers.

## B 10 Technical installations

The technical services designated accordingly in the Technical Guidelines such as the provision of installations to supply the stand with electricity and water can be ordered only from Messe München GmbH. Wired telecommunications equipment may only be provided by Messe München GmbH; Deutsche

Telekom AG and other network operators are not authorized at the exhibition center. To connect his own stand area, the exhibitor may operate his own wireless LAN network at his stand after prior written approval from Messe München GmbH; the specifications of Messe München GmbH are to be complied with.

## B 11 Sales regulations

Open selling or other provision of goods and services from the stand is not permissible. Exhibited articles may be delivered to purchasers only after the end of the fair. It is not permitted to show the selling price openly. Under No. 64 GewO (German trade regulation act), it is permissible to sell only to commercial resellers, commercial consumers and bulk purchasers.

Exhibitors are granted permission to make direct sales from their booth (subject to revocation by Messe München GmbH) exclusively to commercial

resellers, industrial consumers or bulk purchasers and subject to the following: The sold items are merchandising products or individual exhibits; the sales space takes up only a small section of the stand area; direct sales from the booth constitute only a marginal role in exhibition activities, sales prices are not labeled and there is not advertising for direct sales. Direct booth sales may not infringe on the trade show activities or disturb other exhibition participants. Messe München GmbH is entitled, at any time, to disallow direct sales without giving reasons.

## B 12 Media services (internet, mobile)

The basic entry is subject to a charge (cf. B 3—Mandatory communication fee) and includes the following goods and services:

Publishing in the official trade-fair media with company name, street, zip code, place, country code, hall/stand number, contact data (phone, fax, e-mail and internet address). Company profile (40 signs incl. blank spaces) and reference under a main product category in the exhibitor products directory.

Exhibitors can book additional listings, e.g. in the product directory and other presentation opportunities in these communication media through a separate online ordering system of Messe München GmbH. The online ordering system will be sent to applicants in good time by the media service partner commissioned, who handles these extra listings with the applicant in his own name and on his own account. Messe München GmbH assumes no responsibility for the accuracy and completeness of the official trade-fair media (print, online and, if applicable, mobile).

The exhibitor is solely responsible for the permissibility under law—and particularly the law on competition—of entries placed in the official trade-fair media (print, online and, if applicable, mobile) of Messe München GmbH at the instigation of the exhibitor. Should third parties assert claims against Messe

München GmbH on account of the impermissibility of the entries under law in general or the law on competition, the placer of the entries shall hold Messe München GmbH fully safeguarded against all claims asserted including all costs of any necessary legal defense on the part of Messe München GmbH. The same applies to entries from exhibitors, co-exhibitors and exhibitors on joint stands that the respective exhibitor has arranged in the Messe München GmbH official trade-fair media (print, online and, if applicable, mobile).

The official media services partner for this trade fair is:

NEUREUTER FAIR MEDIA GmbH

Büro Essen  
Westendstraße 1

45143 Essen

Germany

Tel. +49 201 36547-410

Fax +49 201 36547-325

interforst@neureuter.de

## Special Terms of Participation (B)

The General Terms and Conditions of Participation A and the Technical Guidelines of Messe München GmbH shall apply, insofar as the present Special Terms of Participation do not contain any provisions in derogation thereof.

### B 13 Exhibitor passes

For the duration of the fair, each exhibitor receives a specific number of free exhibitor passes for his stand:

#### In the halls

up to **20 m<sup>2</sup>** of stand size  
for every further **20 m<sup>2</sup>** or part thereof

3 exhibitor passes  
1 exhibitor pass  
(in addition)

#### In the outdoor exhibition area

up to **30 m<sup>2</sup>** of stand size  
for every further **20 m<sup>2</sup>** or part thereof

3 exhibitor passes  
1 exhibitor pass  
(in addition)

Additional exhibitor passes are available on site from the Exhibition Management at **EUR 31**/each. Exhibitor passes are intended solely for stand personnel and can only be ordered via the Exhibitor Shop.

The number of exhibitor passes does not increase through the taking in of co-exhibitors.

The exhibitor pass does NOT entitle the holder to free use of local public transport (MVV—Munich Transport and Tariff Association).

### B 14 Photo, film and video shooting (cf. A 10)

For professional photo and film shots of the exhibitor's own stand during the running time of the fair, authorization is required from Messe München GmbH unless the exhibitor commissions persons who have already been admitted for this purpose and these possess a valid pass issued by Messe München GmbH. The exhibitor or the photographer commissioned receives the authori-

zation at the security control center of Messe München GmbH, Administration Building, access via Gate 1. For the authorization, a written order issued to the photographer is to be submitted. A fee of **EUR 50** is charged for the authorization.

### B 15 Stand parties

Stand parties on the exhibition stand require authorization by Messe München GmbH and must be notified one week before the starting date of the trade show at the latest. Events on July 20, 21, and 22, 2022 may start no earlier than 18:00 and must end no later than 22:00. Until 22:30, the necessary clearing-up work may be undertaken on the stand area. By 23:00 at the latest, all persons must have left the fairgrounds. The exhibitor is responsible for ensuring that the attendees of his stand party do not access other trade fair booths or touch any exhibits located there. The exhibitor is to ensure that the attendees of his stand party follow the instructions of the safety and security service employed

by Messe München GmbH. The minimum scope of the safety and security services necessary is determined by Messe München GmbH. The exhibitor indemnifies and holds Messe München GmbH harmless in connection with the stand party.

The services provided by Messe München GmbH in connection with each stand party are charged to the exhibitor in the final invoice.

To ensure a smooth, uninterrupted event, we recommend that you consult with your booth neighbors of the planned party in advance. Please note that the volume of musical renditions on the stand may not exceed **70 dB (A)**.

### B 16 Deliveries

Consignments, letters and other mail to be delivered to the exhibitor's stand must carry the following details:

- Name of the event
- Hall (designation: A, B or C as well as the number of the hall (1–6)) or the outdoor exhibition area (designation: F and the block number (5–13))
- Stand number of the exhibition stand
- Name of the exhibitor
- Messegelände/Willy-Brandt-Allee, 81829 Munich, Germany

Messe München GmbH does not take delivery of consignments, letters and other mail intended for exhibitors or third parties. Exhibitors are advised not to deposit shipments or other objects unsecured in the hall or the outdoor exhibition area during setup and dismantling times.

Services with regard to the receipt and dispatch of consignments are offered by the authorized freight forwarders at the exhibition center.

### B 17 Restoration of exhibition areas

All exhibition areas must be handed over to Messe München GmbH's Technical Exhibition Services Division in their original condition by the stipulated date for completion of dismantling. To this end, the exhibition space must be registered in good time with the Technical Exhibition Services Division for inspection and approval.

The sites in the outdoor exhibition area must be graded, and areas loosened by earthworks be machine-compacted. Asphalted and planted areas will be restored solely by Messe München GmbH at the expense of the respective exhibitor.

On principle, exhibitors must completely remove all structures such as foundations, driven-in piles, utility lines, etc. after the close of the trade fair. Messe München GmbH is entitled to revoke this special permission at any time. If the

required restoration work has not been completed by the set dismantling deadline, Messe München GmbH is authorized to have the work done at the expense of the exhibitor.

Regulations on securing exhibits via anchorages to the hall floor: The fixing (securing) of machines via floor anchorages is allowed only with the written approval of Messe München GmbH, Technical Exhibition Services Division. Applications are to be made online via the item "Anchoring of Exhibits to Hall Floors" in the Exhibitor Shop. It is imperative that to-scale plans with location and bore diameter details as well as the total number of bore holes accompany this service form. The use of anchorages to fasten (secure) stand structures and components to hall floors is not permitted.

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### B 18 Use of equipment

Cranes, forklifts and platforms may only be used if they are provided by the responsible service partners of Messe München GmbH. In special cases, the

consent of Messe München GmbH's Technical Exhibition Services Division is required.

### B 19 Noise

Demonstrations, videos, music, show performances, etc. during the trade fair (see opening hours) require the prior consent of Messe München GmbH and may not disturb exhibitors at neighboring stands. Consequently, loudspeakers and other acoustic amplifiers or public address systems at stands must be positioned at the exhibition stand so that they cannot be heard at neighboring stands or in the aisles. The loudness level may not exceed **70 dB (A)** at stand

borders (see Technical Guidelines 4.7.7, 5.8.1, 5.15). Despite previous granted permission, Messe München GmbH is authorized to restrict or prohibit any presentations that cause noise or are visually annoying or result in a substantial danger to or negatively affect the event or event participants for any other reasons. Regulatory codes must be observed.

### B 20 Transporting tracked vehicles

Only tracked vehicles with smooth track plates that are approved for use on public roadways may be driven on the roads of the trade fair center. Transporting tracked vehicles into the exhibition halls is permitted only with the

express consent of Messe München GmbH's Technical Exhibition Services Division. The exhibitor is fully responsible for any damage to road surfaces and hall floors.

### B 21 Alterations

Messe München GmbH reserves the right to make alterations and additions in matters affecting technical arrangements and safety.