

## 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. Messe München GmbH's Covid-19 prevention and hygiene measures also apply.

### Duration of automatica *sprint* exhibition and automatica *sprint* digital platform:

Tuesday, 22 to Thursday, June 24, 2021

### automatica *sprint* exhibition opening hours for visitors:

Tuesday to Wednesday 09:00 – 17:00  
Thursday 09:00 – 16:00

### automatica *sprint* exhibition opening hours for exhibitors:

Tuesday to Thursday 08:00 – 19:00

### Organizer and financing body:

Messe München GmbH  
Messegelände  
81823 München  
Germany

Tel. +49 89 949-20121/22  
info@automatica-munich.com  
www.automatica-munich.com

### Conceptual sponsor:

VDMA Robotics + Automation  
Lyoner Straße 18  
60528 Frankfurt  
Tel. +49 69 6603-1590  
www.vdma.org/r+a

Any changes in the opening hours resulting from the implementation of the protection and hygiene protocol will be announced in good time.

All prices indicated below are net and subject to applicable value-added tax.

### B 1 Application

Applications should be filed online at [www.automatica-munich.com/sprint\\_application](http://www.automatica-munich.com/sprint_application). Applications apply to both automatica *sprint* exhibition and automatica *sprint* digital platform.

The application procedure for the automatica *sprint* exhibition and the automatica *sprint* digital platform is based on the General Terms of Participation A (cf. A 1 and A 2).

The "Digital Brand Room" of the automatica *sprint* digital platform (cf. B 3) will be available no later than 3 weeks before the first day of the automatica *sprint* exhibition, and will remain available for no less than 6 weeks after the above-mentioned period; the exact period is yet to be announced. The digital platform in general will be available from June 22 to 24, 2021.

Stand allocation for the automatica *sprint* exhibition will start on Monday, March 15, 2021.

### B 2 Eligibility

Admissible as exhibitors on the automatica *sprint* digital platform and at the automatica *sprint* exhibition 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 show exhibits from manufacturers which are not represented at the automatica *sprint* exhibition themselves.

All exhibits must correspond to the product groups of the automatica *sprint* exhibition and be designated by name and exact type in the application. Objects other than those announced and admitted must not be exhibited at the automatica *sprint* exhibition and must not be presented or advertised on the automatica *sprint* digital platform. The Messe München GmbH exhibition organizer has the final decision on admission.

### Cancellation on part of the exhibitor without cause

In deviation from the General Terms of Participation A, A 5, fourth paragraph, the following provision applies:

Any exhibitor canceling its participation in the exhibition without being entitled to a right of withdrawal, e.g. in accordance with the Special Terms of Participation (B), and, as such, defaulting on fulfillment of contract without cause, must pay Messe München GmbH **90%** of the participation fee for the automatica *sprint* exhibition as a lump-sum reimbursement of expenses. Any exhibitor canceling its participation in the automatica *sprint* exhibition before the end of May 31, 2021 must pay a lump-sum reimbursement of expenses amounting to **60%** of the participation fee for the automatica *sprint* exhibition. Any exhibitor canceling its participation in the automatica *sprint* exhibition before the end of May 10, 2021 must pay a lump-sum reimbursement of expenses amounting to **30%** of the participation fee for the automatica *sprint* exhibition. Any exhibitor canceling its participation in the automatica *sprint* exhibition before the end of April 26, 2021 will not be subject to any lump-sum reimbursement of expenses. Exhibitors may demand a reduction in the lump-sum reimbursement of expenses if they can prove that Messe München GmbH has incurred lower expenses.

The above provisions exclusively apply to the automatica *sprint* exhibition and not to the automatica *sprint* digital platform.

## 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. Messe München GmbH's Covid-19 prevention and hygiene measures also apply.

### Cont. B 2 Eligibility

#### Cancellation of the automatica *sprint* exhibition on part of Messe München GmbH

In the event that Messe München GmbH cancels the automatica *sprint* exhibition before the end of April 27, 2021 because it is unable to hold the exhibition due to force majeure or other circumstances for which Messe München GmbH is not responsible, or because it has become unreasonable for Messe München GmbH to hold the exhibition (A 6 of the General Terms of Participation A), the participation fee for the automatica *sprint* exhibition (cf. B 4) will not be charged; if the participation fee for the automatica *sprint* exhibition has already been paid, it will be refunded. Exhibitors are not entitled to interest.

In the event that Messe München GmbH cancels the automatica *sprint* exhibition before the end of April 27, 2021 because it is unable to hold the exhibition due to force majeure or other circumstances for which Messe München GmbH is not responsible, or because it has become unreasonable for Messe München GmbH to hold the exhibition (A 6 of the General Terms of Participation A), the exhibitor must pay a lump-sum of **25%** of the participation fee for the automatica *sprint* exhibition (cf. B 4) as compensation for services already provided; the remaining portion of the participation fee for the automatica *sprint* exhibition will be refunded. Exhibitors are not entitled to interest.

#### Cancellation of the automatica *sprint* digital platform on part of Messe München GmbH

In the event that Messe München GmbH cancels the automatica *sprint* digital platform because it is unable to make the platform available due to force majeure or other circumstances for which Messe München GmbH is not responsible, or because it has become unreasonable for Messe München GmbH to make the platform available (A 6 of the General Terms of Participation A), the online participation fee (cf. B 3) will not be charged; if the participation fee for the automatica *sprint* exhibition has already been paid, it will be refunded. Exhibitors are not entitled to interest. The fees for additional services will only be charged to the extent of services already rendered or expenses already incurred.

### B 3 Online participation fee

For participation in the automatica *sprint* digital platform, an online participation fee will be charged, which amounts to a lump-sum of **EUR 1,150**.

The online participation fee is the participation fee for the digital platform pursuant to A 6 of the General Terms of Participation A.

The online participation fee includes the "Digital Brand Room" with company name, company headquarters (city), website and a contact form. Also included is a company profile and filter options according to products and industry sectors. If the exhibitor also participates in the automatica *sprint* exhibition, the hall and stand number of its exhibition stand will be included in the "Digital Brand Room". In addition to the "Digital Brand Room", the online participation fee includes a chat function and reporting on key profile figures for the duration of the automatica *sprint* digital platform; the online participation fee also

includes a social media booklet to promote exhibitor participation in the automatica *sprint* digital platform or the automatica *sprint* exhibition, as well as guidelines, provided to the exhibitor in writing, for a successful appearance on the automatica *sprint* digital platform.

Additional services relating to the participation in the automatica *sprint* digital platform can be ordered from Messe München GmbH or the media sales partner commissioned by Messe München GmbH for an additional fee.

The online participation fee will be invoiced after the exhibitor has been admitted to the automatica *sprint* digital platform. The online participation fee will be charged even if the exhibitor does not participate in the automatica *sprint* exhibition.

## 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. Messe München GmbH's Covid-19 prevention and hygiene measures also apply.

### B 4 Participation fee for the automatica *sprint* exhibition

In addition to the online participation fee (cf. B 3), a participation fee will be charged for the automatica *sprint* exhibition.

The participation opportunities and the participation fees for the automatica *sprint* exhibition are as follows:

#### – Table top module – EUR 5,000

Included services: stand space: 4 m<sup>2</sup> (2 m width x 2 m depth) presentation area, AUMA fee  
Stand construction: carpet, modular GRID system with shelving, logo cube, truss design  
Graphics: 1.50 m<sup>2</sup> digital print (logo cube)  
Utilities: suspension points, 3-kW electrical connection including ground and consumption, LED stand lighting  
Furnishings: 1 bar stool, 1 bar table, 1 demo counter (lockable)  
Stand cleaning, fixed waste-disposal fee, 2 exhibitor passes

#### – 20 m<sup>2</sup> PLUS module – EUR 11,500

Included services: stand space: 20 m<sup>2</sup> (4 m width x 5 m depth) presentation area and additional 8 m<sup>2</sup> (4 m width x 2 m depth) storage space, AUMA fee  
Stand construction: carpet, 20 m<sup>2</sup> stand package, illuminated inner wall (printed fabric with thin aluminum frame)  
Graphics: digital print (2 m<sup>2</sup>), 2 fabric graphics  
Utilities: LED stand lighting, 3-kW electrical connection including ground and consumption, exhibitor WIFI  
Furnishings: 1 info counter, 3 chairs, 1 sitting table  
Storage space equipment: direct access, lockable, 3 storage shelves  
Stand cleaning, fixed waste-disposal fee, 3 exhibitor passes

#### – 50 m<sup>2</sup> module – EUR 24,000

Included services: stand space: 50 m<sup>2</sup> (10 m width x 5 m depth) presentation area, AUMA fee  
Stand construction: carpet, truss design, suspensions with aluminum profile frame  
Graphics: 3 graphics printed on one side (20 m<sup>2</sup> + 16 m<sup>2</sup> + 4 m<sup>2</sup>)  
Utilities: suspension points, LED stand lighting, 5-kW electrical connection including ground and consumption, exhibitor WIFI  
Furnishings: 1 info counter, 3 bar stools, 1 bar table, 1 demo counter (lockable)  
Storage space usage: 1 locker unit with 4 lockers  
Stand cleaning, fixed waste-disposal fee, 5 exhibitor passes

#### – 100 m<sup>2</sup> module – EUR 46,000

Included services: stand space: 100 m<sup>2</sup> (10 m width x 10 m depth) presentation area, AUMA fee  
Stand construction: carpet, truss design, suspensions with aluminum profile frame  
Graphics: 3 graphics printed on one side (20 m<sup>2</sup> + 16 m<sup>2</sup> + 4 m<sup>2</sup>)  
Utilities: suspension points, LED stand lighting, 5-kW electrical connection including ground and consumption, exhibitor WIFI  
Furnishings: 1 info counter, 3 bar stools, 1 bar table, 1 demo counter (lockable)  
Storage space usage: 1 locker unit with 4 lockers  
Stand cleaning, fixed waste-disposal fee, 10 exhibitor passes

#### – 150 m<sup>2</sup> PLUS module – EUR 73,000

Included services: stand space: 150 m<sup>2</sup> (10 m width x 15 m depth) presentation area and additional 12 m<sup>2</sup> (4 m width x 3 m depth) meeting room, AUMA fee  
Stand construction: carpet, truss design, suspensions with aluminum profile frame  
Graphics: 3 graphics printed on both sides\* (20 m<sup>2</sup> + 16 m<sup>2</sup> + 4 m<sup>2</sup>)  
Utilities: suspension points, LED stand lighting, 15-kW electrical connection including ground and consumption, exhibitor WIFI  
Furnishings: 1 info counter, 5 bar stools, 2 bar tables, 2 demo counters (lockable)  
Meeting room equipment: 1 sitting table, 4 chairs, 1 sideboard, carpet, lighting  
Storage space usage: 1 locker unit with 4 lockers and 1 file cabinet in addition  
Stand cleaning, fixed waste-disposal fee, 13 exhibitor passes  
\* subject to suitable layout planning

#### – 200 m<sup>2</sup> PLUS module – EUR 88,500

Included services: stand space: 200 m<sup>2</sup> (10 m width x 20 m depth) presentation area and additional 12 m<sup>2</sup> (4 m width x 3 m depth) meeting room, AUMA fee  
Stand construction: carpet, truss design, suspensions with aluminum profile frame  
Graphics: 3 graphics printed on both sides (20 m<sup>2</sup> + 16 m<sup>2</sup> + 4 m<sup>2</sup>)  
Utilities: suspension points, LED stand lighting, 15-kW electrical connection including ground and consumption, exhibitor WIFI  
Furnishings: 2 info counters, 5 bar stools, 2 bar tables, 2 demo counters (lockable)  
Meeting room equipment: 1 sitting table, 4 chairs, 1 sideboard, carpet, lighting  
Storage space usage: 2 locker units with 4 lockers each and 1 file cabinet in addition  
Stand cleaning, fixed waste-disposal fee, 16 exhibitor passes

Additional technical services can be ordered from Messe München GmbH via the Exhibitor Shop.

The participation fee for the automatica *sprint* exhibition 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 exhibition, visitor marketing and visitor acquisition for the exhibition, preparation and organization of exhibition-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 provision of ticket vouchers for visitors in accordance with clause B 14 "Online vouchers for one-day tickets", the provision of advertising media, 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 exhibition, and other visitor information systems including signage, the provision of 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.

## 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. Messe München GmbH's Covid-19 prevention and hygiene measures also apply.

### Cont. B 4 Participation fee for the automatica *sprint* exhibition

An advance payment for services, pursuant to A 7 of the General Terms of Participation A, will not be charged.

#### Online vouchers for one-day tickets

Included in the participation fee for the automatica *sprint* exhibition are an unlimited number of redeemed online vouchers for one-day tickets to the automatica *sprint* exhibition (cf. B 14).

#### AUMA charge

The Association of the German Trade Fair Industry (AUMA) levies all exhibitors a charge of **EUR 0.60/m<sup>2</sup>** of rented exhibition space. This amount is included in the participation fee for the automatica *sprint* exhibition and transferred directly to AUMA by Messe München GmbH.

#### Fixed waste-disposal fee

The mandatory flat-rate waste disposal fee in the amount of **EUR 4.90/m<sup>2</sup>** is included in the participation fee for the automatica *sprint* exhibition. This mandatory fixed waste-disposal fee covers the disposal of waste generated at the exhibitor's booth during setup and dismantling and throughout the duration of the exhibition. The disposal of production waste is not included.

### B 5 Co-exhibitors/exhibitors with joint stands

The participation of companies as co-exhibitors or exhibitors with a joint stand (cf. A 4) is not possible at automatica *sprint*. Additionally represented companies are not permitted.

### B 6 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 EUR, without deductions and free of all charges to one of the accounts specified in the respective invoice,

indicating the customer number. The due dates specified in the invoices are binding and to be complied with.

### B 7 Dates of setting up and dismantling (cf. A 15)

The stand packages are set up and dismantled exclusively by MEPLAN GmbH, an affiliated company of Messe München GmbH, which provides the stand packages for the exhibitors in the name of and on behalf of Messe München GmbH. Therefore, the provisions on setup and dismantling only apply to such items that are not included in the scope of services of the respective stand package.

#### Setup

June 19, 2021, 12:00–23:00

June 20, 2021, 07:00–23:00

June 21, 2021, 07:00–18:00

Truck check-in during setup:

Vehicles over **7.5 t** must register in advance via Fairlog and book a time slot for access/unloading. When arriving on site, trucks must, in addition, register at the check-in to complete the process. Detailed information will be provided in the Traffic Guide.

On the last day of setup, June 21, 2021, all delivery and setup vehicles must be removed from the halls and the loading yards by 18:00 at the latest. Vehicles which are still in the halls or loading yards after this time will be removed by Messe München GmbH at the risk and expense of the respective exhibitor. Decoration of 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 consent of Messe München GmbH, Technical Exhibition Services Division. The consent must be given in writing.

#### Dismantling

June 24, 2021, 16:30–23:00

June 25, 2021, 07:00–23:00

June 26, 2021, 07:00–18:00

Truck check-in during dismantling:

Vehicles over **7.5 t** must register in advance via Fairlog and book a time slot for access/loading. When arriving on site, trucks must, in addition, register at the check-in to complete the process. Detailed information will be provided in the Traffic Guide.

Access for delivery vehicles on June 24, 2021 no earlier than 17:30.

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.

## 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. Messe München GmbH's Covid-19 prevention and hygiene measures also apply.

### B 8 Stand construction, stand design and stand equipment

Stand construction, stand design and stand equipment must comply with Messe München GmbH's Covid 19-related safety and hygiene regulations. MEPLAN GmbH, an affiliated company of Messe München GmbH, is entitled and obliged to implement these Covid 19-related regulations in stand construction, stand design and stand equipment, and to ensure compliance with them.

For planned stands with more than **100 m<sup>2</sup>**, dimensioned stand design drawings showing the basic layout and projections with 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 construction height of individual installations on the stand area is **2.50 m** excluding exhibits. The partition walls facing the neighboring stand must be kept neutral, white, clean and free of installation materials. Partition walls will only be erected at the request and expense of the exhibitor. In the case of advertising structures facing directly adjoining stands, a minimum distance of **1 m** to the stand perimeters must be observed. Flashing or changing lights must not be used for advertising purposes.

In order to preserve the character of the automatica *sprint* exhibition as a communications and business exhibition, an open stand design is to be ensured. Messe München GmbH is entitled to demand changes in stand design on this account. Stand designs can only be approved if the open sides of the stand have a uniformly open design. Erecting closed walls is permitted, provided they do not take up more than **40%** of the respective stand side, and completely closed walls must not be longer than **5 m**. A closed length of wall measuring **5 m** must be followed by an opening at least **2 m** wide. This rule does not apply if a transparent demarcation (fence/glazing) to the exhibits is provided.

#### Stand construction approval

Every planner/designer of an exhibition stand is responsible for its design, setup and operation as well as compliance with public-law 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 required if the following requirement is complied with:

– stand size less than **100 m<sup>2</sup>**.

Any installations deviating from the specifications set out in B 4 must be submitted for approval to MEPLAN GmbH, an affiliated company of Messe München GmbH, together with stand design plans to scale (floor plans, projection and sectional drawings) no later than 6 weeks before the official start of construction. If items are to be suspended from the hall ceiling, the work involved must be carried out by contractors appointed by Messe München GmbH. The placing of motor vehicles of any kind in the stand area for exhibition or decorative purposes is prohibited and is permissible only in exceptional cases requiring prior written consent of the Exhibition Management. Moreover, special constructions (such as bridges, stairs, cantilever roofs, galleries, etc.) generally require separate approval. Please consult the "Building Regulations" set out under "Leaflets—applications" in the Exhibitor Shop for further information. In any case, please observe the requirements set out in the Technical Guidelines and the information in the individual notices. The exhibitor services order forms for further processing and additional stand services will be made available to you via our Exhibitor Shop or via e-mail in due time.

### 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 / Koelreuteria

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 permitted on the exhibition

grounds. 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. Applications for electric installation, water and telephone connections can be considered only if submitted by May 11, 2021 at the latest.

## 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. Messe München GmbH's Covid-19 prevention and hygiene measures also apply.

### B 11 Sales regulations

Over-the-counter sales and other provision of goods and services from the stand are not permissible. Exhibited articles may be delivered to purchasers only after the end of the exhibition. It is not permitted to publicly disclose the

selling price. Under No. 64 GewO (German trade regulation act), only sales to commercial resellers, commercial consumers and bulk purchasers are permissible.

### B 12 Exhibitor appearance on the automatica *sprint* digital platform

Messe München GmbH generally does not control the content that the exhibitor posts and circulates on the automatica *sprint* digital platform and, therefore, assumes no liability for this content, including its accuracy, legality and quality. However, Messe München GmbH is entitled at any time and at its own

discretion to block, delete or edit exhibitor content made available online via the automatica *sprint* digital platform or, if necessary, to publish it elsewhere within the offering, in particular if Messe München GmbH becomes aware or may reasonably assume that this content or its use violates applicable law.

### B 13 Exhibitor passes

For the duration of the exhibition, each exhibitor receives a specific quantity of free exhibitor passes for his stand (module), pursuant to B 4.

Additional exhibitor passes can be ordered from the Exhibitor Shop and will be available on site from June 21, 2021 at the exhibitor pass service counter. The price is **EUR 39** per pass. Exhibitor passes are intended solely for stand personnel. The exhibitor pass does NOT entitle the holder to free use of the MVV (Munich Transport and Tariff Association).

### B 14 Online vouchers

Exhibitors have the opportunity to order online vouchers from the Exhibitor Shop. All redeemed online vouchers for one-day tickets are included in the participation fee and are not charged for.

### B 15 Stand parties

Stand parties are not permitted at the automatica *sprint* exhibition.

### B 16 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 17 Deliveries, caterers

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))
- 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 on the exhibition grounds.

Catering at the exhibitor's stand will be provided exclusively by able Catering GbR – Messegastronomie Josef Able & Söhne, Willy-Brandt-Allee 5, 81829 München, Germany, Tel. +49 89 949-28460. This does not apply to packaged beverages (see A 12 of General Terms of Participation A).

The preparation of food and the serving of food and drinks must comply with Messe München GmbH's Covid 19-related safety and hygiene regulations.

## 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. Messe München GmbH's Covid-19 prevention and hygiene measures also apply.

### B 18 Restoration of exhibition areas

Regulations on securing exhibits via floor anchorages:

Fixing (securing) machines via floor anchorages requires written approval of Messe München GmbH, Technical Exhibition Services Division. Requests can be submitted via the "Anchoring Exhibits to Hall Floors" order form. To-scale

plans with location and bore diameter details as well as the total number of bore holes are to be provided with this order form. The use of floor anchorages to fasten (secure) stand structures is not permitted.

### B 19 Alterations

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

Messe München GmbH also reserves the right to amend and supplement its Covid-19 prevention and hygiene protocols; exhibitors will be informed of any changes in good time.