

Special Terms of Participation (B) Early bird

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:

Tuesday, 15 to Friday, November 18, 2022

Opening hours visitors:

Tuesday to Thursday 09:00 – 18:00
Friday 09:00 – 17:00

Opening hours exhibitors:

Tuesday to Thursday 08:00 – 19:00
Friday 08:00 until dismantling deadline

Organizer and financing body:

Messe München GmbH
Messegelände
81823 München
Germany

Tel. +49 89 949-20355
Fax +49 89 949-20339
projektleitung@electronica.de
www.electronica.de

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

B 1 Application

The application is to be submitted only at www.electronica.de.
Start of space allocation is Friday, January 14, 2022.

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/exhibition themselves.

All exhibits must correspond to the electronica product index and be designated by name and type on the application form. Objects other than those registered and admitted, or used and leased machinery, may not be exhibited. Messe München GmbH as the fair organizer has the final decision.

The placement of registered companies in the exhibition halls will occur based on the specified main category.

Organizers of joint pavilions are not exhibitors as defined by the "Special Terms of Participation (B)."

Only such German and international companies or institutions can be admitted as exhibitors which are classifiable to the attached product index. Messe München GmbH reserves the right to extend the scope of eligible exhibitors.

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

Exhibitor registrations submitted to Messe München GmbH by November 30, 2021 (date of receipt) qualify for the early bird price* on the participation fee (stand space).

The early bird rates also apply to exhibitors whose registration is received by Messe München GmbH up to or on November 30, 2021, if they rent a

- 1) stand space with the same or larger floor area and with the same or more expensive stand type (row stand, corner stand, end stand, island stand) than specified in their application, or if they rent a
- 2) stand space with a smaller floor area or less expensive stand type than specified in their application, provided that Messe München GmbH has offered the exhibitor such a stand, and the exhibitor has not previously requested a smaller stand space or a less expensive stand type from Messe München GmbH than indicated in his registration.

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 12 "Exhibitor passes," the provision of ticket vouchers for visitors in accordance with clause B 13 "Vouchers," 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 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.

The net participation fees per m² space are:

The minimum stand size is 20 m²

Row stand (1 side open)	EUR 262*
Corner stand (2 sides open)	EUR 289*
End stand (3 sides open)	EUR 299*
Island stand (4 sides open)	EUR 309*

Container space	EUR 1,200
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Two-story stand construction

On two-story constructions, the upper floor space is charged at **80%** of the respective ground floor rate.

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

Combination packages (independent of exhibition segment):

Row stand "All-inclusive" **EUR 8,900**

(only available as row stand with 20 m²)

This turn-key stand includes:

Stand setup and dismantling, stand space (20 m², row), stand building as per web page: 1 table with 4 chairs, 1 info counter with bar stool, 1 cabin (1 m² with door, lockable), 1 display case (partial glass), 1 brochure holder, 1 waste basket, company sign with max. 15 letters, carpeting (color of choice), lighting, 3 kW electrical connection incl. electricity, stand cleaning, AUMA charge, fixed waste-disposal fee, 3 exhibitor passes, 200 vouchers for online tickets, mandatory communication fee

Row stand "New Exhibitors" ** **EUR 7,070**

(only available as row stand with 16 m²)

This turn-key stand includes:

Stand setup and dismantling, stand space (16 m², row), stand building as per web page: 1 table with 4 chairs, 1 info counter with bar stool, 1 cabin (1 m² with door, lockable), 1 waste basket, company sign with max. 15 letters, carpeting (color of choice), lighting, 3 kW electrical connection incl. electricity, stand cleaning, AUMA charge, fixed waste-disposal fee, 2 exhibitor passes, 200 vouchers for online tickets, mandatory communication fee

** May only be booked by companies that are participating in electronica with their own stand space for the first time. This offer is not available to exhibitors participating in joint exhibits.

Combination packages in specific exhibition segments:

Automotive, Embedded, Wireless (only available as 9 m²-package)

9 m²—Automotive, Embedded, Wireless **EUR 7,270**

(only available as 9 m² corner stand)

This turn-key stand includes:

Stand setup and dismantling, stand space (9 m², corner), stand building as per web page: 1 info counter with cable duct and bar stool, 1 bistro table with 3 bar stools, 1 display case (all glass), 1 brochure holder, 1 waste basket, carpeting, lighting, electrical connection incl. electricity, stand cleaning, company sign with max. 15 letters (possible on signboard or info counter), use of service facilities (food services, cloak room, storage), AUMA charge, fixed waste-disposal fee, 2 exhibitor passes, 200 vouchers for online tickets, mandatory communication fee, placement at joint exhibit

12 m²—Automotive, Embedded **EUR 8,260**

(only available as 12 m² corner stand)

This turn-key stand includes:

Stand setup and dismantling, stand space (12 m², corner), stand building as per web page: 1 info counter with cable duct and bar stool, 1 bistro table with 3 bar stools, 1 display case (all glass), 1 brochure holder, 1 waste basket, carpeting, lighting, electrical connection incl. electricity, stand cleaning, company sign with max. 15 letters (possible on signboard or info counter), use of service facilities (food services, cloak room, storage), AUMA charge, fixed waste-disposal fee, 2 exhibitor passes, 200 vouchers for online tickets, mandatory communication fee, placement at joint exhibit

Mandatory communication fee

Exhibitors will be charged a communication fee amounting to **EUR 990**. This fee includes the basic entry in the digital exhibitor listings and other communication services.

Additional services can be booked for extra charges with Messe München GmbH or the media services partner contracted by Messe München GmbH.

The basic entry includes the "Digital Brandroom" including company name, address, website, four entries in the product index and networking options. Also included is a company profile and filter options according to products and industry sectors.

The exhibitor is solely responsible for the legal admissibility, in particular the admissibility under competition law, of his entries in the digital exhibitor directories.

Should third parties assert claims against Messe München GmbH on account of the entries being inadmissible under legal or competition law, the advertiser will indemnify Messe München GmbH comprehensively against all claims asserted, including all costs of necessary legal defense on the part of Messe München GmbH.

The same applies to entries by exhibitors, co-exhibitors/additionally represented companies and exhibitors on joint stands that the respective exhibitor has initiated in Messe München GmbH's trade fair media.

Advance payment

The advance payment for exhibitor services ("Advance payment," cf. A 7) is **EUR 20/m²** of rented exhibition space.

AUMA charge

The German Council of Trade Fairs and Exhibitions (AUMA) levies all exhibitors a charge of **EUR 0.60/m²** 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 6/m²** 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.

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B 4 Co-exhibitors/additionally represented companies

The participation of companies as co-exhibitors/additionally represented companies (cf. A 4) is on principle possible. Participation is, however, subject to Messe München GmbH's prior authorization. The registration fee for co-exhibitors/additionally represented companies is free of charge. Permission to participate may be granted only if the co-exhibitor/additionally represented company would also be eligible to participate as an exhibitor. However, a mandatory communication fee in the amount of **EUR 990** 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). For each additionally represented company a mandatory communication fee in the amount of **EUR 495** is levied. The mandatory communication fee for additionally represented companies includes the company name, address and communication data.

All co-exhibitors/additionally represented companies must be registered by the main exhibitor. The application is to be submitted online at:
www.electronica.de

For each co-exhibitor without Messe München GmbH admission and every single additionally represented company without Messe München GmbH admission, Messe München GmbH is entitled to demand a penalty charge of **EUR 750** from the exhibitor. Furthermore, Messe München GmbH may demand that co-exhibitors and additionally represented companies 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 planned mailing date for the admission invoice is in summer 2022. 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. Please note: **Exhibitor passes will only be dispatched online after receipt of payment of the admission invoice.** The invoice for all additional costs (e.g. lettering, technical services,

electricity) will be sent to the exhibitor after the end of the event; it is to be paid by him immediately upon receipt. Should the exhibitor wish to have an invoice re-issued because the name, legal form or address of the invoice recipient has changed, the exhibitor is bound to pay Messe München GmbH a fee of **EUR 50** for each invoice amendment, unless the data included in the original invoice in respect of the name, legal form or address of the invoice recipient was incorrect and Messe München GmbH was responsible for the incorrect data.

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

Setup

as of November 9, 2022, 08:00 through November 14, 2022, 18:00

Truck check-in during setup:

Trucks over **7.5 t** must register in advance via FairLog and book a time slot for access/loading at the exhibition grounds. When arriving on site, trucks need to register at check-in to complete the process. You will receive more information with the traffic guide.

Rental system stands will be ready for occupancy as of 10:00 on November 14, 2022.

On the last day of setup, November 14, 2022, all delivery and stand-construction vehicles must be removed from the halls and the outdoor exhibition area by 18:00 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 inside the stand 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 November 18, 2022, 17:00 through November 22, 2022, 18:00

Truck check-in during dismantling:

Trucks over **7.5 t** must register in advance via FairLog and book a time slot for access/loading at the exhibition grounds. When arriving on site, trucks need to register at check-in to complete the process. You will receive more information with the traffic guide.

Access to the fairgrounds for stand construction firms and delivery vehicles on November 18, 2022 no earlier than 17:00.

Should exhibits be removed or the stand dismantled before the fair closes, Messe München GmbH can demand that the exhibitor pays a contractual penalty of **EUR 500**.

An extension of dismantling time is unfortunately not possible.

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B 7 Stand design and equipment

Stand construction, stand design and stand equipment must comply with Messe München GmbH's Covid-19 health and safety protocols. The protocols can be found here: <https://electronica.de/hygiene-concept>

Stand designs for two-story constructions, for stands larger than **100 m²** 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 **6 m**. The maximum advertising height (upper edge) is **6 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).

In order to preserve the character of the electronica as a communications and business trade show, exhibitors are requested to ensure an open stand design. Messe München GmbH is entitled to demand changes in the exhibition stand design in this context. Stand designs can only be approved if the open sides of the booth have a uniformly open design. Erecting closed walls is permitted, provided they do not take up more than **70%** of the total length of the respective stand side, and completely closed walls may be no more than **6 m** in length. A closed length of wall measuring **6 m** must be followed by an opening at least **2 m** wide. This ruling does not apply if the respective wall is set back from the stand perimeter by at least **2 m**. Messe München GmbH reserves the right to allow exceptions to this ruling in individual.

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 m²**
- 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.

B 8 Official regulations and permits

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.

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B 9 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 until September 28, 2022 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 10 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.

B 11 Use of equipment

Only cranes, fork-lift trucks and working platforms may be used that have been provided by the Messe München GmbH service partners responsible.

In special cases, permission must be obtained from Messe München GmbH's Technical Exhibition Services Division.

B 12 Exhibitor passes

Each exhibitor receives a specific number of free exhibitor passes in dependence of stand size, valid for the duration of the fair:

up to 16 m² of stand size	2 exhibitor passes
up to 20 m² of stand size	3 exhibitor passes
as from 21 m² for every further 20 m² or part thereof	1 exhibitor pass (in addition)
as from 161 m² for every further 20 m² or part thereof	2 exhibitor passes (in addition)

Additional exhibitor passes can be ordered as of summer 2022 via the Exhibitor Shop at **EUR 33** each. Exhibitor passes are also available for purchase on site at **EUR 43** each. Exhibitor passes are intended solely for stand personnel and must not be passed on to third parties. In case of abuse, Messe München GmbH is entitled to withdraw the exhibitor pass.

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

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

B 13 Vouchers

Exhibitors, co-exhibitors and companies on joint stands have the opportunity to order vouchers for online tickets as part of the advertising media offer (available via the Exhibitor Shop at www.electronica.de/exhibitorshop as of summer 2022). The exhibitor will only be charged for the ticket vouchers actually redeemed (with the final invoice), whereas only a maximum of 3 vouchers per square meter of exhibition space has to be paid for. For co-exhibitors, the exhi-

bition space of the main exhibitor serves as a calculation basis. If an exhibitor has rented two or more booth spaces, the aggregate floor space is considered as the basis of calculation. The resale of online vouchers is prohibited. In case of misuse, Messe München GmbH will exclude the said exhibitor from participation in the online voucher program.

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.

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B 15 Stand parties

According to the currently applicable Covid-19 related safety and hygiene policies of Messe München GmbH, exhibitor events are generally not permitted (as of March 2021). Messe München GmbH may permit exhibitor events subject to safety and hygiene requirements.

The following regulations shall also apply:

Stand parties on the exhibition stand require authorization by Messe München GmbH and must be notified by November 4, 2022 at the latest. Events on November 15, 16 and 17, 2022 may start at 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))
- 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 Noise, sound effects

Demonstrations of machines, video, music, stage shows etc. during the event (see opening hours) require the prior authorization of Messe München GmbH and must be conducted in such a way that no other exhibitors are disturbed or adversely affected. Accordingly, loudspeakers and other acoustic amplifiers/sound systems must be turned towards the exhibition stand and may not sound off on neighboring stands or aisles. The sound level may not exceed **70 dB (A)**

at the stand perimeter (see also Technical Guidelines 4.7.7, 5.8.1 and 5.15). Messe München GmbH reserves the right to limit or prohibit demonstrations of any kind—irrespective of previous authorization—causing noise, optical disturbances or for other reasons constituting a hazard or impairment to the event and especially to event participants. The relevant statutory provisions must be observed.

B 18 Advertising

The following provision replaces Clause A 11: No advertising activities, including the deployment of stationary and mobile advertising carriers, promotion teams or the distribution of printed media and food samplings may be conducted at the exhibition grounds outside the confines of the given exhibitor's stand, unless the exhibitor has applied for and obtained authorization from Messe München GmbH for such activities, which are subject to a fee. The charge for this authorization is set out in the order documents for advertising space. Messe München GmbH is entitled to stop unauthorized advertising activities

outside the confines of the rented stand space, in particular to expel persons who are used as advertising carriers from the site, and to confiscate, remove or destroy unauthorized advertising media. Messe München GmbH is entitled to demand a compensation for unauthorized advertising activities carried out by the exhibitor outside his booth, amounting to twice the fee Messe München GmbH would have charged for granting approval. Messe München GmbH's right to claim further damages remains unaffected.

B 19 Alterations

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