

## SETUP/DISMANTLING

**SITE MEASURING** colour: orange

**SETUP** Tuesday, 12.11.2019-13.11.2019

from 7 a.m. to 8 p.m., Wednesday 13.11.2019 from 7 a.m. to 4 p.m., remaining work within the stand area until 8 p.m.

**DISMANTLING** Sunday 17.11.2019 from 6 p.m. within the stand area, vehicular access to the site from 7 p.m.

**END OF DISMANTLING** Tuesday 19.11.2019, 4 p.m.

**Additional costs** (return date 30.09.2019):

Advanced setup €280 per stand

**Please remember authorisation for your stand constructor!**

[Contact](#) Jens Großkreuz Telephone: +49 (0)201 72 44-475

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## LOGISTICS

**Please note! Deposit of €100 payable upon vehicular access to the outdoor exhibition area!**

→ Traffic guidelines

**Access tickets for dismantling** can be obtained on Friday, 15.11.2019 from Service Center Mitte outside Hall 6 on the first floor between 9 a.m. and 12 p.m.

[Contact](#)

Michael Bengler

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## SECURITY/STAND PARTY

While the trade fair is on, exhibitors are **permitted to be on the trade fair site** one hour before it starts and one hour after it finishes. Appropriate authorisation is required outside of opening times.

Extended setup/dismantling €175 per stand

Night-time setup/dismantling €480 per stand

[Contact](#)

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## WASTE

For any **waste** that is not reported or is left behind in the halls, an **increased fee** of €200/m<sup>3</sup> or €3/m<sup>2</sup> for carpeted floors will be levied.

## STAND EQUIPMENT

**RETURN DATE 28.10.2019**

Floor coverings

Labelling

Refrigeration and electrical equipment

Rental furniture

Plants

Cleaning

## STAND CONSTRUCTION PERMIT

The **stand construction permit form** must be submitted **6 weeks prior to the start of setup**. Further information on the stand construction permit is available in section 4 of the Technical Guidelines.

[Contact](#)

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## STAND TECHNOLOGY

Electricity, water, compressed air, suspension systems, sound and light engineering, communications technology, Internet, audio and video technology

**RETURN DATE 14.10.2019**

**From 15.10.2019 20% late fee**

[Contact](#)

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## ADVERTISING

**ORDER DEADLINE 30.10.2019**

Letter labels

Poster

Visitor brochures

Admission vouchers

Invitation cards for customer

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