

Application Form Main Exhibitor

**Start of space allocation:
September 1, 2017**

Please complete in full and return by mail

info@ispo.com, Tel. +49 89 949-11388, Fax +49 89 949-20159/20169
 Messe München GmbH, Messegelände, 81823 München, Germany

Company address (billing address)

 Company

 Street/P.O. Box

 Postal code Town

 Country

 Official company representative/Title First name Last name
 Ms Mr

 Manufacturer (with brand products) Manufacturer (without brand products) Distributor Sales agent Wholesaler Service provider Publisher (multiple responses possible)
 Member of the following trade association/s (optional)

Deadline for applications: May 31, 2017

 VAT ID No. (required by VAT legislation)

 Number and place of company registration

 Homepage
Contact person (staff member in the company)

 Title First name Last name
 Ms Mr

 Job function

 Area code Phone Fax

 E-mail (personalized)
Response required. Please check:

- Applicants who are established in **Germany or in the European Union**: In the case of the given applicant, his/her company carries out business-related activities autonomously for the purpose of earning income on a sustainable basis (Art. 9 MwStSystRL). The applicant herewith declares that he/she is sourcing the services provided by Messe München GmbH for his/her company.
- Applicants who are **foreign government agencies** (ministries, embassies, consulates etc.) wishing to let space to co-exhibitors in exchange for payment: The applicant is considered a business enterprise (even without a VAT ID number) according to Art. 2 para. 3 of the UStG.
- Applicants who are established in a **country outside the European Union**: In the case of the given applicant, his/her company carries out business-related activities autonomously for the purpose of earning income on a sustainable basis (Art. 9 MwStSystRL). The applicant herewith declares that he/she is sourcing the services provided by Messe München GmbH for his/her company.
- Neither of the above declarations is applicable.** In such cases, Messe München GmbH will charge for its services plus statutory German sales tax even if the given applicant is established abroad.

Address for correspondence (differing address only)

 Company

 Title First name Last name
 Ms Mr

 Street/P.O. Box

 Job function

 Postal code Town

 Area code Phone Fax

 Country

 E-mail (personalized)
 For differing invoice recipient, please complete form (see page 2).*

Press contact (optional)

 Title First name Last name
 Ms Mr

 E-mail (personalized)
Marketing contact (optional)

 Title First name Last name
 Ms Mr

 E-mail (personalized)

Index of products and services Main exhibitor

Company address (please repeat)

Company	Postal code	Town
<input type="text"/>	<input type="text"/>	<input type="text"/>

Please check in which main product category you would like to be located (multiple responses possible).
 Data for catalog listing will be requested separately.

If multiple categories, please indicate main category/focal area:

Step 1: Select main category

- Action Sports
- Fabrics & Fibers
- Health & Fitness
- ISPO Vision*
- Outdoor
- Performance Sports
- Ski
- Sourcing
- Sportstyle
- Media, Trade Associations, Services
- Service machinery and equipment

Fabrics & Fibers

- Accessories
- Base Layer
- Fibers
- Fibers and Insulations
- Threads
- Insulation
- Membranes and Coatings
- Sewing machines
- Outer Layer
- Seams
- Second Layer
- Soft Equipment
- Fabrics
- Technology
- Trims
- Padding
- Zipper

Step 2: Select products
Action sports

- Action Cams
- Action Scooter
- Agressive skating
- Bouldering
- Dirt Bike
- Hang gliding
- Freeclimbing
- Freeski
- Paragliding
- Kayaking
- Kitesurfing
- Motocross
- MTB Downhill
- Parkour
- Rally
- Skydiving
- Snowboard
- Speed riding
- Stand-up Paddle
- Surfing
- Wakeboarding
- Water skiing
- Windsurfing

Health & Fitness

- Aerobic
- Aerobic devices
- Cardio equipment
- Diagnostic/ analytical equipment
- Nutritional consulting
- Nutrition concepts
- Fitness trackers
- Free weights
- Functional training
- Weights
- Gymnastics
- Indoor cycles
- Strength training equipment
- Dietary supplements
- Pilates
- Pilates equipment
- Heart rate monitoring
- Rehabilitation equipment
- Pedometers
- Smartwatches
- Sports mats / Gym mats
- Sports drinks

*Fixed price for ISPO Vision: EUR 189 / m²

Index of products and services Main exhibitor

Company address (please repeat)

Company	Postal code	Town
<input type="text"/>	<input type="text"/>	<input type="text"/>

Please check in which main product category you would like to be located (multiple responses possible).
 Data for catalog listing will be requested separately.

If multiple categories, please indicate main category/focal area:

- Step
- Therapeutic tape
- Vibration training equipment
- Yoga / Pilates
- Circuit training

ISPO Vision

- Accessories
- Alpine skiing
- Golf
- Horse riding / Polo
- Shoes
- Sailing

Outdoor

- Backpacking
- Mountaineering
- Bouldering
- Camping
- Fishing
- Hunting
- Canoeing
- Kayaking
- Climbing
- Nordic Walking
- Outdoor accessories
- Parkour
- Sledding
- Rowing
- Sleds
- Snowshoe hiking
- Swimming
- Cross-country skiing
- Ski touring
- Diving
- Trekking
- Hiking

Performance Sports

- Ice hockey
- Floorball
- Football (soccer)
- Handball
- Hockey
- Ice skating
- Inline Skating
- Martial arts
- Cross-country skating
- Athletics
- Padel Tennis
- Protectors
- Heart rate monitoring
- Road cycling
- Rowing
- Running
- Swimming
- Snooker / Billards
- Diving
- Teamsports
- Tennis
- Table tennis
- Trailrunning
- Triathlon
- Hydration systems

Ski

- Action Cams
- Agressive skating
- Alpine ski
- Backcountry skiing
- Biathlon
- BMX
- Bobsleigh
- Dirt Bike
- Ice hockey

Index of products and services Main exhibitor

Company address (please repeat)

Company	Postal code	Town
<input type="text"/>	<input type="text"/>	<input type="text"/>

**Please check in which main product category you would like to be located (multiple responses possible).
Data for catalog listing will be requested separately.**

If multiple categories, please indicate main category/focal area:

- | | |
|--|--|
| <input type="checkbox"/> Freeclimbing
<input type="checkbox"/> Freeski
<input type="checkbox"/> Paragliding
<input type="checkbox"/> Inline Skating
<input type="checkbox"/> Cross-country skating
<input type="checkbox"/> Motocross
<input type="checkbox"/> MTB
<input type="checkbox"/> MTB Downhill
<input type="checkbox"/> Nordic Walking
<input type="checkbox"/> Sledding
<input type="checkbox"/> Sleds
<input type="checkbox"/> Cross-country skiing
<input type="checkbox"/> Snowboard

Sourcing
<input type="checkbox"/> Action Cams
<input type="checkbox"/> Action Scooter
<input type="checkbox"/> Agressive skating
<input type="checkbox"/> Alpine ski
<input type="checkbox"/> Backcountry skiing
<input type="checkbox"/> Base Jumping
<input type="checkbox"/> Mountaineering
<input type="checkbox"/> Biathlon
<input type="checkbox"/> BMX
<input type="checkbox"/> Bobsleigh
<input type="checkbox"/> Archery
<input type="checkbox"/> Bouldering
<input type="checkbox"/> Camping
<input type="checkbox"/> Darts
<input type="checkbox"/> Dirt Bike
<input type="checkbox"/> Hang gliding
<input type="checkbox"/> DTM
<input type="checkbox"/> Ice hockey
<input type="checkbox"/> Skydiving
<input type="checkbox"/> Fencing
<input type="checkbox"/> Fishing
<input type="checkbox"/> Fitness
<input type="checkbox"/> Fixies
<input type="checkbox"/> Floorball
<input type="checkbox"/> Formula 1
<input type="checkbox"/> Freeclimbing | <input type="checkbox"/> Freeski
<input type="checkbox"/> Football (soccer)
<input type="checkbox"/> Paragliding
<input type="checkbox"/> Golf
<input type="checkbox"/> Gymnastics
<input type="checkbox"/> Handball
<input type="checkbox"/> Inline Skating
<input type="checkbox"/> Hunting
<input type="checkbox"/> Kayaking
<input type="checkbox"/> Martial arts
<input type="checkbox"/> Canoeing
<input type="checkbox"/> Kitesurfing
<input type="checkbox"/> Climbing
<input type="checkbox"/> Cross-country skating
<input type="checkbox"/> Athletics
<input type="checkbox"/> Membranes and Coatings
<input type="checkbox"/> Motocross
<input type="checkbox"/> MTB
<input type="checkbox"/> MTB Downhill
<input type="checkbox"/> Sewing machines
<input type="checkbox"/> Sewing accessories
<input type="checkbox"/> Nordic Walking
<input type="checkbox"/> Parkour
<input type="checkbox"/> Pilates
<input type="checkbox"/> Racket sports
<input type="checkbox"/> Rally
<input type="checkbox"/> Horse riding
<input type="checkbox"/> Road cycling
<input type="checkbox"/> Sledding
<input type="checkbox"/> Rowing
<input type="checkbox"/> Running
<input type="checkbox"/> Shooting
<input type="checkbox"/> Sleds
<input type="checkbox"/> Swimming
<input type="checkbox"/> Sailing
<input type="checkbox"/> Skateboarding
<input type="checkbox"/> Cross-country skiing
<input type="checkbox"/> Skydiving
<input type="checkbox"/> Snooker/ Billards
<input type="checkbox"/> Snowboard
<input type="checkbox"/> Speed riding |
|--|--|

Index of products and services Main exhibitor

Company address (please repeat)

Company	Postal code	Town
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Please check in which main product category you would like to be located (multiple responses possible).
 Data for catalog listing will be requested separately.

If multiple categories, please indicate main category/focal area:

- Stand-up Paddle
- Superbike
- Surfing
- Diving
- Textile Fabrics
- Trailrunning
- Trekking
- Triathlon
- Volleyball
- Wakeboarding
- Water polo
- Water skiing
- Windsurfing
- Yoga

Sportstyle

- Accessories
- Clothing
- Gloves
- Hats / Headbands
- Scarves
- Shoes
- Socks
- Base layer

Media, Trade Associations, Services

- Brand communication—Brand staging
- Digital solutions—Online and mobile solutions
- Event design & production—Live communication
- Shop fitting and special solutions
- Integrated online / offline brand worlds
- POS Marketing—Consumer activation
- Prototyping / 3DPrinting
- Retail architecture—Brand & shop architecture
- Store branding
- Visual marketing—Shop window & instore installation
- Visual merchandising—Product presentation

Does your range of products include shoes?

- yes
- no

Does your range of products include the topic of health?

- yes
- no

Does your range of products include glasses?

- yes
- no

Does your range of products include products for children?

- yes
- no

Do you manufacture ecological products?

- yes**
- no

Please enter your brand(s) here:

Please enter any product innovation(s) you are presenting at ISPO MUNICH:

On the market since:

** We are aware that as the manufacturer we must guarantee the correctness of this statement.

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.

Duration:

Sunday, 28 to Wednesday, January 31, 2018

Opening hours visitors:

Sunday to Tuesday 09:00 – 18:00
 Wednesday 09:00 – 17:00

Opening hours exhibitors:

Sunday to Tuesday 07:30 – 18:00
 Wednesday 07:30 – 17:00

Organizer and financing body:

Messe München GmbH
 Messegelände
 81823 München
 Germany

Tel. +49 89 949-11388
 Fax +49 89 949-20159/20169
info@ispo.com
www.munich.ispo.com

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

B 1 Application

Applications should be filed using this form, duly completed and signed with a legally binding signature, and submitted to Messe München GmbH without delay.

Deadline for applications is Wednesday, May 31, 2017.

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 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 and allocation of desired stand size/location. Organizers of joint stands are not exhibitors as defined by the "Special Terms of Participation (B)."

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

The net **participation fees** per m² space are:

In the hall

The minimum stand size is **16 m²**

Row stand (1 side open)	EUR 147
Corner stand (2 sides open)	EUR 167
End stand (3 sides open)	EUR 177
Island stand (4 sides open)	EUR 189
ISPO Vision	EUR 189

In the outdoor exhibition area

The minimum stand size is **16 m²** **EUR 65**

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

Mandatory communication fee

Exhibitors will be charged a mandatory communication fee amounting to **EUR 523**. This fee includes the basic entry in the catalog (print, online and, if applicable, mobile, cf. B 10 Media services) plus one copy of the trade fair catalog (hand-out on site at the fair). It also covers the basic entry in the visitor guide, and other communication services as set out in provision B 10 "Media services (Catalog—Internet—Mobile)." Exhibitors can book other entries in the respective advertising media for extra charges. Prices for the additional listing and promotion opportunities are given on the respective order forms, which will be sent to exhibitors by the media services partner contracted by Messe München GmbH.

Advance payment

The advance payment for exhibitor services ("Advance payment," cf. A 7) is **EUR 15/m²** of rented exhibition space.

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.

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

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 flat-rate fee for waste disposal during the fair of **EUR 3.80/m²** of stand space plus statutory VAT covers the disposal of waste generated by the exhibitor at his stand during the fair.

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 523** 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).

Co-exhibitors must be registered by the main exhibitor on a separate form.

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 50** 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)

Set-up

as of January 23, 2018, 08:00 through February 27, 2018, 18:00

Set-up time in Hall B0 is curtailed.

Halls A1–A6 as of January 23, 2018, 08:00
Halls B1–B6, C1–C4 as of January 23, 2018, 08:00

Truck check-in during set-up:

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**.

Rental stands will be ready for occupation as on January 23, 2018.

On the last day of set-up, January 27, 2018, 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 in the exhibitor's own stand space is possible until 20:00.

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

Dismantling

as of January 31, 2018, 17:00 through February 3, 2018, 18:00
Dismantling time in Hall B0 is curtailed.

An extension of the dismantling time is unfortunately not possible.

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 7 Stand design and equipment

Stand designs for two-story constructions, for stands larger than **100 m²** or stand structures exceeding **3 m** in height 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 set-up begins.

Halls, general

One-story construction

The maximum construction height is **6 m**. The maximum advertising height (upper edge) is **7.5 m**.

Two-story construction

The maximum construction height is **7.5 m**. The maximum advertising height (upper edge) is **7.5 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 **2.5 m**. It is recommended that exhibitors install partition walls (height **2.5 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 **2.5 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.

To maintain ISPO MUNICH's character as a communications platform and work exhibition, exhibitors must make sure that their stands have an open design. Messe München GmbH is entitled to prescribe changes in stand design in this context.

Planning permission

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 planning approval 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 set-up 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 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.** The respective exhibitor services order forms for further processing and additional stand services will be made available to you in due time.

B 8 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 9 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.

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 10 Media services (catalog, internet, mobile)

The basic entry includes the company name, place, hall and stand number as well as the listing in the product index and this is invoiced by Messe München GmbH (cf. B 3 Mandatory communication fee). Exhibitors can book additional listings, e.g. in the product directory and other presentation opportunities in these communication media on a separate order form. Order forms 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 exhibitor catalog (print, online and mobile).

The exhibitor is solely responsible for the permissibility under law—and particularly the law on competition—of entries placed in the exhibitor catalog (print, online and 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 exhibitor catalog (print, online and mobile).

The official media services partner for this trade fair is:

jl.medien e.K.
 Inselkammerstraße 5
 82008 Unterhaching
 Germany
 Tel. +49 89 666166-31
 Fax +49 89 666166-39
info@ispo-media.com

B 11 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 m²** of stand size
 as from **21 m²** for every further **10 m²**
 or part thereof
 as from **101 m²** for every further **20 m²**
 or part thereof

3 exhibitor passes
 1 exhibitor pass
 (in addition)
 1 exhibitor pass
 (in addition)

Additional exhibitor passes are available online at www.munich.ispo.com. 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 for co-exhibitors.

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

B 12 Vouchers

Exhibitors, co-exhibitors and companies on joint stands have the opportunity to order vouchers for a day ticket or online tickets as part of the advertising media offer.

B 13 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 14 Stand parties

Stand parties on the exhibition stand require authorization by Messe München GmbH and must be notified by January 13, 2018 at the latest. Events 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)**.

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 15 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
- Messengelände/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 set-up 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 16 Fashion shows and events

Fashion shows and events on the stand must be notified in writing to the Exhibition Management in due time. For stand parties, separate arrangements apply (see B 14 Stand parties).

B 17 Alterations

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

Status: April 2017