

REGISTRATION

Rostocker Messe- und Stadthallengesellschaft mbH
Zur HanseMesse 1-2
18106 Rostock

To be filled out by the organizer					Stand no.:	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
EB	RE	CB	TU	KA	ADCRM	Internet

Exhibitor	
Company:	
Manager:	Comm. Reg. No.:
Street Address:	
Post Code and City:	
Telephone:	Fax:
Internet:	
email:	
Contact Person:	<input type="radio"/> Correspondence Address

Invoice Address	
if different from above!	
Company:	
Street Address:	
Post Code and City:	<input type="radio"/> Correspondence Address

Brief description of products/services exhibited	

Exhibition Floor Space	Price	Width	Depth	Total Area	AUMA Fees
<input type="radio"/> only floor space	95,00 €/m ²	m	m	m ²	0,60 €/m ²
<input type="radio"/> with stand structures/furnishings (complete package *)	150,00 €/m ²	m	m	m ²	0,60 €/m ²

*The complete package includes: walls, frame structure, carpet, lighting, panel, table, 3 chairs, info counter, cabin, coat hooks, wastepaper bin (see enclosed form)

Remarks:

Stand Typ	Minimum Size	Surcharge	Compulsory Supporting Services	Co-exhibitors
<input type="radio"/> Row Stand	<input type="text"/> 12 m ²	--	350,00 €	Please list the co-exhibitors with address and products/services to be exhibited on a separate sheet of paper. Number of co-exhibitors at your stand: <input type="text"/> x 150,00 € This fee includes the compulsory catalogue entry and 2 exhibitor's badges.
<input type="radio"/> Corner Stand	<input type="text"/> 15 m ²	15 %	The compulsory supporting services include the entry in the internet and fair catalogue, provision of one 230 V / 2 kW electrical connection (including consumption), 1 parking pass, up to 5 exhibitor's badges, waste disposal	
<input type="radio"/> Front Stand	<input type="text"/> 18 m ²	20 %		
<input type="radio"/> Island Stand	<input type="text"/> 36 m ²	25 %		

Additional services can be ordered from the service catalogue which will be sent to you upon receipt of registration.

By registering, we accept the special terms of exhibition of Rostocker Messe- und Stadthallengesellschaft mbH in all parts.

All prices are net prices and are subject to statutory VAT; all prices are valid for the entire duration of the event.

Special Terms and Conditions of Exhibition

The Special Terms and Conditions of Exhibition are applicable in conjunction with the General Trade Fair and Exhibition Terms and Conditions of Rostocker Messe- und Stadthallengesellschaft mbH.

1. Organizer

Rostocker Messe- und Stadthallengesellschaft mbH
(subsequently referred to as RMSG)
Zur HanseMesse 1-2 · D-18106 Rostock
tel.: +49(0)381-44 00 610 · fax: +49(0)381-44 00 666

2. Hall Layout Plan

The planning of the hall layout shall commence on 01 November 2009.

3. Registration, Confirmation, Stand Allocation

3.1 Registration will only be accepted by means of the enclosed registration form. The form must be completed in its entirety including a legally binding signature, and returned by post. By registering, the exhibitor accepts the General and Special Exhibition Terms and Conditions of RMSG. Submission of the registration form does not represent any entitlement to admission to the trade fair and/or to a particular stand space. The date of receipt of the registration form is not relevant to the allocation of stands. Special requests for stand space by the exhibitor shall be taken into consideration wherever possible; however, such requests can not form a condition of registration. RMSG does agree to any exclusive conditions of the exhibitor.

3.2 The exhibitor shall receive written confirmation of registration and a separate invoice. The contract between RMSG and the exhibitor becomes effective with the sending of the confirmation of registration. The contract is valid for the entire duration of the trade fair. If necessary and upon presenting good reasons for doing so, RMSG can – confirmation of registration notwithstanding, and provided it can be considered reasonable to the exhibitor – allocate an exhibition space in a different location and/or make slight changes in the size and form of the exhibition stand. The exhibitor shall be informed immediately should such measures be necessary, and shall be allocated an equivalent stand where possible. Should the price as invoiced change, a refund or subsequent invoice for further charges shall be issued. Indemnity claims by either party are not permitted. Competitive exclusion will not be conceded.

4. Withdrawal

Withdrawal from the contract on the part of the exhibitor does not in any way release him from his contractual obligations. In the event that the exhibitor does not participate in the exhibition, he is nevertheless obliged to pay all rental charges. Should RMSG as exception consent to a withdrawal, a cancellation charge of 25% of the stand rent shall be levied, in addition to any other costs already incurred by the exhibitor. In the unusual event that a withdrawal is authorized by RMSG within a period of six weeks before the opening of the exhibition, the total cost of stand rental as well as any other costs incurred by or on behalf of the exhibitor are to be paid. The application for withdrawal must be made in writing. Similarly, the consent of RMSG to the withdrawal of an exhibitor must be given in writing. The exhibitor is entitled to submit proof to RMSG that the costs were not incurred to the amount claimed.

5. Stand layout

The exhibitor will be rented the floor space in the exhibition hall without structures and is required to erect his stand on his own behalf within the expectations of uniform construction. Every exhibitor is obliged to have a stand with walls; otherwise, walls will be erected at the exhibitor's costs. Stands must be furnished with uniform and clean flooring. RMSG reserves the right to demand changes to the stand design. The same is applicable in the case of disturbances such as odor, noise or other inadequacies. Following registration, the exhibitor will receive order forms with which application for any special needs or services for his stand can be made. Only flame resistant or fireproof impregnated material may be used in the construction and design of the exhibition stand, of which the exhibitor must be able to produce relevant proof at any given time. For the purposes of carpet-laying, only non-residual carpet tape may be used. For safety reasons, electricity shall only be supplied to stands during the event, from 8.00 am to 7.00 pm daily. Should electricity be required for technical reasons at night, special applications must be submitted to RMSG. The permissible maximum height of the stand or its structures is 2.50 m. Stands or structures exceeding the permissible maximum height are subject to written authorization by RMSG.

6. Additional Services

Additional construction or utility services such as the provision of electricity, water and telephone connections shall be carried out by RMSG-approved companies on customer request and shall be invoiced separately.

7. Terms of Payment

All prices are net prices and subject to statutory VAT. The invoice will be issued 8 weeks prior to the start of the event. The invoice amount is to be paid in full without discount within 14 days of the invoice date. Prior payment of the invoice in full is required for participation in the event; exhibitors will otherwise not be given access to the stand space, will not be entered in the exhibitor directory, and will not be issued exhibitor badges. In all other respects, the General Terms and Conditions of Exhibition of RMSG apply. If invoices are issued to a third party at the request of the exhibitor, the exhibitor is nevertheless held as debtor until the third party has paid the invoice in full. Any claims must be made in writing immediately following receipt of invoice. RMSG is entitled to withdraw from the contract if payment of the invoice is more than three days overdue. Should the exhibitor not have paid his invoice by the first planned day of stand setup, RMSG is entitled to exclude the exhibitor from participation in the event. RMSG's claim for payment of stand rental fees as compensation for losses remains valid.

8. Security, cleaning and delivery

The general security and cleaning of the HanseMesse Rostock facilities and grounds shall be arranged by RMSG. The surveillance and cleaning of exhibition stands can be arranged by RMSG upon request subject to fees. The daily delivery of goods must conclude at least a half hour prior to the beginning of the exhibition. Deliveries arriving later will not be permitted onto the exhibition grounds.

9. Insurance

It is recommended that application be made for normal insurance coverage of exhibited goods according to the "General Terms and Conditions of Insurance for Exhibition Insurance". Exhibitors are advised to check in advance to see if their commercial third party insurance also covers exhibition risk. RMSG accepts no liability for lost or damaged exhibition goods.

10. AUMA Fees

AUMA (The Association of the German Trade Fair Industry) fees amounting to net € 0.60 per m² hall space are levied. AUMA is a service provider and represents the interests of the entire trade fair industry – i.e. exhibitors, visitors, and organizers – on a national and international level. Additional information can be found at www.auma-messen.de.

11. Trade fair passes and parking passes

Trade fair passes are issued on an individual basis and are valid in connection with a legal personal I.D. They allow the holder to access the exhibition grounds. For each exhibition stand, a maximum of five trade fair passes as required and one parking pass are issued free of charge. Should additional passes be required, they shall be subject to a fee.

12. Sub-exhibitors

For organizational reasons, RMSG must be given adequate notice if the stand space is to be divided between several exhibitors. A fee of € 150.00 shall be levied for the inclusion of each sub-exhibitor.

13. Food and beverage – related use of the stand space

The commercial food and beverage – related use of the stand space is generally not permitted. Subject to written consent by RMSG, a free sampling of food products may be permitted at the exhibition stand. Sale of food or beverage is generally not permitted.

14. Music and sound presentations

The operation of loudspeaker systems or stereo/ music devices, and video or picture presentations at the exhibition stand is subject to written permission by the organizer. Permission will only be granted if such presentations in no way disturb the neighboring stands. Aisles may not be used as congregation areas for viewers. Presentations are to be made in such a way that the aisles remain free. In case of doubt or dispute, the decision of the responsible representatives of the organizer or its commissioned agents is binding.

15. Verbal Agreements

Any verbal agreement made with RMSG or its employees must be put into writing. The arrangement with RMSG only becomes legally binding when the duplicate has been signed and returned.

16. House rules

The house rules issued at the trade fair office form an integral part of the Terms and Conditions of Exhibition.

17. Place of settlement and jurisdiction

The place of settlement and jurisdiction for all disputes is the Hanseatic City of Rostock. This is applicable also in the case of default of payment as well as in cases in which the renter is commercially registered, a public official, or not normally under German jurisdiction.