

www.euvend.com



VISIONS OF VENDING



Early bird discount
until 15.12.2010!

YOUR REGISTRATION DOCUMENTS

The International Trade Fair for the Vending Industry

COLOGNE, 8 – 10. 09. 2011

powered by:



Start of hall layout planning
28 February 2011



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Conditions of participation | General section

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**Please submit your registration to Koelnmesse GmbH by 28.02. 2011
when the hall layout planning will start.**

YOUR CONTACT PERSONS



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Checklist for preparing your participation at Eu'Vend 2011

| | |
|--|--|
| <input type="checkbox"/> Registration main exhibitor with form 1.10 and 1.30 | Until layout planning starts on 15th February 2011 |
| <input type="checkbox"/> Confirmation of receipt of registration documents | After receipt of your registration |
| <input type="checkbox"/> Stand confirmation together with scaled sketches of your stand and layout plans | From April 2011 |
| <input type="checkbox"/> Dispatch of complimentary invitations to your customers | From May 2011 |
| <input type="checkbox"/> Register Vending Star | Till 27th May 2011 |
| <input type="checkbox"/> Order other services related to your trade fair presentation (e.g. stand construction power and water supply, hostesses etc.) | Deadlines listed in Koelnmesse-Service-Portal (www.koelnmesse-service-portal.de) |
| <input type="checkbox"/> Register co-exhibitors using Form 1.20 and the List of Goods (Form 1.30) | No later than 15th June 2011 |
| <input type="checkbox"/> Order the Media Package "Catalogue/Internet" by filling out Form 2.10 (obligatory) | Editorial deadline 30th June 2011 |
| <input type="checkbox"/> Order free advertising kit | Until 2 weeks before the start of the fair |
| <input type="checkbox"/> Register stand parties | Until 2 weeks before the start of the fair |
| <input type="checkbox"/> Register musical renditions GEMA – Bezirksdirektion NRW Postfach 10 13 43, 44013 Dortmund, Germany Tel. +49 231 57701-200, Fax +49 231 57701-230 www.gema.de | Before beginning of the fair |
| <input type="checkbox"/> Order parking space for trucks/refrigerated containers | Before beginning of the fair (subject to availability) |
| <input type="checkbox"/> Reserve office and/or conference rooms | Before beginning of the fair (subject to availability) |
| <input type="checkbox"/> Construction | 5th to 7th September 2011, 8:00 p.m. |
| <input type="checkbox"/> Dismantling | From 6:00 p.m., on 10th September 2011 midnight on 12th September 2011 |

Essential information

Please also refer to our enclosed Conditions of Participation.



Eu'Vend – International Trade Fair
for the Vending Industry
Cologne, 8–10. September 2011

1 Opening times

For exhibitors: Daily from 8:00 a.m. to 7:00 p.m.

For visitors: Daily from 9:00 a.m. to 6:00 p.m.

2 Construction times

Start of construction period: Monday, 5th September 2011, 8:00 a.m.

End of construction period: Wednesday, 7th September 2011, 8:00 p.m.

In exceptional cases stand construction can begin as early as Sunday, 4th September 2011 (early stand construction date).

3 Dismantling times

Start of dismantling period: 6:00 p.m. on Saturday, 10th September 2011

End of dismantling period: midnight on Monday, 12th September 2011

Dismantling may begin no earlier than **6:00 p.m. on 10th September 2011.**

4 Registration

Form 1.10 must be submitted by each main exhibitor. Please fill out the registration form completely, stamp it with your company seal, and have a responsible person sign it. The registration is only valid when accompanied by the list of goods on **Form 1.30**. Co-exhibitors* are required to register using **Form 1.20**. A separate list of goods – **Form 1.30** – must be filled in for each of these companies.

*see Item V of the General Section of the Conditions of Participation

Start of hall planning: 15.02.2011.

5 Participation fees

5.1 The stand rental fee per m² of floor space is
if registration is received **by 15th December 2010** 177.00 EUR

if registration is received **after 16th December 2010** 187.00 EUR

In addition, a flat rate electricity fee of 6.00 EUR per m² and an AUMA fee of 0.60 EUR per m² are charged.

Koelnmesse and Koelnmesse Service GmbH are entitled to collect an adequate down payment for the services provided at an event (electricity and water supplies, etc.). For exhibitors that did not take part in the previous event, the down payment amounts to 704.00 EUR. After the event, a separate invoice is drawn up for the services provided; the down payment is credited to this amount (see Item 3 of the Special Section of the Conditions of Participation).

All prices are net prices and do not include VAT.

The minimum stand size is 12 m².

The rental fee for stand area does not include the cost for any constructions.

5.2 Participation fee for stand packages

| | Advance booking price | Regular price |
|---------------------------------------|-----------------------|---------------|
| Stand Package S (12 m ²) | 3,895.00 EUR | 4,015.00 EUR |
| Stand Package M (18 m ²) | 5,715.00 EUR | 5,895.00 EUR |
| Stand Package L (24 m ²) | 7,525.00 EUR | 7,765.00 EUR |
| Stand Package XL (36 m ²) | 10,925.00 EUR | 11,285.00 EUR |

From 1st August 2011, a late booker surcharge amounting to 8% of the regular price will be added to the invoice.

6 Turnkey stands / Koelnmesse Service stands

Our subsidiary Koelnmesse Service GmbH offers turnkey stands. Why not take advantage of this service? These stands are available in various designs.

You will find more detailed information in the brochure:

"We'll create the perfect setting for your ideas"

Tel. +49 221 821-3998

standbau-services@koelnmesse.de

http://stand.koelnmesse-service.de

7 Media Package

The Media Package is a comprehensive and eye-catching solution for all phases of your trade fair communication. The efficient combination of online, print and mobile marketing maximises your messages' visibility.

All main exhibitors and co-exhibitors are obliged to order the Media Package, which guarantees them an entry in the printed catalogue.

A fee (299.00 EUR) is charged for this service.

You will find the order form for this item, Form 2.10, in the PDF document "Media Package". You received this PDF document as a separate file together with your registration documents.

Please note that the editorial and advertising deadline is 30th June 2011.

The printed catalogue will be published before the fair begins.

8 Visitor Promotion Package

As part of the Visitor Promotion Package, Koelnmesse provides main exhibitors and exhibitors in a group presentation with an unlimited number of admission ticket vouchers for their customers. These vouchers are subject to compulsory visitor registration.

The amount of the participation fee that every exhibitor must pay for this service is calculated according to the confirmed stand area. The following scale applies:

| | | |
|--------------------|----------------------|------------|
| - For stands up to | 14 m ² | 215.00 EUR |
| - For stands from | 15–29 m ² | 275.00 EUR |
| - For stands from | 30–49 m ² | 315.00 EUR |
| - For stands from | 50–99 m ² | 415.00 EUR |
| - For stands from | 100 m ² | 515.00 EUR |

The costs for the Visitor Promotion Package are invoiced with the stand rental fee.

9 Invoicing

You will receive the invoice for the stand area along with your free exhibitor and work passes **starting in June 2011**. The invoice payment is due 10 weeks before the start of the event.

10 VAT refunds

Foreign exhibitors (proprietors) may receive a refund of the VAT paid with the invoice as long as they fulfil the legal requirements.

Please also note Item 3.9 in the Special Section of the Conditions of Participation.

11 Withdrawal / non-participation

The contractual relationship can no longer be terminated once the stand has been bindingly registered and confirmed. The organizer can agree to the request for release from the contract only in exceptional cases if the stand space not required can be rented to another exhibitor. In this instance the organizer is entitled to demand a general reimbursement of the costs incurred corresponding to 25 % of the participation fee but minimum of 1,000.00 EUR. If the space cannot be re-rented, the full participation fee must be paid. Please see "General Conditions of Participation", Item II.

12 Stand confirmation

If your company is accepted as an exhibitor, you will receive a stand confirmation. The contract comes into being when you receive your stand confirmation.

You will receive sketches of your stand and layout plans, including dimensions, together with your stand confirmation, from April 2011.

13 Technical guidelines / services

You may download the Technical Guidelines from the trade fair website or from www.koelnmesse-service-portal.de. You also have the option of requesting the Technical Guidelines in printed form and on CD-ROM. Our entire range of services can be ordered online at the Koelnmesse Service Portal. You will receive your log-in data in a separate letter at the time of your stand confirmation.

14 Maximum stand height / special constructions

The maximum permissible stand height (including signs, banners and other advertising material) is standardised at 4.50 m. On request, Koelnmesse can approve a higher stand height insofar as technical and construction-related requirements are met. If you should wish to build special features, please send **the plans in duplicate for approval to the Technical Service Department at Koelnmesse 6 weeks before the event at the very latest.** Rear walls must be neutral in design.

On this point, please note the Special Section of the Conditions of Participation and the Technical Guidelines.

15 Exhibitor passes

Each exhibitor receives free of charge and valid for the period from the first day on which construction work begins to the final day of dismantling:

- two passes for a stand of up to 10 m²
 - four passes for a stand of up to 20 m²
 - one pass for each further unit or part unit of 10 m² up to a stand area of 100 m²
 - one pass for each further unit or part unit of 20 m² above this area
- If more exhibitor passes are needed for stand personnel, they can be requested from Koelnmesse, subject to a fee. You will receive the corresponding form together with the invoice.

16 Work passes

Together with the invoice, you will receive free-of-charge work passes that allow personnel to access the exhibition grounds during the construction and dismantling periods.

17 Koelnmesse representatives abroad

Koelnmesse has representative offices in over 80 countries. They will gladly assist you at any time. A list of these offices is available on the Internet at www.koelnmesse.com

18 Vending Star 2011

Register by 27th May 2011 for the Vending Star 2011!

The Vending Star honours innovative solutions from the areas "Technical Equipment", "Devices for Supporting the Operation of Vending Machines", "Concepts" and "Innovative Products". The international jury of experts will choose the Vending Star 2011 from the best items submitted in these four groups. If you are interested in entering, please note the announcement of the Vending Star 2011 competition and the registration documents, which you will receive at the end of the year.

Important contacts

| | Tel.: +49 221 821- | Fax: +49 221 821- |
|---|----------------------|---------------------|
| Eu'Vend Project Team | | |
| Mr. Schlüter | -2901 | -3505 |
| Mrs. Hummel | -2647 | |
| Exhibitor passes (additional) and Catalogues | -2996 | -3437 |
| Visitor services | -2244 | -3541 |
| Accounts department | -2378 | -3174 |
| Hotel accommodation | -2370 | -3739 |
| Congresses, special events, conference rooms | -2201 | -3430 |
| Traffic controlling (truck parking) | -3588, -2838 | -991335 |
| Security Office North | -2551, -2552 | -3780 |
| Personnel (Trade fair employment office) | | |
| – Hostesses/Service-Personnel | +49 221 28492-05/-06 | +49 221 8800066 |
| – Personnel for construction and dismantling | -2882 | +49 221 45559636 |
| Car parking | -3998 | -3999 |
| Press | -2288 | -3285 |
| Protocol | -2502 | -3402 |
| Forwarding agents (customs clearance/storage/transport) | | |
| – DHL | +49 221 981530 | +49 221 981535 |
| – Schenker | +49 221 981310 | +49 221 981318890 |
| – Kühne & Nagel | +49 221 2849240 | +49 221 2849243 |
| Turnkey stands | -3205 | -2188 |
| Stand catering/restaurants | +49 221 2849446 | +49 180202505059 |
| Technical services | -2324 | -3922 |
| Exhibition Technology | -2156 | -3419 |
| Insurance | +49 221 77155824 | +49 221 77159316359 |
| Security | -2456 | -3435 |
| Advertising outdoor and halls | -2925 | -3501 |



08-10.09.2011

Customer number:

0 8 8 0

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Registration for main exhibitor

1.10

Start of hall planning: 15.02.2011

1 Main exhibitor

Sort alphabetically under the letter:

1.1 Address:

Company / Name: (incl. legal form, e.g., AG, GmbH, KG, OHG)

Address:

Town, postcode:

P.O. Box, postcode:

Country, state:

Tel.:

Fax:

e-mail*:

Internet*:

*Entry required for the Media Package (Form 2.10). We cannot create a link to your website/e-mail address unless you complete this section in full.

Proprietor / Managing Director: (please give first and last name)

e-mail:

Language of correspondence: German English

Contact person for the event is:

Mr.
 Ms.

Function:

Tel.:

Fax:

e-mail:

1.2 We are: (Please tick only one box)

- | | |
|---|--|
| <input type="checkbox"/> Manufacturer | <input type="checkbox"/> Association / institution |
| <input type="checkbox"/> Importer | <input type="checkbox"/> Trade medium |
| <input type="checkbox"/> Sales organization | <input type="checkbox"/> Wholesaler |
| <input type="checkbox"/> Service provider | <input type="checkbox"/> Trade representative |

1.3 Turnover tax ID number (VAT):

1.4 We are registered with the:

Commercial register

At the Magistrate Court in:

Commercial Register no.:

1.5 We belong to the following associations:

2 Desired stand (allocation as far as possible)

2.1 We hereby order the following stand area in accordance with the Conditions of Participation at a price of:

| | | |
|-------------------------------|----------------------------------|------------------|
| Registration by 15.12.2010 | Registration after 16.12.2010 | Stand rental fee |
| 177.00 EUR/m ² | 187.00 EUR/m ² | |

plus 6.00 euros / m² proportional energy costs
plus 0.60 euros / m² AUMA fee
plus statutory VAT

Area in m²

Frontal width in metres min max

Depth in metres min max

Type of stand: Terrace stand Corner stand
 Two-corner stand Island stand

Stand construction as follows:

- Ordered from Koelnmesse Service GmbH
 Ordered from a stand construction company:

2.2 We hereby order the following stand package in accordance with the Conditions of Participation at a price of:

(Form 1.40 must be filled in for registration to be valid)

| | Advance booking price | Regular price |
|---|-----------------------|---------------|
| <input type="checkbox"/> Stand Package S (12m ²) | 3,895.00 EUR | 4,015.00 EUR |
| <input type="checkbox"/> Stand Package M (18m ²) | 5,715.00 EUR | 5,895.00 EUR |
| <input type="checkbox"/> Stand Package L (24m ²) | 7,525.00 EUR | 7,765.00 EUR |
| <input type="checkbox"/> Stand Package XL (36m ²) | 10,925.00 EUR | 11,285.00 EUR |

From 1st August 2011, a late booker surcharge amounting to 8% of the regular price will be added to the invoice.

2.3 If possible, we do **not** wish to be placed next to the following companies:

3 Exhibits

The List of Goods (Form 1.30) must be filled in for your registration to be valid.

Please check your products/services on the enclosed List of Goods. Please note that only those products/services registered with the List of Goods may be exhibited at the fair.

Please note:

The information on this form will be stored automatically by Koelnmesse GmbH in accordance with the stipulations of the Bundesdatenschutzgesetz (Federal Data Protection Law), and will be passed on to third parties within the framework of the contractual obligations.

By signing and returning the registration form, we acknowledge that the General and the Special Sections of Koelnmesse GmbH's Conditions of Participation as well as the stipulations of the service package (in particular the technical regulations and the supplements contained in the order forms) are binding for our company.



08-10.09.2011

Customer number:

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Name of main exhibitor:

Enclosure to the registration for main exhibitor

Invoice address / Address for correspondence

1.11

1 Invoice address

If the **invoice** should be sent to an address **other** than the one given in Form 1.10, please enter it below:

Company/Name: (incl. legal form, e.g., AG, GmbH, KG, OHG)

Address: _____

Town, postcode: _____

P.O. Box, postcode: _____

Country / state: _____

Tel.: _____

Fax: _____

e-mail: _____

Language of correspondence:

German English

Please note:

The registered company will be obliged to settle the invoice if the recipient of the invoice fails to effect payment.

2 Address for correspondence

If **correspondence** should be sent to an address other than the one given in Form 1.10, please enter it below:

Company/Name: (incl. legal form, e.g., AG, GmbH, KG, OHG)

Mr.
 Ms.

Address: _____

Town, postcode: _____

P.O. Box, postcode: _____

Country / state: _____

Tel.: _____

Fax: _____

e-mail: _____

Language of correspondence:

German English

Please note:

The information on this form will be stored automatically by Koelnmesse GmbH in accordance with the stipulations of the Bundesdatenschutzgesetz (Federal Data Protection Law), and will be passed on to third parties within the framework of the contractual obligations.

Please send to:
 Koelnmesse GmbH
 Postfach 21 07 60
 50532 Köln
 Germany
 Fax +49 221 821-3505
 euvend@koelnmesse.de
 www.euvend.com



08-10.09.2011

Customer number:

0 8 8 0

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Main exhibitor:

Application for Co-exhibitors*

List of Goods (Form 1.30) must be filled in for registration to be valid

Deadline: 15th, June 2011

1.20

In accordance with Item V of the General Section of the Conditions of Participation, we hereby register the following co-exhibitors at our stand:

If you need to register more than two additional companies, please photocopy the blank form first.

Company Name (give particulars of legal status such as "Limited, Corporation" etc.):

Customer number:

0 8 8 0

| | | | | | | | | | |
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| | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|

Mr.
 Ms.

Register first letter of company name:

E-Mail Contact person:

The company is:

- | | |
|---|--|
| <input type="checkbox"/> Manufacturer | <input type="checkbox"/> Association / institution |
| <input type="checkbox"/> Importer | <input type="checkbox"/> Trade medium |
| <input type="checkbox"/> Sales organization | <input type="checkbox"/> Wholesaler |
| <input type="checkbox"/> Service provider | <input type="checkbox"/> Trade representative |

Street:

Postal Code / City:

Postal Code / P.O.Box:

Country:

Phone:

Fax:

E-Mail**:

Internet**:

The company is represented with: own staff

The participation fee per co-exhibitor is to 250.00 EUR (plus VAT) and will be charged to the main exhibitors' account. This fee does not include the entry in the Media Package. (Please note the enclosed Form 2.10)

**required for Media Package (see Form 2.10). Please complete this section in full, otherwise we will be unable to set up a link to your company's website/e-mail address.

Company Name (give particulars of legal status such as "Limited, Corporation" etc.):

Customer number:

0 8 8 0

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|--|--|--|--|--|--|--|--|--|--|

Mr.
 Ms.

Register first letter of company name:

E-Mail Contact person:

The company is:

- | | |
|---|--|
| <input type="checkbox"/> Manufacturer | <input type="checkbox"/> Association / institution |
| <input type="checkbox"/> Importer | <input type="checkbox"/> Trade medium |
| <input type="checkbox"/> Sales organization | <input type="checkbox"/> Wholesaler |
| <input type="checkbox"/> Service provider | <input type="checkbox"/> Trade representative |

Street:

Postal Code / City:

Postal Code / P.O.Box:

Country:

Phone:

Fax:

E-Mail**:

Internet**:

The company is represented with: own staff

The participation fee per co-exhibitor is to 250.00 EUR (plus VAT) and will be charged to the main exhibitors' account. This fee does not include the entry in the Media Package. (Please note the enclosed Form 2.10)

**required for Media Package (see Form 2.10). Please complete this section in full, otherwise we will be unable to set up a link to your company's website/e-mail address.

Please ensure that the entries in this form are identical with the ones made for the Media Package (Form 2.10). Please provide a separate list of exhibits (Form 1.30) for each co-exhibitor that you register.

* Explanation "Co-exhibitors":

Co-exhibitors are companies with their own personnel that use the stand area of a main exhibitor. Companies within groups and subsidiaries count as co-exhibitors.

Please note:

The information on this form will be stored automatically by Koelnmesse GmbH in accordance with the stipulations of the Bundesdatenschutzgesetz (Federal Data Protection Law), and will be passed on to third parties within the framework of the contractual obligations.

Date, Place, Stamp, Legally binding signature of the main exhibitor



08-10.09.2011

Customer number:

0 8 8 0

| | | | | | | | |
|--|--|--|--|--|--|--|--|
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List of Goods

Must be returned by
– Main exhibitors
– Co-exhibitors

1.30

Please fill in and return with your registration

Name of exhibitor / co-exhibitor / additionally represented company: (Please fill in a separate list of goods for each company)

For co-exhibitors / additionally represented companies
Name of the main exhibitor at whose stand you are represented:

List of Goods (Please check the appropriate box)

Please note that the information you provide here does not form the basis for your catalogue entry. In this regard, please complete Form 2.10.

- 010000 Machines
- 020000 OCS/Catering
- 030000 Vending machine filling products
- 040000 Vending machine cups/Disposable tableware/Packaging
- 050000 Payment systems, Remote data transmission/E-Commerce
- 060000 Kiosk systems/Terminals and technologies
- 070000 Machine accessories/Components and spare parts
- 080000 Vending areas/Interior decoration/Lighting and accessories
- 090000 Services and accessories for operators
- 100000 Operator
- 110000 Organizations/Associations

| Machines | |
|---------------------------------|---|
| Hot drink vending machines | |
| | 010101 Table-top hot drinks dispensers |
| | 010102 Freshly brewed hot drink vending machines |
| | 010103 Hot drink vending machines for liquid concentrate |
| | 010104 Hot drink vending machines for soluble products/instant drink machines |
| | 010105 Vending machines with integrated fresh grinding systems |
| | 010106 In-cup hot drink vending machines |
| | 010107 Espresso machines |
| | 010108 Fully automatic coffee machines for husks and capsules |
| | 010199 Other hot drink vending machines |
| Cold drink vending machines | |
| | 010201 Table-top cold drinks dispensers |
| | 010202 Cold drink vending machines (cans and/or bottles) |
| | 010203 Cold drink vending machines (drink cartons) |
| | 010205 Post-mix/pre-mix cold drink vending machines |
| | 010299 Other cold drink vending machines |
| Watercoolers | |
| | 010301 Bottled watercoolers |
| | 010302 Point-of-use watercoolers (PoU) |
| | 010399 Other watercoolers |
| Snack and food vending machines | |
| | 010401 Table-top snack and food machines |
| | 010402 Machines for preparing ready-meals/hot snacks |
| | 010403 Bread machines/baguette machines |
| | 010404 Ice cream machines |
| | 010405 Chewing gum machines |
| | 010406 Menu machines |
| | 010407 Pizza machines, spaghetti machines |

| | 010408 Machines for French fries |
|--|--|
| | 010409 Popcorn machines |
| | 010410 Snack vending machines for confectionery etc./spiral vending machines |
| | 010411 Frozen food vending machines |
| | 010412 Catering vending machines |
| | 010413 Sausage machines |
| | 010414 Combined drinks/snacks machines |
| | 010499 Other Snack and food vending machines |
| Machines for nonfood products | |
| | 010501 Machines for gift items |
| | 010502 Machines for hygiene products/cosmetics/condoms |
| | 010503 Machines for flowers |
| | 010504 Newspaper vending machines |
| | 010505 Magazine vending machines |
| | 010506 Cigarette machines |
| | 010599 Machines for packed products (at normal temperature) |
| Vending machines for electronic products | |
| | 010601 Video machines |
| | 010602 CD vending machines |
| | 010699 Other vending machines for technical products |
| Vending machines for services | |
| | 010701 Invoicing machines |
| | 010702 Photocopying machines |
| | 010703 Machines for producing postcards |
| | 010704 Machines for pre-paid phone cards |
| | 010705 Machines for taking photos/passport photo machines |
| | 010706 Business card machines |
| | 010799 Other vending machines for services |
| Machines for parking area management | |
| | 010801 Car park pay machines |
| | 010802 Car park systems — pay machines |
| | 010899 Other machines for parking area management |
| Access control machines | |
| | 010901 Admission control machines |
| | 010902 Travel ticket machines |
| | 010999 Other access control machines |
| Other service machines | |
| | 011001 Automatic money changers |
| | 011002 Automatic in-store amusements for children |
| | 011003 Machines for returned bottles, cans or cups |
| | 011004 Token machines |
| | 011005 Vending machines for toys |
| | 011006 Game consoles |
| | 011099 Other service machines |

Main exhibitor:

Customer number:

0 8 8 0

| | | | | | | | |
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| OCS/catering | |
|--|---|
| Dispensers | |
| 020102 | Hot/instant drink dispensers |
| 020105 | Cold drink dispensers |
| 020108 | Milk dispensers |
| 020199 | Other dispensers |
| Office coffee service | |
| 020201 | Coffee makers |
| 020202 | Coffee machine |
| 020203 | Coffee mills |
| 020204 | Catering coffee machines/ commercial coffee makers |
| Accessories for OCS/Catering sector | |
| 020301 | Automatic fruit juice squeezers |
| 020302 | Ice cube dispensers |
| 020303 | Espresso machines |
| 020304 | Drinks trolleys |
| 020305 | Microwave ovens |
| 020308 | Systems for drinks dispensers for HORECA |
| 020399 | Other equipment |

| Vending machine filling products | |
|---|---|
| Hot drinks/soups and accessories | |
| 030101 | Instant coffee specialities (e.g. cappuccino) |
| 030102 | Soluble bean coffee/instant coffee (freeze-dried) |
| 030103 | Soluble bean coffee/instant coffee (spray-dried) |
| 030104 | Ground coffee |
| 030105 | Coffee (whole beans) |
| 030106 | Coffee (liquid concentrate) |
| 030107 | Coffee husks and capsules |
| 030108 | Coffee pads |
| 030109 | Coffee whitener |
| 030110 | Milk powder |
| 030111 | Cocoa |
| 030112 | Tea and herbs for infusions |
| 030113 | Instant tea |
| 030114 | Sugar/sweetener |
| 030115 | Instant soups |
| 030116 | Fresh soups |
| 030117 | Toppings |
| 030118 | Flavours, syrups |

| Cold drinks | |
|-------------|--------------------------------------|
| 030201 | Beer |
| 030202 | Energy drinks |
| 030203 | Fruit juices |
| 030204 | Fruit juice concentrate |
| 030205 | Canned drinks |
| 030206 | Bottled drinks |
| 030207 | Packaged drinks |
| 030208 | Instant drink powder for cold drinks |
| 030209 | Milk drinks |
| 030210 | Mineral water |
| 030211 | Syrup concentrates |
| 030212 | Smoothies |
| 030213 | Soft drinks |
| 030214 | Wine |
| 030297 | Other alcoholic drinks |
| 030298 | Other non-alcoholic drinks |

| Food | |
|--------|--------------------------------------|
| 030301 | Sweets and chocolate, chocolate bars |
| 030312 | Salted snacks |
| 030320 | Meat products |
| 030330 | Chilled Food |
| 030341 | Frozen ready-meals |
| 030342 | Ice cream |
| 030350 | Cake |
| 030360 | Milk and dairy products |
| 030370 | Organic foods |
| 030399 | Other foods |

| Other filling products | |
|------------------------|--|
| 030401 | Flowers |
| 030402 | Sanitary products/condoms |
| 030403 | Cosmetic products |
| 030404 | Tobacco/tobacco products/smokers' requisites |
| 030405 | Electronic equipment |
| 030406 | Books |
| 030407 | Newspapers/magazines |
| 030408 | Paper products |
| 030409 | Souvenirs |
| 030410 | Tools |
| 030411 | Licensed goods |
| 030412 | Toys |
| 030499 | Other filling products |

| Vending machine cups/Disposable tableware/Packaging | |
|---|--|
| 040110 | Vending machine cups |
| 040120 | Disposable cutlery/tableware/packaging |
| 040130 | Porcelain cups/glasses |
| 040140 | Stirrers |

| Payment systems, remote data transmission/e-commerce | |
|--|---|
| Payment systems | |
| 050101 | Coin switching units |
| 050102 | Cash dispensers/hoppers |
| 050103 | Banknote reading devices |
| 050104 | Banknote counting systems |
| 050105 | Mobile payment/mobile radio payment systems |
| 050106 | Payment systems (magnetic cards) |
| 050107 | Payment systems (chip card/key) |
| 050114 | Payment systems (non-contacting) |
| 050108 | Card reading devices |
| 050109 | Other cashless payment systems |
| 050110 | Electronic wallets |
| 050111 | Money changers |
| 050112 | Coins/tokens |
| 050113 | Control systems |
| 050199 | Access control systems |

| Remote data transmission | |
|--------------------------|--|
| 050301 | Online shop systems |
| 050302 | Web-based portals |
| 050303 | EDI/Web EDI |
| 050304 | Internet/intranet |
| 050305 | Debit/credit card processing |
| 050306 | Portable data terminals |
| 050307 | Vending machine invoicing systems/ merchandise management systems |
| 050308 | CRM systems |
| 050309 | Data control systems |
| 050310 | Wi-Fi, RFID and connectivity |
| 050311 | Mobile communications |
| 050312 | Mobile data entry devices |

| Kiosk systems/Terminals and technologies | |
|--|----------------------------|
| Self-Service Kiosks/Terminals | |
| 060101 | CUSS technology |
| 060102 | Enclosures |
| 060103 | Photo kiosks/digital print |
| 060104 | Info-terminals |
| 060105 | Kiosk printers |
| 060106 | Communicational devices |
| 060107 | Customer retention systems |
| 060108 | POI/POS systems |
| 060109 | Gaming terminals |
| 060199 | Other kiosk systems |
| Technologies for kiosk systems | |
| 060201 | Biometrics |
| 060202 | PC/Embedded PC |
| 060203 | Software |

Main exhibitor:

Customer number:

0 8 8 0

| | | | | | | | |
|--|--|--|--|--|--|--|--|
| | | | | | | | |
|--|--|--|--|--|--|--|--|

| | | |
|---|--------|--|
| | 060204 | Software for photo kiosks |
| | 060205 | Transactional devices |
| | 060299 | Other technologies for kiosk systems |
| Accessories/services for kiosk systems | | |
| | 060301 | Design and integration services |
| | 060302 | Displays/touchscreens |
| | 060303 | Multimedia webphones |
| | 060304 | Specialist paper |
| | 060305 | Keyboards |
| | 060399 | Other accessories/services for kiosk systems |

Machine accessories/Components and spare parts**Accessories/spare parts/components in vending machines**

| | | |
|--|--------|--|
| | 070101 | Refuse containers |
| | 070102 | Post-mix and pre-mix containers |
| | 070103 | Containers for additives |
| | 070126 | Containers for hot drinks |
| | 070104 | Seals |
| | 070105 | Cup dispensers |
| | 070106 | Push switches |
| | 070107 | Mountings/fittings |
| | 070108 | Coffee filters |
| | 070109 | Monitors for checking liquid levels |
| | 070110 | Monitors for checking water volumes |
| | 070111 | Motors |
| | 070112 | Relay |
| | 070113 | Rotary pumps |
| | 070114 | Collecting containers for cups |
| | 070115 | Hoses |
| | 070116 | Collecting containers for cans |
| | 070117 | Thermostats |
| | 070118 | Vibration pumps |
| | 070124 | Water filters |
| | 070125 | Energy controller |
| | 070127 | Heating coils |
| | 070128 | Windows |
| | 070129 | Grinders |
| | 070130 | Control technology |
| | 070199 | Other Accessories/spare parts/ components in vending machines |

Accessories/spare parts/components for vending machines

| | | |
|--|--------|--|
| | 070201 | Refuse containers in front of vending machines |
| | 070202 | Vending machine casings/Frets for vending machines and equipment |
| | 070203 | Cupboards for vending machines |
| | 070205 | Anti-burglary and security systems |
| | 070207 | Safety locks/security systems |
| | 070208 | Displays/monitors |
| | 070209 | Receipt printers |
| | 070210 | Luminaires |
| | 070299 | Other accessories for vending machines |

Vending areas/Interior decoration/Lighting and accessories**Vending zones for special locations**

| | | |
|--|--------|--|
| | 080101 | Cafés |
| | 080102 | Convenience shops, petrol station stores |
| | 080103 | In-store restaurants |
| | 080104 | Kiosks |
| | 080105 | Snack, fast food |
| | 080106 | Bars and restaurants |
| | 080107 | Newspaper and tobacco stores |
| | 080108 | Photo stores |
| | 080109 | Shopping centres/shopping malls |

System solutions

| | | |
|--|--------|----------------------------|
| | 080201 | Shop-in Shop programmes |
| | 080202 | Shop systems |
| | 080203 | Virtual shop systems |
| | 080204 | Complete vending solutions |

Electronic components

| | | |
|--|--------|-------------------------------------|
| | 080401 | Audio/video systems |
| | 080403 | Computer controlling |
| | 080404 | Displays |
| | 080405 | Plasma screens, holographic screens |
| | 080499 | Other electronic components |

Accessories for vending zones

| | | |
|--|--------|-------------------------------------|
| | 080601 | Company signs, logos, symbols |
| | 080602 | Foils, adhesive lettering |
| | 080603 | Furnishing elements |
| | 080699 | Other accessories for vending zones |

Services and accessories for operators**Financial**

| | | |
|--|--------|-------------------------------------|
| | 090101 | Vending machine invoicing systems |
| | 090102 | Bank/organizations |
| | 090103 | Payment system services |
| | 090104 | Money handling companies |
| | 090105 | Leasing companies |
| | 090106 | Payment system servicing |
| | 090107 | Money counting and sorting machines |
| | 090108 | Coin packaging machinery |
| | 090109 | Safe |
| | 090199 | Other financial services |

Marketing/Advertising

| | | |
|--|--------|---|
| | 090201 | Architecture and shop design |
| | 090202 | Vending machine branding and vending areas branding |
| | 090203 | Telemarketing services |
| | 090204 | Visual merchandising |
| | 090299 | Other marketing services |

Other services/accessories

| | | |
|--|--------|---|
| | 090301 | Vending machine servicing |
| | 090302 | Consulting |
| | 090303 | e-logistics and Internet services |
| | 090304 | Facility management |
| | 090305 | Fleet management |
| | 090306 | Planning, engineering |
| | 090307 | Project management |
| | 090308 | Service vehicles |
| | 090309 | Software |
| | 090310 | Telephone systems/telephone network operators |
| | 090311 | Transport companies |
| | 090312 | Vending management |
| | 090313 | Merchandise management systems |
| | 090314 | Equipment for service vehicles |
| | 090317 | Storage fittings for vending machine filling products |
| | 090318 | Cleaning equipment |
| | 090319 | Cleaning materials |
| | 090320 | Transport means for vending machines and filling products |
| | 090321 | Tools |
| | 090322 | Promotion vehicles |
| | 090323 | Working Clothing |
| | 090324 | Waste disposal |
| | 090399 | Other accessories for performance machines and vending machines |

Operator

| | | |
|--|--------|---------------------|
| | 100110 | Fully operating |
| | 100120 | Partially operating |

Organizations/Associations/Publishers

| | | |
|--|--------|----------------------|
| | 110110 | Trade magazines |
| | 110120 | Organizations |
| | 110130 | Associations |
| | 110140 | Magazines/publishers |

A package for many contacts

The Koelnmesse Media Package

You can arrange to have your company benefit from a new dimension in cross-media trade fair communication. Koelnmesse's media package provides you with an individual mix of print, online and mobile advertising materials, which you can use to efficiently reach customers and interested parties. Take advantage of this marketing tool and draw attention to your trade fair presentation before, during and after the event. With the Koelnmesse Media Package you can make new contacts and strengthen existing ones on a long-term basis.

How you benefit:

The Media Package is automatically part of your trade fair registration. This ensures maximum effectiveness and time savings when you're making contacts.

How to order your Media Package:

You will receive a brochure containing all the order forms for the Media Package from our official contract partner **A. Sutter Fair Business** in combination with the trade fair registration forms. Here you'll also find information about additional advertising possibilities in our trade fair media.

Turn the page for information about all the services and contents of the Media Package!

2 contact stages for your trade fair success

1 Print Catalogue

Print Entry
Product Group Entry

1 Print Catalogue

The Print Catalogue is both a reference work and a sector directory that will enable visitors to contact you directly. The Media Package includes your company's entry in the alphabetical list of exhibitors, as well as two entries in the product group list. These services ensure that your company will continue to be in the spotlight long after the fair has ended. They also make it easy for you to stay in touch with customers and visitors.

- Display of the company name, address, stand location, website and e-mail address in the alphabetical list of the Print Catalogue
- Automatic entry of your company in the trade fair catalogue's list of products with two product group entries

2 Online Catalogue

Online Exhibitor Entry
Online Schedule Planer
Online Matchmaking
Online Route Planner

2 Online Catalogue

The Online Catalogue includes all the online services your company will need for successful communication:

- The expanded search function allows visitors to view all of your exhibitor entries clearly with just one click. It also enables a search for products and hall locations.
- With the integrated Online Schedule Planner, visitors can directly request meeting appointments with your company by e-mail.
- Online Matchmaking is the optimal platform for the dialogue between visitors, customers and your company. This ensures that you are represented in all of the product groups listed in your registration, which will increase the number of specific inquiries you will receive.
- Your visitors can use the Online Route Planner to create a custom-tailored visit plan that will include the optimal route to your trade fair stand.

How to order your Media Package:

You will receive a brochure containing all the order forms for the Media Package from our official contract partner **A. Sutter Fair Business GmbH** in combination with the trade fair registration forms. Here you'll also find information about additional advertising possibilities in our trade fair media.

If you have any further questions, please contact our partner **A. Sutter Fair Business GmbH**:

A. Sutter Fair Business GmbH
Postfach 10 33 34,
45033 Essen, Deutschland
Telephone: +49 201 8316-080
Telefax: +49 2018316-219080
koelnmesse@sutter.de
www.fair-business.de

The basic price includes the cost of a Furniture Package. We hereby order the following package (please check the appropriate box):

- Furniture Package A Furniture Package B
 Furniture Package C

In addition to the free Furniture Package, we hereby order the following Furniture Package(s) at a price of 170.00 EUR each:

- Furniture Package A; 170.00 EUR: x units
 1 standing table, 2 bar stools, 2 shelves (30 cm deep)
 or 1 socket
-
- Furniture Package B; 170.00 EUR: x units
 1 information counter, 1 bar stool, 2 shelves (30 cm deep)
 or 1 socket
-
- Furniture Package C; 170.00 EUR: x units
 1 table (70 x 70 cm), 4 chairs, 2 shelves (30 cm deep)
 or 1 socket

Please note: It is **not** possible to exchange the package contents for other items!



Furniture Package A



Furniture Package B



Furniture Package C

In addition to the basic equipment, we hereby order the following items (for an additional fee):

| Quantity | | Order no. | Price per unit EUR |
|---|---|-----------|-----------------------|
| Floor and wall construction | | | |
| r.m. | Octanorm wall element e.g. to construct a cubicle | ssbo920 | 56.70 |
| unit(s) | Folding door, lockable | ssba230 | 84.20 |
| unit(s) | Wooden door, lockable, white | ssba240 | 99.80 |
| unit(s) | Curtain (additional), black | ssba810 | 45.80 |
| m ² | Platform, approx. 20 mm high | ssba020 | 16.00 |
| m ² | Platform, approx. 50 mm high | ssba050 | 22.50 |
| m ² | Platform, approx. 100 mm high | ssba010 | 29.80 |
| r.m. | Backlit edge of the platform, approx. 100 mm high | ssba015 | 43.40 |
| m ² | Laminate floor, beech design (only available in connection with a platform, additional) | ssba500 | 56.30 |
| Fixtures | | | |
| unit(s) | Decorative panel, white, approx. 95 x 95 cm | ssba180 | 36.40 |
| unit(s) | Peg board, white, approx. 95 x 95 cm | ssba440 | 40.60 |
| r.m. | Built-in collection rail | ssba370 | 30.20 |
| unit(s) | Shelving, straight, 100 x 30 cm | ssba130 | 24.40 |
| unit(s) | Shelving, straight, 100 x 40 cm | ssba135 | 31.70 |
| unit(s) | Shelving, slanting, 100 x 30 cm | ssba131 | 29.10 |
| unit(s) | Shelving, slanting, 100 x 40 cm | ssba136 | 40.40 |
| Platforms, display cases, counters | | | |
| unit(s) | Octanorm platform 70 x 70 + 50 cm | ssbo195 | 54.10 |
| unit(s) | Table display case with glass top Octanorm 100 x 50 + 104 cm and one glass lock | ssbo750 | 115.90 |
| unit(s) | Glass lock for table display case | ssba286 | 12,20 |
| unit(s) | Octanorm showcase, unglazed, 70 x 70 + 205 cm | ssba820 | 219.40 |
| unit(s) | Glazing of Octanorm showcase, incl. sliding glass door, lockable | ssba950 | 66.10 |
| unit(s) | Octanorm showcase, glazed, 70 x 70 + 205 cm, lockable | ssba880 | 284,80 |

→ Important information

We hereby declare that we have read and understood the Koelnmesse Terms and Conditions of Participation (General and Special Sections) and the Technical Guidelines and that we acknowledge them to be binding.

The aforementioned terms are valid for both the company's own representatives as well as independent agents, insofar as they have been commissioned to work at our stand. We are aware that as an exhibitor we are responsible for compliance with the stipulations and are liable for those persons commissioned by us. We accept as binding the stand plan and confirmation of inventory of equipment which will be sent to us following submission of this order.

Koelnmesse is entitled to contract a partner company to provide the service ordered. Such a service partner acts in the name of and on behalf of Koelnmesse.

Place of performance and jurisdiction is Cologne. It is agreed that the laws of the Federal Republic of Germany apply.

| Quantity | | Order no. | Price per unit EUR |
|---|--|-----------|-----------------------|
| Platforms, display cases, counters | | | |
| unit(s) | Octanorm info counter 100 x 50 + 104 cm, open at rear | ssba320 | 101.90 |
| unit(s) | Sliding door fittings for info counter | ssba132 | 52,00 |
| r.m. | Bar and info counter, type 05, (Stripes), white corpus, beech top | ssba200 | 231,80 |
| Furniture | | | |
| unit(s) | Sideboard, lockable, approx. 80 x 42 + 72 cm | ssba570 | 63.40 |
| unit(s) | Table, white top, approx. 70 x 70 cm | ssba770 | 32.20 |
| unit(s) | Table, white top, approx. 110 x 70 cm | ssba760 | 32.20 |
| unit(s) | Table, white top, round, approx. 70 cm | ssba775 | 32.20 |
| unit(s) | Standing table, white top, approx. 110 cm high | ssba790 | 60.30 |
| unit(s) | Standard upholstered chair, black | ssba480 | 25.50 |
| unit(s) | Standard bar stool, black | ssba110 | 34.30 |
| unit(s) | Refrigerator, approx. 145 l, incl. electric socket | ssba380 | 73.80 |
| unit(s) | Sink with boiler and electric socket | ssba620 | 125.80 |
| unit(s) | Sink with canister (no water connection available) | ssba621 | 112.30 |
| unit(s) | Plexi + steel brochure stand | ssba510 | 99.80 |
| Graphics | | | |
| unit(s) | Company name in Helvetica, black, per 20 additional letters | ssba280 | 41.60 |
| m ² | Digital print for fascia or wall elements from printable file | ssba520 | 118.60 |
| Lighting / electric | | | |
| unit(s) | Rail spotlight, 50W l.v. | ssba690 | 31.20 |
| unit(s) | Rail spotlight, 70W HQI | ssba300 | 60.30 |
| unit(s) | Spotlight with side arm, 50W l.v. | ssba710 | 40.00 |
| unit(s) | Standard socket, 230V | ssba670 | 23.40 |

Conditions of Participation Special Section



Eu'Vend – International Trade Fair
for the Vending Industry
Cologne, 8–10. September 2011

1 Organiser, event, venue and dates, visitor admission

1.1 Name

Eu'Vend is being organized by Koelnmesse GmbH, Messeplatz 1, 50679 Köln, Germany.

Conceptual sponsor is German Vending Association (BDV), Weißhausstraße 36-38, 50939 Köln, Germany.

It will be held at the Koelnmesse exhibition centre from Thursday, 8th to Saturday, 10th September 2011.

1.2 Opening times

For exhibitors: daily from 8:00 a.m. to 7:00 p.m.

For visitors: daily from 9:00 a.m. to 6:00 p.m.

1.3 Stand construction and dismantling

Stand construction may begin at 8:00 a.m. on Monday, 5th September 2011. In exceptional cases the stand construction can begin as early as Sunday, 4th September 2011 (early stand construction date).

Construction must be completed by no later than 8:00 p.m. on Wednesday, 7th September 2011. The aisles must be completely cleared by this time. Dismantling of the exhibition stand and the goods presentation may not begin before the end of the event at 6:00 p.m. on Saturday, 10th September 2011.

Dismantling of all stands and exhibits must be finished by midnight on Monday, 12th September 2011.

1.4 Visitor admission

Eu'Vend is open to trade visitors only.

2 Eligibility to participate

2.1 Exhibitors

Only manufacturers that are entered in the commercial register or in the Handicrafts Register are permitted to participate at Eu'Vend. Such producers may only exhibit products that correspond to the focus of the event (see the List of Goods). You may only participate as an exhibitor if the exhibited products are manufactured or developed by your company itself or developed or produced on its behalf and exclusively marketed or, in the case of services, exclusively provided by your company.

You can exhibit for the companies you represent as a trade representative, sales company, association and importer insofar as the goods exhibited are not offered by any other company at the trade fair and you possess the necessary rights to present the exhibits.

Koelnmesse also requires that proof of the nature of the manufacturer's business or of the activities as the manufacturer's sales company or importer be submitted in appropriate form on demand.

Decisions on company admissions, eligible products and the location of exhibitor stands will be made by Koelnmesse. In the event of a rejection, you will receive a separate letter.

All exhibited products and services must correspond to the focus of the event. See the accompanying List of Goods, Form 1.30. The products must be new ex-works. Products and services that do not correspond to the List of Goods and used products may not be exhibited or offered.

2.2 Co-exhibitors

The participation of co-exhibitors and/or additionally represented companies at Eu'Vend is possible. A special application and the acceptance by the organiser are required for the use of the stand area by a co-exhibitor (see Item V of the General Section of the Conditions of Participation).

3 Participation fee and other costs

3.1.1 Participation fee: 187.00 EUR per m² of floor space

The participation fee does not include the provision of stand partition walls or other special construction elements.

The participation fee covers the rental of exhibition space for the entire duration of the fair, including the stipulated construction and dismantling periods; a specific number of exhibitor and work passes — see Item 5.1; the use of all technical and service facilities in the trade fair halls; advice by Koelnmesse experts on organization, advertising and public relations work for your participation; complimentary advertising materials for attracting customers to your firm; rooms for press conferences; and press contact services.

For two-storey exhibition stands, the actual allotted area in the second storey is measured with technical precision and calculated at 50 per cent of the price per m² of floor area.

The participation fee will be calculated according to the dimensions of the stand area allocated. Hall pillars and other fixed construction elements present in the rented stand area do not provide grounds for a reduction in the participation fee.

3.1.2 Participation fee for stand packages

| | Advance booking price | Regular price |
|---------------------------------------|-----------------------|---------------|
| Stand Package S (12 m ²) | 3,895.00 EUR | 4,015.00 EUR |
| Stand Package M (18 m ²) | 5,715.00 EUR | 5,895.00 EUR |
| Stand Package L (24 m ²) | 7,525.00 EUR | 7,765.00 EUR |
| Stand Package XL (36 m ²) | 10,925.00 EUR | 11,285.00 EUR |

From 1st August 2011, a late booker surcharge amounting to 8% of the regular price will be added to the invoice.

The Stand Packages include: stand construction (incl. furniture package, flat-rate electricity fee, 1 electrical socket, waste disposal, stand cleaning, screen lettering), stand area, flat-rate energy fee, AUMA fee, Media Package, ticket(s) for the exhibitor's party, parking permit(s), and Visitor Promotion Package.

The date on which Koelnmesse receives the order will be the sole criterion for determining if it has been received by the deadline.

3.2 AUMA fee

The Association of the German Trade Fair Industry (AUMA) charges you a fee of 0.60 EUR cents per m² for representing your interests. Koelnmesse has agreed to take over calculating and collecting the fees in the name of, and on the account of AUMA.

More detailed information is available at www.auma-messen.de.

3.3 Energy costs

6.00 EUR per m² of occupied stand area as a proportional flat-rate energy fee.

3.4 Down payment for services

Koelnmesse and/or Koelnmesse Service are entitled to collect an adequate down payment for the services provided at an event — e.g., electricity and water supplies, media services etc. The amount of the down payment for services is based on the services invoiced at the previous event. For exhibitors that did not take part in the previous event, the down payment amounts to 704.00 EUR. Following the event, a separate invoice will be drawn up for the services provided; the down payment will be credited to this amount. Invoice amounts are payable immediately upon receipt.

If the down payment exceeds the amount charged for services provided, the excess amount will be paid back to the exhibitor. Exhibitors are not entitled to have interest paid on their down payment.

3.5 Co-exhibitor fee

Insofar as the inclusion of other companies is permitted at your stand (see Item V of the General Section of the Conditions of Participation/Item 2.2 of these conditions), a co-exhibitor fee of 250.00 EUR per company will be charged. The price of the Media Package is not included in this fee (see Item 7). The co-exhibitor fee remains payable should the co-exhibitor not participate in the event.

3.6 Catalogue

Entry in the Media Package «Catalogue/Internet/Matchmaking» is obligatory and costs 299.00 EUR (see Item 7).

3.7 Visitor Promotion Package

As part of the Visitor Promotion Package, Koelnmesse provides main exhibitors and group participants with an unlimited number of admission ticket vouchers for their customers. These vouchers are subject to compulsory visitor registration.

All exhibitors are required to order the Visitor Promotion Package, and a fee is charged for this service. The amount of the fee that every exhibitor must pay for this service is calculated according to the confirmed stand area.

The following scale applies:

| | |
|--|------------|
| For stands up to 14 m ² | 215.00 EUR |
| For stands from 15 - 29 m ² | 275.00 EUR |
| For stands from 30 - 49 m ² | 315.00 EUR |
| For stands from 50 - 99 m ² | 415.00 EUR |
| For stands from 100 m ² | 515.00 EUR |

Each group participant shall pay the minimum fee of 215.00 EUR.

The fee for the Visitor Promotion Package is invoiced with the stand rental fee.

3.8 VAT

All prices given are net prices. The statutory VAT will be charged in addition where applicable.

3.9 Reimbursement of VAT

Foreign exhibitors (proprietors) may receive a refund of the VAT paid with the invoice as long as they fulfil the legal requirements.

3.9.1 Foreign proprietors from the EU may submit their refund applications to the Bundeszentralamt für Steuern only via the online site provided for this purpose in their respective countries.

3.9.2 Foreign proprietors from non-EU countries may use the VAT reimbursement service (subject to a fee) offered by Koelnmesse Service GmbH in conjunction with G-VAT (for information and ordering, go to Marketing Services > Reimbursement of VAT in the Koelnmesse-Service-Portal). Alternatively, they can send their refund claims directly to the Bundeszentralamt für Steuern, Dienstsitz Schwedt, Passower Chaussee 3 b, 16303 Schwedt/Oder, Germany, Tel.: +49 228 406-1200, fax: +49 228 406-2661, e-mail: vorsteuervergütung@steuerliches-info-center.de.

3.9.3 Further details are available on the Internet at: www.bzst.bund.de.

3.10 Costs in the event of non-participation

3.10.1.1 After receipt of admission/stand area confirmation

You cannot normally withdraw from the contract after you have received the admission/stand area confirmation. The regulations contained in Item II of the General Section of the Conditions of Participation apply.

In the event of non-participation, companies that have registered for a trade fair must pay compensation amounting to 25% of the participation fee, but at least 1,000.00 EUR.

3.10.1.2 If you have also ordered stand construction services from Koelnmesse Service, you may cancel the stand construction order only if you do so no later than 6 weeks before the stand construction period officially begins. The date on which Koelnmesse Service receives the exhibitor's declaration is the criterion for determining if the deadline has been met. If the declaration revoking the order is received after the deadline, Koelnmesse Service is entitled to demand payment of the costs for the dismantling of the respective stand from you. These costs amount to 100% of the agreed fee in the event of a cancellation during the construction of the stand, 50% of the agreed fee in the event of a cancellation within 3 weeks prior to the start of construction, and 30% of the agreed fee in the event of a cancellation within 4 weeks prior to the start of construction. The agreed fee has to be paid in full for individually crafted or purchased components and graphics.

3.10.1.3 In a case where the stand construction has been ordered independently of the registration of a stand area, the provisions of the corresponding order form of Koelnmesse Service, Form 1.40, shall apply in the event of a cancellation of this order.

3.10.2 You shall be entitled to prove that no damages were incurred or that the costs were significantly less extensive than the fee charged.

4 Stand sizes and construction

4.1 Stand size

The minimum stand size is 12 m².

Please note that hall pillars and other fixed construction elements may be present in the rented stand area.

Minor deviations from the requested stand size do not entitle an objection to be made under Item II of the General Section of the Conditions of Participation.

Trade fair partition walls for separating the stand area are not automatically provided. If needed as stand construction elements, however, they can be ordered for a fee from www.koelnmesse-service-portal.de.

Koelnmesse will erect partition walls only if this is necessary for safety reasons due to the installation of water pipes or electrical systems.

4.2 Responsibility

Stand construction and design must adhere to all regulations that are valid in Germany (including the special construction regulation, the DIN and EN standards, the VDE regulations, and the accident prevention regulations of the professional associations in the currently valid versions). All these provisions apply to both the company's own as well as to independent stand designers, decorators, and sign writers and to all persons, in as far as they perform activities as commissioned by the exhibitor or on the exhibitor's behalf in connection with the construction and design of the stand.

The exhibitor is responsible for ensuring that all regulations are complied with. The exhibitor must supervise construction personnel and other persons working on their behalf to ensure that they adhere to the regulations.

4.3 Maximum stand height

The maximum permissible stand height is set at 4.50 m, insofar as this is permitted by the hall ceiling and any fixed structures that may be present. As long as the technical guidelines are observed when designing and erecting stands, there is no need to submit for approval drawings for one-storey stands that do not exceed the permissible height. All other stands and designs must be approved, particularly if the stand features special structures or meeting areas, or static calculations are required. Plans must be submitted in duplicate for approval by Koelnmesse in good time before the work is carried out, and at least 6 weeks before the event commences. These documents, which can be scrutinized, consist of ground plans, views and design cross sections with all measurements.

4.4 Notice of approval

Stand construction may not commence until the exhibitor has received a copy bearing Koelnmesse's notice of approval. This notice of approval does not release the exhibitor from the observance of the relevant provisions. It only states that Koelnmesse has no objections in the context of stand design/arrangement. If requested to do so by Koelnmesse, the exhibitor is obliged to submit any additionally required information relating to the stand immediately.

There is no obligation on the part of Koelnmesse to ensure the observance of other provisions.

Nevertheless, if an infringement of the relevant provisions is found to have been committed, Koelnmesse can, for this reason, also refuse to issue the notice of approval. You have been informed of the fact that in exceptional cases — at your request and on your account — the stand construction documents must be submitted to the responsible authorities for scrutiny. Irrespective of official approvals of the stand, any objections made by Koelnmesse concerning the stand must be immediately responded to. In case of imminent danger, Koelnmesse is entitled to determine at its absolute discretion the measures necessary and have them implemented at the exhibitor's expense.

4.5 Form of stand

The following terms are used for the stand forms:

| | |
|-------------------|------------------|
| Terrace stand: | one side open |
| Corner stand: | two sides open |
| Two-corner stand: | three sides open |
| Island stand: | four sides open. |

Deviations from the requested stand shape do not entitle an objection to be made under Item II of the General Section of the Conditions of Participation.

4.6 Construction and design of the stands

The stand must be constructed to comply with the form of the stand confirmed.

The arrangement of the stand is left to the exhibitor but should be appropriate for the event in question.

The exhibitor has to obtain information on the load capacity of the hall floor and the hall headroom. Only the on-site measurements apply to stand space.

Banners and company signs are not permitted to encroach into the aisles. Koelnmesse Service also offers a completely outfitted turnkey stand system. Orders can be placed at www.koelnmesse-service-portal.de (KSP).

5 Exhibitor passes and work passes

5.1 Receipt of the passes

Each exhibitor receives free of charge and valid for the period from the first day on which construction work begins to the final day of dismantling:

- Two passes for a stand up to 10 m²
- Four passes for a stand up to 20 m²
- One pass for each additional 10 m² or part thereof up to a stand size of 100 m²
- One pass for each additional 20 m² or part thereof

The passes are sent together with the invoice for your stand. If more exhibitor passes are needed for stand personnel, they can be requested from the Koelnmesse Sales Service Centre for a fee.

You will also receive free passes that allow your personnel access to the fair grounds during the construction and dismantling periods. These passes are only valid up to the start and after the end of the event. They do not entitle the holders to enter the grounds during the event. The passes are also sent together with the invoice for your stand. Independent stand construction teams require special admission passes in order to be able to begin stand construction in the halls.

All passes are for specific individuals and are non-transferable.

5.2 Exchange and return of passes

If stand personnel change during the event, you can exchange a used pass (bearing a name) one time and free of charge for a new pass. The passes are issued in the Exhibitor Services office.

Exhibitor and work passes that were paid for but not used can be returned to Koelnmesse until the last day of the trade fair for a refund of the fee. Transferring a pass to a third party – whether sold or given free of charge – is not permitted and represents a severe violation of the Conditions of Participation, as stated in Item VI of the General Conditions of Participation.

6 Rules on selling

In view of the trade nature of the event, direct sales of exhibits or samples at the stands are not permitted. Furthermore, exhibits may not carry a price tag.

This regulation does not apply to printed matter such as trade publications and specialist journals.

Koelnmesse has the right to carry out checks and, in the event of violations of these conditions, to take suitable measures. Koelnmesse also has the right to immediately close the stands of any exhibitors who commit such violations. Claims on the part of the exhibitor for damages or refunds are excluded in the event of such measures.

7 Media Package

7.1 Elements of the Media Package

Koelnmesse offers its exhibitors a Media Package for its events. The Media Package consists of the following elements:

- entry in the alphabetical List of Exhibitors (fair catalogue)
- entries in the product group list (printed catalogue)
- Entry in the online catalogue with company name, address, stand location, website and e-mail address, and all product groups you indicated in Form 1.30
- Entry and activation for Eu'Vend Online Matchmaking with all product groups you marked in Form 1.30
- Activation for the Eu'Vend online schedule planner
- Entry in the online route planner

The fair catalogue includes an alphabetical list of companies, a list of products and advertisements. The fair catalogue is therefore an important, up-to-date reference work for all interested trade representatives that remains useful even after the event has come to a close.

7.2 Costs for inclusion in the Media Package

Each participating company, co-exhibitor and additionally represented company must be listed in all of the directories of the Media Package. A fee of 299.00 EUR is charged for this service.

If the exhibitor fails to submit Order Form 2.10 before the deadline, entries in the Media Package are based on the information given in Form 1.10 or Form 1.20 and are subject to a fee. Late submissions will be included in the supplement to the catalogue at the exhibitor's expense.

7.3 Responsibility/release of Koelnmesse from liability

Koelnmesse Service GmbH, Messeplatz 1, 50679 Köln, Germany, has been commissioned to create the media package. Activities related to the production of the catalogue and the advertisements are the responsibility of A. Sutter Fair Business GmbH
Postfach 10 33 34, 45033 Essen, Germany
Tel.: +49 201 8316-001, fax: +49 201 8316-099
info@fair-business.de

Customers are responsible for the content of their advertisements and entries and are liable for any damages related thereto. Koelnmesse is not liable for printing errors, incorrect placement, mistakes and other gaps or faults in the printing.

8 Commercial property rights

8.1 Koelnmesse does not want any exhibitors who in the process of producing, disseminating, selling, owning or advertising their products violate laws regarding the protection of intellectual property or commercial property rights in the broadest sense.

If a final court decision has determined *res judicata* that an exhibitor in connection with one of Koelnmesse's events has violated laws of the kind mentioned in paragraph 1, Koelnmesse is entitled to bar that exhibitor from the next event of this kind after the *res judicata* court decision if there is sufficient suspicion that the exhibitor will again and repeatedly violate laws for the protection of intellectual property or commercial property rights.

8.2 You will find more detailed information in the No Copy! brochure.

9 Non-permissible advertising/violations of the Conditions of Participation

In order to ensure that the overall character of the event is safeguarded and the exhibitors and visitors are protected from irritating or illegal activities, in particular the following advertising measures are forbidden:

- Exceeding the binding specified booth height
- Advertising activities outside the rented stand area without the prior written permission of Koelnmesse
- Advertising of an ideological or political nature

The exhibitor bears responsibility for the legality of competitions, raffles etc. In the event of severe violations of the Conditions of Participation, Koelnmesse may immediately close your stand and clear it without resorting to legal assistance. Claims of all kinds — especially claims for damages — are excluded in these cases.

10 "Infoscout" — Information service for visitors

The information about your company that you submitted on Forms 1.10 to 1.30 will be made available at the information stands in the halls for interested visitors during the event. Furthermore, with Koelnmesse's electronic information system Infoscout you can publish vacancies for trade representatives.

You can use Form Z.03 to specify this offer according to products, countries or regions. Exhibitors and visitors can use Infoscout free of charge.

11 Requirement for a written document

All declarations must be specified in writing.

12 Severability clause

Should individual or several provisions of these conditions be or become invalid in whole or in part, the validity of the remaining provisions and of the contract shall not be affected. The parties will conduct negotiations in good faith to replace the invalid provisions with valid provisions that come as close as possible to fulfilling the business purpose of the invalid provisions. Should the invalidity of a provision have arisen from a specific figure given therein with regard to performance or time (deadline or date), the nearest legally permissible figure shall replace the invalid one in the provision.

13 General Section of the Conditions of Participation, Technical Guidelines

The stipulations of the General Section of the Conditions of Participation and the Technical Guidelines are not affected.

General Conditions of Participation

I Application

1. To indicate your intention to take part in the event, you must return to us a completely filled in and signed registration form (Registration).

2. By signing and returning the form, you acknowledge that the General and the Special Sections of the Conditions of Participation and the Technical Guidelines are binding for your company as part of the contract. You can download the Technical Guidelines from the event's website or from www.koelnmesse-service-portal.de. You also always have the option of requesting the Technical Guidelines in printed form or on CD-ROM.

The event organizer will store the information provided in this form via an automated procedure that takes the regulations stipulated under the Federal Data Protection Law of the Federal Republic of Germany into account, and such information will be transmitted to third parties within the framework of the fulfilment of contractual duties.

3. The registration shall be regarded as legally binding on your part, irrespective of admission; no conditions or reservations may be appended to the aforesaid registration. Requests for stands at specific locations, in particular, do not represent conditions for participation.

II Acceptance / Transfer of stand space

1. The organizer shall accept your application in accordance with the conditions which apply to all participants (acceptance/stand area confirmation).

There is no legal claim to acceptance. If the number of registration forms complying with the requirement profile and received by the organizer prior to the expiration of the registration period exceeds the number of available exhibition spaces, the organizer shall have the right to make a discretionary decision regarding the admission of registrants to the exhibition.

You may be disqualified from admission to the exhibition if you failed to fulfil your financial obligations to the organizer at any time, or if you failed to fulfil such financial obligations within the prescribed period of time.

2. The contract comes into effect at the latest upon receipt of the admission (by post, fax or other electronic means of transmission), which is valid without a signature. Should the content of the confirmation of acceptance differ substantially from that of your application, then the contract shall be concluded under the terms of acceptance if you do not lodge a written objection within 2 weeks of receipt of confirmation of acceptance. The same shall apply, if it is necessary to postpone the event or to transfer the event to another location, and the change is deemed to be reasonable with respect to yourself; in this case, the corresponding notification of change from the organizer shall supersede the admission.

The acceptance only applies to the respective event, the company applying, and its registered products and services. Products which do not conform to the list of commodities may not be exhibited at the trade fair.

3. The organizer allocates stand space on the basis of which exhibition theme at the event your registered products belong to.

There is no right to claim the allocation of stand space in a certain form, in a certain size, in a certain hall or in a certain hall area. Deviations from the requested form or placement of the stand do not provide grounds for an objection to be made under Item II, Paragraph 2 of the General Section of the Conditions of Participation.

4. In special cases for important reasons, the organizer is entitled to subsequently allocate you stand space other than stated in the confirmation of acceptance, to change the size and dimensions of your stand space, to relocate or close entrances or exits and to undertake structural changes in the exhibition halls without claims arising on your part. In the event of a reduction in stand space size, you will be credited with the difference arising from the correspondingly lower participation fee.

You will be notified without undue delay if the stand space becomes unavailable due to reasons which are beyond the organizer's control. In this case, you will be entitled to a reimbursement of the participation fee.

Any further claims for damages, which will exceed the aforementioned reimbursement, shall be excluded in this case.

5. Any complaints on your part must be submitted in writing immediately or at the latest while the event is in progress; complaints submitted at a later date cannot be considered.

6. The organizer shall have the right to rescind the contract, if there is a substantial reason or good cause. Such substantial reason exists, in particular, if an application for opening insolvency proceedings against your assets has been made, such an application has been dismissed due to lack of funds, or insolvency proceedings have commenced. You must inform the organizer of this immediately.

7. Prior to receipt of acceptance/stand area confirmation, revocation of registration shall only be possible if permitted by the Special Section of the Conditions of Participation. In this event, a fee specified in the Special Section of the Conditions of Participation shall be paid.

8. Following receipt of acceptance/stand area confirmation, in general, revocation is no longer possible. The organizer can agree to the request for release from the contract in exceptional cases if the stand space no longer required can be rented to another exhibitor. In this instance, the organizer is entitled to demand general reimbursement of the costs incurred corresponding to 25 % of the participation fee without providing proof, unless otherwise specified in the Special Section of the Conditions of Participation.

You shall have the right to provide proof that a damage or loss has not been incurred or that the extent of the damage or loss incurred is considerably less.

Liability for catalogue fees, stand construction costs and other costs, which in particular, have been incurred as a result of a claim by a third party, is not affected.

Occupation of a space which becomes available in the form of an exchange of stand areas by a participant already approved and allotted a space for the event does not represent an alternate stand area rental.

9. The following cases will fall solely within your scope of risk as exhibitor:

- if the products which you have stipulated for the presentation cannot be introduced at the venue of the event due to the legal requirements prevailing there or due to other reasons, or
- if such products do not arrive in due time, do not arrive undamaged or do not arrive at the venue of the event at all – e.g. as a result of any loss, delay in transport or customs, etc. – or
- if your journey, the journey of your employees or your stand or installation personnel should be delayed or should become impossible. You will remain under obligation to pay all the charges agreed upon.

10. Event-related regulations are detailed in the Special Section of the Conditions of Participation.

III Construction and arrangement of stands

1. The construction and arrangement of stands must conform to statutory regulations and be in accordance with the regulations of the Special Section of the Conditions of Participation applicable to the event as well as the Technical Guidelines. As an exhibitor, you are obliged to define your assembly measures in advance with the organizer. A stand design which does not conform to the construction regulations of the venue and/or the Technical Guidelines of the organizer or rental company of the venue can be removed or changed by the organizer at your expense.

All stand-construction companies shall require a special permit from the organizer in order to construct the trade fair stands in the exhibition halls. Any additional technical services that may be required, particularly the installation of electricity, water and safety devices, the recruitment of local auxiliary personnel, etc., can be ordered via the Koelnmesse-Service-Portal (KSP) by means of special order forms against a separate charge.

2. For the duration of the event the stands must be staffed by personnel and display the products specified in the application and confirmation of acceptance. Vacating the stand prior to the end of the event represents a serious breach of these Conditions of Participation and shall entitle the organizer to assert damage claims and exclude your company from future participation in Koelnmesse Group events.

3. You will be responsible for ensuring compliance with all the statutory provisions of the Federal Republic of Germany. If this is not the case, then the organizer shall have the right to demand the removal of exhibited articles or the non-performance of an activity. Should you fail to comply with this demand immediately, the organizer is entitled to have the products in question removed at your expense and risk and to close your stand, without it being possible for you to claim against the organizer.

4. The organizer is entitled to demand that you remove products from your stand that do not correspond to the List of Goods or, which through their odour, noises, other emissions or appearance, could constitute a considerable disruption to the operation of the event or put the safety of exhibitors and visitors at risk.

IV Participation fee and other costs / Terms of payment

1. The amount of the participation fee as well as the flat-rate cost of energy will be calculated according to the rates specified in the Special Section of the Conditions of Participation. Invoicing will be on the basis of the total stand floor space as allocated and will not exclude any projecting or overhanging parts, pillars, installation connections and other permanent internal fittings.

2. After your admission, you will receive an invoice for the participation fee and the other costs; the invoiced amount is due immediately upon receipt of the invoice. The rates stipulated at the time of the admission are net fixed rates plus any accruing turnover tax as well as any comparable taxes which may be imposed at the venue of the event. The organizer shall have the right to increase the rates by the amount of the corresponding cost increment in the event of any increase in its own prime cost, particularly as a result of higher production, purchasing and labour costs as well as higher fees, taxes and other fiscal charges imposed at the venue of the event.

The payment of all liabilities within the prescribed period shall be a prerequisite for the occupation of the stand space.

3. Failure to execute payment on time will result in interest being charged of 8% above the base rate according to § 1 of the Diskontsatz-Überleitungs-Gesetz (DÜG – Transitional Discount Rate Law). If the damage incurred by the organizer is greater, he shall be entitled to lodge a claim for these damages. The compensation shall become invalid or be reduced, if you can provide evidence that the organizer has incurred little or no damage as a result of the payment default.

Should settlement of the invoice not be effected by the deadline, the organizer is, in addition, entitled to dissolve the contract with you.

4. Resulting from the organizer's claim in regard to stand space rental, your exhibits are subject to a contractual lien in the organizer's favour.

5. Any services that have been provided by the organizer will be invoiced in euros. You are obliged to pay the amount shown on the invoice in the currency shown on the invoice ("billing currency"). If the organizer should be prepared, as a courtesy, to accept settlement of the invoice in a currency other than the billing currency in individual cases, without being under any obligation to do so, such payment must be based with regard to the conversion on the official buying rate of the billing currency on the date of payment. Any exchange rate losses in relation to the billing currency after the invoice becomes due for payment are, therefore, at your expense.

6. Any complaints relating to the invoice are to be submitted in writing, immediately, at the latest 2 weeks after receipt; complaints made at a later date cannot be considered.

7. Any projecting or overhanging parts, pillars, installation connections and other permanent internal fittings in the stand space do not entitle you to any reduction in the participation fee or other costs.

8. The organizer shall also be entitled to the payment of the full amounts, if you fail to fulfil any of your obligations arising from the contractual relationship. This does not affect claims to damages. In the event of the contract not being fulfilled at all by the organizer, or being fulfilled only in part, you have claims to a proportional reimbursement of any payments you have already made. Claims above and beyond this are ruled out in accordance with the regulations in Items VII and VIII of these Conditions of Participation. The regulations in Item XI of these Conditions of Participation shall remain unaffected.

9. In the event of counter claims being made against those claims arising from the contract, you can only set off or assert your right of retention in as far as your claims have been found to be uncontested or legally valid.

10. In the event that an invoice is sent to a third party at the request of the exhibitor, this does not constitute any waiver of the right to claim the account receivable from the exhibitor. The latter remains obliged to pay until such time as the account receivable has been settled in full.

V Co-exhibitors, additionally represented companies, group participations

1. In principle, stand spaces shall be hired out only as a whole unit and only to one contracting party. As an exhibitor, you are not permitted to relocate, exchange, share, or in any other way make the stand space allocated to you completely or partially accessible to third parties, without the prior consent of the organizer.
2. A stand area may only be used by several companies at once, if the stipulations of the Special Section of the Conditions of Participation allow the participation of co-exhibitors and/or additionally represented companies.
3. Use of the stand area by another company with its own products and own staff (co-exhibitor) requires a special application for permission and approval by the organizer. This also applies to companies who have their own products at the stand but none of their own staff (additionally represented companies). Companies which are members of a group as well as subsidiaries are considered to be co-exhibitors. The organizer reserves the right to demand a special participation fee and other costs for approving co-exhibitors. Such charges and costs will be invoiced to you as the exhibitor. If co-exhibitors and additionally represented companies are to be accepted, the preconditions laid out in Item II of these Conditions of Participation apply; these companies are subject to the Conditions of Participation in as far as they apply.

Should you accommodate a co-exhibitor or a company which is additionally represented, without the express permission of the organizer, this shall be grounds for dissolving the contract with you without notice and to have the stand space vacated at your risk and expense.

Even after confirmation of acceptance has been received, the contract exists exclusively between the organizer and the exhibitor, who is liable for the negligence on the part of his co-exhibitors/additionally represented companies as well as for his own negligence.

4. If several companies wish to participate at the event together on one stand – group participation – then the existing General and Special Sections of the Conditions of Participation and the Technical Guidelines are binding for each individual company. The registration is accomplished by the group organizer, who is responsible for the group participants' adherence to the Conditions of Participation. Subsequent to acceptance and stand area confirmation, a contractual relationship exists exclusively between the group organizer and the event organizer. Exceptions exist in the case of individual orders for services by the group participants before or during an event.

VI Domiciliary rights

1. The organizer exercises domiciliary rights throughout the exhibition grounds.
2. He is entitled to have exhibits removed from a stand if their display contravenes statute law, offends good morals or is not in keeping with the event programme. Promotion of political and ideological ends is prohibited. In the event of serious offences against the Conditions of Participation, the organizer is entitled to close your stand or have it vacated.

VII Warranty

The warranty period for deliveries of new articles is 1 year. For used articles, all liability based on warranty is excluded. No warranty claims are available if the damage is due to normal wear and tear, force majeure, faulty or negligent handling, excessive loads or failure to comply with statutory provisions or operating instructions.

VIII Liability/Insurance

1. The organizer does not assume any obligation to exercise proper care of exhibits, stand fittings and objects which are the property of the stand personnel.
2. Any liability for property damages and pecuniary damages shall be excluded, if it is possible to underwrite the risks. This does not affect liability on the basis of wilful or grossly negligent misconduct. This exclusion of liability is not restricted by the security measures of the organizer.

Within the scope of liability, the statutory burden of evidence regulations shall continue to apply; they will not be affected by this clause.

3. The organizer recommends that you take out exhibition insurance. In addition to this, you can also order special security measures for your stand.
4. As an exhibitor, you will be liable to the organizer for any damage inflicted on the organizer, provided that such damage is attributable to your culpable action or the culpable action of your personnel, your employees or any third party which you have appointed or any other third parties, whose services you are using for the purpose of fulfilling your obligations. It is necessary to observe strict compliance with the Technical Guidelines, as well as with the information from the organizer's circular letters pertaining to questions on the preparation and implementation of the event.
5. In accordance with statutory obligations, the organizer shall be liable for damages caused intentionally or by gross negligence in the event of any damage claims resulting from fatal injuries, bodily or health injuries. Other contractual and/or legal damage claims of any type, including damage claims for consequential damages, shall be excluded, unless the damage was caused by the intentional or grossly negligent action of the organizer. The foregoing limitations of liability shall apply, to the full extent, to the executive organs, employees, legal representatives, persons employed in performing an obligation and vicarious agents, whose services are used by the organizer for the performance of the contract.

However, all damage claims shall be restricted to the payment of typical, foreseeable damages. Furthermore, the organizer shall be liable for every culpable infringement of an essential contractual obligation. Essential contractual obligations shall pertain only to those contractual obligations which must be complied with during the execution of the contract. This applies to all claims which could arise as a result of, and in connection with, this contract.

If the organizer is compelled to temporarily vacate or permanently close the exhibition area or parts thereof, to postpone the event, shorten or extend it due to force majeure, or for other reasons beyond its control, then you are not entitled to any rights, in particular, to claims for damages against the organizer.

The responsibility of the event organizer is limited to fault in all cases without prejudice to any limitations of liability under these Conditions of Participation. In the event of contracts that provide for the procurement of certain items, then, unless otherwise expressly agreed in individual cases, the organizer does not assume the risk of procurement.

IX Period of limitation

1. Your claims against the organizer – of whatever type – must be submitted to the organizer in writing immediately or, in any event during the course of the event. The date on which the organizer receives the claim will be the sole criterion for determining if it has been received by the deadline. Claims which are received at a later date cannot be considered. This does not affect the regulations under Item VIII, Paragraph 2 of these Conditions of Participation.

2. Any of your claims, which may be asserted against the organizer and which may arise from the contractual relationship, as well as all other claims relating thereto, shall become statute-barred after one year, unless a shorter statutory limitation period applies or the liability of the organizer results from an intentional action. The longer statutory limitation periods for tortious claims, fraudulent intent and culpable impossibility of performance shall remain unaffected. The limitation period shall commence at the close of the month, in which the closing date of the event falls.

X Place of fulfilment / place of jurisdiction / applicable law

1. The place of fulfilment shall be the principal place of business of the organizer. The place of jurisdiction, also in a process involving documents, bills of exchange and cheques is, in so far as you are a businessman, legal entity of public law or a separate asset under public law, Cologne. The organizer shall also be entitled, at his option, to lodge his claims at the court of the place where you have your place of business or your branch.

2. All legal relationships between you and the organizer are subject to Federal German Law as well as to the German text.

XI Reservations / Final Provisions

1. As an exhibitor, you will be solely responsible for compliance with all the laws, guidelines, and other regulations which are in force in the host country, even if the content of the organizer's Conditions of Participation deviate from such regulations. You must obtain information promptly and comprehensively of the relevant regulations prevailing at the venue of the event, and obtain the required knowledge.

The organizer will not be liable for damages and other losses which could be incurred on your part as an exhibitor.

2. The organizer shall have the right to postpone, shorten, extend or cancel the event, as well as to terminate the event temporarily or definitely, as well as individually or collectively, if such an action is required due to unforeseen events such as force majeure, natural disasters, wars, disturbances, strikes, breakdown or obstruction of traffic and communication. In the event of any postponement, shortening, extension or termination, you shall not be entitled to the payment of any resulting damages which you may have incurred. You shall have the right to rescind the contract, if you lose your interest in participating because of such an action, and if you waive the reservation for the stand space allotted to you as a result of this. Upon obtaining knowledge of the change, the rescission of the contract must be declared in a written statement and without undue delay. In case of the cancellation of an event, the organizer shall not be liable for damages and/or other losses which may be incurred on your part. Upon request of the organizer, you will be obligated to defray a reasonable share of the expenses resulting from the preparation of the event. The amount of the share to be paid by each exhibitor shall be stipulated by the organizer after consultation with the business organizations concerned.

3. By signing the application form you recognize the organizer's Conditions of Participation (the General and Special Sections and the Technical Guidelines) together with all other regulations relating to the contractual relationship, as binding.

4. Should these provisions be partially legally invalid or contain gaps, this shall not effect the validity of the remaining provisions or the contract. In this event, the parties shall undertake to replace the invalid provision with such a provision or to fill the gap with such a provision, which comes closest to enabling the commercial purpose pursued by the parties to be fulfilled.

5. All alterations to the contract must be made in writing. The same shall also apply to any amendment or cancellation of the written-form clause itself.

Koelnmesse Tochtergesellschaften, Repräsentanzen, Auslandsvertretungen

Koelnmesse subsidiaries, representatives and information centres

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