A 1 Applications
All potential exhibitors wishing to take part in the event are to express their wish to do so by submitt- ing an application as exhibitors for the respective event to Messe München GmbH. The application can be made online or by using a print copy of the "Application" form, duly completed and signed, to be submitted to Messe München GmbH. With the application, exhibitors express to Messe München GmbH their serious interest in taking part in the event as exhibitors. Messe München GmbH is en- titled to reject applications which are received after the application deadline or after the start of stand allocation as set out in the Special Terms of Participation (B), as late applications and desist from processing them. All exhibits must be described precisely in the application form. Co-exhibitors and additionally represented companies are named in the application form. The same particulars must be specified for them as for the exhibitor. Incomplete applications cannot be considered.

This application procedure does not apply to organizers of joint stands. They are not exhibited as defined by the Terms of Participation.

A 2 Admission
The exhibitor accepts that the General Terms of Participation A, Special Terms of Participation (B) and the Technical Guidelines are legally binding as soon as an application has been submitted. Messe München GmbH submits a placement proposal (stand offer) to the exhibitor in writing. The exhibitor must accept this placement proposal within the set time limit. The exhibitor's acceptance of the placement proposal is binding and constitutes the exhibitor's consent to the contract. Messe München GmbH has been informed by the exhibitor that the contract has been concluded.

The contract concerning stand space rental and par- ticipation in the fair or exhibition is not deemed to have been concluded before Messe München GmbH has informed the exhibitor that the contract has been concluded. The exhibitor's acceptance of the placement proposal constitutes the exhibitor's consent to the contract. Messe München GmbH has informed the exhibitor that the contract has been concluded.

The length of the acceptance period is necessary due to the fact that Messe München GmbH may have to undertake space reallocation that may affect exhibitors on account of all the rejection of previous applications and the saving of space for the allocation of additional exhibitors. Exhibitors do not have a legal claim to admission unless such a claim exists by law. Exhibitors who have not accepted their special offer by 15 March 2018, Messe München GmbH, e. g. in respect of previous events, or have infringed the regulations governing the use of the Messe München (Münich exhibition center) or MOC Veranstaltungscenter München or the Terms of Participation, may be excluded from admission.

Messe München GmbH is entitled to withdraw from the contract or to terminate the contractual relationship without notice if admission was based on incorrect or incomplete statements by the exhibitor or if the exhibitor no longer meets the conditions for admission.

Only such items as have been declared and admitted may be exhibited. Hired or leased items may not be exhibited. An exception is made in the case of objects which are not part of the given exhibi- tor's range of goods, but which are required for the exhibitor's display (e. g. for demonstration purposes).

The exhibitor has no entitlement to a change in the stand space already rented and above all not to a reduction in the size of the stand space concerned. In the aforementioned clause, Messe München GmbH has no legal obligation or duty arising from this contract to respect Messe München GmbH's rights, objects of legal protection and this deadline for payment is not met either. Messe München GmbH is entitled to withdraw from the contract if the exhibitor neglects its duty to pay. Messe München GmbH's right to claim further damages remains unaffected. The exhibitor can demand that the flat-rate compensation be reduced if it proves that Messe München GmbH has incurred fewer expenses. To the extent that Messe München GmbH has not rented out the exhibition space to another exhibitor, the exhibitor would otherwise have been placed elsewhere, but used for other purposes, the exhibitor is to pay Messe München GmbH for expenses incurred resulting from this other utilization of the exhibition space.

The exhibitor is not entitled to a change in the stand space already rented and above all not to a reduction in the size of the stand space concerned.

Messe München GmbH is entitled to withdraw from the contract if the exhibitor fails to meet its financial obligations arising from this contract. Messe München GmbH extends the deadline by 5 days and this deadline for payment is not met either.

Messe München GmbH is entitled to withdraw from the contract if the exhibitor neglects its duty to pay. Messe München GmbH's right to claim further damages remains unaffected. The exhibitor can demand that the flat-rate compensation be reduced if it proves that Messe München GmbH has incurred fewer expenses. To the extent that Messe München GmbH has not rented out the exhibition space to another exhibitor, the exhibitor would otherwise have been placed elsewhere, but used for other purposes, the exhibitor is to pay Messe München GmbH for expenses incurred resulting from this other utilization of the exhibition space.

The exhibitor is not entitled to withdraw from the contract but also to demand from the exhibitor the agreed participation fee as flat-rate compensation. Messe München GmbH's right to claim further damages remains unaffected. The exhibitor can demand that the flat-rate compensation be reduced if it proves that Messe München GmbH has sustained less damage.

A 6 Force majeure, cancellation of the event
If Messe München GmbH is compelled, as a result of force majeure or other circumstances beyond its control (e. g. failure of the power supply), to vacate one or more exhibition areas temporarily or for longer periods, or to postpone or curtail the fair, the exhibitors do not thereby acquire the right to withdraw from the contract or to reduce payment. If the exhibitor has any other claims against Messe München GmbH, in particular claims for damages. The same applies if the exhibitor cannot participate in the event due to force majeure or some other reasons beyond Messe München GmbH's control. If the exhibitor is prevented from participating in the fair for a reason for which it is personally responsible, the provisions set out in section A 5 paragraph 2 apply.

If Messe München GmbH cancels the event because it cannot hold the event as a result of force majeure or other circumstances beyond its control, the exhibitor is prohibited from claiming compensation. Messe München GmbH is not liable for damages and disadvantages to exhibitors arising from the cancellation of the event.
A 7 Participation fees, lien, invoices

The participation fees are calculated in accordance with the rates specified in the Special Terms of Participation (B) (see “Participation fees”). Each square meter or part thereof will be included in full in the calculation, the floor area always being considered rectangular, without taking account of projections, supports, service connections and the like. In accordance with the Special Terms of Participation (B) (see “Advance payment for services,” a lump-sum advance payment will be charged for such services (e.g., electricity, water and telephone connections, technical services, signage, supply of electricity, water, etc.) as the exhibitor can use on its stand, provided they have been ordered previously and in good time as specified in the Exhibitor Service Package, regardless of whether these services were not ordered previously or in good time and remained uncharged. The exhibitor must pay for the cost of the services exceeding the advance payment for services, the exhibitor will be charged the difference between the actual cost of the services and the advance payment in the final invoice, issued several weeks after the end of the event. If the advance payment for services exceeds the actual cost of the services, the exhibitor will be refunded the difference between the advance payment and the actual cost of the services several weeks after the end of the event. The exhibitor has no claim to interest on the advance payment for services.

The exhibitor will usually receive the invoice for the participation fee, with which the advance payment for services is also charged, together with the notice of admission. The notice of admission and the invoice are as a general rule combined in one printed form.

The participation fee, the advance payment for services and the fee for admitting co-exhibitors must be paid before the exhibitor may occupy the exhibition area, entries are made in the fair media (print, online and, if applicable, mobile) and exhibitor passses are provided. Messe München GmbH is entitled to withhold exhibition services due, including the supply of electricity, water, compressed air etc., which an exhibitor has ordered from Messe München GmbH, until the exhibitor has fulfilled their obligations towards Messe München GmbH, also from previous events. The exhibitor is not the invoice recipient, Messe München GmbH is entitled to withhold the exhibition services due for the exhibitor for the exhibitor’s failure to fulfill its obligations towards Messe München GmbH. Messe München GmbH may inform the exhibitor about its claims against the invoice recipient, provided that the exhibitor would be affected by the exercise of the right to withhold. Messe München GmbH does not accept liability for damage to exhibits and stand fittings retained under this clause, unless Messe München GmbH is guilty of intent or gross negligence.

Due to the change in the exhibitor’s entitlements, Messe München GmbH can only issue or re-address invoices to an invoice recipient other than the exhibitor, if the recipient is Messe München GmbH’s contractual partner concerning the services to be charged. If the exhibitor wants to designate the invoice recipient as a contractual partner of Messe München GmbH instead of himself, he can request an appropriate form for this purpose at the e-mail address provided in the application and return it to Messe München GmbH. Messe München GmbH will issue an invoice German VAT to an exhibitor with its registered head office based outside the Federal Republic of Germany and if Messe München GmbH could have issued the invoice German VAT but has not done so, the exhibitor may request Messe München GmbH to issue an invoice without German VAT. Should the exhibitor wish to have an invoice re-issued because the name, legal form or address of the exhibitor has changed, the exhibitor is bound to pay Messe München GmbH a fee of EUR 50 for each invoice re-issued. If a change of data includes in the original invoice in respect of the issued legal form or address of the exhibitor was incorrect and Messe München GmbH was responsible for the incorrect data. Messe München GmbH is entitled to issue invoices in electronic format to the exhibitor instead of paper invoices. Electronic invoices are sent to the exhibitor by e-mail in PDF-format. For this purpose, the exhibitor is to provide Messe München GmbH an electronic mail address, to which these electronic invoices are sent (e-billing e-mail address). If available, this e-billing mail address should be a non-personalized e-mail address of the exhibitor’s accounting department. There is no legal claim to the issuance of electronic invoices. Messe München GmbH is under no obligation to comply with country-specific requirements for the issuing of electronic invoices.

Upon request of the exhibitor, which is to be submitted in writing, Messe München GmbH will issue paper invoices to the exhibitor. Messe München GmbH is entitled to send reminders and other requests to access the exhibitor’s e-mail by e-mail.

A 8 Warranty

Complaints about any defects with regard to the stand or exhibition area are to be made in writing to Messe München GmbH immediately upon the exhibitor occupying the exhibition area, but by the last day of the stand set-up period at the latest, so that Messe München GmbH can remedy such defects. Later complaints cannot be considered and cannot give rise to claims against Messe München GmbH.

A 9 Liability and insurance

Messe München GmbH is liable for personal injury (damage arising from injury to life, body or health) caused by neglect of duty for which Messe München GmbH, its legal representatives or agents are responsible, as well as for other damage caused by intentional or grossly negligent breach of duty by Messe München GmbH, its legal representatives or agents. Messe München GmbH is also liable for any damage caused by negligent breach of cardinal contractual duties by Messe München GmbH, its legal representatives or agents. Messe München GmbH is not liable for damage caused by negligent breach of contract if the exhibitor can prove that Messe München GmbH, its legal representatives or agents, or its employees, contractors appointed by them, or third persons for whom Messe München GmbH is liable, are at fault, unless the fault of Messe München GmbH, its legal representatives or agents or third persons is caused by the breach of contract. Messe München GmbH is liable if the exhibitor can prove that Messe München GmbH, its legal representatives or agents, or its employees, contractors appointed by them, or third persons for whom Messe München GmbH is liable, are at fault, unless the fault of Messe München GmbH, its legal representatives or agents or third persons is caused by the breach of contract. Messe München GmbH is liable if the exhibitor can prove that Messe München GmbH, its legal representatives or agents, or its employees, contractors appointed by them, or third persons for whom Messe München GmbH is liable, are at fault, unless the fault of Messe München GmbH, its legal representatives or agents or third persons is caused by the breach of contract.

Insofar as an intellectual property panel is active at the fair with Messe München GmbH’s approval, the members of events at the fair, of stands and exhibits, and to use them for advertising or general press purposes.

A 10 Photography, filming, video recording, and sketching

Only persons authorized by Messe München GmbH and in possession of a valid pass issued by Messe München GmbH may film, photograph or make sketches or video recordings in the exhibition halls or in the exhibition area located outdoors. Furthermore, Messe München GmbH may authorize the exhibitor to take professional photographs or film footage of his own stand, or to commission a photographer for the task. The permit includes access to the trade fair center for the photo and/or film team outside official opening hours. During official opening hours, valid passes are additionally required in order to obtain access to the trade fair center.

For film/video and photo shoots which draw on technical facilities of Messe München GmbH that are not located on the exhibitor’s stand, the presence of a Messe München GmbH representative is required. Any costs incurred as a result are payable by the exhibitor insofar as they are not paid for by the photographer. For photo and film work carried out during closing hours at night, an accompanying security guard must be appointed at the expense of the applicant and/or exhibitor concerned.

Under no circumstances may photographic or other images or recordings be made of other exhibitors’ stands. If this rule is disregarded, Messe München GmbH can demand that the recorded material be surrendered and take legal steps to achieve this end.

Messe München GmbH is entitled to have photographs, drawings, films and video recordings made towards the fair, of stands and exhibits, and to use them for advertising or general press publications.

A 11 Advertising

The execution of advertising activities outside the confines of the given stand is prohibited at the exhibition center unless the advertising activities concerned are ones for which the exhibitor has submitted an application for approval with Messe München GmbH subject to payment of a charge. The charge concerned is set out in the order documents for advertising space. Messe München GmbH is entitled to prohibit such advertising activities outside the confines of the given stand at the exhibition center as have not been approved with particular regard to persons carrying advertising in a prohibited manner. Messe München GmbH is entitled to prohibit such advertising activities outside the confines of the given stand at the exhibition center as have not been approved with particular regard to persons carrying advertising in a prohibited manner and Messe München GmbH may have the advertising activities removed by a decision handed down by a German court (verdict, order, decision).

Advertising in a prohibited manner. Messe München GmbH is entitled to expel such persons as are used for carrying advertising in a prohibited manner from the exhibition center and to confiscate and/or remove and/or destroy such advertising materials as are prohibited. Messe München GmbH is entitled to expel such persons as are used for carrying advertising in a prohibited manner from the exhibition center and to confiscate and/or remove and/or destroy such advertising materials as are prohibited. Messe München GmbH is entitled to expel such persons as are used for carrying advertising in a prohibited manner from the exhibition center and to confiscate and/or remove and/or destroy such advertising materials as are prohibited. Messe München GmbH is entitled to expel such persons as are used for carrying advertising in a prohibited manner from the exhibition center and to confiscate and/or remove and/or destroy such advertising materials as are prohibited.

A 12 Catering, deliveries to stands

Messe München GmbH shall make the services provided outside the given stand the responsibility of the given stand. Any catering services provided outside the given stand at the exhibition center are liable for personal injury (damage arising from injury to life, body or health) caused by neglect of duty for which Messe München GmbH, its legal representatives or agents are responsible, as well as for other damage caused by intentional or grossly negligent breach of duty by Messe München GmbH, its legal representatives or agents. Messe München GmbH is also liable for any damage caused by negligent breach of cardinal contractual duties by Messe München GmbH, its legal representatives or agents. Messe München GmbH is not liable for damage caused by negligent breach of contract if the exhibitor can prove that Messe München GmbH, its legal representatives or agents, or its employees, contractors appointed by them, or third persons for whom Messe München GmbH is liable, are at fault, unless the fault of Messe München GmbH, its legal representatives or agents or third persons is caused by the breach of contract. Messe München GmbH is liable if the exhibitor can prove that Messe München GmbH, its legal representatives or agents, or its employees, contractors appointed by them, or third persons for whom Messe München GmbH is liable, are at fault, unless the fault of Messe München GmbH, its legal representatives or agents or third persons is caused by the breach of contract.

A 13 Combating brand and product piracy

Exhibitors are obliged to report any of the conditions to which third parties are entitled. In cases where it is proved to exhibitors in a due manner that their exhibiting or offering of products or services and/or their promotional presentation or some other activity infringes the property rights to which a third party is entitled, the exhibitors undertake in advance to remove the items concerned from the stand. If an exhibitor has been prohibited from exhibiting or offering products or services and/or promotionally presenting same by way of a decision handed down by a German court (verdict, order, decision) or by any other competent authority, the exhibitor shall be excluded from the exhibition center and be excluded from exhibiting or offering products or services and/or promotionally presenting same on its exhibition stand. Messe München GmbH is entitled to exclude the given exhibitor from the event concerned and/or future events in this regard if the court decision in this case has not been superseded by a decision passed subsequently by way of appeal proceedings. In such cases, no refund of the participation fee (in part or in full) is made. Messe München GmbH is not obliged to check the correctness of the court decision. Exclusion of the exhibitor is affected by the court decision and/or court proceedings in this case. If the court decision in this case has not been superseded by a decision passed subsequently by way of appeal proceedings, the exhibitor, who had been correctly excluded on the basis of the previous court decision, is not entitled to claim damages from Messe München GmbH.

As an intellectual property panel is active at the fair with Messe München GmbH’s approval, the members of the panel are entitled at all times to access a given exhibitor’s stand and examine it in order to determine whether the protected trademark rights, copyrights or competition rights of those persons lodging an appeal with the intellectual property panel are being violated.
A 14 Exhibitor passes
For the time during which the fair concerned is held, the exhibitor receives a number of free exhibitor passes as specified in the Special Terms of Participation (B). Any additional exhibitor passes requested are subject to a charge. All exhibitor passes are numbered and are not transferable. Exhibitor passes may not be given to unauthorized third parties, e.g. to persons or companies wishing to offer goods for sale or to render services at the exhibition center without corresponding authorization from Messe München GmbH. Exhibitor passes are issued only after payment of the participation fee, the advance service charge and the cost of admission for any co-exhibitors.

A 15 Set-up, staffing and dismantling of stands
The dates for stand set-up and dismantling as specified in the Special Terms of Participation (B) must be strictly observed. Stands not occupied by the last day of the set-up period may be disposed of as Messe München GmbH sees fit.

Exhibitors are not permitted to remove exhibition goods or dismantle their stands equipped and staffed by qualified personnel throughout the fair during the prescribed opening hours. Particular attention should be paid to ensuring that the stand is already fully staffed when the exhibition opens. Exhibitors are not permitted to remove exhibition goods or dismantle their stands before the fair closes. If they break this rule, Messe München GmbH is entitled to demand payment of a penalty of EUR 500. Messe München GmbH’s right to claim further damages remains unaffected. The exhibitor can demand that the flat-rate compensation be reduced if it proves that Messe München GmbH has incurred fewer expenses.

Messe München GmbH is entitled to exclude from future fairs any exhibitor whose stand is staffed by insufficiently qualified personnel during the fair’s opening hours, who exhibits an incomplete range of goods or goods not admitted to the trade fair, who vacates or clears its stand before the end of the fair, or who otherwise infringes the Terms of Participation, without prejudice to Messe München GmbH’s right to cancel the contract in accordance with Section A 5 Cancellation of contract, and to claim for all costs thereby incurred.

A 16 Verbal agreements
All verbal agreements, individual permits and special regulations are valid only with Messe München GmbH’s written confirmation.

A 17 House and usage regulations
Exhibitors must strictly observe the regulations governing the use of the exhibition center and its grounds (New Munich Trade Fair Center). Exhibitors are not permitted to spend the night in the halls or on the grounds. Exhibitors must treat the other participants at the event with respect, may not act contrary to public moral policy and may not misuse their participation at the event for ideological, political or other such purposes as have nothing to do with the event. Messe München GmbH personnel members are entitled to access the stand of a given exhibitor by order of Messe München GmbH at any time.

A 18 Period of limitation, exclusion period
All the exhibitor’s claims against Messe München GmbH arising from the stand rental and from all legal relationships in connection therewith lapse after a period of six months. This period of limitation starts at the end of the month in which the closing date of the fair falls. Notwithstanding the regulations set out in section A 8, complaints in respect of invoices must be asserted writing within an exclusion period of 14 days following receipt of the given invoice.

A 19 Place of performance, applicable law
If the exhibitor is a trader, a legal person under public law or a special fund under public law, Munich is the agreed place of performance, for all financial obligations too. German law applies exclusively.

A 20 Jurisdiction
If the exhibitor is a trader, a legal person under public law or a special fund under public law or has no general place of jurisdiction in the Federal Republic of Germany, Munich is the agreed place of jurisdiction. Messe München GmbH is also entitled, if it so wishes, to assert its claims against the exhibitor at the court in the place of jurisdiction in which the exhibitor’s registered head office or branch office is located.

A 21 Data protection
Personal data which is collected on or transmitted by the exhibitor may be used for the fulfillment of the business purposes of Messe München GmbH within the framework of the statutory data protection provisions.

Messe München GmbH and its affiliated companies, as well as its foreign representatives, are moreover entitled to use these personal data in order to inform exhibitors on a regular basis about the services provided by Messe München GmbH and its affiliated companies and foreign representatives by letter, e-mail, phone or fax. An overview of affiliated companies and foreign representatives, some of which reside outside the European Union (EU) and the European Economic Area (EEA), can be retrieved from our website www.messe-muenchen.de under the section "International.”

The exhibitor shall establish the preconditions required under data protection law to enable the above uses by means of appropriate measures (e.g. obtaining consent of his employees). The exhibitor is liable to Messe München GmbH for damages and expenses resulting from the infringement of this obligation and shall hold Messe München GmbH harmless from any third party claims upon first demand.

A 22 Severability clause
Should the provisions set out in the Terms of Participation or Technical Guidelines be invalid or incomplete, the validity of the other provisions and that of the contract remains unaffected. In such cases, the contracting parties undertake to replace the invalid provision and/or fill the gap with a provision with which the contracting parties are most likely to achieve the economic purpose they pursue.

A 23 Value-added tax
The charges set out in the General Terms of Participation A, the Special Terms of Participation (B) and Technical Guidelines are net amounts. Insofar as they are subject to German value-added tax in accordance with sales tax legislation, the fees concerned are charged plus German value-added tax at the rate valid at the given time.

A 24 Exhibition grounds
The term “exhibition grounds” designates either the Messe München venue (Munich exhibition center) or the MOC Veranstaltungscenter München. The preceding provisions shall refer to that of the two venues at which the event is held.
1. Preface

Messe München GmbH has issued guidelines for the fairs and other events it holds with the aim of providing all exhibitors/organizers with optimum conditions for presenting their exhibits and addressing their visitors and other interested parties. The Technical Guidelines are an integral part of the contracts Messe München GmbH concludes with its exhibitors, organizers, service companies, stand-building companies and other service providers. These exhibitors, organizers, service companies and other service providers undertake to ensure that all their contractual partners, who are active or merely present at the trade fair center, comply with these Technical Guidelines. Messe München GmbH is entitled to demand that all parties be active or merely present at the trade fair center comply with the Technical Guidelines. As far as fairs, exhibitions and other events run by an organizer other than Messe München GmbH are concerned, the given organizer is, alongside Messe München GmbH, entitled and obliged to demand of his customers and their contractual partners that they comply with the Technical Guidelines. At the same time, these Technical Guidelines include safety regulations intended to guarantee optimum technical and design safety at the event in the interests of exhibitors and visitors alike. The regulations applicable to fire prevention, construction and other safety precautions have been agreed on in compliance with the relevant offices of the Munich Department of Works in their function as the local authority responsible for construction and technical acceptance in respect of fairs and exhibitions. Messe München GmbH reserves the right to check compliance with these regulations and to take appropriate action should they be violated. The relevant statutory regulations applying at the given time must also be observed. For safety and stand construction purposes, Messe München GmbH is entitled to impose requirements above and beyond those stipulated in these Technical Guidelines.

The Order Forms for Exhibitor Services will be available in good time. The order forms are to be completed and returned in accordance with the deadlines set out in the Order Forms for Exhibitor Services. Depending on the fair or event concerned, orders can in some cases be placed electronically via the Internet-based online ordering system.

Orders only become valid if they are accepted. Acceptance may be given tactfully, i.e. by means of provision of the service ordered. Exhibitors are not entitled to acceptance of their orders unless the law gives rise to such an entitlement. Acceptance of an order can be refused, particularly in cases where the exhibitor/organizer concerned has not fulfilled his obligations vis-à-vis Messe München GmbH, e. g. those outstanding from previous events. In addition, Messe München GmbH may additionally refuse the order if individual stands are already taken. In connection with fairs and exhibitions, it is advisable to make use of the full period allowed for stand construction as experience has shown the trade fair center to be excessively full on the last two stand construction days. No claims may be asserted against Messe München GmbH if delays are incurred by exhibitors in their stand construction companies or other contractors due to the trade fair center being overcrowded or to measures implemented by Messe München GmbH to control traffic within the trade fair center and/or to access to the stands.

2.2. Transport of caterpillar vehicles

Only caterpillar vehicles with a special permit, valid entry authorization or valid parking pass may use the roads at the trade fair center. Caterpillar vehicles may only access the exhibition halls with the prior approval of Messe München GmbH's Technical Exhibition Services Division (see also item 4.4.12.). For damage to road surfaces and hall floors, the exhibitor is liable in full.

2.3. Emergency routes

2.3.1. Fire service movement zones

Access to fire service movement zones, emergency rescue routes and safety zones designated accordingly may not be restricted at any time. Particularly during the stand construction and dismantling periods, access may not be restricted by parked vehicles, stored exhibition goods, construction or packaging materials, etc. backdrops, etc.

Vehicles and objects parked on or blocking fire service movement zones, emergency rescue routes or safety zones can be removed at the expense of the person responsible. In so doing, Messe München GmbH is only liable for such damage to property as is incurred due to willful or gross negligent behaviour. Hydrant and hall and outdoor exhibition area may neither be obstructed nor made unrecognizable or inaccessible.

2.3.2. Emergency exits, escape hails, hall aisles

All hall exits and aisles designated as such in the halls plans are to be kept clear over their full width. They serve as escape routes in emergencies and may therefore never be obstructed by objects left in the hall. Stands and construction, decoration and escape routes must be used or left free from the inside and to their full width. Exit doors, emergency escape hatches and signs indicating their position may not be obstructed, built over, blocked, covered or made unrecognizable or inaccessible in any way. Information signs, indicating other stand aisles (e.g. woodworking machines, work benches) may only be located near exits, exits and access to stairways if sufficient room is left between them.

Hall aisles designated as such may not be built over or obstructed in any way whatsoever. This also applies in cases where Messe München GmbH has allowed exhibitors to incorporate space from the aisles into their stand design. These areas must be visually designed in such a way that they are recognizable as areas belonging to hall aisles.

Materials required for stand-building purposes or exhibitors delivered for immediate setup on the stand may be deposited in hall aisles briefly providing the minimum aisle widths required for safety reasons are observed and the logistical layout has been taken into due consideration. This is to be considered the case if a strip along the stand perimeter to the hall aisle with a maximum width of 0.90 m is used for depositing the items concerned. On the main aisles (connecting aisle between two opposing hall gates) a passage with a minimum width of 2 m (red floor markings) must be kept clear free of obstacles. The placement of obstacles on stand aisles must be kept clear across their full width at all times. Hall aisles may not be used for setting up assembly areas or erecting machines (e.g. woodworking machines, work benches) but may be used for general emergency exit signs must be accessible and visible at all times; they may be obstructed or blocked.

2.5. Stand numbering

2.6. Security

Messe München GmbH and/or the security company commissioned by it to supervise the trade fair center is/responsible for security at the entrances and in the halls. Messe München GmbH offers no guarantee that the trade fair center will be secured and monitored continuously. Messe München GmbH is authorized to implement any measures it deems necessary for securing and monitoring purposes.
The security of stands, the items on display and any other objects located on the stands is not the responsibility of Messe München GmbH. Exhibitors are responsible for the security of their own stands and should organize it themselves as they see fit. However, only security guards from the company commissioned by Messe München GmbH to secure the trade fair center may be employed. Exhibitors’ obligations are set out explicitly to the fact that stands exhibits and other items on the stand floor are particularly at risk during the stand construction and dismantling periods. Items of value and/or those that can be easily removed should always be locked away at night.

2.7. Emergency evacuation/Clearance
Messe München GmbH is entitled to order rooms, buildings halls and/or outdoor exhibition areas to be closed and to evacuate the stands and hall as per the above and all regulatory compliance reasons. The exhibitor has to inform his employees of this procedure. He must draw up his own evacuation plans and make them known should this be required by law or ordered by the relevant authorities or Messe München GmbH. As and when required, he is responsible for ensuring that his stand is evacuated.

3. Technical data and features of the halls and the outdoor exhibition area
3.1. Hall data
The halls offer the following gross exhibition areas: A1–A6, B1–B6 approx. 11,000 m² C1–C6 approx. 10,000 m² BO approx. 3,500 m²
Hall entrance dimensions
The halls can all be accessed by vehicles (apart from Hall B0) and each has at least 6 entrances measuring 4.50 m x 4.50 m. Hall B0 has one entrance measuring 12.50 x 4.0 m.

3.1.1. Load-bearing capacity of the hall floors
The hall floors are made of mastic asphalt. The maximum permissible distributed load on the floors in all halls is 5 t/m² (50 kN/m²). A total truck weight of up to 60 t (600 kN) is allowed. The maximum permissible fork-lift load is 14 t (140 kN). The permissible point load on a floor area of 30 cm x 30 cm (spacing of approx. 1.50 m) is 5 t (50 kN, floor pressure 500 kN/m²)—this does not however allow to utility duct covers. Hall B0 has parquet flooring. The maximum permissible load-bearing capacity of the floor must be tested on a case-by-case basis.

3.1.2. Supply of compressed air, electricity, gas and water
Compressed air, electricity, gas and water are supplied to the stands in the halls via the utility ducts
Load-bearing capacity of the hall floors
For light load-bearing capacity applies. Details available from Messe München GmbH’s Technical Exhibition Services Division.

3.2. Outdoor exhibition area
3.2.1. Supply of compressed air, electricity, gas and water
Compressed air, electricity, gas and water are supplied to the stands in the halls via the utility ducts located approx. every 5 m in the hall floor (approx. 4.50 m in the case of Halls C1–C6 and approx. 4.85 m in the case of Hall B0); no gas supply is available in Hall B0. The utility duct covers measure approx. 43 cm x 43 cm (the utility duct measurement). Hall C1 is equipped with two further utility ducts running the length of the hall.

3.2.2. Communications equipment
Stand telephone, fax, data and antenna connections are available via connection points located in the hall floor. RJ 45 is the connection system used or, in the case of fibre optic connections, E 2000.

3.3. Clearance heights
The height clearance of the entrances to the loading areas is approx. 5 m. The East Connecting Tunnel has a height clearance of 4.30 m and the West Connecting Tunnel one of 4.50 m.

4. Regulations governing stand construction
4.1. Stand construction safety
Exhibition stands including equipment and exhibits as well as advertising hoardings must be securely erected such that they do not constitute a risk to public safety and order, above all in respect of human life and health. The given exhibitor is responsible for the structural safety of the stand concerned and may be required to provide proof of same.

4.2. Stand construction approval
Insofar as the Technical Guidelines have been adhered to with regard to the design and construction of the stand, there is no need to submit drawings for the approval of single-story stands, providing their floor space does not exceed 100 m² and they are not higher than 3 m. On request, Messe München GmbH offers the exhibitor the option of checking their stand design plans which are to be submitted in duplicate.

5. Stand construction approval
Applications for special stands must be submitted to Messe München GmbH’s Technical Exhibition Services Division via the Order Forms for Exhibitor Services at the latest. To the extent that approval is granted, one copy is then returned to the exhibitor/stand-builder with Messe München GmbH’s stamp of approval. This means that the stand construction concern has been approved.

5.1. Approval for two-story stands
Approval for two-story stands must be applied for by submitting the “Application for Special Stand Designs” form to Messe München GmbH’s Technical Exhibition Services Division by the deadline specified in the Order Forms for Exhibitor Services at the latest. The form must be completed in German and submitted with the required number of copies to Messe München GmbH together with the necessary documents that must also be in German. To the extent that approval has been granted, the stand design is not deemed to have been approved before confirmation of approval has been issued to the exhibitor/stand-builder and the structural documentation returned to the exhibitor/stand-builder.

5.2. Stand clearance heights
The given exhibitor is responsible for the structural safety of the stand concerned and may be required to provide proof of same.

5.3. Clearance heights
The height clearance of the entrances to the loading areas is approx. 5 m. The East Connecting Tunnel has a height clearance of 4.30 m and the West Connecting Tunnel one of 4.50 m.

6. Regulations governing stand construction
4.1. Stand construction safety
Exhibition stands including equipment and exhibits as well as advertising hoardings must be securely erected such that they do not constitute a risk to public safety and order, above all in respect of human life and health.

6.1. Stand construction approval
Applications for special stands must be submitted to Messe München GmbH’s Technical Exhibition Services Division via the Order Forms for Exhibitor Services at the latest. To the extent that approval is granted, one copy is then returned to the exhibitor/stand-builder with Messe München GmbH’s stamp of approval. This means that the stand construction concern has been approved.

6.2. Stand clearance heights
The given exhibitor is responsible for the structural safety of the stand concerned and may be required to provide proof of same.

6.3. Clearance heights
The height clearance of the entrances to the loading areas is approx. 5 m. The East Connecting Tunnel has a height clearance of 4.30 m and the West Connecting Tunnel one of 4.50 m.

7. Clearance height adjustment
The exhibitor is responsible for the structural safety of the stand concerned and may be required to provide proof of same.

7.1. Clearance height adjustment
Exhibition stands including equipment and exhibits as well as advertising hoardings must be securely erected such that they do not constitute a risk to public safety and order, above all in respect of human life and health.

7.2. Clearance height adjustment
Applications for special stands must be submitted to Messe München GmbH’s Technical Exhibition Services Division via the Order Forms for Exhibitor Services at the latest. To the extent that approval is granted, one copy is then returned to the exhibitor/stand-builder with Messe München GmbH’s stamp of approval. This means that the stand construction concern has been approved.

7.3. Clearance height adjustment
Exhibition stands including equipment and exhibits as well as advertising hoardings must be securely erected such that they do not constitute a risk to public safety and order, above all in respect of human life and health.

7.4. Clearance height adjustment
Applications for special stands must be submitted to Messe München GmbH’s Technical Exhibition Services Division via the Order Forms for Exhibitor Services at the latest. To the extent that approval is granted, one copy is then returned to the exhibitor/stand-builder with Messe München GmbH’s stamp of approval. This means that the stand construction concern has been approved.
4.1.7. Smoke machines
The use of smoke machines has to be co-ordinated with Messe Münchens GmbH’s Technical Exhibition Services Division.

4.1.8. Ash containers, ashtrays
To the extent that smoking is not explicitly prohibited on a stand or parts thereof, a sufficient quantity of ashtrays or ash containers, containing adequate absorbent powder, must be provided and arrangements made for their regular emptying into non-flammable, tightly closing containers.

4.1.9. Containers for non-recyclable, recyclable and residual waste
No containers for non-recyclable, recyclable and residual waste made from flammable materials are to be used. Any non-recyclable, recyclable and residual waste products must be disposed of regularly, on the evening of each event day at the latest, via suitable containers as are on request provided to exhibitors by Messe Münchens GmbH subject to a charge.

4.1.10. Spray guns, solvents
The use of spray guns as well as of substances and paints containing solvents is prohibited.

4.1.11. Stand ceilings for cutting and working with naked flame
Prior approval must be obtained in writing to and from Messe Münchens GmbH’s Technical Exhibition Services Division for any welding, cutting, soldering, melting and part-off grinding work. The surrounding area must be protected from flying sparks when work is under way. Any joints and cracks should be sealed with appropriate, non-flammable materials. Stands must be equipped with at least one DIN 14408 or EN 3 fire-extinguisher suitable and approved for fire classes A/B/C.

4.1.12. Empty packaging / Storage of goods
The storage of empty packaging of any kind in the halls both on the stands and outside the stands is prohibited on the stands. Any non-recyclable, recyclable and residual waste products must be disposed of regularly, on the evening of each event day at the latest, via suitable containers as are on request provided to exhibitors by Messe Münchens GmbH subject to a charge.

4.2. Stand ceilings
The halls at Messe Münchens GmbH are equipped with an automatic fire-extinguishing system, the effective operation of which may not hindered by any stand ceilings. Irrespective of their size, stand ceilings of any kind are subject to approval and must be registered in writing with Messe Münchens GmbH’s Technical Exhibition Services Division (see Messe Münchens GmbH’s Technical Exhibition Services Division’s “Application for Preventive Fire Protection Measures” form; can be granted by VDS Schadenverhütung GmbH). Messe Münchens GmbH is entitled to remove wrongly stored empty packaging at the expense and risk of the exhibitor. The storage of such items at the exhibition center can occur via forwarding agents appointed by Messe Münchens GmbH. This service is not free of charge.

4.2.1. Motor vehicles as exhibits
In the halls, motor vehicles may as a general rule neither be operated nor parked. Vehicles with internal combustion engines may only be exhibited in the halls with the approval of Messe Münchens GmbH, but not demonstrated in operation. Approval is to be requested with the form “Application for Fire Prevention Protection Measures.” The fuel tank content of vehicles must be reduced to the quantity of fuel required for accessing and leaving the hall (fuel gauge must show low/reserve). The filler caps are to be locked if possible. Depending on the event and installation location of the exhibit, additional safety measures such as inerting the fuel tanks, disconnecting the batteries and/or deploying security guards may be necessary. Fuels may not be stored at the stand. For vehicles with alternative drive technology, e.g. electric or hybrid engines, the batteries are to be separated from the drive by the safety limit switch (master switch). On gas-powered vehicles, the pressurized gas tanks must be completely drained.

4.2.2. Vehicles and containers
The use of vehicles and containers as exhibits in the halls requires approval (see Items 4.4.1.2. and 4.4.2.). For damage to road surfaces and hall floors by vehicles and containers, the exhibitor is liable in full. Motorized/mobile exhibition stands (show trucks, buses, trailers, etc.) must be fitted with a sprinkler system if they constitute a single, uninterrupted area measuring more than 30 m². The space between two mobile exhibition stands is considered to be part of a single, uninterrupted area, unless the distance between the stands is large enough to ensure that the effect of the sprinklers installed in the hall is not compromised.

4.2.3. Alteration of non-compliant stand structures
Stand structures that have not been approved or do not comply with the Technical Guidelines or statutory regulations, must be altered as necessary or removed, at Messe Münchens GmbH’s request. If the alterations are done within the set period, Messe Münchens GmbH is entitled to carry out the alterations itself or, if necessary, remove the stand structures concerned at the expense and risk of the exhibitor.

4.2.4. Extent of liability
To the extent that the exhibitor or the stand-builder he appoints does not comply with the above stand construction regulations, he is liable for any damage resulting from violation of these regulations. Moreover, the exhibitor or the stand-builder he appoints agrees to exempt Messe Münchens GmbH from all claims by third parties that may be asserted due to violation of the above stand construction regulations.

4.3. Construction heights
The standard height for stand structures and advertising hoardings is 3 m. The maximum construction height varies from event to event and is specified either in the Special Terms of Participation (B) or Important Notes sections of the relevant Order Forms for Exhibitor Services. Contact the Technical Exhibition Services Division if in doubt. The maximum height for stands in the halls at Messe Münchens GmbH may be exceeded with Messe Münchens GmbH’s prior written approval.

4.4. Fire prevention and safety regulations
4.4.1. Fire prevention
4.4.1.1. Stand construction materials and decorations (embellishments)
As a general rule, no easily flammable materials, materials that drip or melt when burning, toxic gases or materials producing heavy smoking, sooting, such as most thermoplastics including polystyrene (Styrofoam), whatsoever may be used.

• In individual cases and for safety reasons, special conditions may be imposed for load-bearing structural components (e.g. non-flammability).
• Any mountings, fasteners and ties required for structural or load-bearing purposes must be made of non-flammable materials.

Decorative materials must be classified as being at least extremely flame-retardant (class B1), may not drip or melt when burning pursuant to DIN 4102-1, may only produce a limited amount of smoke or comply with class C (C s2, d0) pursuant to EN 13501-1. A test certificate verifying the fire classification of the materials used must be available for presentation.

As a rule, materials such as bamboo, reeds, hay, straw, mulch or peat do not meet these requirements. Any such items should be removed as soon as they have become empty. Messe Münchens GmbH’s written approval should be submitted to Messe Münchens GmbH’s Technical Exhibition Services Division.

4.4.1.2. Empty packaging
The storage of such items at the exhibition center can occur via forwarding agents appointed by Messe Münchens GmbH. This service is not free of charge.

4.4.1.3. Fire extinguishers
In general, such extinguishing agents as are suitable for the purpose concerned are to be used. Further information can be obtained from the Notice “Fire Protection Measures at Trade Fairs and Exhibitions.”

4.4.2. Stand ceilings
The halls at Messe Münchens GmbH are equipped with an automatic fire-extinguishing system, the effective operation of which may not hindered by any stand ceilings. Irrespective of their size, stand ceilings of any kind are subject to approval and must be registered in writing with Messe Münchens GmbH’s Technical Exhibition Services Division (see Messe Münchens GmbH’s Technical Exhibition Services Division’s “Application for Preventive Fire Protection Measures” form; can be granted by VDS Schadenverhütung GmbH). All stand ceilings require the prior, written approval of Messe Münchens GmbH’s Technical Exhibition Services Division.

Halls A1–A6, B1–B6, C1–C6:

Stand ceilings must be at the very least flame-retardant (DIN 4102 or DIN EN 13501-1)—the relevant test certificate should be submitted or available for presentation on the stand. A sprinkler system has to be installed for any single covered area exceeding 30 m².

In such cases, one sprinkler unit must be installed for every 12 m² or part thereof of covered space; any rooms/cabinets located beneath the stand cover must be encompassed by the sprinkler system.

Given the consent of the Munich Municipal Fire Department, sprinkler systems for stand ceilings larger than 30 m² are not necessary if the coverings meet the following requirements:

- Metal modular or grid ceilings;
- The covering concerned is a modular or metal-grid ceiling comprising open mesh grating, perforated sheet metal, or similar. At least 70% of the entire ceiling structure (including light fittings, etc.) must be open in accordance with the planning and installation guidelines laid down by VDS Schadenverhütung GmbH (Independent Fire Protection and Safety Institute of the German Insurance Association).

The degree of openness of the given structure must be proven verifiably.

- Textile coverings:

  The covering is fire-resistant and its horizontal installation below sprinkler units has been approved by VDS Schadenverhütung GmbH (wide-mesh netting or smoke-out fabric). VDS Schadenverhütung GmbH’s written approval should be submitted to Messe Münchens GmbH’s Technical Exhibition Services Division at compliance with VDS Schadenverhütung GmbH’s installation instructions is required. See Item 4.9.6 for stand ceilings on the upper floor of two-storied stands.

Hall B0 and the North, East, West and North-West Entrances:

- Only such mesh/netting materials as have been approved by VDS and are sprinkler-compatible may be used.
- Horizontal coverings in the entrance buildings wider than 1 m must be approved by Messe Münchens GmbH’s Technical Exhibition Services Division.

See the Notice “Installation of Sprinkler-Comparable Materials and Fabrics” for further information on materials approved for stand coverings and the suppliers of such materials.

4.4.3. Glass and acrylic sheets
Only safety glass suited to the relevant purpose may be used. In the case of structures made of glass, only laminated safety glass may be used. Ask Messe Münchens GmbH’s Technical Exhibition Services Division to send you our Notice on Stand Construction in Exhibition Halls using Glass and Acrylic Sheets or use our download service via the Messe Münchens GmbH homepage.

Edges of glass panes must be machined or protected in order to preclude any risk of injury. Components of ashtrays or ash containers made of non-flammable materials must be provided and arrangements made for their regular emptying into non-flammable, tightly closing containers.

4.4.4. Regularly occupied spaces / Partitioned “trapped” rooms
Any partitioned rooms on stands in the halls must offer an unobstructed line of sight in the direction of escape towards the nearest emergency escape/ rescue route or its accessibility are prohibited. Messe Münchens GmbH reserves the right to impose any safety- or fire-protection-related demands that may become addition-
4.5.0. Messe München GmbH reserves the right to prescribe the materials to be used for anchorages. In no case will anchorages be fitted by the given exhibitor's own specialists or by specialist companies authorized to do so. All anchorages must be fitted by the given exhibitor’s own specialists or by specialist companies authorized to do so, and must be approved by Messe München GmbH’s Technical Exhibition Services Division. Exceptions to these rulings require Messe München GmbH’s prior written authorization.

4.6.4. Further supplementary information can be obtained from the Messe München GmbH’s Technical Exhibition Services Division or by contacting Messe München GmbH’s Exhibition Services Division. Further information on approved fastening materials can be found in the Order Forms for Exhibitor Services (see “Notice on Hall Ceiling Supports”) or use our download service via the Messe München GmbH homepage.

5.0. Messe München GmbH reserves the right to impose any safety- or fire protection-related demands that may become additionally necessary until such time as stands undergo official acceptance. (see Item 4.4.4.).

6.0. The design and equipping of a stand as well as any necessary construction work are the responsibility of the exhibitor. In this connection, he must take into account the character and appearance of the fair and/or exhibition concerned. To this end, Messe München GmbH is entitled to demand changes to be made to the stand design. Moreover, Messe München GmbH reserves the right to prescribe the framework structure required for a given event in its Special Terms of Participation (B).

7.0. The use of adhesive tape to fix such coverings is prohibited. No other coverings, e.g. paper, wall paper, plastic, foam, felt, cloth, canvas, hardboard, metal, are permitted. No nails, screws, strings or similar objects may be used. No objects may be attached to the stand perimeter.

8.0. Messe München GmbH reserves the right to exercise its rights described above. If a fair, exhibition or other event is not organized by Messe München GmbH but by another organizer, Messe München GmbH is also entitled at the risk and expense of the given exhibitor to remove, store and dispose of a stand or stand part without compensation or prior notice, if necessary, for other events or other reasons.
4.8.3. Working loads / Load assumptions

The floor of the upper story of a two-story stand within an exhibition hall must be designed to with-stand working loads in compliance with DIN EN 1991-1-1 (2010) in conjunction with DIN EN 1991-1/ NA (2010) Table 6.1D: If the story is used for meetings and customer service purposes, i.e. it is furnished with tables and chairs in a free arrangement or in the form of meeting cabins, it must with-stand a working load of 3 kN/m² (Category C1). For unlimited use as an exhibition or sales area, as an assembly room with or without rows of chairs, the floor of the upper story must be able to withstand a working load of 5 kN/m² (Category C3). A horizontal load of H = P/2 (P = working load) is to be assumed if sufficient longitudinal/lateral stability is to be achieved. The respective use must be marked clearly in the plans submitted for approval purposes.

Stairways must always be able to withstand working loads of 5 kN/m². Balustrades and banisters must be designed to withstand loads of 1 kN at handrail height. Proof must be provided that the pressure of the handrail by the supports does not exceed the maximum permissible pressure the floor can withstand (see item 3.1. Hall data).

4.9.4. Escape routes / Stairways

On two-story stands with an area covered by the upper story of up to 100 m², only one stairway is required. The stairway must emerge beyond the covered area of the stand. The length of any escape route from the upper floor to a main hall aisle on the ground floor may not exceed 25 m.

Stands with a floor area of up to 100 m² require one exit with a clearance width of at least 0.9 m. Stands with a floor area of more than 100 m² require two exits, each with a clearance width of at least 0.9 m. Stands with a floor area of more than 200 m² require two exits, each with a clearance width of at least 1.20 m. For stands with a floor area of more than 400 m², Messe Münchens GmbH's Technical Exhibition Services Division stipulates the number of exits and their respective clearance width in compliance with the statutory and regulatory requirements valid at the given time.

Winding or spiral stairways are not permissible on emergency escape/rescue routes. The height of the riser may not exceed 0.19 m and the tread depth no less than 0.26 m.

The width of the escape/rescue routes (exits, stairways, aisles) is to be based on the maximum number of persons needing to use the escape/rescue routes in an emergency and sized accordingly. Stairways require a minimum clear width of 1 m.

On stands with an upper story area in excess of 100 m², at least two stairways are required, to be located at opposite ends of the stand. Half of these staircases must emerge beyond the covered area of the stand.

In the case of multi-story stand structures in the outdoor exhibition area, each main unit used on each floor must be equipped with two separate escape routes. An exit out into the open air may be no further than 30 m from any point on the stand.

Each story must be equipped with at least one stair leading out into the open air designed such that it can be accessed without risk as an escape route (with its own stairway or outside staircase). All stairways should be designed to comply with DIN 18065. No items may be stored or shelved in indoor areas or on or under stairways without risers.

Handrails must offer a secure grip and be of a continuous nature. Two handrails are to be fitted on stairways that are wider than 1 m.

4.9.5. Building materials

On two-story exhibition stands, load-bearing components, floor ceiling floors and upper story floors must be made of at least flame-retardant (according to DIN 4102 or DIN EN 13501-1) building materials.

Floor coverings and wall paneling and ceilings can be made of such building materials as are allowed and normally used for stand-building purposes. Anchoring materials to the floors in the hall is not permitted.

General statutory building regulations require compliance. We also reserve the right to impose further requirements in respect of safety and fire protection until such time as acceptance of the given stand has been granted.

4.9.6. Upper story

Any partitioned rooms on stands in the halls used by staff must offer users an unobstructed line of sight in the direction of escape towards the nearest emergency escape/rescue route. Such rooms used by staff as may be accessed or left via a partitioned room ("trapped rooms") are not permitted on stands located in halls. All measures that compromise a clear line of sight in the direction of escape of the emergency escape/rescue route or its accessibility are prohibited. Messe Münchens GmbH reserves the right to impose any safety- or fire protection-related demands that may become additionally necessary until such time as stands undergo official acceptance (see item 4.4.4.).

The bottom of any balustrades must be fitted with skirting of at least 0.05 m in height as well as kneeproofs, grid or solid paneling or similar to prevent persons from falling. To prevent objects (e. g. glasses) from being placed on balustrades where they can easily fall off, the handrails or the tops of the balustrades must be appropriately shaped e. g. circular or semi-circular. Balustrades should be designed and constructed in compliance with Items 4.6. and 4.9.3.

Kindly contact Messe Münchens GmbH’s Technical Exhibition Services Division for details concerning ceilings to be located above areas on the upper floor of your stand.

5. Operational safety, technical safety regulations, other technical requirements and supply systems

5.1. General regulations

The exhibitor is responsible for the operational safety and compliance with occupational safety and health standards and accident prevention regulations at his stand. Stand construction and dismantling work may only be carried out in accordance with the relevant statutory labor and industrial regulations valid at the given time.

5.1.1. Damage

Any damage caused by exhibitors or their agents within the trade fair center, its buildings or facilities will be remedied by Messe München GmbH at the expense of the exhibitor concerned at the end of the given event.

5.2. Use of machinery

The use of aerial, nail and stud guns may be examined and permitted on a case-by-case basis. The use of woodworking machines without chip exhausters is not permitted. The right to use cranes and forkift trucks is reserved for Messe München GmbH’s authorized forwarding agents.

Only trade fair platforms as are supplied by Messe München GmbH’s authorized service partners may be used. The work platforms rented from such companies may only be operated by persons over 18 years of age qualified to do so. The qualification for this must comply at the very least with that set out in German Employers’ Liability Insurance Association Principle DSVG-D 308/008. In Spain, in the case of the stands of Messe München GmbH’s Technical Exhibition Services Division, such demands must be sought.
5.3. Electrical installation

5.3.1. Connections

Electrical installations from the utility ducts to the stands may only be fitted by Messe München GmbH and/or contractors appointed by it. The electrical installations to be exclusively fitted by Messe München GmbH and/or contractors appointed by it include the main electrical connection and cabling, mains and basic power lines, heating, ventilation and air conditioning, compressor installation, electricity, and any lighting or technical equipment required. The Technical Exhibition Services Division reserves the right to restrict the electrical connection to one basic connection per stand for reasons of safety. The use of generators on the stands is prohibited unless prior written approval has been obtained from Messe München GmbH's Technical Exhibition Services Division. Exhibitors are entitled to obtain electricity from neighboring stands. Furthermore, exhibitors are not entitled to supply any third parties at the trade fair center apart from his co-exhibitors with such electricity. This applies particularly to neighboring stands. Furthermore, exhibitors are not entitled to supply any third parties at the trade fair center apart from his co-exhibitors with such electricity as air connection to the neighboring stands.

A ground plan indicating the required position of the connections should be attached to the orders (see forms “Electrical Installations” included in the Order Forms for Exhibitor Services).

The exhibitor is responsible for ensuring that the electrical installation is able to provide all items on the stand requiring electricity with sufficient power such that they can operate simultaneously. Should this not be the case, Messe München GmbH is entitled to upgrade the electrical installation at the expense of the exhibitor at the prices stated in the order forms for exhibitor services without being asked to do so by same, such that additional costs will have to be borne by the exhibitor.

Power supply lines will be laid in utility ducts wherever possible, but may have to be run above ground if the location of the connection point makes this necessary. Messe München GmbH is entitled to run power lines and connections serving neighboring stands across the exhibitor’s stand unless Messe München GmbH can provide the electrical connection to the neighboring stands at the same or lower cost without laying supply lines and connections across the exhibitor’s stand. Should the exhibitor wish power lines to be laid across public aisles or third-party stands, Messe München GmbH’s prior approval must be sought. Any piping laid in this respect must give due consideration to the safety of the public and exhibitors alike and is payable by the exhibitor.

Prior to being fed into the hall supply system, the water is channelled via a water treatment plant time such that any reduction in the quality of drinking water due to the installation and operation of a water treatment plant can be prevented. All installations on stands must comply with the relevant drinking water regulations valid at the given time such that the above requirement is met. The ratio of high or low-frequency interference transmitted to the mains may not exceed the levels specified in VDE 0160, VDE 0838 (EN 50 006) and EN 61 000-2-4. Conductive components must be included in the precautions intended to prevent indirect contact (stand earthing).

The regulations set out in the Notice “Electrical Installation on Exhibitions Stand” require compliance. All exhibition stand electrical installations will be inspected by an expert for compliance with the regulations effective at the given time for the Munich Exhibition Center. The inspection will be organized by Messe München GmbH.

5.3.2. Stand installation

Electrical installation work within the confines of the stand can be carried out by the exhibitor’s own electrical fitters or approved electrical contractors in accordance with VDE (German Association of Electrical Engineers, VDE), where special attention should be given to VDE 0100-718, 0128 and IEC Norm 60364-7-711. The ratio of high or low-frequency interference transmitted to the mains may not exceed the levels specified in VDE 0180, VDE 3838 (EN 50 098) and EN 61 002-4. Conductive components must be included in the precautions intended to prevent indirect contact (stand earthing).

Fume ventilation is necessary for the fire safety reasons. Messe München GmbH reserves the right to switch off the exhibitor’s power supply after the event has finished.

5.3.3. Installation and operating regulations

All electrical installations must be fitted in accordance with the latest safety regulations issued by the German Association of Electrical Engineers (VDE), whereby special attention should be given to VDE 0100-718, 0128 and IEC Norm 60364-7-711. The ratio of high or low-frequency interference transmitted to the mains may not exceed the levels specified in VDE 0180, VDE 3838 (EN 50 098) and EN 61 002-4. Conductive components must be included in the precautions intended to prevent indirect contact (stand earthing).

The regulations set out in the Notice “Electrical Installation on Exhibitions Stand” require compliance. All exhibition stand electrical installations will be inspected by an expert for compliance with the regulations effective at the given time for the Munich Exhibition Center. The inspection will be organized by Messe München GmbH.

5.3.4. Safety precautions

As a special safety precaution, all heating equipment must be of the class 'E' as defined by the German Association of Electrical Engineers (VDE). Electrical installations on stands, including all fume ventilation devices, must be stated under the safety precautions section of the exhibitor’s stand. The exhibitor is responsible for ensuring that the fume ventilation device can provide adequate ventilation for the exhibitor’s stand.

Lamps may not be attached to flammable decorations or the like.

5.3.5. Safety lighting

Stands whose specific design or structure render the existing general safety lighting ineffective must be equipped with their own, additional safety lighting. It is to be installed according to currently accepted technical standards. It must be mounted such that safe orientation and access to the general escape routes is guaranteed.

5.4. Installation of water/wastewater facilities / water attractions

All installations on stands must comply with the relevant drinking water regulations valid at the given time such that any reduction in the quality of drinking water due to the installation and operation of a water/wastewater connection can be avoided. Prior to being fed into the hall supply system, the water is channelled via a water treatment plant time such that any reduction in the quality of drinking water due to the installation and operation of a water/wastewater connection can be avoided.

Piping can be laid either along the ground or underneath it. Messe München GmbH reserves the right to cut off the exhibitor’s compressed-air installation at the expense of the exhibitor at the prices stated in the Order Forms for Exhibitor Services without being asked to do so by same. Should the exhibitor wish piping to be laid across public aisles or third-party stands, Messe München GmbH’s prior approval must be sought. Any piping laid in this respect must give due consideration to the safety of the public and exhibitors alike and is payable by the exhibitor. Should the exhibitor wish piping to be laid across public aisles or third-party stands, Messe München GmbH’s prior approval must be sought. Any piping laid in this respect must give due consideration to the safety of the public and exhibitors alike and is payable by the exhibitor.

Messe München GmbH reserves the right to cut off the exhibitor’s compressed-air installation after the event has finished.

5.5. Installation of compressed-air facilities

5.5.1. Connections

The provision of exhibition stands with compressed air is possible in both the halls and the outdoor exhibition area. It generally occurs via a connection to a compressor station. Messe München GmbH reserves the right to install a compressor for the supply of compressed air on the stand in cases where, for instance, little compressed air is required. The use of a compressor to be supplied by the exhibitor himself has to be notified to Messe München GmbH’s Technical Exhibition Services Division four weeks prior to the commencement of the stand construction period of the given event at the latest. The exhibitor is not allowed to obtain compressed air for his stand from such persons as have not been authorized to supply compressed air by Messe München GmbH. Exhibitors are expressly forbidden to obtain compressed air from neighboring stands. Furthermore, exhibitors are not entitled to supply any third parties at the trade fair center apart from his co-exhibitors with such air as is supplied to him by Messe München GmbH. This applies particularly to neighboring stands. Compressed-air installations from Messe München GmbH’s own mains to the individual stands may only be installed by Messe München GmbH and/or a contractor appointed by it. The compressed-air installations encompass the main compressed-air connection together with associated compressed-air installations.

The exhibitor is responsible for ensuring that the compressed-air installation is able to provide all items on the stand requiring compressed air with sufficient compressed air such that they can operate simultaneously. Should Messe München GmbH determine that the compressed-air installation ordered by the exhibitor cannot guarantee the simultaneous operation of all items requiring such facilities, Messe München GmbH reserves the right to upgrade the water/wastewater installation at the expense of the exhibitor at the prices stated in the Order Forms for Exhibitor Services without being asked to do so by same. Water/wastewater piping in the halls will be laid in utility ducts wherever possible, but may under certain circumstances have to be run above ground if the location of the connection point makes this necessary. In the outdoor exhibition area, water/wastewater facilities can generally be installed; the piping can be laid either along the ground or underneath it. Water/wastewater piping in the halls will be laid in utility ducts wherever possible, but may under certain circumstances have to be run above ground if the location of the connection point makes this necessary. In the outdoor exhibition area, water/wastewater facilities can generally be installed; the piping can be laid either along the ground or underneath it.

For safety reasons, Messe München GmbH reserves the right to cut off the exhibitor’s water/wastewater supply after the event has finished.

5.5.2. Stand installation

Compressed-air installation work within the confines of the stand can be carried out by the exhibitor’s own fitters or approved electrical contractors in accordance with German/EU requirements and accepted technical practice.

Compressed-air installation work within the confines of the stand can be carried out by the exhibitor’s own fitters or approved electrical contractors in accordance with German/EU requirements and accepted technical practice.
5.6.2. Gas installation

5.6.2.1. Connections
Gas supply facilities from the utility ducts to the stands may only be installed by Messe München GmbH and/or a contractor appointed by it. The gas installations encompass the main gas connection with supply lines and stopcock as well as a gas meter if applicable. The exhibitor is not allowed to obtain gas from neighboring stands. Further- with supply lines and stopcock as well as a gas meter if applicable. The exhibitor is not allowed to simultaneously operate all items requiring such facilities, Messe München GmbH is entitled to The exhibitor is responsible for ensuring that the gas installation is able to provide all items on the stand requiring gas with sufficient gas such that they can all operate simultaneously. Should Messe München GmbH determine that the gas installation ordered by the exhibitor cannot the simultaneous operation of all items requiring such facilities, Messe München GmbH is entitled to upgrade the gas installation at the expense of the exhibitor charged in the order forms for technical exhibition services. The use of gas for lighting and/or heating purposes (e.g. radiation heaters) as a stand design element is prohibited. As a rule, exhibits are exempted from this requirement. All burners must be equipped with gas connections) is not to be carried out by Messe München GmbH and/or contractors appointed by it, the exhibitor has to notify Messe München GmbH in good time prior to commencement of the event. Inquiries in connection with this are to be addressed to Messe München GmbH’s Technical Exhibition Services Division.

5.6.2.2. Product Safety
The exhibitor authorizes Messe München GmbH with the approval of the relevant authorities to publicly declare on its behalf that the conformity evaluation procedures have not yet been concluded in con- nection with such exhibits as do not have the prescribed CE coding, and that these exhibits do not yet comply with the formal and safety provisions of the relevant regulations and may not be sold or purchased in the countries of the EU and EEA until such time as they comply with these regulations. Products may (and must) be provided with CE coding only when they are subject to specific EU directives prescribing such CE coding. For such products, a conformity assessment must be conducted, technical documentation verifying conformity prepared, an EU conformity declaration issued and the CE code attached. Operating instructions, safety information, etc. in the user’s national language are to be provided or attached. Any precautions necessary for the protection of persons must be taken by stand personnel in connection with demonstration activities.

The stand personnel is also responsible for ensuring that no machines are activated without author- ization.

5.8.2.1. Safety devices
Machinery and equipment components may only be operated if all relevant safety devices are in place. The standard safety devices can be replaced by a secure covering made of organic glass or another suitable, transparent material.

Where equipment is not operated, the safety devices can be removed to give visitors a clearer view of the design and construction of the otherwise covered components. The safety devices must then be clearly displayed next to the machine.

5.8.2.2. Test procedures
The exhibited technical equipment will be inspected for its accident prevention and safety characteristics by the relevant supervisory authority—the Factory Inspectorate—together where necessary with the relevant technical committees of the Employers’ Liability Insurance Association and for its compliance with the relevant safety requirements. Exhibitors are advised to have their EU Conformity Declaration available on the stand for CE coding verification purposes. If in doubt, exhibitors should contact the relevant authorities in good time prior to commencement of the event.

5.8.2.3. Operating ban
Furthermore, Messe München GmbH is entitled to prohibit the operation of machinery, equipment and other devices at any time Messe München GmbH deems it to constitute a risk for persons and/ or property.

5.8.2.4. Product care

5.8.3.1. Acceptance certificates
Pressure containers may only be operated on the stand if the tests/acceptance inspections required by the Operating Safety Directive (BetSichV) have been carried out on them. Any proof of testing (certificates and/or recordings) issued as a result should be kept on the stand near the pressure container concerned and presented at the request of the relevant supervisory authorities.

5.8.3.2. Testing
In addition to the presentation of a valid structural and test certificate (EC conformity declaration and any other necessary documents in German and English), an acceptance test must also be conducted on site. If applied for in good time, four weeks prior to the commencement of the trade show at the latest, pressure containers subject to testing may be put through the acceptance test by the Technical Inspectorate up to one day prior to the commencement of the event.

5.8.3.3. Rental equipment
If hired equipment is used on the stand, the above regulations apply accordingly. Above all, any proof of testing (issued and/or recordings) issued as a result should be kept on the stand near the pressure container concerned and presented to the request of the relevant supervisory authorities.

5.8.3.4. Verification
The requisite acceptance certificates should be available on the stand for Factory Inspectorate verification purposes.

5.8.4. Exhaust gases and vapors
Vapors and gases which are emitted by exhibits and equipment and are flammable, toxic or merely unpleasant for event participants may not be released in the halls, but must be led out into the open air via appropriate piping in accordance with the provisions of the German Emissions Control Act.

5.8.5. Exhaust systems
Such vapors and gases as are flammable, toxic or merely unpleasant for event participants must be led to the appropriate exhaust piping. The ducting may only be installed by Messe München GmbH or a contractor appointed by it. A ground plan indicating the required position of the ducting should be attached to the orders (form “Vapor and Flue Gas Exhausters in the Halls” is included in the Order Forms for Exhibitor Services or available from Messe München GmbH’s Technical Exhibition Services Division).

5.9. Use of compressed gases, liquid gases, flammable liquids, fuel pastes and other fuels
As a general rule, the use of compressed gases, liquid gases and flammable liquids is prohibited. Special approval to be applied for via the form “Application for preventative Fire Protection” can be granted by the Munich Municipal Fire Department. The prerequisite for special approval by the Municipal Fire Department is that these compressed gases, liquid gases or flammable liquids are required for the operation or demonstration of exhibits. There is no entitlement to the granting of special approval. Empty cylinders in which compressed gases, liquid gases or flammable liquids were contained may not be kept or stored on the stand or in the hall. Only empty cylinders may be used for such equipment and installations as are not operated for demonstration purposes. These must be marked as such in a clearly visible way.

The storage of such items in the hall is generally prohibited. An officially approved PG 6 fire ex- tinguisher in accordance with DIN 14406 or DIN EN 3 is to be kept on the stand.
5.9.1. Compressed and liquid gas installations

5.9.1.1. Approval of compressed gas cylinders

The storage and use of liquid gas or other flammable or non-flammable gases in compressed gas cylinders, compressed gas packs or tanks is prohibited without the written approval of Messe München GmbH's Technical Exhibition Services Division. Compressed gas cylinders must be properly connected and must be gassed up in accordance with the relevant accident prevention regulations. Toxic gases may not be used.

5.9.1.2. Use of liquid gas

The use of liquid gas for heating and cooking purposes is prohibited. Showers need to be provided with liquid gas cookers with a capacity of up to 11 kg per exhibition stand may be set up after approval has been granted by the exhibition company. The liquid gas cylinder in use must be protected against access by unauthorized parties and heating up by keeping it in a fully enclosed, properly labelled metal cabinet (yellow sign with a black "G") with base ventilation.

5.9.1.3. Installation and maintenance

The setup and maintenance of liquid gas installations is subject to compliance with the "Technical Rules Governing Liquid Gas" DVFG-TRF 2012 (publisher: DVFG Deutscher Verein des Gas- und Wasserfaches e.V. and DVGW Deutscher Verband Flüssiggase e.V.) and DVGU Regulation 80 "Use of liquid gas for commercial purposes". Art. 3.2 requires a minimum width of 1.20 m must be provided behind and between the seats. Seats must be at least 0.50 m wide. A width clearance of at least 0.20 m must be observed when using shut-off valves that are readily accessible at all times. The entire installation is to be checked by a specialist (qualled according to DGUV principle 310-205).

5.9.1.4. Pressurized equipment directive


5.9.2. Flammable liquids

The storage of flammable liquids is generally prohibited. Operations-related exceptions are to be coordinated with Messe München GmbH at an early stage; written approval is required. DGUV rule 113-001 and the corresponding documents as well as the instructions on the safety data sheet all require compliance. The amount kept on the stand may not exceed the amount needed for a day's operations. Notification of filling activities is required. They may only be conducted in compliance with the technical safety regulations outside visitor hours. Empty cylinders must be removed from the hall immediately after use. The storage of flammable and/or explosive detergents in the hall is prohibited. The ban on smoking requires strict compliance. The use of dummies is prescribed for the purpose of exhibiting large quantities.

5.10. Hazardous substances

The use of materials or products containing dangerous substances is prohibited. We refer hereafter to the law for the protection against dangerous substances (Chemicals Act) in conjunction with the Chemicals Prohibition Directive (Chem.VerbotV) and the Dangerous Substances Directive (GefStoffV).

5.11. Assembly rooms/Show areas

Presentations and acoustic advertising require Messe München GmbH's prior approval and must occur in such a way as not to disturb any neighboring exhibitors. The noise level at the stand perimeter may not exceed 70 (A)B). During assembly, Messe München GmbH is entitled to restrict or prohibit such presentations as cause noise, visual disturbance or, for other reasons, constitute a significant risk or disturbance to the event or its participants. The regulations stipulated by Messe München GmbH are applied in full by the authorities.

Naked flames, open fires and actions constituting a fire risk are prohibited. Any exceptions to this rule require the approval of Munich Municipal Fire Department. Electric switching systems may not be accessible to visitors.

To the extent that 200 or more seats need to be arranged, the total number of seats and the escape / rescue routes must be shown in a separate plan (seating plan scale 1:200) to be submitted to Messe München GmbH in triplicate, whereby the width of the escape / rescue routes is to be based on the maximum number of persons the room can accommodate and sized accordingly. A copy of the plan approved by Messe München GmbH is to be given unconditionally and in a clearly visible location near the main entrance to the assembly room concerned. Partitioned assembly rooms must offer users an unobstructed line of sight in the direction of escape towards the nearest emergency escape/exit / rescue route. Assembly rooms that can be accessed or exited via another partitioned room only ("trapped" assembly rooms) are only permitted if they are separated by a wall at least 0.50 m wide and the nearest emergency escape / rescue route or its accessibility are prohibited. Messe München GmbH reserves the right to impose additional conditions should the need arise.

The Assembly Place Directive (VStättV) applying at the given time (with particular regard to the operating requirements in part 4 with paras. 31 through 43, as well as para 10 sect. 1, para 14 sect. 3 and para. 19 sect. 6) requires compliance.

The width of the escape / rescue routes in assembly rooms is to be based on the maximum number of persons the room can accommodate and sized accordingly. The width clearance of each section of any given emergency rescue route must amount to at least 1.20 m per 200 persons. Graduated means are only allowed at a distance of 0.60 m. The required width of the given rescue routes must be verifiable calculated through to the circulation areas.

Exit in darkened rooms must be lit adequately (signs according to DIN EN ISO 7010 or ARI 3.1). Curtains in the vicinity of the exits must open easily to the minimum exit width prescribed, end 10 cm above the floor and be to be covered with a colored main. The exit doors must be designed in such a way that they can neither be opened nor moved in a way that would impair the escape route. The exit doors must be clearly designated and label."
6.1. Waste management

Each exhibitor is responsible for the proper and environmentally friendly disposal of waste which he or his appointed contractors (e.g. stand-builders, caterers, etc.) generate at the exhibition center. The exhibitor may appoint Messe München GmbH only with the disposal of waste at the exhibition center. The exhibitor is to ensure that also his contractors appoint Messe München GmbH only with the disposal of waste at the exhibition center. Messe München GmbH is entitled to appoint its approved contractors with the disposal of waste at the exhibition center. In all phases of the event including stand setup and dismantling periods, the aim must be to avoid generating waste wherever possible. This aim must be pursued as early as the planning stage and in coordination with all parties involved. As a general rule, such materials as can be recycled and pollute the environment, as little as possible are to be used for stand-building and stand operation purposes.

6.1.1. Waste disposal

By way of order placement, the exhibitor is to notify Messe München GmbH in good time as to whether he wishes to have the waste generated during the stand-setup and dismantling periods and/or during the event disposed of as mixed waste by Messe München GmbH, or whether he wishes to initially sort the waste into various recyclable categories (e.g. wood, glass, paper, cardboard, plastic, film/foil) and then have it disposed of as fully pre-sorted, recyclable waste by Messe München GmbH. Kitchen and catering waste and other waste contaminated with kitchen and catering waste may only be disposed of as mixed waste. The exhibitor is required to notify Messe München GmbH of waste requiring special supervision (see Item 6.1.2.) and oils and grease (see Item 6.2.1.), which must be disposed of separately by Messe München GmbH. The exhibitor is to collect the waste in appropriate containers which are supplied by Messe München GmbH on request, subject to payment of a charge. Insoluble and autonomous waste cannot be collected in containers supplied by Messe München GmbH, the exhibitor will have to coordinate the nature of the collection and disposal of these materials with Messe München GmbH. Production waste and demonstration residue generated by the exhibitor must be registered in good time with Messe München GmbH for disposal, indicating the type of the materials and quantities concerned.

The exhibitor is to ensure that contractors acting at the exhibition center on his behalf conduct themselves in the same way as the exhibitor is expected to do in accordance with the above regulations.

6.1.2. Hazardous waste

The exhibitor is obliged to register with Messe München GmbH in good time for disposal such waste as is by virtue of its nature, characteristics or quantity particularly hazardous to health or the environment, explosive or easily inflammable (e.g. batteries, varnishes, solvents, lubricants, machine oils, coolants, printing dyes and inks, paints) together with the relevant data safety sheet details.

6.1.3. Waste brought to the exhibition center

Such materials and waste as are not used or generated in connection with the given event in the stand construction or dismantling periods or its actual duration may not be brought to the trade fair center.

6.1.4. Waste disposal fees

Waste registered for disposal will be disposed of by Messe München GmbH at the prices valid at the time of the event. Messe München GmbH reserves the right to demand higher charges for the disposal of mixed waste than for fully pre-sorted, recyclable materials. For such waste generated by the exhibitor or his contractors as has not been registered with Messe München GmbH for disposal, Messe München GmbH is entitled to charge lump-sum compensation equating double the charge it would have raised for the disposal of the same quantity of mixed waste. Messe München GmbH's right to claim further compensation remains unaffected. The exhibitor may demand a reduction in the lump-sum compensation if he proves that Messe München GmbH has incurred less damage. Waste generated by the exhibitor or his customers is considered to be all such waste as is located on the exhibitor’s stand, unless he can prove that the waste has not been generated by him or his contractors. All such objects as are located on the exhibitor’s stand after the exhibitor has recognizably left the stand will be treated as waste generated by the exhibitor or his contractors and not registered with Messe München GmbH for disposal unless the exhibitor proves that these objects were neither in his nor in the possession of his contractors during the entire period of the event, including stand setup and dismantling times. The exhibitor has the option during the dismantling period stated in the Terms of Participation, between 08:00 and 17:00, of having the due and proper clearance of his exhibition stand confirmed by Messe München GmbH.