

Fair	transport logistic International Exhibition for Logistics, Mobility, IT and Supply Chain Management
Venue	Munich – New Munich Trade Fair Centre
Dates	10–13 May 2011, Tuesday to Friday
Opening hours	Tuesday to Thursday 9 a.m. to 6 p.m., Friday 9 a.m. to 5 p.m.
Organizer and financing body	Messe München GmbH (MMG) Messegelände 81823 München Germany Tel. (+49 89) 9 49-2 02 75 Fax (+49 89) 9 49-2 02 79 info@transportlogistic.de, www.transportlogistic.de

Special Terms of Participation

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

B 1 Applications (see A 1)

Applications must be made on the enclosed form which should be filled in, signed with a legally binding signature and returned to

Messe München GmbH without delay. Deadline for applications is Wednesday, **15 September 2010**.

B 2 Admission (see A 2)

All domestic and foreign manufacturers and service companies are admitted, as well as companies authorized by the manufacturer to exhibit his products. All exhibits and services must conform to

the range of products for this exhibition and be indicated precisely by name and type in the application. The organizers of joint stands are not exhibitors as defined by the Special Terms of Participation.

B 3 Participation fees, advance payment for services (see A 7)

Minimum stand size: 20 m²

The participation fee per m² floor area is as follows:

a) in the halls

Row stand (one side open)	EUR 160
Corner stand (two sides open)	EUR 172
End stand (three sides open)	EUR 180
Island stand (four sides open)	EUR 184

Upper storey stand space costs **50%** of the price of the respective ground floor space. Each additional square metre of stand space or part thereof will be charged in full (according to General Terms of Participation, A 7).

b) on the outdoor exhibition area	EUR 77
c) per metre of railway track	EUR 300

Besides the rent of the stand area, the participation fees include extensive services provided by MMG, such as consultation and planning advice, publicity work, organization and technical assistance, as well as the free use of all Munich City Transport (MVG) from the day before to the day after the exhibition (9–14 May 2011) upon presentation of an exhibitors' pass.

d) The advance payment for services that need to be ordered (e.g. electricity, water, waste disposal, telecommunication services, tickets) is **EUR 15** per m² of rented exhibition space.

e) AUMA fee

The German Council of Trade Fairs and Exhibitions (AUMA) levies all exhibitors a charge of **EUR 0.60** per m² of rented exhibition space. This amount is charged by MMG and transferred directly to AUMA.

f) Full-service stand package **EUR 5,300**

The 20 m² full-service stand package contains the following services:

- row stand, dimensions: 4.5 m x 4.5 m
- high-quality stand construction incl. carpet (ribbed carpet, colour of your choice), 7 spots
- fascia panel lettering with 15 letters per fascia panel
- equipment: furniture suit (1 table 70 cm x 70 cm + 4 chairs), bar counter, brochure stand, waste-paper basket
- lockable cabin (1 m x 1 m)
- electrical connection and consumption (3 kW, 230 V/50 Hz)
- daily cleaning and waste disposal
- electronic press compartment as well as press compartment at the fair
- entry on the Internet at "exhibitor highlights"
- basic entry in the alphabetical list of exhibitors (catalogue, Internet and Visitor Information System, see B 11)
- 1 catalogue
- 50 free vouchers for a one-day ticket
- 3 exhibitors' passes incl. free use of all Munich City Transport (MVG)
- AUMA fee

B 4 Co-exhibitors (see A 1/2/4)

Permission for co-exhibitors must be requested in writing. The registration fee is **EUR 270** net for each co-exhibitor admitted.

Participation of companies as additionally represented companies is not possible.

B 5 Terms of payment (see A 7)

The deadlines for payment given in the notice of admission or the invoice must be observed. Prior payment in full of the amount invoiced is a condition for access to the exhibition area, an entry in the catalogue, and the provision of exhibitors' passes. All invoiced

amounts in all MMG invoices, which are connected with the event, must be transferred in euro, without deductions and free of all charges to one of the accounts specified in the respective invoice, indicating the reference number.

B 6 Deadlines (see A 14)

Dimensioned stand plans to a scale of 1:100 must be submitted in duplicate for approval to MMG's Technical Exhibition Services Division by **25 March 2011** at the latest.

Setting up of stands from **4 May 2011, 8 a.m.**
until **9 May 2011, 6 p.m.**

Setting up times in hall B1 might be different.

All delivery and stand-construction vehicles must be removed from the halls and from the open-air area by 4 p.m. on the last day for setting-up, 9 May 2011. Vehicles which are still in the halls or the

open-air area after these times will be removed by MMG at the risk and expense of the exhibitor concerned. Setting-up must be finished by 6 p.m. at the latest. An extension is possible only in exceptional cases with the written permission of MMG's Technical Exhibition Services Division.

Dismantling of stands from **13 May 2011, 5 p.m.**
until **16 May 2011, 6 p.m.**

Admission for stand-building companies and suppliers on 13 May 2011 as from 6 p.m.

Admission times for exhibitors and visitors

Exhibitors:

Monday, 9 May 2011 no entrance passes required

Exhibitors' passes: Tuesday, 10 May to Friday, 13 May 2011 admission **from 7:30 a.m.**

Visitors:

Guest tickets/Visitors' passes:

Tuesday, 10 May to Friday, 13 May 2011 admission **from 9 a.m.**

B 7 Exhibitors' passes (see A 13)

Each exhibitor will receive 3 free exhibitors' passes for a stand area of up to 20 m² (60 m² on the open-air site). A further pass is provided for each additional 10 m² (20 m² on the open-air site) or part thereof up to 101 m² (201 m² on the open-air site); above this size there is a further pass for each additional 20 m² (50 m² on the open-air site).

The number of exhibitors' passes is not increased for co-exhibitors or additionally represented companies. Additional exhibitors' passes are available from the exhibition management at **EUR 37** each. The

exhibitors' pass entitles the holder to free use of all Munich City Transport (MVG: urban railway, underground, trams and buses) from the day before to the day after the exhibition (9–14 May 2011) upon presentation of an exhibitors' pass. Exhibitors' passes are intended solely for stand personnel and must not be passed on to third parties. Any misuse on the part of the exhibitor entitles MMG to demand the return of or confiscate the given exhibitors' pass.

B 8 Stand design, height of structures and advertisements

a) in the halls

The height of the stands is 3.00 m. Exhibitors should not plan two-storey stands or stands with a height of more than 3.00 m without the prior written consent of MMG's Technical Exhibition Services Division.

The height of construction within the halls shall not exceed 7.50 m from the floor. Exceptions concerning these limits will be given at the sole discretion of the Technical Exhibition Services Division, taking stand location and design into consideration.

The backs of the walls facing neighbouring stands must be kept white, neutral and clean above a height of 2.50 m. In the case of advertising structures directly facing adjoining stands, a minimum distance of 2.00 m must be kept to the edge of the stand concerned. Flashing of changing lights must not be used for advertising purposes.

The stand design must be adapted to the rented stand type (island, end, corner, row stand). The exhibitor must take account of the character and image of each trade fair and exhibition. In this context, MMG is entitled to demand that the stand design be changed.

Partition walls will be set up by request only, with the cost being borne by the exhibitor concerned. To order these walls or additional stand walls (height 2.50 m) you will be provided with separate order forms in due time.

b) on the outdoor exhibition area

The outdoor exhibition areas are covered with a mixture of crushed stones and gravel, with parts of the areas being paved.

During assembly work, due care must be exercised with regard to existing supply mains, distributor boxes, etc. If these are located within individual stand areas, they must remain accessible at all times.

Constructional components, stand signs and flags must not cause any unreasonable interference with neighbouring stands.

A permit must be obtained from the Technical Exhibition Services Division for structures of more than 50 m² in area or over 5 m in height.

The required application, together with plans and structural analyses or inspection books, must be submitted in good time, or until **Friday, 25 March 2011** at the latest, to MMG's Technical Exhibition Services Division.

B 9 Technical installations

Applications for electrical installation, water, drainage, and telecom connections can be considered only if submitted in due time on the order forms available from MMG. The precise terms of delivery and connection fees are stated on these forms. The items and services offered can be ordered only from Messe München GmbH (MMG). Orders require MMG's acceptance, which may be given tacitly, e. g. by providing the items or services ordered. The exhibitor is entitled to cancel an order for an item or a service in full or in part

if MMG receives the cancellation at least one week before the official date of assembly. In all other cases, the contract can be cancelled only with MMG's written consent. If the exhibitor would like changes in the items or services, which MMG has provided at the exhibition stand in particular, MMG is entitled, if it is obliged to carry out the changes, to charge a lump sum plus VAT for each change.

B 10 Use of equipment

Only cranes, fork-lift trucks and working platforms may be used that have been provided by the MMG service partners responsible. In

special cases, permission must be obtained from MMG's Technical Exhibition Services Division.

B 11 Catalogue—Internet—Visitor Information System

An official exhibition catalogue, an Internet database and a Visitor Information System will be compiled for the exhibition. All exhibitors (including co-exhibitors and companies at joint stands) are included, with the designation indicated in the application, in the alphabetical list of exhibitors in these media. This minimum entry includes one line of up to 40 strokes in the alphabetical list of exhibitors. The minimum entry contains the exhibitor's company name, hall and stand number.

This minimum entry is free of charge. A special order form will be sent to you by the publishing house concerned asking for the appropriate details.

Exhibitors (co-exhibitors and companies at joint stands) will be offered other entries, in particular in the Product Index, and other forms of

presentation in these media on a separate order form. The forms will be sent to applicants in good time. MMG assumes no responsibility for the correctness and completeness of the catalogue, the Internet database and the Visitor Information System.

The official catalogue publisher for transport logistic 2011 is Verlag für Messepublikationen

Thomas Neureuter GmbH

Postfach 102052

45020 Essen

Tel. (+49 2 01) 1 00 62 48, Fax (+49 2 01) 1 00 61 72

B 12 Stand parties

Stand parties at your exhibition stand must be notified by 4 May 2011 at the latest, and must be authorised in writing by Messe München GmbH. The event may start 6 p.m. and must be finished no later than 10 p.m. Until 10:30 p.m., the necessary clearing-up work may be undertaken at the stand area.

By 11 p.m. at the latest, all persons must have left the exhibition centre.

During evening events, Messe München GmbH provides for the toilet facilities, cloakrooms as well as the car parks, medical service etc. to be opened and for the necessary general security and stewarding service in the exhibition halls and the entrances.

The costs per stand party will be charged to you in the final invoice and are as follows:

EUR 250 plus VAT for stands of up to 99 m²

EUR 350 plus VAT for stands from 100 m²

To ensure that everything goes off smoothly, we recommend that you consult with your stand neighbours in the preliminary stage. Please note that the maximum permitted noise level for background music is **70 dB(A)**.

B 13 Background music on stands. Film, slide and television shows and other presentations

Presentations, acoustic advertising, live performances of music bands, singers, artists etc. during exhibition hours (9 a.m. to 6 p.m.) require MMG's prior approval and must occur in such a way as not to disturb any neighbouring exhibitors. Loudspeakers and other acoustic audio amplifiers/PA systems must be arranged at the exhibition stand and must not resonate to neighbouring exhibition stands or aisles. The volume level may not exceed **60 dB (A)** at the

stand perimeter, contrary to the requirements specified under point A 5.9 of the General Terms of Participation. Despite having given its prior approval, MMG 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 the relevant authorities must be observed.

B 14 Promotion teams

Promotion teams are not allowed. The use of stationary or mobile electronic sales and promotional aids, the carrying or moving around of advertising displays and the distribution of printed

matter, stickers and food / drink samples outside the bounds of the rented stand are all prohibited.

B 15 Sales regulations

Direct sales and other services or deliveries made from the stand are not permitted. Exhibited goods must not be delivered to purchasers until after the exhibition closes. In accordance with

section 64 of the trade regulations (GewO), sales are permitted only to wholesalers, retail traders or trade customers.

B 16 Circular letters

Once the stands have been allocated, exhibitors will be informed by circulars and eNewsletters of further details concerning the

preparation and organization of the exhibition.

B 17 Alterations

MMG reserves the right to make alterations and additions in matters affecting organisational and technical arrangements and safety.