

Conditions of Participation

1 Event/ Organizer

The MES - Mobility Electronics Suppliers Expo is an international trade fair for the electronics supply industry in the mobility sector.

The MES - Mobility Electronics Suppliers Expo is organized by Messe Berlin GmbH as a legal and economic carrier on the grounds of Messe Berlin GmbH „Berlin ExpoCenter City“.

2 Dates

Duration of event

05 – 07 November 2019

Registration deadline

15 Mai 2019

Opening hours for visitors

05 – 07 November,
10am – 06pm

Opening hours for exhibitors

05 – 07 November,
09am – 07pm

Set-up

01 – 04 November 2019,
07am – 10pm

Dismantling

08 – 11 November 2019,
07am – 10pm

We reserve the right to make alterations to this schedule. Please note any subsequent updates.

Every exhibitor is obliged to correctly equip and furnish the stand and to staff it with personnel for the duration of the exhibition. Stands may not be dismantled on Thursday, 07 November 2019 before 5pm. If the exhibitor fails to comply with this regulation, the organizer is entitled to impose a penalty of **2,000.00 EUR** per day.

3 Eligibility to participate

Only companies and organizations involved in activities related to the expo theme with regard the nomenclature are legible for participation.

Messe Berlin determines the approval or refusal of applications.

The binding registration for participation in the trade fair is made by the contractual partner completing the stand registration online and sending it to Messe Berlin GmbH by pressing the send button “SEND”. The registration is an irrevocable contract offer of the contracting party to Messe Berlin GmbH, to which the contracting party is bound until the beginning of the event.

Delivery of registration form(s) alone does not entitle the applicant to participation. The organizer reserves the right to refuse applications without further explanation. Claims for compensation based on application refusal will not be considered.

Space allocation and stand sizes are determined in accordance with the trade show theme and the given spatial resources. However, the wishes of exhibitors will be taken into consideration as much as possible. The date on which formal application is received is not a decisive factor in this context.

4 Exhibition charges

Exhibition space rental per 1sqm costs

Row	155.00 EUR
Corner	165.00 EUR
Peninsula	170.00 EUR
Island	180.00 EUR

For individual stands 150sqm and over the row stand price applies for all stand types. Each sqm or part thereof will be charged in full.

A charge of **75.00 EUR** for each sqm of the actual **built-over area** will apply to twostorey stands.

Minimum stand size is 12sqm.

If more space is subsequently required and ordered, the additional amount is payable immediately. The rental includes the general hall supervision and cleaning of the aisles as well as an energy fee (heating, hall lighting, electricity and water consumption). The participation fee for co-exhibitors is **300,00 EUR**.

An additional amount of **0.60 EUR** per square meter of exhibition space will be in accordance with Agreements with the exhibition and Fair Committee of German Business (AUMA) charged.

5 Terms of payment

The stand rental fee, as stated in the confirmation of approval/stand rental invoice, should be remitted to the account indicated on the invoice. The due date as stated on the confirmation/stand rental invoice must be adhered to.

Please make reference to the invoice number and the customer number.

If the full rental payment has not been received by the due date at the latest, the place can be disposed of in another way. The lessee is liable for any loss of rental revenue thus incurred. The conditions of Item No. 8 of the “General Terms of Business for Trade Fairs and Exhibitions organized by Messe Berlin GmbH” will apply in case of withdrawal or cancellation. Ancillary costs will be invoiced separately. These amounts are payable on receipt of the invoice.

6 Media Package

Messe Berlin GmbH offers its exhibitors a package of selected marketing tools to make their participation more effective and to give them an added commercial impact. The Media Package fee of **480.00 EUR** is mandatory for all exhibitors.

The Media Package includes the media presentation of the exhibitor under the MES Expo.

The listed Media Package services for co-exhibitors are covered in a reduced form by the co-exhibitor fee. Messe Berlin GmbH will invoice the exhibitor (hirer of the stand) for the exhibitors’ flat rate contribution and for the co-exhibitor fees.

Co-exhibitors have the option of ordering the entire range of services supplied with the Media Package,

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independently of the main exhibitor, at a cost of **180.00 EUR** (upgrade).

7 Employee and exhibitor passes

Exhibitors are entitled to passes as follows:

- 3 passes for the first 20sqm of stand space
- and 1 further pass for each additional complete 10sqm (two-storied area excluded)

Additional exhibitor passes may be purchased at a cost of **35.00 EUR** (incl. VAT) each. Exhibitors will receive passes for stand set-up and dismantling staff as required. These will only be valid during construction and dismantling periods, and do not entitle the holders to enter the exhibition grounds during the event itself.

8 Berlin ExpoCenter online (BECO)

After receiving confirmation of approval the exhibitors will have access to the webshop "BECO" - containing all essential order forms and information about service companies, installations, stand construction and design, insurance, parking permits, catalogue entries, PR and advertising activities - online to their disposal.

9 Technical guidelines

Exhibitors must comply with Messe Berlin technical guidelines including operation, fire safety, construction, and other security regulations. The Technical Guidelines are contained in the webshop "BECO".

Exhibitors must also comply with rules and regulations as specified by work health & safety laws (German Technical Plant and Equipment Act).

9.1 Stand design / General appearance

Stand walls bordering visitor aisles must include transparent panels, niches, displays or the likes in order to provide an open atmosphere on the exhibition stand in tune with the event. Such stand

boundary walls facing any open aisle may not exceed 30% of the stand length boundary, with each section of such wall no longer than 3.00m. Such boundary walls facing the aisle must be suitably decorated with graphics.

Any stand construction which includes such stand boundary walls must be submitted for approval.

Where the back wall of a stand measuring over 2.50m in height adjoins that of neighbouring exhibitor, its appearance must be a neutral white, so as not to adversely affect the appearance of the other stand. The lessee is obliged to install a white partition separating his stand and the directly adjacent stand, which is structurally stable, has no gaps, and bears no advertising of any kind. Any stand construction which includes such walls must be submitted for approval.

10 Construction Supervisory and Fire Safety Regulations

Doorways, emergency exits, fire alarms, hydrants, smoke vents, power distribution points and switchboards, telephone distribution points and ventilation inlets and outlets must be accessible at all times, and may not be built over or obstructed in any way. Open flame and lighting fixtures may not be used for cooking, heating, or operational purposes. Packaging materials, paper and other easily inflammable materials may not be left lying around or stored in the halls. Vehicles, containers of all kinds and other materials must be placed at least 5.00m from the outside walls of the halls. The webshop "BECO" contains details of technical and construction regulations.

11 Regulations for the Maintenance of Order

Exhibitors are responsible for guarding and cleaning their own stands. Efforts will be made to meet exhibitor individual requirements for parking spaces, but no automatic rights exist to parking spaces in general or to a specific parking space. The unloading of goods

from vehicles during the exhibition must be completed half an hour before the official opening time.

Vehicles must leave the Berlin exhibition grounds as soon as they have completed unloading. Exhibitors and accompanying persons must vacate the halls and grounds within one hour following the official closing time for visitors. The same applies to vehicles. Any person wishing to leave the exhibition grounds with packages must be able to prove the origin of such items to officials at the exits.

Animals are not permitted on the exhibition grounds. No one is permitted to stay overnight in caravans on the exhibition grounds.

12 Construction work

Messe Berlin GmbH would like to point out that construction work is currently taking place on the Berlin exhibition grounds. While every effort is being made to look after the interests of exhibitors and to keep any inconvenience to a minimum, there may be some restrictions around access areas. Some noise can also be expected from construction sites. We cannot accept any responsibility for claims arising in this connection.

13 Official permits

Exhibitors are responsible for ensuring that the necessary permits have been obtained for their own activities on the stand and on the site, and those of staff acting on their behalf, and that all the relevant conditions of trade laws and police regulations are duly observed. If in doubt, applicants are advised to contact the relevant authority, or in the case of trade law, the commercial department of the local authority, Bezirksamt Charlottenburg von Berlin – Abteilung Wirtschaft, the exhibition is recognized by the Senate Department of Economics, Labour and Women's Affairs. The commercial privileges set out in Part IV of the Commercial Regulations therefore apply.

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14 Performing rights (GEMA fees)

Public playing of copyrighted music from CDs or other sound storage media as well as music reproduction from radio or television programs require the consent of the German Copyright Society (GEMA).

Applications should be addressed to:

GEMA
Keithstraße 7
10787 Berlin
Germany
T +49 30 212 92 0

15 Visual and acoustic presentations

The volume of presentations during the trade show must at all times be limited so as to avoid disturbing neighboring exhibitors. Specifically, sounds emitting from a stand may not exceed an average sound level (Leg) of 70dbA (A) at the stand boundaries.

In order to avoid visual and acoustic disturbance of other exhibitors, we recommend that stand neighbors coordinate their presentations accordingly. This applies to all events, meetings and presentations – including the use of audio or video devices. Messe Berlin is entitled to prohibit presentations at any time if the exhibitor fails to comply with this regulation.

Special events (e.g. receptions) to be held on the stands require registration; this also applies to events exceeding the daily opening hours.

16 Federal Data Protection Law (BDSG)

Personal data about anyone with whom we conduct business will be stored and processed in accordance with §§ 28 / 29 BDSG under the terms of the contractual arrangement. The separate data protection regulations / information requirements of Messe Berlin apply.

17 General Terms of Business

These Conditions of Participation are subject of the enclosed "General Terms of Business of Messe Berlin GmbH".

18 Price Information

The legally stipulated Value Added Tax (VAT) will be added to all prices shown unless it is explicitly stated that the amount includes VAT.