



# IDS<sup>®</sup> 2019

## LEADING DENTAL BUSINESS SUMMIT

38<sup>th</sup> International Dental Show  
Cologne, 12-16 March 2019

12 March: Trade Dealer Day

# Your Registration Documents



## Essential information

Please also refer to our enclosed Conditions of Participation.



IDS 2019  
38th International Dental Show  
Cologne, 12.–16.03.2019

## The application documents include

Essential information in brief

The forms:

- 1.10 Application for main exhibitor
- 1.11 Enclosure to the application for main exhibitor
- 1.20 Application for co-exhibitors
- 1.21 Application for additionally represented companies
- 1.30 List of products
- 1.40 Infoscout – Trade representative search
- Conditions of Participation, Special Section
- General Conditions of Participation
- Koelnmesse subsidiaries, representatives and information centres

## 1 Opening times

For exhibitors: Daily from 08:00 a.m. to 07:00 p.m.  
For visitors: Daily from 09:00 a.m. to 06:00 p.m.

**Trade Dealer Day is on 12 March 2019**

## 2 Application

**Form 1.10** must be handed in by each exhibitor. Please fill in the application form completely, stamp it with your company seal, and have a responsible person sign it. The application is only valid when accompanied by the list of products on **form 1.30**. Co-exhibiting\* or additionally represented companies\* need to be registered using **forms 1.20 or 1.21**. A separate list of products (**form 1.30**) has to be filled in for each of these companies.

\*see Conditions of Participation General Section, figure V.

## 3 Application deadline:

**Application deadline 31 March 2018 (Start of hall planning)**

## 4 Participation fees

Renting a stand area costs 273.00 Euro per sq. metre (minimum stand space 12 m<sup>2</sup>). In addition, energy is charged for at 9.00 Euro per sq. metre.

Koelnmesse shall be entitled to charge a reasonable down payment for the services used for the event in question – e.g. electrical and water connections, stand cleaning, etc. The down payment for services shall be assessed on the basis of the services charged for the previous event. For exhibitors who have not participated in the previous event, the down payment shall total to 36.50 Euro per square metre – plus the obligatory media services (Media Package) in the amount of 389.00 Euro.

Once the event has ended, a separate final invoice for services will be issued; the down payment will be applied towards this amount. The invoice shall fall due for payment immediately following receipt. If the amount of the down payment should exceed the fees actually incurred for services, the amount by which the down payment exceeds actual charges shall be refunded to the exhibitor. The exhibitor shall have no claim to payment of interest on the down payment.

All prices are net prices and do not include VAT. **The participation costs for stand area does not include the cost for any constructions.** See Conditions of Participation Special Section, item 6.

## 5 Media services (Media Package)

The media services offered by Koelnmesse are the comprehensive and attention-grabbing solution for all stages of your trade-fair communication. Use of the media services listed in the condition of the participation, special section under item 10 is mandatory for all represented companies, co-exhibitors and other companies represented and costs 389.00 Euro. Our official contractual partner, Neureuter Fair Media, provides you with all order information and documents for the offered media services. Please note that your company's participation requires Koelnmesse's approval. Therefore this approval is also a prerequisite for any offers or order confirmations. **Please note: The editorial deadline is 28.11.2018.**

### A note on unofficial exhibitors' directories

So-called registration offers for seemingly official exhibitors' directories lead to confusion and enquiries from numerous exhibitors. Without having been asked, the providers of these exhibitors' directories are sending forms that give the impression that these are galley proofs or invoices from the publisher commissioned with publication of the official fair media. In fact, however, these so-called registration offers are order forms for an entry in directories of companies or exhibitors and do not involve the official fair media of Koelnmesse GmbH. The official media are exclusively issued by Koelnmesse GmbH, in cooperation with the media publishing house commissioned by Koelnmesse GmbH. Entries in the official fair media can only be ordered through Koelnmesse GmbH or through the media publisher commissioned by Koelnmesse GmbH for the media in question.

## 6 Turnkey stands/Koelnmesse stand-construction

Ms. Köhn, Tel.: +49 221 821-2727, Fax +49 221 821-2188,  
e-mail: [m.koehn@koelnmesse.de](mailto:m.koehn@koelnmesse.de)

Why not take advantage of the Koelnmesse turnkey stands? These stands are available in various designs and can be ordered online: <http://stand.koelnmesse.com> You will find more detailed information on our website: [www.ids-cologne.de](http://www.ids-cologne.de).

## 7 Construction period

Tuesday, 05 March - Saturday, 09 March 2019 07:00 a.m. - midnight  
Sunday, 10 March 2019 00:00 a.m. to  
Monday, 11 March 2019 08:00 p.m.

Construction must be completed by 08:00 p.m. on 11 March 2019 at the latest. At that time the aisles must be completely cleared.

## 8 Dismantling

### Dismantling of all stands and exhibits in all halls:

Saturday, 16 March 2019 06:00 p.m. to  
Sunday, 17 March 2019 midnight  
Monday, 18 March 2019 07:00 a.m. - midnight  
Tuesday, 19 March 2019 07:00 a.m. - 06:00 p.m.

Dismantling may begin not earlier than 06:00 p.m. on 16 March 2019. Clearing the trade fair stand before the official end of the event represents a serious breach of the Conditions of Participation. In the event of any violation of this condition Koelnmesse reserves the right to exclude the exhibitor from subsequent events.

## 9 Stand space confirmation

If your company has been registered, you will receive your stand space confirmation **up from June 2018**.

## 10 Technical Guidelines/Services

You may download the Technical Guidelines from the trade fair website or from [www.koelnmesse-service-portal.com](http://www.koelnmesse-service-portal.com). Our entire range of services can be ordered online at the Koelnmesse Service Portal. You will receive your log-in data in a separate email after receiving your stand confirmation.

**Please take note of the submission deadlines for the order forms!**

## 11 Maximum stand height

The stands may be no more than **4.00 metres** high. This is also the maximum allowable height for all company and product signs and all types of advertising. Constructions suspended from the ceiling in order to illuminate the trade fair stand (insofar as they are not connected to the stand and do not form a visual unit with it) may, with the written permission of the organisers, be attached higher than the maximum construction height of 4.00 metres. **Two-story constructions are not allowed.**

## 12 Scale drawings of stands

A sketch of the stand on a scale of 1:200 will be supplied with the stand space confirmation in order to clearly identify any built-in units on your stand space. Upon request of the exhibiting company corresponding pdf-files will be sent by e-mail.

## 13 Billing

You will receive the invoice for the stand area along with your free exhibitor and work passes **up from October 2018**.

## 14 Costs in the event of non-participation

Cancelling application is possible up to the point that an admission or stand space confirmation has been received. This incurs a cancellation fee in the amount of 500.00 Euro.

The contractual relationship can no longer be terminated once the stand has been bindingly registered and confirmed\*. The organizer can agree to the request for release from the contract only in exceptional cases. If the stand space not required can be rented to another company, 25 % of the participation fee will be charged to defray the costs incurred. If the stand cannot be re-rented, the full participation fee must be paid.

\*see Conditions of Participation General Section, figure II

## 15 Reimbursement of VAT

As a rule, Koelnmesse provides exhibitors (proprietors) with a uniform service – a so-called event service – in accordance with Art. 3a.4., Par. (2) of the German ordinance on the application of the VAT (UStAE). The place of performance for such services is the recipient's headquarters. Koelnmesse will therefore invoice foreign exhibitors (proprietors) according to the reverse charge accounting mechanism without charging any German VAT. If, in exceptional cases, services are not provided as uniform offerings in the sense described above and statutory VAT is charged, foreign exhibitors (proprietors) may receive a refund of the invoiced VAT provided they fulfil the legal requirements.

Further details are available on the Internet at: [www.bzst.bund.de](http://www.bzst.bund.de).

## 16 Exhibitor passes

As an exhibitor, you will receive free exhibitor passes that are valid from the

first day of construction until the last day of dismantling.

- 4 exhibitor passes for a stand measuring up to 18 sq. metres
- an additional pass for each 6 sq. metres after that.

## 17 Work passes

You will receive free work passes to allow stand construction personnel access to the fairgrounds for purposes of construction and dismantling.

## 18 Koelnmesse foreign representatives

Koelnmesse has representative offices in over 100 countries. They will gladly assist you at any time. You can find a list of the representatives in that file or in the internet under [www.koelnmesse.de](http://www.koelnmesse.de).

## 19 Important Contacts

	Tel.: +49 221 821-	Fax: +49 221 821-
IDS Project Team: Project Manager Mr. Thomas Maxein	-3579	-3271
Project Assistant Ms. Shamon Nijjar	-2086	-3271
Sales Manager Mr. Sebastian Hein (Halls 4, 5 + 10)	-3297	-3271
Sales Manager Ms. Carmen Wolber (Halls 2, 3 +11)	-3893	-3271
Press relations	-2486	-3544
Protocol	-2595	-3402
Visitor services	+49 180 677 3577	+49 221 821-99
Accounts department	-2378	-2506
Exhibitor Service		
Additional exhibitor passes	-2994	-3437
Ticket vouchers	-2994	-3437
Catalogue	-3640	-3437
Technical services	-3998	-3437
Down payment	-3998	-3437
Congresses, special events, conference rooms	-2223	-3430
Security Office East	-2550, -2549	-3450
Stand construction	-2727	-2188
Marketing services	-3998	-3501
Media Services	+49 201 36547 238	+49 201 36547 325
Event Engineering	-2156	-3419
Parking permits for cars	-3998	-3999
Parking permits for trucks	-3588	-3429
Forwarding agents (customs clearance/storage/transport) – Schenker	+49 221 981310	+49 221 981318890
Insurances	+49 221 77155834	0180 202505059
Surveillance and Security Services	-2456, -2818	-3435
Employment office – service staff / hostesses – construction / dismantling staff	+49 221 2849206 +49 221 821-2882	+49 221 8800066 +49 221 45559636
Restaurants, catering / stand catering	+49 221 2849444	+49 221 2849445
Accommodation	-3857	-3739
Advertising space	-2925	-3501
GEMA	+49 231 57701230	+49 23157701230



12.-16.03.2019

Customer number:

0 2 0 0

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Name of main exhibitor:

## Application for main exhibitor

Must be returned. List of products (form 1.30) must be filled in for application to be valid!  
 Deadline: 31.03.2018  
 (Start of hall planning)

1.10

### 1 Main exhibitor

#### 1.1 Address:

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

\_\_\_\_\_

\_\_\_\_\_

Street:

Postal Code/  
City:

\_\_\_\_\_

P.O.Box:

Country:

general  
Tel.:

general  
Fax:

general  
E-Mail:

Internet:

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

Mr.  Ms.

Language:

German  English

Register first letter  
of company name  
for printed catalogue:

\_\_\_\_\_

Contact person for the exhibition is:

Mr.  Ms.

Tel.:

Fax:

E-Mail:

#### 1.2 We are:

- VDDI member  Service company  
 Manufacturer  Association/Institution  
 Importer

#### 1.3 We are registered in the:

- Company Register  Register of craftsmen  
 Chamber  
 region:

Country:

#### 1.4 Turnover tax ID number (VAT):

(Required information for companies from EU countries)

\_\_\_\_\_

#### 1.5 We are a branch office/subsidiary of the following company:

Company name:

\_\_\_\_\_

Street:

Postal Code/  
City:

\_\_\_\_\_

Country:

#### 1.6 We will be exhibiting foreign goods from the following countries:

\_\_\_\_\_

### 2 Stand requirements

(Subject to availability)

#### 2.1 According to the Conditions of Participation we order the following space at a price (plus VAT) of:

273.00 Euro / m<sup>2</sup> participation costs  
 plus 9.00 Euro / m<sup>2</sup> proportional energy costs

The down payment for services shall be assessed on the basis of the services charged for the IDS 2017. For exhibitors who have not participated in the previous event, the down payment shall total to 36.50 Euro per square metre – plus the obligatory media services (Media Package) in the amount of 389.00 Euro.

#### Minimum stand space 12 m<sup>2</sup>

Space in total m<sup>2</sup>

Frontal width  
in meters

min

max

Depth  
in meters

min

max

We prefer a:

Terrace stand

Two-corner stand

Corner stand

Island stand

#### 2.2 The stand will be constructed

by Koelnmesse GmbH

(Please fill in a separate form!)

#### 2.3 We require supply points for:

Water  Compressed air

Please order these services separately at Koelnmesse Service Portal (from August 2018).

### 3 Products or services to be exhibited

The application is only valid with the attached list of products!

Please indicate your products / services on the enclosed list of products, form 1.30. Only goods listed here are permitted at IDS.

#### Data protection policy:

The details entered on this form are automatically collected by Koelnmesse GmbH and used for the purpose of processing of this operation, in line with the regulations of the Federal Data Protection Law of the Federal Republic of Germany.

By signing the application form, we acknowledge as binding the Conditions of Participation of Koelnmesse GmbH, General Section and Special Sections in particular the technical regulations as well as any other amendments specified on the order forms.

X

Place, date, legally binding signature and company stamp of the main exhibitor



12.–16.03.2019

Customer number:

0 2 0 0

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Name of main exhibitor:

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**Enclosure to the application  
 for main exhibitor**

Invoice address/Address for correspondence

**1.11**

**1 Invoice address**

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

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

\_\_\_\_\_

\_\_\_\_\_

Street:

\_\_\_\_\_

Postal Code/City:

\_\_\_\_\_

P.O. Box:

\_\_\_\_\_

Postal Code/City:

\_\_\_\_\_

Country:

\_\_\_\_\_

General phone:

\_\_\_\_\_

General fax:

\_\_\_\_\_

General e-mail:

\_\_\_\_\_

**Turnover tax ID number (VAT):**

(Required information for companies from EU countries)

\_\_\_\_\_

Language of correspondence:

German

English

**Important:**

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

**2 Address for correspondence**

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

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

\_\_\_\_\_

\_\_\_\_\_

Contact Person:

\_\_\_\_\_

Street:

\_\_\_\_\_

Postal Code/City:

\_\_\_\_\_

P.O. Box:

\_\_\_\_\_

Postal Code/City:

\_\_\_\_\_

Country:

\_\_\_\_\_

Tel.:

\_\_\_\_\_

Fax:

\_\_\_\_\_

E-Mail:

\_\_\_\_\_

Language of correspondence:

German

English

**Data protection policy:**

The details entered on this form are automatically collected by Koelnmesse GmbH and used for the purpose of processing of this operation, in line with the regulations of the Federal Data Protection Law of the Federal Republic of Germany.

**X**

Place, date, legally binding signature and company stamp of the main exhibitor

**Application for co-exhibitors\***

List of Goods (form 1.30) must be filled in for application to be valid  
Deadline: 28.11.2018

**1.20**

**We hereby register co-exhibitors on our stand according to figure V, Conditions of Participation, General Section.**

If you need to register more than two co-exhibitors, please photocopy the blank form first.

Company name: (give legal status such as "Limited, Corporation" etc.)

Customer number:

0 2 0 0

Customer number grid

File under the letter in the printed catalogue:

Letter selection box

Street:

Postal Code / City:

P.O. Box

Postal Code / City:

Country:

General Tel.:

General Fax:

General e-mail:

Internet:

Contact person:

Mr.  Ms.

E-Mail contact person:

The company is:  Manufacturer  Service company  
 Importer  Association/Institution

Turnover tax ID number (VAT):

(Required information for companies from EU countries)

**The participation fee per co-exhibitor is 400.00 Euro (plus VAT) and will be charged to the main exhibitors' account. The entry in the Media Package is obligatory and costs 389.00 Euro.**

Company name: (give legal status such as "Limited, Corporation" etc.)

Customer number:

0 2 0 0

Customer number grid

File under the letter in the printed catalogue:

Letter selection box

Street:

Postal Code / City:

P.O.Box:

Postal Code / City:

Country:

General Tel.:

General Fax:

General e-mail:

Internet:

Contact person:

Mr.  Ms.

E-Mail contact person:

The company is:  Manufacturer  Service company  
 Importer  Association/Institution

Turnover tax ID number (VAT):

(Required information for companies from EU countries)

**The participation fee per co-exhibitor is 400.00 Euro (plus VAT) and will be charged to the main exhibitors' account. The entry in the Media Package is obligatory and costs 389.00 Euro.**

**Please provide a separate list of products (form 1.30) for each additional co-exhibitor that you register.**

**\* Explanation "Co-exhibitors":**

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

**Data protection policy:**

The details entered on this form are automatically collected by Koelnmesse GmbH and used for the purpose of processing of this operation, in line with the regulations of the Federal Data Protection Law of the Federal Republic of Germany.

X

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



12.-16.03.2019

Customer number:

0	2	0	0
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Main exhibitor:

## Application for additionally represented companies\*

List of products (form 1.30) must be filled in for application to be valid!  
 Deadline: 28.11.2018

# 1.21

We hereby register additionally represented companies on our stand according to figure V, Conditions of Participation, General Section.

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

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

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Street:

Postal Code /  
City:

---

P.O.Box:

Postal Code /  
City:

---

Country:

---

General Tel.:

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General Fax:

---

General e-mail:

---

Internet:

Contact person:

Mr.  Ms.

---

E-Mail

contact person::

---

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

---



---

Street:

Postal Code /  
City:

---

P.O.Box:

Postal Code /  
City:

---

Country:

---

General Tel.:

---

General Fax:

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General e-mail:

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Internet:

Contact person:

Mr.  Ms.

---

E-Mail

contact person:

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Please provide a separate list of products (form 1.30) for each additional represented company that you register.

0	2	0	0
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Customer number:

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File under the letter  
in the printed catalogue:

The company is:  Manufacturer  
 Importer

Service company  
 Association/Institution

Turnover tax ID number (VAT):  
 (Required information for companies from EU countries)

The entry in the Media Package is obligatory and costs 389.00 Euro.

0	2	0	0
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Customer number:

--	--	--	--	--	--	--	--

File under the letter  
in the printed catalogue:

The company is:  Manufacturer  
 Importer

Service company  
 Association/Institution

Turnover tax ID number (VAT):  
 (Required information for companies from EU countries)

The entry in the Media Package is obligatory and costs 389.00 Euro.

\* Explanation "additionally represented companies":  
 Additionally represented companies are companies that have products at the stand but none of their own staff.

**Data protection policy:**  
 The details entered on this form are automatically collected by Koelnmesse GmbH and used for the purpose of processing of this operation, in line with the regulations of the Federal Data Protection Law of the Federal Republic of Germany.

X

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



12.–16.03.2019

Customer number:

0 2 0 0

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Main exhibitor:

**List of products**

Must be returned by

– main exhibitors

– co-exhibitors

– additionally represented companies

Please fill in and return with your application

**1.30**

**Name of main exhibitor/co-exhibitor/additionally represented company:** (Please use one list of products per company)

**For co-exhibitors/additionally represented companies:**  
Name of main exhibitor/group organizer:

Please note:

Your selected product groups will be displayed automatically in all available fair media. Our official contractual partner, Neureuter Fair Media, provides you with all order information and documents for the offered media services.

**List of products** (P Please mark the corresponding items)

**1. Dental Practice**

**Dental Units**

- 101 010 Dental equipment systems
- 101 020 Other equipment elements
- 101 040 Dentist's and dental assistant's elements

**Lighting Systems**

- 102 010 Operating lights
- 102 020 Ambient lights
- 102 030 Accessories for lighting systems

**Suction, Separator and compressed Air Systems**

- 103 010 Suction devices
- 103 020 Separating devices
- 103 030 Surgical suction devices
- 103 040 Air compressors

**Chairs**

- 107 010 Working stools
- 107 020 Patient chairs
- 107 030 X-ray chairs

**Practice Furniture**

- 104 010 Cabinets for treatment area
- 104 020 Reception furniture
- 104 030 Furniture for waiting-rooms
- 104 040 Accessories for practice furniture

**Visual Systems**

- 105 010 Photographic systems
- 105 080 Image receptor holders (right-angle holders)
- 105 120 Digital image receiver
- 105 130 DVT radiographic devices
- 105 030 Intraoral cameras
- 105 050 Radiographic image viewers
- 105 040 Radiographic image chemicals
- 105 060 Radiographic films
- 105 070 Radiographic film development equipment
- 105 090 Radiographic devices

**Dental Materials**

- 108 010 Impression materials
- 108 100 Amalgam alloys
- 108 020 Etching agents and adhesives
- 108 030 Fixing materials
- 108 040 Bite registration materials
- 108 050 Composites
- 108 060 Finished crowns
- 108 090 Temporary crowns + bridges materials
- 108 070 Temporary sealants
- 108 110 Root filling materials
- 108 080 Cements

**Special Devices**

- 106 010 Anaesthetising equipment
- 106 020 Bite registration devices / Functional analysis

- 106 030 Bleaching systems
- 106 040 CAD/CAM systems (D)
- 106 050 Surgical motor systems
- 106 060 Diagnostic devices
- 106 070 Dosing and mixing devices
- 106 080 Electrosurgical devices
- 106 090 Endodontic measuring devices
- 106 100 Endodontic motor systems
- 106 110 Color selection devices
- 106 120 Hydrocolloid conditioners
- 106 130 Laser devices (D)
- 106 140 Light polymerisation devices (D)
- 106 150 Implantation navigation devices
- 106 210 Ozone-therapy devices
- 106 160 Devices for physical therapy
- 106 170 Powder jet devices
- 106 180 Snoring treatment equipment
- 106 190 Ultrasonic devices (D)
- 106 200 Vitality testing devices

**Consumables special equipment**

- 119 010 Precious metal
- 119 020 Ceramic
- 119 030 Plastic
- 119 040 Non-precious metal
- 119 050 Titanium

**Pharmaceuticals**

- 109 010 General pharmaceuticals for dental treatment
- 109 020 Analgetics
- 109 030 Antibiotics
- 109 040 Antiseptiques / Oral disinfectants
- 109 050 Desensitizers
- 109 060 Diagnostics
- 109 070 Endodontic preparations
- 109 080 Haemostatics
- 109 090 Bone-regeneration compounds
- 109 100 Local anaesthetics
- 109 110 Periodontal remedies
- 109 120 Pulp protecting agents

**Work Aids and Auxiliary Materials for Dental Treatment**

**Purposes**

- 110 010 Impression aids
- 110 020 Color shade guides
- 110 030 Glass items for surgery organization
- 110 040 Tranquilisers and aids for anxiety attacks
- 110 160 Auxiliaries for implant planning
- 110 050 Instrument stands/trays
- 110 060 Orthodontic supplies
- 110 070 Cofferdam



Main exhibitor:

0 2 0 0

Customer number:

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<input type="checkbox"/>	110 080	Microscopes / Magnifiers
<input type="checkbox"/>	110 090	Mixing bowls/Mixing slabs
<input type="checkbox"/>	110 100	Suture materials
<input type="checkbox"/>	110 110	Products for emergency cases
<input type="checkbox"/>	110 120	Occlusion test work aids
<input type="checkbox"/>	110 170	Operating-theatre drapes
<input type="checkbox"/>	110 180	Patient-condition monitoring during an operation
<input type="checkbox"/>	110 190	Devices for plasma medicine
<input type="checkbox"/>	110 130	Polishing materials
<input type="checkbox"/>	110 200	Material for dressing
<input type="checkbox"/>	110 140	Cotton rolls / Tampon strips
<input type="checkbox"/>	110 150	Root canal points (Guttapercha)

**Driving Devices and Handpieces**

<input type="checkbox"/>	111 010	Handpieces (general)
<input type="checkbox"/>	111 020	Tubes and connections
<input type="checkbox"/>	111 040	Ultrasonic / Sonic handpieces
<input type="checkbox"/>	111 050	Special contra-angles

**Hand Instruments**

<input type="checkbox"/>	112 010	Impression trays
<input type="checkbox"/>	112 020	Evacuation cannulae
<input type="checkbox"/>	112 030	Bite registration instruments
<input type="checkbox"/>	112 040	Surgical instruments
<input type="checkbox"/>	112 050	Filling instruments
<input type="checkbox"/>	112 060	Injection instruments
<input type="checkbox"/>	112 070	Injection cannulae
<input type="checkbox"/>	112 080	Orthodontic instruments
<input type="checkbox"/>	112 090	Matrix systems / Matrix holders
<input type="checkbox"/>	112 100	Measuring instruments
<input type="checkbox"/>	112 110	Periodontal instruments
<input type="checkbox"/>	112 120	Scalpels
<input type="checkbox"/>	112 130	Spatula
<input type="checkbox"/>	112 140	Examination instruments
<input type="checkbox"/>	112 150	Tooth cleaning instruments
<input type="checkbox"/>	112 160	Pliers

**Rotary Instruments**

<input type="checkbox"/>	113 010	Diamond instruments
<input type="checkbox"/>	113 020	Tungsten carbide instruments
<input type="checkbox"/>	113 030	Ceramic abrasives
<input type="checkbox"/>	113 040	Finishers
<input type="checkbox"/>	113 050	Steel instruments
<input type="checkbox"/>	113 060	Root canal instruments

**Oscillating Instruments**

<input type="checkbox"/>	114 010	Sonic instruments
<input type="checkbox"/>	114 020	Ultrasonic instruments

**Implant Dentistry**

<input type="checkbox"/>	115 050	Augmentation products
<input type="checkbox"/>	115 010	Implants
<input type="checkbox"/>	115 020	Implantation instruments
<input type="checkbox"/>	115 040	Connecting parts for supra reconstructions

**Retention anchors and pins**

<input type="checkbox"/>	116 010	Parapulpal pins
<input type="checkbox"/>	116 020	Root canal anchors

**Prophylaxis/Dental and oral hygiene**

<input type="checkbox"/>	117 010	Patient information work aids
<input type="checkbox"/>	117 020	Prophylactic equipment
<input type="checkbox"/>	117 030	Interdental brushes
<input type="checkbox"/>	117 040	Oral irrigators
<input type="checkbox"/>	117 050	Plaque detectors
<input type="checkbox"/>	117 060	Prophylactic remedies
<input type="checkbox"/>	117 070	Sealants
<input type="checkbox"/>	117 080	Tooth brushes, electromechanic and ultrasonic
<input type="checkbox"/>	117 090	Toothbrushes, manual
<input type="checkbox"/>	117 100	Toothpaste
<input type="checkbox"/>	117 110	Dental care products
<input type="checkbox"/>	117 120	Denture adhesives
<input type="checkbox"/>	117 130	Denture care
<input type="checkbox"/>	117 140	Dental floss

**Cosmetic dentistry**

<input type="checkbox"/>	118 010	Cosmetic dentistry supplies
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<input type="checkbox"/>	118 020	Bleaching materials
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**2. Dental laboratory****Functional equipment for dental laboratories**

<input type="checkbox"/>	201 010	Work benches
<input type="checkbox"/>	201 020	Functional cabinets
<input type="checkbox"/>	201 030	Plaster bins
<input type="checkbox"/>	201 040	Plaster benches

**Functional systems for dental laboratories**

<input type="checkbox"/>	202 010	Evacuation equipment
<input type="checkbox"/>	202 020	Lighting systems
<input type="checkbox"/>	202 030	CAD/CAM systems
<input type="checkbox"/>	202 040	Plaster processing systems
<input type="checkbox"/>	202 050	Ceramic processing systems
<input type="checkbox"/>	202 060	Synthetic resin processing systems
<input type="checkbox"/>	202 070	Alloy processing systems
<input type="checkbox"/>	202 080	Wax processing systems

**CAD/CAM material**

<input type="checkbox"/>	214 010	Precious metal
<input type="checkbox"/>	214 020	Ceramic
<input type="checkbox"/>	214 050	Synthetic resin
<input type="checkbox"/>	214 030	Non-precious
<input type="checkbox"/>	214 040	Titanium

**Dental laboratory equipment**

<input type="checkbox"/>	203 010	Blasting devices
<input type="checkbox"/>	203 020	Boiling-out and steam jet devices
<input type="checkbox"/>	203 030	Burners
<input type="checkbox"/>	203 040	Dosing and mixing devices
<input type="checkbox"/>	203 050	Milling devices
<input type="checkbox"/>	203 060	Galvanic devices
<input type="checkbox"/>	203 070	Casting machines
<input type="checkbox"/>	203 080	Ceramic furnaces
<input type="checkbox"/>	203 090	Soldering and welding devices
<input type="checkbox"/>	203 100	Model trimmers
<input type="checkbox"/>	203 110	Parallelometers / Surveyors
<input type="checkbox"/>	203 120	Polishing devices
<input type="checkbox"/>	203 130	Polymerisation devices
<input type="checkbox"/>	203 140	Presses
<input type="checkbox"/>	203 150	Silicone mixer
<input type="checkbox"/>	203 160	Deep drawing devices
<input type="checkbox"/>	203 170	Vibrators
<input type="checkbox"/>	203 180	Preheating ovens
<input type="checkbox"/>	203 190	Additional devices for dental laboratories
<input type="checkbox"/>	203 200	Sintering furnaces
<input type="checkbox"/>	203 210	3D printing devices

**Modelling materials**

<input type="checkbox"/>	204 010	Modelling plastics
<input type="checkbox"/>	204 020	Waxes

**Model materials**

<input type="checkbox"/>	205 010	Plasters
<input type="checkbox"/>	205 020	Model resins

**Materials for inlays, crowns and bridges**

<input type="checkbox"/>	206 010	Ceramic materials
<input type="checkbox"/>	206 020	Synthetic resins for inlays, crowns and bridges
<input type="checkbox"/>	206 030	Metals/alloys (inlays, crowns and bridges)

**Denture materials**

<input type="checkbox"/>	207 010	Magnet systems
<input type="checkbox"/>	207 020	Model casting alloys
<input type="checkbox"/>	207 030	Denture base polymers
<input type="checkbox"/>	207 040	Materials for individual impression trays etc.
<input type="checkbox"/>	207 050	Materials for orthodontic equipment

**Work Aids and Materials for dental laboratory purposes**

<input type="checkbox"/>	208 010	General work aids and auxiliary materials for dental laboratory purposes
<input type="checkbox"/>	208 020	Duplicating materials
<input type="checkbox"/>	208 030	Investment materials
<input type="checkbox"/>	208 040	Instrument stands
<input type="checkbox"/>	208 050	Insulating materials
<input type="checkbox"/>	208 060	Adhesives

Main exhibitor:

Customer number:

0 2 0 0

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- 208 070 Flasks / Muffles
- 208 080 Solders
- 208 090 Soldering aids
- 208 100 Model base and splitcast systems
- 208 110 Model pins
- 208 120 Polishing materials
- 208 130 Deep drawing foils and plates

**Motors and handpieces**

- 209 010 Articulators
- 209 020 Handpieces
- 209 030 Engines

**Hand instruments**

- 210 010 Mixing instruments
- 210 020 Plaster knives and saws
- 210 030 Measuring instruments
- 210 040 Modelling instruments
- 210 050 Laboratory pliers

**Rotary tools**

- 211 010 Diamond instruments
- 211 020 Tungsten carbide burs and grinders
- 211 030 Ceramic abrasives
- 211 040 Finishers
- 211 050 Steel burs and grinders

**Orthodontic construction elements**

- 212 010 Orthodontic expansion and other screws
- 212 020 Orthodontic wires a.o.
- 212 030 Orthodontic brackets

**Reconstruction auxiliaries**

- 213 010 Anchors
- 213 020 Wires
- 213 030 Attachments

**Prefabricated mouldings**

- 215 010 Assembled bridges
- 215 020 Plastic mouldings
- 215 030 Temporary crowns
- 215 040 Wax mouldings

**Artificial teeth**

- 216 010 Ceramic teeth
- 216 020 Acrylic resin teeth

**3. Infection control and maintenance****Sterilization/Disinfectant devices and auxiliaries**

- 301 020 Disinfecting devices
- 301 030 Disinfectant dispensers
- 301 040 Sumps for instrumental disinfectants
- 301 050 Sealing equipment
- 301 060 Cleaning and disinfection devices
- 301 080 Sterilization control agents
- 301 070 Sterilization wrappings
- 301 010 Sterilizer
- 301 090 Tray and other container systems

**Disinfectants (chemical)**

- 302 010 Impression and denture disinfectants
- 302 020 Decontaminating agents for evacuation equipment
- 302 030 Disinfectants for surfaces
- 302 040 Disinfectants for hand and skin
- 302 050 Disinfectants for instruments
- 302 060 Instrument cleaning and disinfecting agents
- 302 070 Water disinfection

**Professional and protective clothing**

- 303 010 Professional clothes
- 303 020 Gloves (medical)
- 303 070 Light and laser protection
- 303 030 Protective goggles
- 303 040 Protective gloves (maintenance)
- 303 050 Protective masks
- 303 060 Protective wraps

**Servicing Systems**

- 304 040 Cleaning agent

- 304 010 Cleaning and maintenance devices
- 304 020 Technical maintenance work aids
- 304 030 Ultrasonic cleaning devices

**4. Services, information, communication and organisation****Services**

- 401 010 Accountancy
- 401 020 Training and further education
- 401 030 Banks, insurance companies, transport of valuable goods
- 401 040 Disposal
- 401 050 Trade associations, institutions
- 401 060 Production and maintenance of dental prostheses
- 401 070 Marketing and marketing communication
- 401 080 Quality management
- 401 100 Service offerings for dental equipment, drivetrains and tools
- 401 090 Consulting
- 401 110 Support for validation of cleaning, disinfection and sterilisation procedures

**Electronic data processing solutions for**

- 402 030 Implant planning systems
- 402 040 Surgical robots
- 402 010 dental practice
- 402 020 dental laboratory

**Information, organisation and communication work aids**

- 403 010 Filing systems
- 403 020 Demonstration and training models
- 403 030 Forms
- 403 040 Communication systems
- 403 050 Organizational software
- 403 060 Recall systems
- 403 070 X-ray file systems
- 403 080 Safety systems/equipments

**Media**

- 404 010 Professional books
- 404 020 Professional journals
- 404 030 Informational and educational software
- 404 040 Internet and online services



**"Infoscout" – Visitor Information System**

Your contact information as provided on form 1.10, as well as your registered product groups, will be made available to interested visitors at the information stands in the halls during the trade fair. In addition, you may use Koelnmesse's "Infoscout" electronic information system to publish **vacancies for trade representatives**.

Exhibitors and visitors can use Infoscout free of charge.

**Infoscout answers the following visitor questions:**

- **Which exhibitors are presenting product xyz?**  
"Infoscout" takes this information from your application form 1.10 and your registered product groups.
- **Where is the stand of xyz?**  
Here again "Infoscout" uses the information provided on your application form 1.10. Please check whether all companies exhibiting with you or represented by you have been registered.

**To provide information on vacant commercial agencies, we require the following information:**

- Where can a trade representative find a company that still has vacant commercial agencies in various regions? You can enter this information in English, German or French. This is where you may enter the desired country code / post code and a description of your choice for a selected product in line with the List of Goods (form 1.30).

Please note the maximum capacity is 14 country codes, 10 post codes, 14 product numbers and 407 characters in the description. The National Federation of German Commercial Agencies and Distribution (CDH) may contact you separately in this regard.

Should you require more entries for your search, you may order additional forms. Please note the maximum capacities listed above.

**In addition to this information in "Infoscout", the system contains answers to queries on the following:**

- Service points at the exhibition centre, including restaurants currently open
- Pubs and restaurants in Cologne
- Searches
- Lost and found
- Supporting events
- Congresses
- Seminars
- Company events

**Please enter your customer number on each form. You will find it on your stand space confirmation.**

## Countries

Germany	004	Djibouti	338	Lesotho	395	Rwanda	324
Afghanistan	660	Dominican Republic	456	Liberia	268	San Marino	047
Albania	070	Ecuador	500	Libya	216	Sao Tome and Principe	311
Algeria	208	Egypt	220	Liechtenstein	037	Saudi-Arabia	632
American Oceania	457	El Salvador	428	Lithuania	055	Senegal	248
Andorra	043	Equatorial Guinea	310	Luxembourg	018	Seychelles	355
Angola	330	Eritrea	336	Macau	743	Sierra Leone	264
Antigua and Barbuda	459	Estonia	053	Macedonia	096	Singapore	706
Argentina	528	Ethiopia	334	Madagascar	370	Slovakia	063
Armenia	077	Faroe Islands	041	Malawi	386	Slovenia	091
Aruba (Netherl. Antilles)	474	Fiji	815	Malaysia	701	Somalia	342
Australia	800	Finland	032	Maldives	667	South Afrika	388
Austria	038	France	001	Mali	232	South Sudan	912
Azerbaijan	078	French Polynesia (Tahiti)	822	Malta	046	Spain	011
Bahamas	453	Gabon	314	Martinique	462	Sri Lanka	669
Bahrain	640	Gambia	252	Mauretania	228	St. Helena	329
Bangladesh	666	Georgia	076	Mauritius	373	St. Lucia	465
Barbados	469	Ghana	276	Mexico	412	St. Pierre and Miquelon	408
Belarus	073	Gibraltar	044	Moldova	074	St. Vincent and the Grenadines	467
Belgium	017	Great Britain	006	Monaco	001	Sudan	224
Belize	421	Greece	009	Mongolia	716	Surinam	492
Benin	284	Greenland (Denmark)	406	Montserrat	470	Swaziland	393
Bermuda	413	Grenada	473	Morocco	204	Sweden	030
Bhutan	675	Guadeloupe	458	Mozambique	366	Switzerland	039
Bolivia	516	Guatemala	416	Myanmar	676	Syria	608
Bosnia-Herzegovina	093	Guinea-Bissau	257	Namibia	389	Taiwan	736
Botswana	391	Guyana	488	Nauru	803	Tajikistan	082
Brasil	508	Haiti	452	Nepal	672	Tanzania	352
British Oceania	468	Honduras	424	Netherlands Antilles	478	Thailand	680
Brunei	703	Hong Kong	740	New Caledonia	809	The Netherlands	003
Bulgaria	068	Hungary	064	New Zealand	804	The Philippines	708
Burkina Faso	236	Iceland	024	Nicaragua	432	Togo	280
Burundi	328	India	664	Niger	240	Trinidad and Tobago	472
Cambodia	696	Indonesia	700	Nigeria	288	Tunisia	212
Cameroon	302	Iran	616	Norway	028	Turkey	052
Canada	404	Iraq	612	Oman	649	Turkmenistan	080
Cap Verde	247	Israel	624	Pakistan	662	Uganda	350
Central African Republic	306	Italy	005	Panama	442	Ukraine	072
Chad	244	Ivory Coast (Côte d'Ivoire)	272	Papua New Guinea	801	United Arab Emirates	647
Chile	512	Jamaica	464	Paraguay	520	United States	400
China	720	Japan	732	Peru	504	Uruguay	524
Colombia	480	Jordan	628	Poland	060	Uzbekistan	081
Comoros	375	Kazakhstan	079	Portugal	010	Vatican City	045
Congo	318	Kenya	346	Puerto Rico	400	Venezuela	484
Costa Rica	436	Korea	728	Qatar	644	Vietnam	690
Croatia	092	Kuwait	636	Republic of Guinea	260	Western Samoa	819
Cuba	448	Kyrgyzstan	083	Republic of Ireland	007	Yemen	653
Cyprus	600	Laos	684	Réunion	372	Zambia	378
Czech Republic	061	Latvia	054	Romania	066	Zimbabwe	382
Denmark	008	Lebanon	604	Russia	075		



# Conditions of Participation Special Section



IDS 2019  
38th International Dental Show  
Cologne, 12.–16.03.2019

## 1 The fair, the organizers, the venue, the dates

The International Dental Show is being organized by the GFDI Gesellschaft zur Förderung der Dental-Industrie mbH, Aachener Str. 1053-1055, 50858 Cologne, Germany, the commercial enterprise of the Verband der Deutschen Dental-Industrie e.V. (VDDI) in collaboration with Koelnmesse GmbH, Messeplatz 1, 50679 Cologne, Germany.

The GFDI Gesellschaft zur Förderung der Dental-Industrie mbH is the conceptual and expert sponsor of IDS. Koelnmesse GmbH is the legal and financial organiser of IDS and, in this capacity, concludes all contracts in its own name.

IDS will be held in the Cologne trade fair complex from Tuesday, 12 March to Saturday, 16 March 2019.

The exhibition will be open to visitors from 09:00 a.m. to 06:00 p.m. and to exhibitors from 08:00 a.m. to 07:00 p.m. daily.

Trade Dealer Day is on 12 March 2019. IDS is a trade fair. Only trade visitors are admitted.

Exhibitors should note the following schedule when making their plans:

**Stand space confirmation** and floor plan: up from June 2018

**Application deadline:** 31 March 2018 (Start of hall planning)

### Construction of individual stands:

Tuesday, 05 March - Saturday, 09 March 2019 07:00 a.m. - midnight

Sunday, 10 March 2019 00:00 a.m. to

Monday, 11 March 2019 08:00 p.m.

Construction must be completed by 08:00 p.m. on 11 March 2019 at the latest. At that time the aisles must be completely cleared.

**Occupation of Koelnmesse standard stands:** 24 hours before the fair starts.

### Dismantling of all stands and exhibits in all halls:

Saturday, 16 March 2019 06:00 p.m. to

Sunday, 17 March 2019 midnight

Monday, 18 March 2019 07:00 a.m. - midnight

Tuesday, 19 March 2019 07:00 a.m. - 06:00 p.m.

## 2 Eligibility

It is the objective of the International Dental Show to provide visitors with a fully comprehensive overview of the most up-to-date range of dental products available. The following requirements therefore do not seek to restrict participation, but are only intended to avoid duplication in the marketing of one and the same product, which could detract from the concept of a complete overview. In case of uncertainty reference should be made to the Conditions of Participation Special Section.

**2.1** All German and foreign manufacturers with products of their own production or those of third parties are eligible. Products of third parties will only be accepted if they are not to be exhibited by the original manufacturer. Those manufacturers with products of third parties must submit a list of these products together with a written statement by the original manufacturer that he does not intend to exhibit them himself. In addition importers and dealers are eligible. However these importers and dealers must submit a complete list of the products, which they intend to exhibit. Should multiple presentation of a certain product result in the exclusion of other products because of insufficient space being available, then the number of exhibitors with this product will be restricted or even just one exhibitor per product accepted. Where several companies are interested in exhibiting a product the selection priority will be as follows:

1. Original manufacturer
2. Importer or dealer nominated by the manufacturer.
3. All other importers or dealers on a "first come first served" basis according to the date of receipt of space application.

Companies affiliated to exhibiting companies (50 % or more interest) will only be accepted if they intend to exhibit products not already exhibited by their parent company. These affiliated companies must submit a list of the

products to be exhibited. The parent company should confirm on this list that it does not intend to exhibit any of the products listed.

**2.2** All products and equipment related to dental medicine and dental technology are permissible as exhibits. Products and services that are not directly related to the dental sector will not be authorized. In conjunction with Koelnmesse, the GFDI decides on what is permissible. Authorization will be confirmed in writing. Only those objects that have been registered and approved may be exhibited. Exhibitors explicitly guarantee that they will not exhibit any other products.

**2.3** If refused the company concerned can make representations to an appeal body. In the case of 2.1 the organizer must prove that the refusal results from insufficient space. The details of the appeal procedure are laid out in the Conditions of Participation Special Section and are accepted unreservedly by the exhibitor by signing the application form (form 1.10) or by appealing of the arbitration body (see item 3 "Arbitration procedure").

**2.4 a)** By signing the application form (form 1.10) the exhibitor makes a binding agreement not to exhibit at any other event for dental medical or technical products anywhere within the Federal Republic of Germany for a period of 8 weeks before and 4 weeks after IDS (waiting period regulation).

All types of exhibitions, including accompanying exhibitions at seminars, conferences and other events, come under the waiting period regulation. Permitted are accompanying exhibitions, insofar as all the products displayed there are related to the congress topic and/or serve to demonstrate the topics dealt with at the congress.

b) The waiting period regulation is not applicable at events which are exclusively conducted by a single company in its own business premises (e.g. open days). At such events, only the own product programme may be shown; participation of other companies in whatever form (e.g. supply of personnel) is not permitted. This would constitute an infringement of the waiting period regulation.

c) Full range trading companies (depots), which market dental medical and dental technical products from various manufacturers, are not subject to the waiting period regulation irrespective of the property or control relations.

**2.5** In the case of infringement of the regulations in 2.4, sanctions will be imposed on the exhibitor concerned. The arbitrator can also be called upon to adjudicate against the imposing of sanctions.

a) The exhibitor can be excluded from the forthcoming IDS within 30 days of the infringement becoming known. Only a half of any payments made for trade fair participation will be returned, should it prove impossible to lease the exhibition space to a third party. Should it prove possible to lease the exhibition space to another interested party, however, only administration costs will be invoiced.

b) Should the infringement only become known after the IDS has already begun or ended, the exhibitor can be excluded from the next IDS.

**2.6** The regulations 2.4 and 2.5 also apply to companies which are affiliated to the exhibiting company (subsidiary or parent companies), insofar as the same products are exhibited at IDS as at other exhibitions held within the waiting period, in the Federal Republic of Germany. "Affiliation" is constituted by a company which has a greater than 50% share in another company.

## 3 Arbitration procedure

For deciding on disputes over eligibility and imposition of sanctions in the organisation of the International Dental Show.

### § 1

The exhibitor involved can within 14 days of the issue of the decision appeal against refusal as exhibitor or against the imposition of sanctions (item 2 "Eligibility", clause 2.3 and 2.5, in the Conditions of Participation Special Section).

The arbitration body decision will be final. The arbitration procedure will be governed by the following.

### § 2

The fourteen day period shall be deemed to begin three days after the notice of refusal or imposition of sanctions is sent by recorded delivery by the GFDI. For appeal purposes the company refused or subject to sanctions must submit in writing the reasons why the decision reached is incorrect. At the same time the company refused or subject to sanctions must nominate an arbiter. The submission against the refusal or sanctions and the nomination of an arbiter must be sent to the GFDI at Aachener Str. 1053-1055, 50858 Cologne, Germany by recorded delivery.

### § 3

The GFDI will nominate their arbiter within 14 days of receipt of the appeal submission. The two nominated arbiters must then agree within three weeks on a chairman. If the two arbiters cannot agree on a chairman, then one will be nominated by the President of the Cologne Chamber of Industry and Commerce.

### § 4

The arbitration body can reach a decision on the basis of the documentation submitted. If however one of the parties demands a verbal hearing, such a hearing must be carried out. The findings must be set out in writing. The arbitration body shall send the findings to both parties by recorded delivery.

### § 5

The costs of the arbitration procedure are in accordance with the German Lawyers' Fees Act (Rechtsanwaltsvergütungsgesetz) of 5th May 2004 in the applicable version in proceedings before the higher regional courts. The arbitration body shall demand from both parties an appropriate prepayment. The body shall only commence proceedings after receipt of these prepayments.

### § 6

German law shall be valid.

## 4 Medical Products

The exhibitor is obligated to display his products at IDS in compliance with German legal regulations, in particular with the Act on Medical Devices and the German Pharmaceuticals Act. It should be noted that exhibitors must label their products with the CE symbol. Products that do not comply with these requirements may only be exhibited if the product bears a clearly visible note that it does not conform to legal requirements and therefore cannot be bought until such conformity is achieved.

## 5 Commercial property rights

5.1 Koelnmesse GmbH does not want any exhibitors who, in the process of producing, disseminating, selling, owning or advertising their products, violate laws regarding the protection of intellectual property or commercial property rights in the broadest sense. If a final court decision has determined that an exhibitor at one of Koelnmesse GmbH's events has violated laws of the kind mentioned in clause 1, Koelnmesse GmbH is entitled to bar that exhibitor from the next event of this kind after the court decision is res judicata if there is sufficient suspicion that the exhibitor will again and repeatedly violate laws for the protection of intellectual property or commercial property rights.

5.2 You will find more detailed information in the No Copy! brochure. ([www.ids-cologne.de](http://www.ids-cologne.de))

## 6 Costs

**Participation fee: per m<sup>2</sup> floor space 273.00 Euro (minimum stand space 12 m<sup>2</sup>). The participation fee does not include the provision of partition walls.**

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

Further information and additional regulations regarding the participation fee can be found in item IV of the General Section of the Conditions of

Participation.

### Energy consumption

9.00 Euro per m<sup>2</sup> of occupied stand space as a proportional flat-rate charge.

### Down payment for services

Koelnmesse shall be entitled to charge a reasonable down payment for the services used for the event in question – e.g. electrical and water connections, stand cleaning, etc. The down payment for services shall be assessed on the basis of the services charged for the previous event. For exhibitors who have not participated in the previous event, the down payment shall total to 36.50 Euro per square metre – plus the obligatory media services (Media Package) in the amount of 389.00 Euro.

Once the event has ended, a separate final invoice for services will be issued; the down payment will be applied towards this amount. The invoice shall fall due for payment immediately following receipt. If the amount of the down payment should exceed the fees actually incurred for services, the amount by which the down payment exceeds actual charges shall be refunded to the exhibitor. The exhibitor shall have no claim to payment of interest on the down payment.

### Co-exhibitor fee

Insofar as the inclusion of other companies is permitted at your stand (see item V of the General Section of the Conditions of Participation/item 2 of these conditions), a co-exhibitor fee of 400.00 Euro per company will be charged. The price of the Media Package is not included in this fee (see item 10). The co-exhibitor fee remains payable should the co-exhibitor not participate in the event.

### Media services

Use of the media services described in item 10 shall be obligatory and shall cost 389.00 Euro.

### VAT

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

### VAT identification number

As a rule, Koelnmesse provides exhibitors (proprietors) with a uniform service – a so-called event service – in accordance with Art. 3a.4., Par. (2) of the German ordinance on the application of the VAT (UStAE). The place of performance for such services is the recipient's headquarters. Koelnmesse will therefore invoice foreign exhibitors (proprietors) according to the reverse charge accounting mechanism without charging any German VAT. Exhibitors from the European Union need to enter their valid VAT identification number in the application form in order to be considered entrepreneurs. Exhibitors must immediately notify Koelnmesse of any changes to their VAT identification numbers.

### Reimbursement of VAT

If, in exceptional cases, services are not provided as uniform offerings in the sense described above and statutory VAT is charged, foreign exhibitors (proprietors) may receive a refund of the invoiced VAT provided they fulfil the legal requirements. Further details are available on the Internet at: [www.bzst.bund.de](http://www.bzst.bund.de).

### Costs in the event of non-participation

#### Prior to receipt of acceptance / stand space confirmation

If you withdraw your application to participate before you receive the acceptance/stand space confirmation, you will have to pay a fee of 500.00 Euro.

#### After receipt of acceptance / stand space confirmation

You cannot normally withdraw from the contract after you have received the admission / stand space confirmation. The regulations contained in item II of the General Section of the Conditions of Participation apply. In the event of non-participation, companies that have applied for a trade fair must pay compensation. Provided the reserved stand area can be rented to a third party, this compensation amounts to 25% of the participation fee subject, however,



to the minimum fee of 500.00 Euro.

#### Stand construction by Koelnmesse

If you have also ordered stand construction services from Koelnmesse, you may cancel the stand construction order only if you do so no later than six weeks before the stand construction period officially begins. The date on which Koelnmesse receives the exhibitor's declaration is the criterion for determining if the deadline has been met. For cancellations received after the deadline, Koelnmesse is entitled to charge a flat-rate fee for the costs incurred. These costs amount to 30% of the agreed fee in the event of a cancellation within 4–6 weeks prior to the start of construction, 50% of the agreed fee in the event of a cancellation within 2–4 weeks prior to the start of construction, and 100% of the agreed fee in the event of a cancellation at a later time or during the construction of the stand. The agreed fee has to be paid in full for individually crafted or purchased components and graphics.

In a case where the stand construction has been ordered independently of the registration of a stand area, the provisions of Koelnmesse Group's General Terms and Conditions for services apply. You can download Koelnmesse Group's General Terms and Conditions for services from the event's website or from [www.koelnmesse-service-portal.de](http://www.koelnmesse-service-portal.de).

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

## 7 Stand sizes and shapes

The minimum stand size is 12 m<sup>2</sup>.

Please note that hall pillars and other fixed construction elements may be present in the rented stand area. Minor deviations from the requested stand size do not entitle an objection to be made under item II of the General Section of the Conditions of Participation. Trade fair partition walls for separating the stand area are not automatically provided. If needed as stand construction elements, however, they can be ordered for a fee at Koelnmesse Service Portal.

#### Stand construction is not included

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

Stand construction and design must adhere to all regulations that are valid in Germany (including the regulations of the Sonderbauverordnung, the DIN and EN standards, the VDE regulations, and the accident prevention regulations of the professional associations in the currently valid versions). The stipulations of the General Section of the Conditions of Participation and the Technical Guidelines must also be complied with. All these provisions apply to your own as well as to independent stand designers, decorators, and signwriters and to all persons, in as far as they perform activities as commissioned by you or on your behalf in connection with the construction and design of the stand. You are responsible for ensuring that all persons working on behalf of your trade fair participation know and comply with the aforementioned provisions and regulations. You must supervise the persons working on your behalf to ensure that they adhere to the regulations.

The **maximum stand construction height is 4.00 m**. This is also the maximum allowable height for all company and product signs and all types of advertising. Constructions suspended from the ceiling in order to illuminate the trade fair stand (insofar as they are not connected to the stand and do not form a visual unit with it) may, **with the written permission of the organisers**, be attached higher than the maximum construction height of 4.00 metres. **Two storey-constructions are not allowed.**

Assuming that the Technical Guidelines are observed when designing and erecting stands, there is no need to submit for approval drawings for onestorey stands in the halls. All other stands and designs must be approved, particularly if the stand features special structures or meeting areas, or static calculations are required. Plans must be submitted in duplicate for approval by Koelnmesse in good time before the work is carried out, **and at least 6 weeks before the event commences.**

These documents, which can be scrutinized, consist of ground plans, views and design cross sections with all measurements.

Stand construction may not commence until the exhibitor has received a copy

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

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

Nevertheless, if an infringement of the relevant provisions is found to have been committed, Koelnmesse can, for this reason, also refuse to provide the notice of approval. The exhibitor is also aware of the fact that in exceptional cases at his/her request and on his/her account the stand construction documents must be submitted to the responsible authorities for scrutiny.

Irrespective of official approvals of the stand, any objections made by Koelnmesse concerning the stand must be immediately complied with. In case of imminent danger, Koelnmesse is entitled to determine at its absolute discretion the measures necessary and have them implemented at the exhibitor's expense.

If at all possible, the trade fair company (Koelnmesse) will try to provide the stand in the desired form. The following terms are used for the stands:

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

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

The stand must be constructed to comply with the form of the stand confirmed. The arrangement of the stand is left to the exhibitor but should be appropriate for the event in question.

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

Banners, company signs and other objects are not permitted to encroach into the aisles.

Koelnmesse GmbH also offers a completely outfitted turnkey stand system. Order forms S.01 to S.09 can be found at Koelnmesse Service Portal, stand construction service.

For information about alternative types of stand construction, please contact Koelnmesse Service Portal, stand construction service. For a surcharge, exhibitors can rent further equipment in addition to the standard furnishings.

## 8 Exhibitor and work passes

#### Exhibitor passes

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

- 4 passes for a stand of up to 18 m<sup>2</sup>
- One pass for each additional 6 m<sup>2</sup> or part thereof.

The passes are sent together with the invoice for the participation fee. If more exhibitor passes are needed for stand personnel, they can be requested from the Koelnmesse Exhibitor Service for a fee (Form 1.50).

#### Work passes

You will also receive free passes that allow people commissioned by you or who work on your behalf to access the fair grounds in order to construct and dismantle your stand. These passes are only valid up to the start and after the end of the event. They do not entitle the holders to enter the grounds during the event.

- 2 passes for a stand of up to 18 m<sup>2</sup>
- One pass for each additional 6 m<sup>2</sup> or part thereof.

These passes will also be sent together with the invoice for the participation

fee.

#### Exchange and return of passes

All passes are for specific individuals and are non-transferable. If stand personnel change during the event, you can exchange a used exhibitor pass (i. e. one bearing a name) one time and free of charge for a new pass. The passes are issued by the Exhibitor Services Centre. Exhibitor and work passes that were paid for but not used can be returned to Koelnmesse until the last day of the trade fair for a refund of the fee. Transferring a pass to a third party – whether sold or given free of charge – is not permitted and represents a severe violation of the Conditions of Participation, in accordance with item VI of the General Section of the Conditions of Participation.

## 9 Rules on selling

In view of the professional nature of the event, the direct sale and openpricelabelling of exhibits or samples on the stands are not permitted. This regulation does not apply to printed matter such as trade publications and specialist journals. Koelnmesse has the right to carry out checks and, in the event of violations of these conditions, to take suitable measures. Koelnmesse also has the right to immediately close the stands of any exhibitors who commit such violations. Claims on the part of the exhibitor for damages or refunds are excluded in the event of such measures.

## 10 Media services (Media Package)

#### Obligatory media services

Koelnmesse issues official trade fair media to accompany the events it hosts. The obligatory components of these media are as follows:

- Entry in the alphabetical list of exhibitors in all available fair media
- Display of all product groups as selected in form 1.30 in all available fair media
- Inclusion and activation for IDS Matchmaking365
- Activation for the IDS Schedule Organiser Online
- Entry in the Route Planner Online

#### Costs for inclusion in the Media Package

Use of the media services listed under item 10 is mandatory for all represented companies, co-exhibitors and other companies represented and costs 389.00 Euro. Our official contractual partner, Neureuter Fair Media, provides you with all order information and documents for the offered media services. Please note that your company's participation requires Koelnmesse's approval. Therefore this approval is also a prerequisite for any offers or order confirmations.

**Please note: The editorial deadline is 28.11.2018.**

If an exhibitor still has not submitted an order to Neureuter Fair Media by the editorial and advertising deadline, the exhibitor's particulars shall be added to the official fair media, subject to charge, on the basis of the information provided on application form 1.10 or 1.20/1.21. Where possible, applications and orders received later will also be included in the official fair media. If Koelnmesse receives orders and applications later than the official editorial and advertising deadline, Koelnmesse shall accept no guarantee for provision of any media services. In such cases, there shall be no claims recognised, regardless of their nature, but particularly claims for reductions in cost for inclusion in the official media, or claims for damages.

#### Responsibility/release of Koelnmesse from liability

Official fair media are published by Koelnmesse GmbH, Messeplatz 1, 50679 Cologne, Germany, which in turn shall be entitled to commission another company with concrete execution and with advertisements. The advertiser shall be responsible for the content of advertisements and entries, and for any damages resulting therefrom. Koelnmesse does not accept responsibility for printing errors, incorrect placement, errors and omissions or faulty printing.

## 11 Advertising

In order to preserve the overall character of the event and to protect the

exhibitors and visitors from irritating or illegal activities, the following advertising measures are forbidden:

- Exceeding the binding maximum stand height.
- Distribution of printed matter and advertising material in the aisles, halls or anywhere within the exhibition centre grounds.
- Any acoustic and optical presentations with have neither been registered nor approved.
- Presentations and advertising activities of any kind which take place in the aisles.
- Competitions or raffles, including those outside the trade fair stand, during which participants are obliged to enter the stand of the advertiser are not permitted. The exhibitor bears responsibility for the legality of competitions, raffles etc.
- Advertising of an ideological or political nature.

In the event of severe violations of the Conditions of Participation, Koelnmesse may immediately close your stand and clear it without resorting to legal assistance. Claims of all kinds – especially claims for damages – are excluded in this case.

## 12 Accompanying events

Accompanying events are prohibited during IDS opening hours. Accompanying events include events such as product presentations or demonstrations, for which exhibitors guide and/or receive visitors outside the trade fair stand areas. It is irrelevant whether an event is intended for all visitors or only a specially invited group of visitors.

Purely internal company events held by exhibitors to inform or train their own company employees, for example, are permitted.

Please contact Koelnmesse when in doubt as to whether your event is an accompanying event as defined in § 1 or an internal event in accordance with § 2.

## 13 "Infoscout" – Visitor Information System

Information about your company, as provided on forms 1.10 to 1.30, will be made available to interested visitors at the information stands in the halls during the trade fair. In addition, you may use Koelnmesse's "Infoscout" electronic information system to **publish vacancies for trade representatives**.

You can use form 1.40 to specify this offer in terms of products, countries or regions.

Exhibitors and visitors can use the "Infoscout" system **free of charge**.

## 14 Requirement for a written document

All explanations must be specified in writing.

## 15 Severability clause

Should individual or several provisions of these conditions be or become invalid in whole or in part, the validity of the remaining provisions and of the contract shall not be affected. The parties will conduct negotiations in good faith to replace the invalid provisions with valid provisions that come as close as possible to fulfilling the business purpose of the invalid provisions.

Should the invalidity of a provision have arisen from a specific figure given therein with regard to performance or time (deadline or date), the nearest legally permissible figure shall replace the invalid one in the provision.

## 16 General Section of the Conditions of Participation, Technical Guidelines

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

## General Section of the Conditions of Participation

### I Application

1. To indicate your intention to take part in the event, you must return to us a completely filled in form with your legally binding signature (Registration).
2. By signing and returning the form, you acknowledge that the General and the Special Sections of the Conditions of Participation and the Technical Guidelines are binding for your company as part of the contract. You can download the Technical Guidelines from the event's website or from [www.koelnmesse-service-portal.com](http://www.koelnmesse-service-portal.com). You also always have the option of requesting the Technical Guidelines in printed form or on CD-ROM. Within the framework of the fulfilment of contractual duties, the event organizer will process and use the information provided in this form via an automated procedure that takes the regulations stipulated under the Federal Data Protection Law of the Federal Republic of Germany into account.
3. The registration shall be regarded as legally binding on your part, irrespective of admission; no conditions or reservations may be appended to the aforesaid registration. Requests for stands at specific locations, in particular, do not represent conditions for participation.

### II Acceptance/Transfer of stand space

1. The organizer shall accept your application in accordance with the conditions which apply to all participants (acceptance/stand area confirmation). There is no legal claim to acceptance. If the number of registration forms complying with the requirement profile and received by the organizer prior to the expiration of the registration period exceeds the number of available exhibition spaces, the organizer shall have the right to make a discretionary decision regarding the admission of registrants to the exhibition. Your company may be disqualified from admission to the exhibition if you failed to fulfil your financial obligations to the organizer at any time, or if you failed to fulfil such financial obligations within the prescribed period of time.
2. The contract comes into effect at the latest upon receipt of the admission (by post, fax or other electronic means of transmission), which is valid without a signature. Should the content of the confirmation of acceptance differ substantially from that of your application, then the contract shall be concluded under the terms of acceptance if you do not lodge a written objection within 2 weeks of receipt of confirmation of acceptance. The same shall apply, if it is necessary to postpone the event or to transfer the event to another location, and the change is deemed to be reasonable with respect to yourself; in this case, the corresponding notification of change from the organizer shall supersede the admission. The acceptance only applies to the respective event, the company applying and referred to in the acceptance letter, and its registered products and services. Products and services which do not conform to the list of products may not be exhibited or offered at the trade fair.
3. The organizer allocates stand space on the basis of which exhibition theme at the event your registered products belong to.

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

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

You will be notified without undue delay if the stand space becomes unavailable due to reasons which are beyond the organizer's control. In this case, you will be entitled to a reimbursement of the participation fee. Any further claims for damages, which will exceed the aforementioned reimbursement, shall be excluded in these cases.

5. Any complaints on your part must be submitted in writing immediately or at the latest while the event is in progress; complaints submitted at a later date cannot be considered.
6. The organizer is entitled to revoke the acceptance if it was granted on the basis of incorrect statements or if the company fails to meet the conditions of participation after the acceptance was granted. The organizer shall have the right to rescind the contract, if there is a substantial reason or good cause. Such substantial reason exists, in particular, if an application for opening insolvency proceedings against your assets has been made, such an application has been dismissed due to lack of funds, or insolvency proceedings have commenced. You must inform the organizer of this immediately.
7. Prior to receipt of acceptance/stand area confirmation, revocation of registration shall only be possible if permitted by the Special Section of the Conditions of Participation. In this event, a fee specified in the Special Section of the Conditions of Participation shall be paid.

8. Following receipt of acceptance/stand area confirmation, in general, revocation is no longer possible. The organizer can agree to the request for release from the contract in exceptional cases if the stand space no longer required can be assigned to another exhibitor against payment. In this instance, the organizer is entitled to demand general reimbursement of the costs incurred corresponding to 25 % of the participation fee without providing proof, unless otherwise specified in the Special Section of the Conditions of Participation. If the stand area cannot be assigned to a third party against payment, the contract remains in force and the participation fee must be paid in full.

If the Special Section of the Conditions of Participation stipulate that you must purchase a Visitor Promotion Package, the specified price has to be paid in the event that you withdraw from the contract and admission ticket vouchers have been provided. Liability for catalogue costs, stand construction costs and other costs, which in particular, have been incurred as a result of a claim by a third party or of services rendered, is not affected.

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

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

The co-exhibitor fee must be paid in full in the event a company that has been accepted as a co-exhibitor does not participate.

9. The following cases will fall solely within your scope of risk as exhibitor:
  - a) if the products which you have stipulated for the presentation cannot be introduced at the venue of the event due to the legal requirements prevailing there or due to other reasons, or
  - b) if such products do not arrive in due time, do not arrive undamaged or do not arrive at the venue of the event at all – e.g. as a result of any loss, delay in transport or customs, etc. – or
  - c) if your journey, the journey of your employees or your stand or installation personnel should be delayed or should become impossible – e.g. because a visa is not granted.

You will remain under obligation to pay all the charges agreed upon.

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

### III Construction, arrangement and operation of stands

1. As an exhibitor, you are responsible for ensuring that your trade fair participation, and especially the construction and design of your stand, comply with all the statutory provisions of the Federal Republic of Germany as well as the regulations of this General Section and the Special Section of the Conditions of Participation and the Technical Guidelines. This also applies to the persons working on behalf of the exhibitor, who must be supervised to ensure that they adhere to the regulations.
2. Additional regulations, especially those of an event-related nature, can be found in the Special Section of the Conditions of Participation and in the Technical Guidelines.
3. Any additional technical services that may be required, particularly the installation of electricity, water and safety devices, the recruitment of local auxiliary personnel, etc., can be ordered via the Koelnmesse-Service-Portal (KSP) by means of special order forms against a separate charge. Orders placed by third parties (in particular by stand construction companies) in connection with the construction and design of stand areas are considered to have been commissioned by the exhibitor and at the exhibitor's expense.
4. For the duration of the event the stands must be staffed by personnel and display the products specified in the application and confirmation of acceptance. Vacating the stand prior to the end of the event represents a serious breach of these Conditions of Participation and shall entitle the organizer to assert damage claims and exclude your company from future participation in Koelnmesse Group events.
5. Products and services may only be presented in the stand area listed in the acceptance/stand confirmation. You may not distribute products, flyers and other advertising materials in other areas of the exhibition centre without first receiving the organizer's written permission.
6. The legal stipulations of the Federal Republic of Germany must be complied with during the presentation and sale of products and services. Products that are not intended or approved for sale worldwide must bear a corresponding note or country-specific label.
7. The organizer is entitled to demand that you remove products from your stand that do not correspond to the List of Goods, the presentation of which does not conform with the legal stipulations of the Federal Republic of Germany, or, which through their odour, noises, other emissions or appearance, could constitute a considerable disruption to the operation of the event or put the safety of exhibitors and visitors at risk.

### IV Participation fee and other costs/Terms of payment/Scope of the standardised event services

1. The participation fee for the standardised event services covers the rental of the stand area for the entire duration of the event and the construction and dismantling periods stipulated in the Special Section of the Conditions of Participation, a specific number of exhibitor and work passes, the use of technical and service facilities at the exhibition centre, general hall security, cleaning of the generally accessible hall areas, general hall lighting, and advice on organization, advertising and public relations work for your participation. In addition, the participation fee includes services provided by the organizer as part of the general visitor marketing activities. At the organizer's discretion, these activities especially include a selection of the following services: placing

of advertisements, provision of advertising materials for the exhibitors' own communications measures, direct marketing measures (e.g. publication and dispatch of newsletters and other information to potential visitors by mail, fax, or other means of electronic transmission), provision of an online ticket shop, and event-related Internet domains. The standardised event services also include the provision and supply of energy covered by the flat-rate energy fee; in this respect, please note the corresponding regulations of the Special Section of the Conditions of Participation.

The event services also encompass the inclusion in the list of exhibitors. This is obligatory for each exhibitor, co-exhibitor, group participant and additionally represented company. Please note the corresponding regulations of the Special Section of the Conditions of Participation. The organizer has the right to request additional payment for certain listed services.

2. The participation fee does not include the provision of stand partition walls or other special construction elements.
3. The amount of the participation fee and other costs will be calculated on the basis of the dimensions of the allocated stand space and according to the rates specified in the Special Section of the Conditions of Participation. The size of the allocated floor area is calculated without taking projections, pillars, installation connections and other fixed objects into account.
4. For two-storey exhibition stands, the participation fee for the upper storey is calculated in accordance with the regulations of the Special Section of the Conditions of Participation after the upper storey has been approved following a technical inspection.
5. After your admission, you will receive an invoice for the participation fee and the other costs; the invoiced amount is due immediately upon receipt of the invoice. This also applies to all amounts that must be paid within the framework of the contractual relationship, and, in particular, to invoices, as stipulated by Item II, Paragraph 7 and Paragraph 8 of these Conditions of Participation.
6. All prices are net fixed rates plus any accruing value-added tax as well as any comparable taxes which may be imposed at the venue of the event. Please note the regulations for VAT refunds listed in the Special Section of the Conditions of Participation.
7. In the event of an increase in the organizer's own operating costs, the organizer shall have the right to increase the various prices by the amount that will cover the increase. The increase in its own operating costs may result from rising costs for manufacturing, procurement and labour or from increases in energy costs, fees, taxes and other public duties at the event location. The greatest amount that each individual price can rise is limited to 5% if more than 9 months have passed between the time the contract is concluded and the date the event is held, 7.5% if more than 18 months have passed and 10% if more than 24 months have passed.
8. The settlement of all liabilities within the prescribed period shall be a prerequisite for the occupation of the stand space.

9. Failure to execute payment on time will result in interest being charged of 9% above the base rate according to Art. 288 of the German Civil Code. If the damage incurred by the organizer is greater, he shall be entitled to lodge a claim for these damages. The compensation shall become invalid or be reduced, if you can provide evidence that the organizer has incurred little or no damage as a result of the payment default.

Should settlement of the invoice not be effected by the deadline or in full, the organizer is, in addition, entitled to dissolve the contract with you and to otherwise dispose of the stand area reserved for your company.

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

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

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

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

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

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

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

## **V Co-exhibitors, additionally represented companies, group participations**

1. In principle, stand spaces shall be hired out only as a whole unit and only to one contracting party. As an exhibitor, you are not permitted to relocate, exchange, share, or in any other way make the stand space allocated to you completely or partially accessible to third parties, without the prior consent of the organizer.

2. A stand area may only be used by several companies at once if the stipulations of the Special Section of the Conditions of Participation allow the participation of co-exhibitors and/or additionally represented companies.

3. Use of the stand area by another company with its own products and own staff (co-exhibitor) requires a special application for permission and approval by the organizer. This also applies to companies who have their own products at the stand but none of their own staff (additionally represented companies). Companies which are members of a group as well as subsidiaries are considered to be co-exhibitors.

The organizer reserves the right to demand a special participation fee and other costs for approving co-exhibitors for participation. Such charges and costs will be invoiced to you as the exhibitor. The organizer has the right to limit the number of approved co-exhibitors per exhibitor. If co-exhibitors and additio-

nally represented companies are to be accepted, the preconditions laid out in Item II of these Conditions of Participation apply; these companies are subject to the General and Special Sections of the Conditions of Participation and the Technical Guidelines.

Should you accommodate a co-exhibitor or a company which is additionally represented, without the express permission of the organizer, this shall be grounds for dissolving the contract with you without notice and to have the stand space vacated at your risk and expense. No claims of any kind can be made against the organizer in this case, especially no claims for damages.

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

4. If several companies wish to participate at the event together on one stand – a group participation – then the existing General and Special Sections of the Conditions of Participation and the Technical Guidelines are binding for each individual company. The registration is accomplished by the group organizer, who is responsible for the group participants' adherence to the Conditions of Participation. Subsequent to acceptance and stand area confirmation, a contractual relationship exists exclusively between the group organizer and the event organizer. Exceptions exist in the case of group participants' individual orders for services in their own name and at their own expense; such individual orders are permitted only on site during the period from the first stand construction day to the last official day of the event.

5. If a stand area is jointly assigned to two or more companies, they are jointly and severally liable to the organizer.

## **VI Domiciliary rights**

1. The organizer exercises domiciliary rights throughout the exhibition grounds.

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

3. The house regulations for the Cologne exhibition centre apply in their current-ly valid version.

## **VII Warranty**

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

## VIII Liability/Insurance

1. The organizer's liability, independent of fault, for damages because of initial defects in the assigned object of the contract is excluded.

2. In the event of claims for damages (i) for loss of life, bodily injury or impaired health as well as (ii) for violations of Germany's Product Liability Act caused intentionally or by gross negligence the organizer shall be liable in accordance with the statutory obligations.

Furthermore, the organizer shall be liable for every culpable infringement of an essential contractual obligation. Essential contractual obligations shall pertain only to those contractual obligations which must be complied with during the execution of the contract. This applies to all claims which could arise in connection with this contract.

The organizer is not otherwise liable for simple negligence. Other contractual and/or legal damage claims of any type, including damage claims for consequential damages, shall be excluded, unless the damage was caused by the intentional or grossly negligent action of the organizer.

If the organizer is liable for damages, this liability is limited to damages that the organizer should have foreseen at the time of the contract's conclusion as the possible consequence of a breach of contract or that should have been foreseen had the usual care been exercised. Moreover, indirect and consequential damages are only eligible for compensation if such damage can typically be expected to occur.

The foregoing limitations of liability shall apply, to the full extent, to the executive organs, employees, legal representatives, persons employed in performing an obligation and vicarious agents, whose services are used by the organizer for the performance of the contract. (This also applies to personal liability in each case.)

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

The responsibility of the event organizer is limited to fault in all cases without prejudice to any limitations of liability under these Conditions of Participation.

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

3. The organizer does not assume any obligation to exercise proper care of exhibits, stand fittings and objects which are the property of the stand personnel.

The organizer transfers the general surveillance of the trade fair halls and the outdoor areas, the supervision of the exterior grounds, and the security checks at the entrances to security agencies and their uniformed guards and non-uniformed personnel.

Every visitor and exhibitor in the exhibition hall must have a valid admission ticket or exhibitor pass and show it to the aforementioned security staff upon request. This general surveillance does not include the guarding and securing of individual stands or stand components.

4. In the event of contracts that provide for the procurement of certain items, then, unless otherwise expressly agreed in individual cases, the organizer does not assume the risk of procurement.

5. The organizer does not conclude insurance policies for specific stands. The organizer has concluded a framework agreement for exhibition insurance against the usual insurable dangers such as fires, burglary, theft, damage, water damage, etc., including the risks associated with the delivery and removal of the exhibits.

The exhibitor can cover his participation risks at its own expense in accordance with this framework agreement (order form accessible through the online service tool). All cases of theft and damage must be immediately reported to the police, the organizer and the insurance company at Messewache Ost (Security Office East at Entrance East) and thereafter registered in writing.

Exhibitors are strongly recommended to insure exhibits and take out sufficient exhibition insurance for the duration of the trade fair and the construction and dismantling periods. Stand security personnel may only be provided by the security agencies that have been commissioned for this purpose by the organizer.

6. As an exhibitor, you will be liable to the organizer and to third parties for any damage inflicted on the organizer or on third parties, provided that such damage is attributable to your culpable action or the culpable action of your personnel, your employees or any third party which you have appointed or any other third parties, whose services you are using for the purpose of fulfilling your obligations. In this regard, you must exempt the event organizer from all claims by third parties. It is necessary to observe strict compliance with the Technical Guidelines which will be handed over to you by the organizer, as well as with the information from the organizer's circular letters pertaining to questions on the preparation and implementation of the event.

7. The exhibitor shall irrevocably indemnify the organizer from all claims by third parties insofar as these are based on the exhibitor's presentation, the design of the exhibitor's stand, the products presented at the exhibitor's stand, or the intellectual content of these products violating the rights of third parties (in particular, but without being limited to, copyrights, the rights to names and images, trademark rights, competition rights and publicity rights) or other statutory provisions. This indemnity obligation encompasses all of the associated costs and expenses (in particular, but without being limited to, warning and legal costs as well as court fees).

## IX Assertion of claims/period of limitation

1. The exhibitor's claims against the organizer — of whatever type — must be submitted to the organizer in writing immediately or, at the very least, during the course of the event. The date on which the organizer receives the claim will be the sole criterion for determining if it has been received by the deadline. Claims which are received at a later date cannot be considered.

2. Their claims against the organizer arising from the contractual relationship as well as all other claims relating thereto, shall become statute-barred after 6 months. The limitation period shall commence at the end of the month, in which the closing date of the event falls. This does not apply to damage claims resulting from (i) loss of life, bodily injury or impaired health, (ii) Germany's Product Liability Act, (iii) essential contractual obligations and (iv) damages caused by the organizer's intentional or grossly negligent actions. The statutory periods of limitation apply in such cases.

This does not apply to damage claims resulting from (i) loss of life, bodily injury or impaired health, (ii) Germany's Product Liability Act, (iii) essential contractual obligations and (iv) damages caused by the organizer's intentional or grossly negligent actions. The statutory periods of limitation apply in such cases.

## X Place of fulfilment/place of jurisdiction/applicable law

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

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

## XI Reservations / force majeure, cancellation of the event

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

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

2. The organizer shall have the right to reschedule, shorten, extend or cancel the event, as well as to terminate the event temporarily or definitely, in part or in whole, if such an action is required due to reasons for which he is not responsible or unforeseen events such as force majeure, e.g. natural disasters, wars, strikes, terrorist attacks or the breakdown or obstruction of traffic, supply and/or communication links. The organizer shall immediately notify the exhibitor of such circumstances, provided he is not also prevented from doing so by force majeure. In such cases, the exhibitor has no claim to have the resulting damages recompensed.

3. In case the event is cancelled as a result of one of the cases mentioned in Clause 21, you, as an exhibitor, are obligated to cover an appropriate share of the costs incurred to prepare the event if the organizer requests you to do so. This share shall amount to no more than 50% of the agreed-upon user fee. The specific amount that each exhibitor has to bear is determined on the basis of the sum of all the costs that the organizer has already incurred, divided by the number of exhibitors and taking into account the size of the exhibition space that each exhibitor has booked.

4. If cases of force majeure prevent the organizer or its service partners from fulfilling some or all of their obligations, the organizer is released from its obligations until the force majeure ceases. The organizer shall immediately notify the exhibitor of such actions, provided the organizer is not prevented from doing so by force majeure as well. Strikes, lockouts, regulatory intervention and the impossibility of providing auxiliary materials such as electricity are considered to be the equivalent of force majeure, unless they are of short duration or caused by the organizer.

5. You shall have the right to rescind the contract, if you lose your interest in participating in the event because of one of the cases mentioned in Clause 2, and if you waive the reservation for the stand space allotted to you. Upon obtaining knowledge of the change, the rescission of the contract must be declared in a written statement and without undue delay. In case of the cancellation of an event, the organizer shall not be liable for damages and/or other losses which may be incurred on your part.

## XII Final provisions

1. By signing the application form you recognize the organizer's Conditions of Participation (the General and Special Sections, the Technical Guidelines and all other regulations relating to the contractual relationship) as binding. The contractual relationship is subject solely to these stipulations. Divergent or supplementary terms from the exhibitor do not become part of the contract even if the organizer does not specifically object to them. This applies especially to diverging conditions of payment.

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

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

