

www.CFC-Cologne.com

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11–13 JANUARY 2015
CHILDREN'S FASHION
COLOGNE INSPIRED BY **luna**

YOUR REGISTRATION DOCUMENTS



Essential information in brief

Please also refer to our enclosed Conditions of Participation.



CFC Cologne
11. - 13.01.2015

The registration documents include

1.10 Application for main exhibitors
1.11 Enclosure to the application for main exhibitors
1.20 Application for co-exhibitors
1.30 List of products
Z.01 Exhibitors passes
Conditions of participation – Special section
Conditions of participation – General conditions of participation
Koelnmesse subsidiaries, representatives and information centres

1 Opening times

For exhibitors: daily from 09:00 a.m. to 07:00 p.m.
For visitors: daily from 10:00 a.m. to 06:00 p.m.

2 Registration

Form 1.10 must be submitted by each main exhibitor. Please fill out the registration form completely, stamp it with your company seal, and have a responsible person sign it. The registration is only valid when accompanied by the List of products on **Form 1.30**. Co-exhibitors* are required to register using **Form 1.20**. A separate List of products – **Form 1.30** – must be filled in for each of these companies (please copy if necessary). In addition, **Form 2.10 A/B** must also be submitted, see Section 16. *see Item V of the General Conditions of Participation

3 Participation fees and other costs

Upon registration by 30.11.2014: 149.00 EUR/m²

Upon registration as of 01.12.2014: 169.00 EUR/m²

In addition, a flat rate electricity fee* of 8.00 EUR per m² and an AUMA fee* of 0.60 EUR per m² are charged. Exhibitors are also invoiced for a down payment for services*. All prices are net prices and do not include VAT at 19%. The down payment for services amounts to 13,00 Euro per m² for firsttime exhibitors plus the Media Package to the amount of 359,00 Euro. Other cases are subject to the regulation in Section 3.4 of the Special Conditions of Participation. *see Item 3 of the Special Section of the Conditions of Participation

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

4 Turnkey stands

Koelnmesse offers turnkey stands. Why not take advantage of this service? These stands are available in various designs.
Tel. +49 221 821-2192

5 Construction times / Dismantling times

Start of construction period: Thursday, 08th January 2015, 8 a.m.
End of construction period: Saturday, 10th January 2015, 6 p.m.
Start of dismantling period: Tuesday, 13th January 2015, 6 p.m.
End of dismantling period: Wednesday, 14th January 2015, 6 p.m.
Dismantling may not begin earlier than 6 p.m. on 13th January 2015 and must be completed by 6 p.m. on 14th January 2015 due to construction work of the following events. The time for stand assembly and dismantling may only be extended after an application has been submitted to Koelnmesse and the extension is approved. Such extensions are subject to a fee of 250.00 EUR per day.

Clearing the stand before the specified time is forbidden
leaving 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 is entitled to impose a fine of up to 2,500.00 Euro (depending on the severity of the violation) for each such violation and/ or to exclude the exhibitor from subsequent events.

6 Stand confirmation

After your company has been accepted for the event, you will receive confirmation for your stand area as well as your personal access information for the online ordering system at the Koelnmesse-Service-Portal.

7 Technical guidelines / services

You may download the Technical Guidelines from the trade fair website or from www.koelnmesse-service-portal.com. You also have the option of requesting the Technical Guidelines in printed form and on CD-ROM. Our entire range of services can be ordered online at the Koelnmesse- Service-Portal. We will e-mail you the login information after you have obtained your stand area confirmation.

8 Maximum stand height / special constructions

The maximum permissible stand height (including signs, banners and other advertising material) is standardised at 4.00 m. The heights of two-storey stands are determined by agreement. On request, Koelnmesse can approve a higher stand height insofar as technical and construction-related requirements are met (see Form 3.10 in the Service Package). Rear walls must be neutral in design. In addition, lighting equipment may be suspended from the hall ceiling, whereby the maximum permissible distance from the upper edge of the lighting to the hall floor is 4m. Please note that for any objects hung from the hall ceiling, neither the lighting equipment nor its mounts may be connected to the stand construction.

9 Scale-drawings of stands

Sketches of stand spaces can be provided on a scale of 1: 200 upon request by the exhibiting companies.

10 Withdrawal / non-participation

The contractual relationship can no longer be terminated once the stand has been bindingly registered and confirmed. The organizer can agree to the request for release from the contract only in exceptional cases if the stand space not required can be rented to another exhibitor. In this instance the organizer is entitled to demand a general reimbursement of the costs incurred corresponding to 25% of the participation fee, but at least 1,000.00 Euro. If the space cannot be re-rented, the full participation fee must be paid. Please see "General Conditions of Participation", Item II. If the stand area is not rented out to a third party it cannot be rented out to a first-time exhibitor. A withdrawal fee of 100% of the stand rental invoice has to be paid.

11 Invoicing

You will receive the invoice for the stand area along with your free exhibitor and work passes **from** December 2014. Please observe the terms and conditions of payment listed under Item IV of the General Conditions of Participation.

12 VAT refunds

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.

13 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:

- 2 passes for a stand up to 6 m²
- 4 passes for a stand up to 10 m²
- 6 passes for a stand up to 20 m²
- 1 pass for each additional 10 m² up to a stand size of 100 m²
- 1 pass for each additional 20 m² above this area

14 Work passes

Together with the invoice, you will receive free work passes that allow personnel and external stand construction personnel to access the fairgrounds during the construction and dismantling periods.

- 1 pass for a stand up to 6 m²,
- 2 passes for a stand up to 10 m²,
- 3 passes for a stand up to 20 m²,
- 1 pass for each further unit or part unit of 20 m² up to a stand area of 100 m²,
- 1 pass for each further unit or part unit of 40 m² above this area.

15 Media Package

The Media Package is a comprehensive and eye-catching solution for all phases of your trade fair communication. The efficient combination of online, print and mobile marketing maximizes your messages' visibility. All main exhibitors, co-exhibitors and additionally represented companies are obliged to order the Media Package, which guarantees them an entry in the trade fair catalogue. A fee of 359.00 Euro is charged for this service. After receipt of the approval/stand space confirmation, you will receive all ordering information and documents for the Media Package from our official partner, Neureuter Fair Media. Please note that the editorial and advertising deadline is 15th of December 2014.

16 A note on unofficial exhibitors' directories

Among many exhibitors there have been misunderstandings and questions concerning offerings of entries in seemingly official lists of exhibitors. The suppliers of these lists of exhibitors mail unsolicited forms which give the impression that they are proof copies or invoices from the publisher that has been commissioned to publish the official catalogue for the trade fair. These entry offers are actually forms for ordering entries in lists of companies or exhibitors that are entirely unrelated to the official trade fair catalogue of Koelnmesse GmbH. As part of the Media Package, the official trade fair catalogue is published by Koelnmesse GmbH in cooperation with the catalogue publisher commissioned by Koelnmesse GmbH for that particular event. Entries in the official catalogue can be ordered only from Koelnmesse GmbH or the catalogue publisher commissioned by Koelnmesse for the event in question.

17 Koelnmesse offices abroad

Koelnmesse has representative offices in over 80 countries, as well as in Berlin. They will gladly assist you at any time. You can find the contact details at www.koelnmesse.de.

18 Arrival and Departure

Because of road closures and vehicle weight restrictions in the vicinity of the exhibition centre, special conditions are in effect for trade traffic. (www.cfc-cologne.com/en/cfc/anreise_aufenthalt/index.php)

19 Important contacts

	Tel.: +49 221 821-	Fax: +49 221 821-
CFC Projekt Team	-3206, -2510, -2704	-3283
Press	-2915, -3082	-3977
Protocol	-2595	-3402
Account department	-2378	-2506
Cash office (additional exhibitor, passes & catalogues)	-2996	-3437
Congresses, special events, conference rooms	-2223	-3430
Security office north (Messewache Nord)	-2551, -2552	-3780
Security office east (Messewache Ost)	-2550, -2549	-3450
Turnkey stands	-2192	-2188
Technical services	-2709	-2154
Marketing services	-3998	-3501
Exhibition facilities	-2714	-3287
Car parking	-3998	-3999
Traffic controlling (truck parking)	-3588, -2838	-991335
Forward agents (customs clearance/storage/transport)		
– Schenker	+49 221 981310	+49 221 318890
– Kühne & Nagel	+49 221 2849240	+49 221 2849243
Insurance	+49 221 77156359	+49 180 202505059
Security	-2456, -2818	-3435
Arranging personnel		
– Hostesses/service staff	+49 221 28492-05/-06	+49 221 8800066
– Construction/dismantling staff	-2882	+49 221 45559636
Restaurants/stand catering	+49 221 2849444	+49 221 2849445
Hotel accommodation	-3857	-3739
Media Services (Trade fair catalogue, Media Package, advertising material)	+49 201 36547 238	+49 201 36547 325



11. - 13.01.2015

Customer no.:

0 1 4 0

Customer no.:

Main exhibitor:

Registration for main exhibitor

Must be returned. List of products (Form 1.30)
must be filled in for registration to be valid.

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:

Postal Code /
City:

State /
Country:

Tel:

Fax:

E-Mail*:

Internet*:

*Entry required for the Media Package

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

☐ Mr. ☐ Ms.

Correspondence language:

☐ german ☐ english

Register
first letter of
company name

Contact person for the exhibition is:

☐ Mr. ☐ Ms.

Tel:

Fax:

E-Mail:

1.2 We are:

- ☐ Manufacturer ☐ Importer
☐ Trading Company ☐ Distributor
☐ Sales representative ☐ Association/Institution
☐ Service provider ☐ Specialised media

1.3 We are registered with the:

☐ Commercial register

At the
Magistrate Court in:

Commercial
Register no.:

1.4 Turnover tax ID number (VAT):

(Required for exhibitors from EU-countries)

1.5 We are members of the following associations:

(if applicable)

2 Stand requirements

(Is subject to availability. Not part of the contract.)

2.1 According to the Conditions of Participation we order the following space at a price (+ VAT) of Upon registration by 30.11.2014: 149.00 EUR/m²

Upon registration as of 01.12.2014:
169.00 EUR/m²

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

plus. 8.00 EUR/m² flat-rate charge
plus. 0.60 EUR/m² AUMA fee (Federal Trade Show Tax)
plus. 13.00 EUR/m² Exhibitor down payment for services
plus. the Media Package to the amount of 359.00 EUR
participation fee per co-exhibitor 700.00 EUR

Space in total m²

Frontal Width in meters min max

Depth in meters min max

2.2 The stand construction will be ordered from

☐ Koelnmesse GmbH (Please submit a separate form!)

3 Products or Services to be exhibited

The application is only valid with the attached List of
products! See "Essential Information" Please indicate your
products / services on the enclosed List of products. Only goods
listed here are permitted at CFC-Cologne.

Please note:

The event organizer will use and proceed the information provided
in this form within the framework of the fulfilment of contractual
duties via an automated procedure that takes the regulations
stipulated under the Federal Data Protection Law of the Federal
Republic of Germany into account.

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

X

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



11. - 13.01.2015

Customer no.:

0 1 4 0

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Main exhibitor:

**Enclosure to the application
for Main Exhibitor**
Invoice address/Address for
correspondence

1.11

- 1 Invoice address – if different from Main Exhibitor**
If **invoice** should be charged to address other than the one of
the Main Exhibitor please enter below:

Correspondence language:

☐ german ☐ english

Company/Name:

Street:

Postal Code /
City:

P.O.Box:

Postal Code /
City:

State /
Country:

Tel:

Fax:

E-Mail:

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 different from Main Exhibitor**
If **correspondence** should be sent to address other than the
one of the Main Exhibitor please enter below:

Correspondence language:

☐ german ☐ english

Company/Name:

Street:

Postal Code /
City:

P.O.Box:

Postal Code /
City:

State /
Country:

Tel:

Fax:

E-Mail:

Please note:

The event organizer will use and proceed the information provided
in this form within the framework of the fulfilment of contractual
duties via an automated procedure that takes the regulations
stipulated under the Federal Data Protection Law of the Federal
Republic of Germany into account.

X

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

Koelnmesse GmbH
Postfach 21 07 60
50532 Köln
Germany
Fax +49 221 821-3283
cfc@koelnmesse.de



11. - 13.01.2015

Customer no.:

0 1 4 0

Main exhibitor:

Registration for Co-exhibitors*

List of products (Form 1.30) must be
filled

in for registration to be valid

1.20

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

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

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

Street:

Postal Code /
City:

P.O.Box:

Postal Code /
City:

State /
Country:

gen.
Tel:

gen.
Fax:

gen.
E-Mail:

Internet:

Contact person:

☐ Mr. ☐ Ms.

E-Mail

Contact person:

Customer no.:

0 1 4 0

Register
first letter of
company name:

The company is: ☐ Manufacturer
☐ Importer
☐ Trading Company
☐ Distributor

☐ Sales representative
☐ Association/Institution
☐ Service provider
☐ Specialised media

The company is represented with:

☐ own products
☐ own staff

Turnover tax ID number (VAT):
(Required for exhibitors from EU-countries)

The participation fee per co-exhibitor is to 700.00 EUR (plus
VAT) and will be charged to the main exhibitors' account.
This fee does not include the entry in the Media Package.

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

Street:

Postal Code /
City:

P.O.Box:

Postal Code /
City:

Postal Code /
City:

gen.
Tel:

gen.
Fax:

gen.
E-Mail:

Internet:

Company Name

☐ Mr. ☐ Ms.

E-Mail

Contact person:

Customer no.:

0 1 4 0

Register
first letter of
company name:

The company is: ☐ Manufacturer
☐ Importer
☐ Trading Company
☐ Distributor

☐ Sales representative
☐ Association/Institution
☐ Service provider
☐ Specialised media

The company is represented with:

☐ own products
☐ own staff

Turnover tax ID number (VAT):
(Required for exhibitors from EU-countries)

The participation fee per co-exhibitor is to 700.00 EUR (plus
VAT) and will be charged to the main exhibitors' account.
This fee does not include the entry in the Media Package.

Please ensure that the entries in this form are identical with
the ones made for the Media Package.
You will receive the order form for the Media Package
following the stand confirmation.
Please provide a separate List of products (Form 1.30) for each
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.

Please note:

The event organizer will use and proceed the information provided in this form
within the framework of the fulfilment of contractual duties via an automated
procedure that takes the regulations stipulated under the Federal Data
Protection Law of the Federal Republic of Germany into account.

X

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



11. - 13.01.2015

Customer no.:

0 1 4 0

Main exhibitor:

List of products
2 pages

1.30

Name of exhibitor/co-exhibitor/additionally represented firm*:

Names of the collections / brands:

*Please use one list of exhibits per company

For exhibitors/additionally represented firm:
Name of main exhibitor:

Competitors:

Main product:

(Please complete absolutely)

No:

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Price Segment:

- ☐ Commercial fashion
☐ Contemporary fashion
☐ High-end fashion

010000 Fashionwear for Infants, Children and young people
012000 Maternity-Wear
013000 Children's Shoes
020000 Accessoires
030000 Interior, Design and other products
090000 Press / Other

Please note:

This List of Products does not serve as a basis for automatic inclusion in the List of Products in the catalogue included in the Media Package. After receipt of the approval/stand space confirmation, you will receive all ordering information and documents for the Media Package from our official partner, Neureuter Fair Media.

List of products ☒ (Please cross the corresponding items)

010000 Fashionwear for Infants, Children and young people

- | | |
|--------------------------|--|
| <input type="checkbox"/> | 010010 Baby-First Equipment (Size 0-68) |
| <input type="checkbox"/> | 010001 Baby Fashion (Size 74-86) |
| <input type="checkbox"/> | 010002 Children's fashion (Size 92-122) |
| <input type="checkbox"/> | 010003 Youth fashion (Size 128-176) |
| <input type="checkbox"/> | 010200 Girl's Clothing |
| <input type="checkbox"/> | 010201 Dresses, Costumes, Skirts |
| <input type="checkbox"/> | 010202 Blouses |
| <input type="checkbox"/> | 010203 Blazers, Jackets |
| <input type="checkbox"/> | 010300 Boy's Clothing |
| <input type="checkbox"/> | 010301 Suits |
| <input type="checkbox"/> | 010302 Shirts, Casual Shirts |
| <input type="checkbox"/> | 010303 Jackets, Blazers |
| <input type="checkbox"/> | 010304 Trousers |
| <input type="checkbox"/> | 010305 Coats |
| <input type="checkbox"/> | 010306 Pullovers, Cardigans |
| <input type="checkbox"/> | 010307 Shirts |
| <input type="checkbox"/> | 010400 Anoraks |
| <input type="checkbox"/> | 010500 Denim/Streetwear |
| <input type="checkbox"/> | 010600 T-Shirts/Sweat-Shirts |
| <input type="checkbox"/> | 010700 Sportswear |
| <input type="checkbox"/> | 010701 Jogging-Suits |
| <input type="checkbox"/> | 010702 Outdoor Clothing |
| <input type="checkbox"/> | 010703 Function Wear |
| <input type="checkbox"/> | 010800 Swimwear, Beachwear |
| <input type="checkbox"/> | 010900 Leather and Fur Clothing |
| <input type="checkbox"/> | 010100 Communion Wear and Accessoires |
| <input type="checkbox"/> | 010101 Confirmation Wear and Accessoires |
| <input type="checkbox"/> | 010102 Baptismal Robes and Accessoires |
| <input type="checkbox"/> | 010250 Rainwear, Protective Clothing |
| <input type="checkbox"/> | 010350 Underwear |
| <input type="checkbox"/> | 010450 Nightwear |
| <input type="checkbox"/> | 010550 Homewear |

- | | |
|--------------------------|------------------------------|
| <input type="checkbox"/> | 010551 Bathrobes |
| <input type="checkbox"/> | 010552 Total Look Specialist |

012000 Maternity-Wear

- | | |
|--------------------------|---|
| <input type="checkbox"/> | 012001 Maternity Cloths |
| <input type="checkbox"/> | 012002 Swimwear |
| <input type="checkbox"/> | 012003 Outdoor Clothing |
| <input type="checkbox"/> | 012004 Lingerie |
| <input type="checkbox"/> | 012005 Day- and Nightwear |
| <input type="checkbox"/> | 012006 Nursingwear |
| <input type="checkbox"/> | 012007 Shapewear |
| <input type="checkbox"/> | 012008 Health - Relaxation |
| <input type="checkbox"/> | 012009 License Articles |
| <input type="checkbox"/> | 012010 Breastfeeding, Nursing Pads, Equipment |

013000 Children's Shoes

- | | |
|--------------------------|-----------------------------------|
| <input type="checkbox"/> | 013001 Children's Shoes |
| <input type="checkbox"/> | 013002 Baby's First Walking Shoes |

020000 Accessoires

- | | |
|--------------------------|---|
| <input type="checkbox"/> | 020200 Caps, Hats, Headgear |
| <input type="checkbox"/> | 020201 Stockings, Socks, Tights, Leggings |
| <input type="checkbox"/> | 020202 Scarves, Neckkerchiefs, Gloves |
| <input type="checkbox"/> | 020203 Bags, Rucksacks |
| <input type="checkbox"/> | 020204 Belts |
| <input type="checkbox"/> | 020205 Braces, Ties |
| <input type="checkbox"/> | 020206 Jewelry, Watches |
| <input type="checkbox"/> | 020207 Glasses |
| <input type="checkbox"/> | 020208 Umbrellas |
| <input type="checkbox"/> | 020209 Diaper Bags |

Main exhibitor:

0	1	4	0
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Customer no.:

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030000 Interior, Design and other products

<input type="checkbox"/>	030300 Furniture
<input type="checkbox"/>	030301 Decoration
<input type="checkbox"/>	030302 Bed Articles, Bed Linen
<input type="checkbox"/>	030303 Sleeping Bags
<input type="checkbox"/>	030304 Toys
<input type="checkbox"/>	030305 Dummies, dummy chains, Bottles, Rings
<input type="checkbox"/>	030306 Bibs
<input type="checkbox"/>	030307 Breast Pumps, Equipment
<input type="checkbox"/>	030308 Baby Carrying Constructions
<input type="checkbox"/>	030309 Acoustic and Optic Supervisory Devices
<input type="checkbox"/>	030310 Cosmetics
<input type="checkbox"/>	030311 Fair Trade & Eco Products

090000 Press / Other

<input type="checkbox"/>	090001 Consumer Magazines
<input type="checkbox"/>	090002 Trade Press
<input type="checkbox"/>	090003 Associations & Institutions



11. - 13.01.2015

Customer no.

0 1 4 0

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Hall/Aisle/Stand No

**Exhibitors' passes
(against payment)/
Work passes
(free of charge)**

Z.01

Company

Department / contact

Full address, postal code, town, country

Tel.

Fax

E-Mail

In accordance with the Conditions of Participation we apply herewith for the following exhibitor passes in addition to those which we are already entitled for our stand area

exhibitor passes against payment
(prices per pass, incl. VAT)
30.00 EUR

We have taken note of the following:

Exhibitor passes are valid only for persons working at the stand during the duration of the trade fair, including the construction and dismantling times.

Exhibitor passes and passes for stand construction personnel.

Each exhibitor receives **free of charge** and valid for the period from the day on which assembly work begins to the final day of dismantling.

- 2 passes for a stand up to 6 m²,
- 4 passes for a stand up to 10 m²,
- 6 passes for a stand up to 20 m²,
- 1 pass for each further unit or part unit of 10 m² up to a stand area of 100 m²,
- 1 pass for each further unit or part unit of 20 m² above this area.

Additionally you will receive a certain amount of work passes **free of charge** according to your booth size.

The passes are sent to exhibitors together with the invoice for the participation fee.

We are aware that:

Please note:

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

Data protection policy:

The details entered on this order form are automatically collected by Koelnmesse GmbH and used for the purpose of editing and processing of your order of exhibitor passes (against payment), in line with the regulations of the Federal Data Protection Law of the Federal Republic of Germany.

Invoice address (if different from the registered company address):

Company

Contact person

Full address

Tel.

Fax

E-Mail

Delivery address (if different from the registered company address):

Company

Contact person

Full address

☐ We would like to order additionally delivery via courier: Inside Germany 12.00 Euro; Outside Germany 10.00 Euro

X

Place, Date, Legally binding signature and company stamp

Conditions of Participation Special Section



CFC Cologne
11. - 13.01.2015

1 Organiser, event, venue and dates, visitor admission

1.1 Title

The CFC Cologne is being organised by Koelnmesse GmbH, Messeplatz 1, 50679 Köln, Germany.

The event will be held at the Cologne Exhibition Centre from Sunday, 11.01.2015 to Tuesday, 13.01.2015.

1.2 Opening times

For exhibitors, daily from 09:00 a.m. to 07:00 p.m.
For visitors, daily from 10:00 a.m. to 06:00 p.m.

1.3 Stand construction and dismantling

Stand construction may begin at 08:00 a.m. on Thursday, 08.01.2015. Construction must be completed by no later than 06:00 p.m. on Saturday, 10.01.2015. The aisles must be completely cleared by this time. Dismantling of the exhibition stand and the goods presentation may not begin before the end of the event at 06:00 p.m. on Tuesday, 13.01.2015. Admission for dismantling personnel from: 06:00 p.m. Trucks will be permitted to enter from: 08:00 p.m. Dismantling of all stands and exhibits must be finished by 06:00 p.m. on Wednesday, 14.01.2015.

Clearing the stand before the specified time is forbidden

The registered and authorised products must be on display at the stand, and stand personnel must be in attendance, for the entire duration of the fair (General Section of the Conditions of Participation, Item III, Paragraph 3). Dismantling of the exhibition stand and the product presentation may not begin before the end of the event at 6:00 pm on Tuesday, 13th January 2015. This means that the stand may not be partially or completely cleared, and products may not be packed away, before this time.

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 is entitled to impose a fine of up to 2,500.00 Euro (depending on the severity of the violation) for each such violation and/or to exclude the exhibitor from subsequent events.

1.4 Visitor admission

CFC Cologne is a trade fair. Only trade visitors are admitted.

2 Eligibility to participate

2.1 Exhibitors

Only manufacturers that are entered in the Commercial Register or in the Handicrafts Register are permitted to participate at CFC Cologne. Such producers must exhibit products that correspond to the focus of the event (see the List of Products). You may only participate as an exhibitor if the exhibited products are manufactured or developed by your company itself or developed or produced on its behalf and exclusively marketed or, in the case of services, exclusively provided by your company. You can exhibit for the companies you represent as a trade representative, sales company, association and importer insofar as the goods exhibited are not offered by any other company at the trade fair and you possess the necessary rights to present the exhibits. Koelnmesse also requires that proof of the nature of the manufacturer's business or of the activities as the manufacturer's sales company or importer be submitted in appropriate form on demand. Decisions on company admissions, eligible products and the location of exhibitor stands will be made by Koelnmesse. In the event of a rejection, you will receive a separate letter. All exhibited products and services must correspond to the focus of the event. See the accompanying List of Products, Form 1.30. The products must be new ex-works. Products and services that do not correspond to the List of Products and used products may not be exhibited or offered.

2.2 Co-exhibitors

The participation of co-exhibitors and/or additionally represented companies at CFC Cologne is possible.

A special application and an acceptance by the organiser are required for the use of the stand area by a co exhibitor (see Item V of the General Section of the Conditions of Participation).

3 Participation fee and other costs

3.1

Upon registration by 30.11.2014:

149.00 Euro/m²

Upon registration as of 01.12.2014:

169.00 Euro/m²

The participation fee does not include the provision of stand partition walls or other special construction elements. For two-storey exhibition stands, the actual allotted area in the upper storey following the technical inspection is calculated at 50 % of the price per m² of floor area.

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

3.2 AUMA fee

The Association of the German Trade Fair Industry (Ausstellungs- und Messeausschuss der Deutschen Wirtschaft e. V. – AUMA) charges you a fee of 0.60 Euro per m² of exhibition space for representing your interests. Koelnmesse will calculate and collect the fees in the name of, and on the account of, AUMA. More detailed information is available at www.auma-messen.de.

3.3 Energy costs

Exhibitors will be charged a proportional flat-rate energy fee of 8.00 Euro per m² of occupied stand area.

3.4 Down payment for services

Koelnmesse GmbH is entitled to collect an adequate down payment for the services provided at an event – e.g., electricity and water supplies, stand cleaning, etc. The amount of the down payment for services is based on the services invoiced at the previous event. For exhibitors that did not take part in the previous event, the down payment amounts to 13.00 Euro per m² plus the Media Package to the amount of 359.00 Euro.

Following the event, a separate invoice will be drawn up for the services provided; the down payment will be credited to this amount. Invoice amounts are payable immediately upon receipt. If the down payment exceeds the amount charged for services provided, the excess amount will be paid back to the exhibitor. Exhibitors are not entitled to have interest paid on their down payment.

3.5 Co-exhibitor fee

Insofar as the inclusion of other companies is permitted at your stand (see Item V of the General Section of the Conditions of Participation/Item 2.2 of these conditions), a co-exhibitor fee of 700.00 Euro per company will be charged. The price of the Media Package is not included in this fee (see Item 7). The co-exhibitor fee remains payable should the co-exhibitor not participate in the event.

3.6 Catalogue

Entry in the Media Package (Print catalogue, Online catalogue, Mobile catalogue) is obligatory and costs 359.00 Euro (see Item 7).

3.7 VAT

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

3.8 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.

3.9 Costs in the event of non-participation

3.9.1 After receipt of acceptance/stand area confirmation

You cannot normally withdraw from the contract after you have received the admission/stand area confirmation. The regulations contained in Item II of the General Section of the Conditions of Participation apply. In the event of non-participation, companies that have registered for a trade fair must pay compensation. 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 1,000.00 Euro.

3.9.1.1 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

3.9.1.2 In a case where the stand construction has been ordered independently of the registration of a stand area, the provisions of Koelnmesse's General Terms and Conditions for services apply. You can download Koelnmesse's General Terms and Conditions for services from the event's website or from www.koelnmesse-service-portal.com

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

4 Stand sizes and construction

4.1 Stand size

The minimum stand size is 9 m². Please note that hall pillars and other fixed construction elements may be present in the rented stand area. Minor deviations from the requested stand size do not entitle an objection to be made under Item II of the General Section of the Conditions of Participation. Trade fair partition walls for separating the stand area are not automatically provided. If needed as stand construction elements, however, they can be ordered for a fee using Form S.10. This fee does not include stand construction. Koelnmesse will erect partition walls only if this is necessary for safety reasons due to the installation of water pipes or electrical systems.

4.2 Responsibility

Stand construction and design must adhere to all regulations that are valid in Germany (including the 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). All these provisions apply to both the company's 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 the exhibitor or on the exhibitor's behalf in connection with the construction and design of the stand. The exhibitor is responsible for ensuring that all regulations are complied with. The exhibitor must supervise construction personnel and other persons working on their behalf to ensure that they adhere to the regulations.

4.3 Maximum stand height

The maximum permissible stand height is set at 4 m, insofar as this is permitted by the hall ceiling and any fixed structures that may be present. As long as the technical guidelines are observed when designing and erecting stands, there is no need to submit for approval drawings for onestorey stands that do not exceed the permitted height. All other stands and designs must be approved, particularly if the stand features special structures or meeting areas, or static calculations are required. Plans must be submitted in duplicate for approval by Koelnmesse in good time before the work is carried out, and at least 6 weeks before the event commences. These documents, which can be scrutinized, consist of ground plans, views and design cross sections with all measurements.

4.4 Notice of approval

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

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

4.5 Form of stand

The following terms are used for the stand forms:

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

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

4.6 Construction and design of the stands

The stand must be constructed to comply with the form of the stand confirmed. The arrangement of the stand is left to the exhibitor but should be appropriate for the event in question. The exhibitor has to obtain information on the load capacity of the hall floor and the hall headroom. Only the on-site measurements apply to stand space. Banners and company signs are not permitted to encroach into the aisles. Koelnmesse Service also offers a completely outfitted turnkey stand system. Orders can be placed at www.koelnmesse-service-portal.de (KSP).

5 Exhibitor and work passes

5.1 Exhibitor passes

Each exhibitor will receive free passes that are valid from the first day of construction work through the final day of dismantling:

- Two passes for a stand up to 6 m² in size
- Four passes for a stand up to 10 m² in size
- Six passes for a stand up to 20 m² in size
- One additional pass for each additional 10 m² or part thereof, up to a stand size of 100 m²
- One additional pass for each additional 20 m² or part thereof, for a stand size of 100 m² or more

The passes will be 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 Sales Service Centre (Form Z.01) for a fee.

5.2 Work passes

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

- One pass for a stand up to 6 m² in size
- Two passes for a stand up to 10 m² in size
- Three passes for a stand up to 20 m² in size
- One additional pass for each additional 10 m² or part thereof, up to a stand size of 100 m²
- One additional pass for each additional 20 m² or part thereof, for a stand size of 100 m² or more

The passes will also be sent together with the invoice for the participation fee. If more work passes are needed, they can be requested from the Koelnmesse Exhibitor Service Centre.

5.3 Exchange and return of passes

All passes are issued for specific individuals and are non-transferable. If the stand personnel is changed during the event, you can exchange used exhibitor passes (i.e. passes bearing a name) for one time and free of charge for a new pass. The passes are issued by the Exhibitor Service 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 selling it or giving it free of charge – is not permitted and is a serious violation of the Conditions of Participation, as stipulated by Item VI of the General Section of the Conditions of Participation.

6 Rules on selling

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

7 Media Package

7.1 Elements of the Media Package

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

- Entry in the alphabetical list of exhibitors, **new:** including QR code (Print Catalogue)
- Logo image in alphabetical list of exhibitors (Print Catalogue, Online and Mobile Catalogue)
- Two entries in the product group list (Print Catalogue)
- Entry in the Online Catalogue with company name, address, stand location, website and E-Mail address, and all of the product groups you indicated in Form 1.30
- Entry and activation for CFC Matchmaking365 with all of the product groups you indicated in Form 1.30

- Activation for the CFC Online Schedule Planner (Online Catalogue)
- Entry in the Online Route Planner (Online Catalogue)
- Entry and image in the application of the CFC (Mobile Catalogue) with company name, address, stand location, website and E-Mail address, and all of the product groups you indicated in Form 1.30
- Use of the New Products Database in the press section

7.2 Costs for inclusion in the Media Package

Each participating company, co-exhibitor and additionally represented company must be listed in all of the directories of the Media Package. A fee of 359.00 Euro is charged for this service. After receipt of the approval/stand space confirmation, you will receive all ordering information and documents for the Media Package from our official partner, Neureuter Fair Media. If no order has been placed by the exhibitor with Neureuter Fair Media before the deadline, the entries in the Media Package will be based on the information given in Form 1.10 or Form 1.20/1.21 and will be subject to a fee. Late submissions will be included in the supplement to the catalogue at the exhibitor's expense. In the case of orders and registrations that are received later than three weeks prior to the beginning of the event, Koelnmesse will not guarantee the full provision of all Media Package services. Claims of any kind, in particular claims for a reduction of the costs of inclusion in the Media Package or claims for compensation for damages, will not be considered in these situations.

7.3 Responsibility/release of Koelnmesse from liability

Koelnmesse GmbH, Messeplatz 1, 50679 Cologne, Germany, is the issuer of the Media Package. Koelnmesse may assign the production of the catalogue and the soliciting of advertisements to a third party company. Customers are responsible for the content of their advertisements and entries and are liable for any damages related thereto. Koelnmesse is not liable for printing errors, incorrect placement, mistakes and other gaps or faults in the printing.

8 Commercial property rights

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

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

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

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

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

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

The exhibitor bears responsibility for the legality of competitions, raffles etc.

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

10 "Infoscout" — Information service for visitors

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

11 Requirement for a written document

All explanations must be specified in writing.

12 Severability clause

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

13 General Section of the Conditions of Participation, Technical Guidelines

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

General 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. 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 commodities 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 rented to another exhibitor. In this instance, the organizer is entitled to demand general reimbursement of the costs incurred corresponding to 25 % of the participation fee without providing proof, unless otherwise specified in the Special Section of the Conditions of Participation.

If the stand area cannot be rented to a third party, 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 already approved and allotted a space for the event does not represent an alternate stand area rental.

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. 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.

2. 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.

3. 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.

4. 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.

5. 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.

6. 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 8% above the base rate according to Art. 247 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 stand space rental, 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 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. If co-exhibitors and additionally represented companies are to be accepted, the preconditions laid out in Item II of these Conditions of Participation apply; these companies are subject to the 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 individual orders for services by the group participants before or during an 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 currently 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 does not assume any obligation to exercise proper care of exhibits, stand fittings and objects which are the property of the stand personnel.

2. Any liability for property damages and pecuniary damages shall be excluded, if it is possible to underwrite the risks. This does not affect liability

on the basis of wilful or grossly negligent misconduct. This exclusion of liability is not restricted by the security measures of the organizer. Within the scope of liability, the statutory burden of evidence regulations shall continue to apply; they will not be affected by this clause.

3. As a result of the framework agreement concluded by the organizer, the organizer recommends that you take out exhibition insurance. In addition to this, you can also order special security measures for your stand.

4. As an exhibitor, you will be liable to the organizer for any damage inflicted on the organizer, provided that such damage is attributable to your culpable action or the culpable action of your personnel, your employees or any third party which you have appointed or any other third parties, whose services you are using for the purpose of fulfilling your obligations. It is necessary to observe strict compliance with the Technical Guidelines 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.

5. Application of Art. 831 Par. 1 Sentence 2 of the German Civil Code is excluded.

6. In accordance with statutory obligations, the organizer shall be liable for damages caused intentionally or by gross negligence in the event of any damage claims resulting from fatal injuries, bodily or health injuries. Other contractual and/or legal damage claims of any type, including damage claims for consequential damages, shall be excluded, unless the damage was caused by the intentional or grossly negligent action of the organizer. The foregoing limitations of liability shall apply, to the full extent, to the executive organs, employees, legal representatives, persons employed in performing an obligation and vicarious agents, whose services are used by the organizer for the performance of the contract. 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. However, damage claims shall be restricted to the payment of typical, foreseeable damages. If the organizer is compelled to temporarily vacate or permanently close the exhibition area or parts thereof, to postpone the event, shorten or extend it due to force majeure, or for other reasons beyond its control, then you are not entitled to any rights, in particular, to claims for damages against the organizer. The responsibility of the event organizer is limited to fault in all cases without prejudice to any limitations of liability under these Conditions of Participation. In the event of contracts that provide for the procurement of certain items, then, unless otherwise expressly agreed in individual cases, the organizer does not assume the risk of procurement.

IX Period of limitation

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

2. Any of your claims, which may be asserted against the organizer and which may arise from the contractual relationship, as well as all other claims relating thereto, shall become statute-barred after 6 months, unless the liability of the organizer results from an intentional action.

The limitation period shall commence at the end of the month, in which the closing date of the event falls.

X Place of fulfilment/place of jurisdiction/applicable law

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

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

XI Reservations/Final Provisions

1. As an exhibitor, you will be solely responsible for compliance with all the laws, guidelines, and other regulations which are in force in the host country, even if the content of the organizer's Conditions of Participation deviate from such regulations. You must obtain information promptly and comprehensively of the relevant regulations prevailing at the venue of the event, and obtain the required knowledge. The organizer will not be liable for damages and other losses which could be incurred on your part as an exhibitor.

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

3. By signing the application form you recognize the organizer's Conditions of Participation (the General and Special Sections, 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 divergent conditions of payment.

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

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

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