Specific Terms of Participation 2019
Event-specific additions to General Terms of Participation (ATB), Technical Regulations (TR)
and House Rules of Hamburg Messe and Congress GmbH (HMC)

REISEN HAMBURG

Event and legal entity:
Hamburg Messe und Congress GmbH
Postfach 30 24 80 · 20308 Hamburg
Messeplatz 1 · 20357 Hamburg
– hereinafter called HMC –

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Event title: REISEN HAMBURG 2019 – The LeisureWorld for travellers

Venue: HMC Fairground

Event duration: 06 – 10 February 2019

Project management:
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Start of space allocation: 1 June 2018

Deadline for entries in exhibitor directory: 4 December 2018

Opening times:
Daily 10 am – 6 pm

Assembly times (halls only):
Hall B1.EG, B2.EG, B3.EG, B4.EG, B5 and B7
03 – 04 February 2019 7 am – 10 pm
05 February 2019 7 am – 6 pm

Assembly times for open-air grounds need to be agreed separately.

Disassembly times (halls only):
Hall B1.EG, B2.EG, B3.EG, B4.EG, B5 and B7
10 February 2019 7 pm – 12 midnight
11 February 2019 12 midnight – 10 pm
12 February 2019 7 am – 10 pm

Disassembly times for open-air grounds need to be agreed separately.

Minimum size: 9 sqm

Early stand assembly / Extended disassembly:
Any requests for early stand assembly/extended disassembly times must be submitted in writing to the Trade Fair and Exhibition Technology Department and approved (see Online Service Center (OSC) / approvals and applications). There's no claim for approval.

If you have any questions, please contact the Trade Fair and Exhibition Technology Department (Tel.: +49 40 3569-2528 / e-mail: ops@hamburg-messe.de).

Exhibitor passes:
(see clause 16 ATB)
Up to a stand size of 15 sqm exhibitors will receive four exhibitor passes free of charge. One additional pass will be issued free-of-charge for every further 10 sqm or part of sqm (20 sqm for outdoor space). The upper limit of free exhibitor passes amounts to 25. Further exhibitor passes may be ordered on payment of a charge of € 13.45 plus VAT per pass, from the Exhibitor Ticket Shop at the Online Service Center (OSC).

NO exhibitor passes are needed for assembly and disassembly.

Media package:
(see clause 14 ATB)
The cost of the mandatory media package (including standard entry with address and contact data, one entry in in the products & services directory and three entries in the destination directory, in the online and print directories of exhibitors and the app) is € 95.– plus VAT for the main exhibitor and € 45.– for each co-exhibitor (excluding the three entries in the destination directory). Each additional entry will be charged at € 40.– plus VAT. The deadline for entries in the directories is 4 December 2018. If this deadline is not met, existing data will be used from the registration/approval. Exhibitors with registration/approval after the above deadline will get an entry in the online directory of exhibitors only on payment of the full charge. If you have any questions, please contact our media partner. You will find the contact information of our media partner in our Online Service Center (OSC).

Registration charge for co-exhibitors:
(see clause 4.3. ATB)
Co-exhibitors must be notified to HMC in writing with indication of company name, address, and products/services. No charge is made for co-exhibitors. The only charge for co-exhibitors is the media package of € 45.–, which is invoiced to the main exhibitor.

Exchange of exhibitor
The transfer of the booked stand space is only possible by prior approval of HMC and signing a transfer agreement.
Stand design:
(see clause 7.4 ATB, clause 5.7.1 Technical Regulations)

The obligatory minimum requirements are floor covering on the full space (e.g. carpet), stand inscription (company name and address) and stand partition walls visually appropriate to the surroundings (e.g. wallpaper or fabric wall covering).

Stand partition walls:
(see clause 7.4 ATB, clause 5.7.6 Technical Regulations)

Exhibitors are required to mark the limits of rented stand space by stand partition walls, unless they bring their own exhibition stand with them. Even where there are existing wall elements along the walls of the hall, these have to be rented and are subject to charge. Displays and folding stands are not considered as stand partition walls.

Advance payment for expected additional costs:
(see clause 5.3 ATB)

No additional advance payment is required for REISEN HAMBURG 2019.

Invitations:

Exhibitors have the opportunity to invite their customers to the show. The customers will receive the entrance without any charge. The redeemed invitations will be charged with 6.30 € plus VAT per card after the show to the exhibitor. Invitations can be ordered in the Exhibitor Ticket Shop (accessed via the Online Service Center (OSC)). It is possible to order printed invitations or digital codes in the Exhibitor Ticket Shop or to send the invitations to your customers directly from the shop. The Exhibitor Ticket Shop also provides you with a list of the invitations which have already been used and, after the exhibition has started, a list of the invitations with admittance.

Subject to alterations as per March 2018.