

Special Conditions for Participation in the trade fair AUTOMOTIVE ENGINEERING EXPO 2019

1. Venue, duration, opening hours

Venue: Exhibition Center Nürnberg
Duration: Tue 4 – Wed 5 June 2019
Opening hours: Tue 4 June 2019 9:00 – 18:00
Wed 5 June 2019 9:00 – 17:00

2. Organizer

Vincenz Network GmbH & Co. KG
Automotive Circle
Plathnerstraße 4c, 30175 Hannover, Germany
info@automotive-circle.com
www.automotive-circle.com

3. Organization

NürnbergMesse GmbH
Messezentrum, 90471 Nürnberg, Germany
T +49 9 11 8606-0, F +49 9 11 8606-82 28
aee@nuernbergmesse.de
www.automotive-engineering-expo.com
www.nuernbergmesse.de
CEOs: Dr. Roland Fleck, Peter Ottmann
Registration Number HRB 761 Nürnberg
Chairman of the Supervisory Board: Dr. Ulrich Maly
Lord Mayor of the City of Nuremberg

4. Contractual terms

The terms for participation in the trade fair AUTOMOTIVE ENGINEERING EXPO 2019 are the Special and General Conditions for Participation in Fairs and Exhibitions (including supplementary agreement), the NürnbergMesse site regulations, the organizational (e.g. exhibitor information), technical (e.g. Online ExhibitorShop) and other conditions notified to the exhibitor before the exhibition begins. If NürnbergMesse provides additional exhibition services through a ServicePartner in response to a separate order, the general terms and conditions of business of the respective ServicePartner shall prevail over these Special Conditions for Participation in case of discrepancies.

5. Admission/Stand space confirmation

See item 2 of the General Conditions for Participation in Fairs and Exhibitions. Cancellation after receipt of the stand space confirmation is governed by item 7 of the General Conditions for Participation in Fairs and Exhibitions.

6. Exhibitors and approved exhibition goods

Admissible as exhibitors are: manufacturers, importers, wholesalers, representatives and publishers, domestic and foreign, offering only those products and services that can be assigned to the list of products provided. All exhibition goods must be described in detail in the application. Products (copies, counterfeits, etc.) that violate the regulations for the protection of industrial property rights in Germany are not admitted.

7. Rental in exhibition halls

per m² (or part thereof) stand space

EUR 199 In-line stand (1 side open, minimum stand space 12 m²)
EUR 209 Corner stand (2 sides open, minimum stand space 15 m²)
EUR 219 Peninsula stand (3 sides open, minimum stand space 40 m²)
EUR 229 Island stand (4 sides open, minimum stand space 60 m²)

Early booking discount of EUR 5/m² for complete applications received by the organizer by 30 June 2018.

A stand rental discount of EUR 5/m² for complete applications by companies which attended the AEE 2017 as direct exhibitor.

The type of stand allocated depends on planning; an entitlement to a certain type of stand does not exist.

Rental includes:

- Hire of the stand space during assembly, exhibition and dismantling.
- General guarding of the exhibition halls. General lighting of the exhibition halls. General cleaning of the passageways.

An administrative fee of EUR 0.60 per m² of stand space in exhibition halls will be charged and remitted to the AUMA (Association of the German Trade Fair Industry).

The waste disposal service during the event costs 1.50/m² and covers the disposal of waste produced by the exhibitor on his stand during the exhibition. The waste disposal service is charged per meter up to a stand space of 500 m²; no further charge is made for additional space. The waste disposal service during assembly/dismantling must be ordered extra if the exhibitor does not arrange his own waste disposal. Waste is disposed of in accordance with the Technical Regulations.

8. Complete rental stand

All charges per m² of stand space (rounded up to nearest full m²), in addition to rental charge for stand space in exhibition halls (see item 7). All pictures are exemplary pictures.

Rental includes:

- Hire of complete stand. One of the six models of stand available can be selected on the enclosed order form "Complete rental stands".

You will find further models at www.standconfigurator.com.

The organizer is responsible for assembling and dismantling the complete rental stand.

The complete rental stand and its fittings must not be pasted over, nailed, painted or damaged in any way. The exhibitor is liable for damage done during the rental period and will be charged with the costs.

The basic type of complete rental stand can be fitted out additionally in the same system at extra cost.

Log-in data to the Online ExhibitorShop for detailed information as to further services and the order forms will be sent to the exhibitor in due time.

9. Payment conditions

The full stand space rental will be charged to exhibitors on **confirmation of the stand space.**

The full stand space rental will be invoiced to the exhibitor with the stand space confirmation.

The charges for stand space rental, marketing services and, if applicable, the rental for the complete rental stand (see item 8 of the Special Conditions for Participation) are due for payment on 15 February 2019.

All payments are due by the date shown on the respective invoice. Invoices are payable in full. All payments are to be made in EURO without charges, quoting invoice number.

If the exhibitor enters a different invoice address on the application form, he authorizes the stated person/company to receive the invoice and other payment requests. This does not exempt the exhibitor from his obligation to pay.

For subsequent changes to the invoice for which the exhibitor is responsible, NürnbergMesse may charge a processing fee of EUR 50. An entitlement to occupy the allocated stand space exists only after payment of invoices in full. The exhibitor is to provide proof of payment.

The exhibitor agrees to transmission of invoices by the organizer via e-mail (electronic billing). If the exhibitor does not wish to use electronic billing, he or she can object in writing or in text form.

10. Insurance

Exhibitors are obliged to make their own adequate insurance arrangements. Insurance for exhibitors (transport and duration of event) is advisable and can be arranged through a collective insurance contract taken out by the organizer.

11. Modification

The organizer reserves the right to cancel, postpone or relocate the exhibition, to shorten or lengthen the exhibition, or for technical, official or other in the opinion of the organizer compelling reasons to assign to the exhibitor another space or to modify and reduce the size of the space. A withdrawal from the contract resulting from these actions will not be accepted.

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(Continued)

12. Assembly and dismantling, passes

Assembly: Sat 1 – Mon 3 June 2019 7:00–20:00 daily
Exhibition stands for which assembly has not commenced by 15:00 on Monday, 3 June 2019, will be decorated by the organizer, if they cannot be otherwise disposed of. Costs incurred will be charged to the exhibitor.

Dismantling: Wed 5 June 2019 18:00–22:00
Thu 6 – Fri 7 June 2019 7:00–20:00 daily

Access to the halls during assembly and dismantling times is only permitted on display of special passes, which are not valid during the exhibition.

13. Stand design

The exhibitor is responsible for stand equipment and decoration.

The overriding principle for the design of all exhibition stands is transparency. All open sides of the stand must be freely accessible.

This means that at least **50%** of the respective gangway side must **not** be obstructed **by structures** or fittings.

The minimum height is 2.50 m.

The backs of stand partition walls, advertising carriers or other design elements facing neighboring stands and exceeding a height of 2.50 m must be white, in a clean and tidy condition and must not contain any text or graphics.

Stands exceeding the height of 3.50 m require the approval of the organizer.

The maximum stand height is 5.50 m.

If the rental exhibition stand is not used, a fascia (0.30 m high) must be fitted on all open sides of the exhibition stand. The fascia is not required, if the necessary stand appearance is provided in some other way.

The exhibition organizer reserves the right to give further instructions concerning the design of stands.

Only water-soluble adhesive may be used on the fiber board stand partition walls and these may not be painted unless they have first been covered with wallpaper. After the exhibition, wallpaper or other finishing material must be removed by the exhibitors, otherwise exhibitors will be charged with the costs.

All other stand partition walls, floors, hall walls, pillars, installations, fire-fighting equipment and other permanent hall fixtures must not be pasted over, nailed, painted or damaged in any way.

The exhibitor is liable for damage done and will be charged with the costs. Pillars, installations and fire-fighting equipment within the stand are part of the allotted stand space and must be accessible at all times.

Floor coverings in the stands are only to be fixed with double-sided adhesive tape (following tapes are to be used: tesafix no. 4964).

The exhibitor agrees to comply with these conditions. Non-compliance may result in claims for damages by the organizer or the neighbouring exhibitors affected.

14. Exhibitor passes

Each exhibitor will be given free passes according to stand size for his exhibition stand and operating personnel. 3 passes will be issued from 12 m² stand space, plus 1 pass for each further part of 10 m². Any additional exhibitor passes needed can be purchased for entitled persons at a price of EUR 10 each including VAT at the statutory rate.

15. Marketing services for exhibitors (= direct exhibitors)

The organizer provides each exhibitor with marketing services containing the following services:

- Entries in the alphabetical list of exhibitors (company name, stand number, contact data and description of products) in the **Show Directory** (issued free to all visitors).
- Entries in the alphabetical list of exhibitors including description of products on the website.

- **Link** from the company name in the organizer's online exhibition catalog to the exhibitor's Internet address and e-mail address. The exhibitor places a **return link** to the organizer's homepage.

- Display of exhibitor's **press information**.

- Entry of exhibitor's company name in the **online floor plans**.

- Possibility of presenting a 15 minutes product presentation in the Product Presentation Arena (if available).

- Possibility of submitting an innovation for the Innovation Park and participation in the AEE Innovation Award 2019.

- Possibility of submitting a technical paper for the parallel running AUTOMOTIVE ENGINEERING CONGRESS 2019 – subject to selection by the congress committee.

- **Basic advertising material package**

- 100 printed admission vouchers with imprint of company name and stand number of exhibitor.

- 100 e-codes

(electronic admission voucher codes)

Admission vouchers exchanged by visitors for entrance tickets are **not** charged.

- Online banner with stand number of exhibitor.

The exhibitor agrees to purchase the marketing services for exhibitors at a price of EUR 370. This will be charged together with the stand rental. No reduction in price can be granted if only parts of the package are used.

16. Co-exhibitors

Co-exhibitors are companies who appear on the exhibitor's (= direct exhibitor's) stand and present their own products with their own personnel. Their independence must also be recognizable without physical separation.

Co-exhibitors are only admissible if they fulfill the conditions for participation in the event and the information requested on the application form for co-exhibitors has been entered in full.

Co-exhibitors are subject to the same conditions as the exhibitor.

17. Marketing services and participation fee for co-exhibitors

The organizer provides each co-exhibitor with marketing services containing print and online opportunities (**see item 15 for services included**).

The exhibitor agrees to purchase the obligatory marketing services and pay a participation fee at a total price of EUR 470 for each co-exhibitor registered by him. Package and fee are obligatory and will be charged together with the stand rental or at a later date. No reduction in price can be granted if only parts of the package are used.

18. Exhibition priority

An application for exhibition priority for this event has been submitted to the Federal Ministry of Justice. The priority certificate protects certain patent rights until submission of an application to a patent office in Germany or abroad.

19. Exhibitor claims, written form, place of fulfillment, jurisdiction

All exhibitor claims against the organizer must be made in writing. The statutory period of limitation begins on the last day of the exhibition. Agreements that deviate from these or supplementary terms must be in writing.

German law and the German text shall prevail.

Place of fulfillment and jurisdiction is Nürnberg. However, the organizer reserves the right to bring his claims before the court of the place at which the exhibitor has his place of business.