

1. Preamble

This information sheet provides supplementary instructions and explanations in respect of **Section 4.8 of the Technical Regulations** (Info 4) and consequently the technical specifications and requirements for stand structures subject to approval that are to be erected in the outdoor area of NürnbergMesse GmbH. Unless stated otherwise in this document, the **Technical Regulations** of NürnbergMesse GmbH shall apply.

1.1 Outdoor area

The outdoor area of NürnbergMesse consists of paved or asphalted traffic areas and uneven, mostly non-compacted crushed aggregate or natural lawn areas. It includes all areas outside of the existing exhibition halls, such as the following:

- **Loading yards and intermediate courtyards** are located adjacent to or between the exhibition halls and generally consist of a paved or asphalted road surface.
- **Inner courtyard (known as the “Exhibition Centre Park”)**: This area is enclosed by Halls 1, 5, 6 and 9 and Mitte entrance. There is a paved traffic lane all around a natural lawn area.
- **Outside area H12**: This uneven grassed area is surrounded by an asphalted vehicle lane and contains an electric filling station.
- **Mitte Entrance forecourt**: Paved area in front of main entrance with traffic restrictions. Some areas are covered.

The necessary connections for utilities are provided, spaced at irregular intervals. After dark, general street and path lighting is provided to the outdoor area during event opening times.

1.2 Admissible traffic-bearing capacity/floor loads

The designated driving and traffic areas with asphalted or paved coverings are generally designed as designated fire service access/operational areas as per bridge category SLW 30 (DIN 1072) and as such can therefore be used by heavy vehicles with an admissible gross vehicle weight of up to 30 t (at 10 t axle load).

On **unpaved, partially compacted crushed aggregate and natural lawn areas**, a **maximum ground pressure of 150 – 160 kN/m²** is recommended for the structural load transfer when distributing contact loads. Suitable and effective load distribution measures must be provided in these areas by exhibitor/customer and if required appropriate proofs of such must also be provided.

1.3 Interventions in the building fabric

Existing buildings, furniture, fencing/enclosures, balustrades and technical installations (lighting, signage, flagpoles, infiltration basins etc.) as well as any trees, bushes and plants outdoors must not be damaged, soiled, clad or structurally modified in any way. Even during setup and dismantling periods, the roads and designated operational areas for fire service and emergency vehicles must **not** be occupied or obstructed by stand structures, other stand installations or construction material belonging to the customer/exhibitor. The entire width and area of these access roads and designated operational areas for the fire service must be kept clear. Existing safety equipment and installations (e.g. above-ground fire hydrants) on the exhibition grounds must not be damaged, soiled or modified in any way. They must not be obstructed or encumbered either by stand structures and building materials or by exhibits. Exhibitors are strictly prohibited from carrying out any work on existing structures and/or installations of the exhibition grounds.

1.4 Ground anchors

Generally, excavations and ground anchors (e.g. ground pegs/stakes) are prohibited in the outdoor areas. If you do use them, you will be generally liable for all losses and consequences (even if you received special approval and permission from NürnbergMesse).

1.5 Definitions, explanations

According to the Bavarian Building Code **BayBO**, all event-related stand structures erected outdoors are categorised as temporarily erected structures not subject to approval procedures and also **special structures** used under certain circumstances as a place of assembly and/or defined as **temporary (demountable) structures** due to the nature of their construction within the trade fair and exhibition grounds.

These special structures therefore have to meet the stipulations of the applicable public regulations according to the Bavarian Building Code **BayBO** and in particular the latest amended versions of the following regulations, directives and guidelines:

- **Bay-FIBauR** – Bavarian directive on the construction and operation of temporary demountable structures
- **DIN EN 13 782** – Temporary structures – **tents**
- **DIN EN 13 814** – Temporary structures and **systems for event venues**
- **IGVV SQ P5** – **Erection and operation of non-stationary stages and stage coverings**

On a case-to-case basis, other special requirements may be imposed on stand structures outdoors in order to implement and ensure compliance with important event-related safety objectives, on the basis of the regulations and directives specified above. In the same way, it may be possible to relax certain requirements if compliance with regulations is not necessary due to the particular nature or event-related use of the stand structure at the location in the outdoor grounds.

2. Stand construction permit

All stands and special structures outdoors are generally notifiable, and depending on type and scope may also be subject to inspection and approval.

In all cases, a verifiable proof of structural stability must be provided.

2.1 Stand structures requiring a permit

The stand structures on the outdoor exhibition grounds that require a permit include all structures categorised as regular **temporary structures** as per **Art. 72 BayBO** with a valid model approval (e.g. inspection logbook) or that can be categorised as temporary structures due to their type and construction method, e.g.:

- **Tents** (including tents joined together) from a contiguous utilised floor area of $\geq 75 \text{ m}^2$
- **Tents < 75 m²** floor area and similar structures are always categorised as *temporary structures*. They are exempt only from model approval and official approval for use but must still always comply with the technical specifications and stability requirements for *temporary structures* (including DIN EN 13 782).
- **Grandstands and stages**, including canopies and side covers
- **Playground, sports or entertainment equipment** and rides or sideshows like inflatable play equipment (bouncy castles etc.) from an accessible height of $> 5 \text{ m}$ or completely roofed areas $> 25 \text{ m}^2$, where this roof covering is at risk of subsiding.
- **Show and stage trucks plus promotional vehicles and trailers** with integral extendable/sub-mountable trailers or stage elements. Following a resolution by the working committee on “*temporary structures*” (AKFIB), parked vehicles with retractable, walkable attachments and superstructures to the side and top, and that may possibly have a load-bearing substructure, can meet the general criteria of a “*temporary structure*”. If such parked show trucks or stage vehicles are intended for use/access by **general visitors**, corresponding inspection documents (see TR Section 4.2.1) must be submitted to NürnbergMesse. Approval for use will generally be given after an on-site inspection of the vehicle following setup. NürnbergMesse reserves the right, on submission of the documents and approval of a local inspection, to impose further measures and/or special conditions on operations in/on the vehicle at the event, in particular with a view to fire prevention. Any costs resulting from this are to be borne by the customer/exhibitor.
- **Free-standing scaffolding/advertising installations** (monitors or LED walls)
- **Masts or signal installations** for exhibition or presentation purposes
- Miscellaneous **performance/show areas** ($\geq 200 \text{ m}^2$)
- Additional **extensions and projecting structures** on existing exhibition halls and/or tent systems
- All other **walkable and/or canopied freestanding or room-forming stand structures**:
 - Platforms, walkways;
 - Canopies and passageways;
 - Single and multi-story pavilions and/or container structures;
 - Structures with fully enclosed cinema, auditorium or visitor rooms.

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When called on to do so by NürnbergMesse GmbH, customer/exhibitor/stand operator must take the following measures

immediately to halt operations:

1. **Secure stand structures** according to the provisions of the model approval (inspection logbook, structural analysis etc.) such as closing entrances, letting down installations (e.g. LED walls) and/or tarpaulins on the sides of the stage.
2. Complete **evacuation of the stand/event area** (trade fair visitors, other guests and stand personnel).
3. When instructed to do so by the security personnel of NürnbergMesse GmbH, **evacuation of the entire outdoor area**. All participants will be instructed to immediately go to the exhibition halls or leave the exhibition grounds.

The instructions of site security personnel and other employees of NürnbergMesse GmbH must be complied with immediately and without exception.

4. Stand construction materials and fire protection

4.1 Stand construction materials

These special fire protection and safety provisions apply to closed pavilions/rooms and stands in the outdoor grounds of NürnbergMesse.

4.1.1 Guys/anchoring cables

Structurally load-bearing guys and mountings attached to necessary ballast weights to ensure stability or to secure freestanding poles or advertising installations must be made of non-combustible materials. This applies in particular to the ballast connection of temporary structures such as stage canopies and tent structures.

4.1.2 Glass

Only heavy-duty safety glass suitable for the purpose may be used for all stands outdoors. For supporting structures made from verifiable safety glass (for walkable floors, ceilings, facades or balustrades) in stands/event areas, the requirements and provisions detailed in the latest amended versions of the following technical regulations shall apply exclusively:

- **DIN 18008 (Parts 1 - 5) – Glass in building, design and construction rules**

- Part 1: *Terms and general bases*
- Part 2: *Linear supported glazing*
- Part 3: *Point fixed glazing*
- Part 4: *Additional requirements for barrier glazing*
- Part 5: *Additional requirements for walk-on glazing*

On the basis of the above building regulations and depending on the intended uses, all glass structures designed as

- Vertical glazing, possibly with fall-prevention function;
 - Overhead glazing,
 - Walk-on glazing,
- must have proof of structural stability and must be executed in accordance with regulations.

4.2 Special fire protection and safety regulations

4.2.1 Exits/escape routes

Structurally enclosed stands/pavilions and/or single rooms with > 100 m² useable area or suitable for > 100 visitors must have at least two exits (minimum inside width 1.2 m) to the outside and/or leading directly to the corridors (escape routes). These exits should be as far away from one another as possible and located at opposite ends. The maximum **walking distance** of **30 m** from each point within an enclosed stand structure to its exits outside must be observed.

All corridors and escape routes to these exits, including doors, are to be clearly and visibly marked in accordance with ASR A1.3, and/or DIN EN ISO 7010, DIN EN 1838 and DIN 4844-1. (See TR Item 4.5.1)

Doors

It must be possible to fully and easily open doors from the inside (in the direction of evacuation) at all times using a single handle. In the event that two or more double-leafed doors are located directly next to each other, suitable door stops and blockers must be used to make sure that opening the door leaf does not interfere with the opening of the adjacent set of doors. In such cases all leaves must open to a maximum of 90°.

The use in escape routes of swing doors, rotating doors or access barriers needing to be opened by force is only possible subject to certified approval by the building authority (abZ, general building authority approvals). Swing doors in escape routes must be fitted with devices that prevent them from swinging back. Manually operated rotating doors/turnstiles are only allowed in escape routes if they are fitted with mechanical devices that ensure they can be opened easily over the entire width from the inside. Also admissible are automatic and/or electrically operated sliding door systems provided they have a valid general building approval (abZ), that all parts of the system are installed locally in conformity with the approval conditions and that escape routes are not impeded by the sliding door installation.

If external exit stairs are installed, there must also be a threshold-free exit landing (at least as wide as a door leaf) between the exit door and the steps.

4.2.2 Safety lighting

Structurally enclosed stands/pavilions and/or single rooms need their own additional safety lighting in accordance with VDE 0100-718. It must be designed so that people can still find their way outdoors in the event of a general power supply failure.

4.2.3 Ash bins and ash trays

Insofar as specific stand/event areas outside of closed rooms (e.g. on terraces) have been designated for smokers, a sufficient quantity of ash trays or ash bins made of non-combustible material and with tight-fitting lids must be provided and emptied at regular intervals by customer/exhibitor.

4.2.4 Heating

The use of **compressed and/or liquefied gas for heating** stands is not permitted.

The operation of **heating systems/equipment with suitable oil burners** for stands is possible subject to consultation and agreement with NürnbergMesse. These kinds of systems including their tanks are always subject to approval and need to meet special safety and protection requirements.

The technical documentation on the heating systems/equipment and tanks (where necessary with collection device) including information on the fenced-in, inaccessible outside installation location for the system and details of the planned refuelling and safety measures, must be provided to NürnbergMesse (Event Technology Department, see TR Section 4.2) at least 28 days before stand setup as part of the approval process.

Electrical heating systems in stands are admissible. However, they need to be secured to prevent them from moving and their power cables must also be securely fastened. Glowing parts of heaters must not be exposed. The backs and sides of radiators and fan heaters must be at least 1 m away from walls and combustible items. Radiators need to be at least 3 m away from objects made from combustible materials.

4.2.5 Lightning protection

Structures and exhibits outdoors should be provided with effective **lightning protection equipment**, if due to their location, design or usage a lightning strike or flashover could readily occur or lead to severe consequences. Temporary stand structures and exhibits located outdoors with an overall height of more than 15 m must always be fitted with a lightning protection system to DIN EN 62305-3.

For these kinds of temporary lightning protection installations proof must be provided of an acceptance/function test conducted by the professional installer or a qualified or accredited electrical engineering professional (lightning protection).

The test report must be kept to hand and a copy sent to NürnbergMesse (Event Technology Department, see TR Section 4.2).

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4.2.6 Fire alarms and smoke detectors

- In each structurally enclosed stand/pavilion with > 100 m² useable area or that is suited for > 100 visitors at any one time, an **automatically activated alarm system** consisting of at least one point-type optical smoke detector to DIN EN 54-7 must be professionally installed to ensure proper functioning in each enclosed room for the duration of the event.

The alarm should alert to a hazardous situation by emitting an audible signal (DIN tone to DIN 33404-3) and will serve to immediately warn people within the enclosed stand/pavilion. The audible signal from the alarm system must differ from other operational signals and exceed the general noise level by 10 dB(A) at all times. This means that the sound emission level of the alarm signal should not be less than 85 dB(A).

The smoke alarm is to be fixed *approximately* in the middle of the ceiling at the highest possible point of each area used (room). When installing the smoke alarm the manufacturer’s instructions are to be followed.

- In the case of **multi-storey, extended, contiguously used stands/pavilions (≥ 200 m² and < 400 m² useable area)** the required number of smoke alarms must be increased accordingly and distributed as evenly as possible in each enclosed room (max. detector spacing about 6–7 m for approximately 60 – 80 m² to be monitored by each detector). All smoke alarms distributed in this way are then to be connected with one another via a wireless or wired system so as to ensure that an alarm is sounded simultaneously from each detector point to provide complete coverage of the entire stand structure.

All lounge/recreation rooms inside a structurally enclosed stand/pavilion which are enclosed on all sides (enclosed rooms) and do not have a line of sight to the rest of the pavilion area must be equipped with an audible warning system similar to the fire/smoke alarm installations described above, to ensure that an alarm can be provided at all times. Alternatively, we recommend creating a line of sight with the dimensions 0.2 m x 0.8 m (width x height; see TR Section 4.4.4)

The professional installation of fire alarm equipment can be carried out on behalf of customer/exhibitor and to their account by the service partner of NürnbergMesse. If these systems are installed by other parties, e.g. by the exhibitor’s own stand construction firm or contractors engaged by it, a written confirmation (in German) of the completion of a functional test (including activation test) and problem-free commissioning of the system must be submitted to NürnbergMesse (Event Technology Department) at the time of the functional installation of the fire alarm systems (smoke detectors or similar) but at the latest upon the final structural inspection.

4.2.7 Fire extinguishers

During setup and dismantling and for the duration of the event, a suitable fire extinguisher to DIN EN 3 for fire categories A, B, with at least 10 extinguishing agent units must be available in each structurally enclosed stand/pavilion.

The **number of fire extinguishers necessary** can generally be derived from the provisions of the *Guidelines on the Construction and Operation of Temporary Structures FIBauR* in conjunction with the BayBO building code.

- Up to 100 m² built area:
 - o at least 1 fire extinguisher (10 EAU)
- Up to 300 m² built area:
 - o at least 1 fire extinguisher (12 EAU)
- Up to 400 m² built area:
 - o at least 2 fire extinguishers (15 EAU)
- Up to 500 m² built area:
 - o at least 2 fire extinguishers (18 EAU)
- Up to 600 m² built area:
 - o at least 2 fire extinguishers (21 EAU)
- Up to 700 m² built area:
 - o at least 3 fire extinguishers (24 EAU)
- Up to 800 m² built area:
 - o at least 3 fire extinguishers (27 EAU)
- Up to 900 m² built area:
 - o at least 3 fire extinguishers (30 EAU)
- Up to 1,000 m² built area:
 - o at least 4 fire extinguishers (34 EAU)
- for each further 500 m² built area:
 - o 1 additional fire extinguisher (another 12 EAU)

In the case of multi-storey stands, additional fire extinguishers are generally to be provided at the stairways, secured so that they cannot be tipped over, for the duration of the event and during the setup and dismantling period. The number of fire extinguishers needed on the top floor can be calculated using the breakdown provided above.

In kitchen/catering areas where food is prepared (hot fat, oil) suitable fire extinguishers (fire category A, F) must be provided.

In large pavilions (> 600 m² useable or floor area) additional fire extinguishers may be stipulated.

All fire extinguishers must be within easy reach, secured against falling, readily visible and provided at locations that are constantly accessible and marked in accordance with ASR A1.3.

4.2.8 Instruction of stand personnel (before event starts)

Before starting to use the structurally enclosed stand/pavilion for the purposes of the event, the entire stand and exhibitor personnel who will be present for the duration of the event must be instructed about the fire and safety installations available and the general rules of conduct in the event of alarms and emergency situations on the basis of the fire safety regulations that are to be compiled by the exhibitor (at least Part A).

These instructions should include in particular all stipulations/regulations relating to the

- General fire and safety regulations of the exhibition grounds (**Emergency number (Security Control Unit): 0911 – 8606 7000**)
- Alarm installations (internal smoke detectors, signal tones etc.)
- Fire extinguishers (locations, use of)
- Emergency exits and escape routes (constant monitoring to ensure such areas are kept clear during the event)
- Special evacuation tasks (e.g. to assist vision/hearing-impaired people or wheelchair users)

The completion of staff instruction must be documented and submitted to NürnbergMesse (Event Technology Department, see TR Section 4.2) at the start of the event-related use of the stand/pavilion or at the latest when the trade fair opens. The name and phone number of the exhibitor’s representative in charge of the stand/pavilion (and present every day) must be provided in this document.

5. Stand area, design and handing back of stand area

The rental area is marked on the outdoor grounds (insofar as possible) by NürnbergMesse.

Every exhibitor/customer is obliged to inform themselves on site about the location of the stand, dimensions and any internals, safety installations etc. The stand boundaries must be strictly observed.

5.1 Floor areas

Carpets and other floor coverings provided by exhibitor/customer must be laid so that they cannot move and cause accidents or protrude beyond the stand boundaries. Exhibitors/customers wishing to lay floor coverings across general visitor walkways outdoors to connect to their stands must have approval to do so. Any carpets or floor coverings laid by exhibitors/customers must not present any **thresholds or tripping risks** or other accident risks. Any adhesive tape used to hold floor coverings in place must be such that it can be removed from the floor afterwards without leaving residue. This also applies to all other materials installed.

Substances like oil, grease, paint and similar must be removed from the floor/surface of the floor covering immediately. The existing surfaces may not be painted or coated.

In the event of excessive dirt or hard to remove adhesive residues on the floor surfaces, NürnbergMesse will impose a cleaning charge on the exhibitor/customer.

5.2 Advertising materials, flagpoles, presentations and stage areas

In principle the provisions of the Technical Regulations of NürnbergMesse Section 4.7.7 shall apply.

Exhibitors may only distribute printed material and use other advertising means at their own stand/event area. The use or distribution of advertising material outside the stand area/event area is only admissible following prior agreement with the organiser. Other presentations, visual, slow-moving or acoustic advertising and musical reproductions (see TR Section 5.13) are allowed provided that they do not cause annoyance to neighbouring stands and do not result in crowd congestion or obstructions on the general walkways for visitors or disruptions on the roads. They must also not drown out the exhibition centre’s own PA systems in the outdoor grounds.

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In the case of acoustic musical performances during the daily event period, the sound level including peaks must not exceed an admissible level of **70 dB(A)** at the boundaries of the stand or event area. Presentations or performances with intended higher level of noise emissions (> 70 dB(A)) outdoors must always be notified and approved. Corresponding information and documents must be submitted to NürnbergMesse (Event Technology Department, see TR Section 4.2).

If advertising materials end up on the general traffic areas and/or visitor pathways due to wind or other effects, the exhibitor will be liable for any resulting damage and/or for the costs of extra cleaning. Flagpoles/masts on the outdoor grounds may not be more than 8 m high.

5.2.1 Stage areas for performances and other presentations

Stage areas inside exhibition stands/event areas outdoors are areas designated for artistic or other performances or presentations. The operation of larger stage areas (from 50 m²) at the exhibitor's/customer's outdoor stand/event area for the purpose of product presentations that may involve acoustic, musical show performances of all kinds and occasionally higher noise levels is subject to approval (see TR Section 4.2.1) and must be notified to NürnbergMesse GmbH. In this context the provisions of the latest amended versions of the Technical Regulations of NürnbergMesse and the statutory requirements will apply.

Stage areas at stands/event areas outdoors must be notified to NürnbergMesse (Event Technology Department, see TR Section 4.2). A verifiable stand plan and description of the type of performance/programme, sequence of events, participants and any stage and sound equipment it is planned to use (including expected sound levels) must be submitted.

When providing this notification, the exhibitor/customer must also nominate the prescribed, suitably qualified **Event Engineering Officer** who must be present on site to professionally manage and supervise the setup and dismantling, rehearsals and performances on the stage in accordance with the provisions of DGUV Regulation No. 17. Specifically, this person must be familiar with the stage/lighting and other technical installations on the stage area and must ensure the safety and functioning of such equipment, in particular in respect of fire protection, during the operation of the event.

Even if it has previously issued its approval, NürnbergMesse is entitled to restrict or prohibit any performances that cause the approved/permitted noise levels to be exceeded or represent a visual annoyance, or that for any other reasons considerably endanger or impede the running of the exhibition or event or visitors, other exhibitors and organisers.

5.3 Barrier-free access for visitors to walk-on stand structures/facilities

Barrier-free access must be taken into account when designing walk-on stand structures and event areas outdoors. These facilities must be always be accessible to and usable by people with limited mobility without assistance by third parties.

We recommend ramps with a maximum gradient of 6 % and a minimum width of 1.20 m that are equipped with a non-slip floor covering. Doors must have a clear passage width of at least 0.9 m. Movement and traffic areas must be at least 1.5 m wide.

5.4 Dismantling, restoration and handing back of outdoor stand/event area

The exhibitor/customer must always hand back the stand/event area to NürnbergMesse in a clean condition, in its original state and with all structures removed, at the latest by the stipulated end of the dismantling period. All work necessary to restore the site to its original condition, such as removing adhesive tape and residues and floor coverings installed by customer/exhibitor, removal and dismantling of ballast weights, anchors etc., must have been completed by this time. Exhibitor/customer must have any demolition rubble occurring removed immediately by the NürnbergMesse GmbH service partner. Previously grassed areas are to be restored exclusively by NürnbergMesse GmbH at the expense of customer/exhibitor. Damage and contamination by exhibitor/customer or its agents to existing outdoor structures or facilities must always be reported to NürnbergMesse.

Until final restoration and handover of the stand/event area, the customer/exhibitor must ensure the necessary security on site. If the site has not been restored to its original condition by the end of the dismantling period, NürnbergMesse GmbH shall be entitled to have this done by its service partner at the expense of the customer/exhibitor.