

# Special Conditions for Participation in the trade fair FENSTERBAU FRONTALE 2024

## 1. Venue, duration, opening hours

Venue: Exhibition Center Nuremberg  
Duration: Tue 19 – Fri 22 March 2024

## 2. Sponsors

Fachverband Glas Fenster Fassade Baden-Württemberg  
Landesinnungsverband des Glaserhandwerks Rheinland-Pfalz  
Landesinnungsverband des Bayerischen Glaserhandwerks

## 3. Organizer

NürnbergMesse GmbH  
Messezentrum, 90471 Nürnberg, Germany  
T +49 9 11 86 06-0, F +49 9 11 86 06-82 28  
frontale@nuernbergmesse.de  
www.frontale.de  
www.nuernbergmesse.de  
CEOs: Prof. Dr. Roland Fleck, Peter Ottmann  
Registration Number HRB 761 Nürnberg  
Chairman of the Supervisory Board: Marcus König  
Lord Mayor of the City of Nürnberg

## 4. Contractual terms

The terms for participation in the trade fair FENSTERBAU FRONTALE 2024 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.

## 5. Admission/Stand space confirmation

Item 2 of the General Conditions for Participation in Fairs and Exhibitions is supplemented as follows: If the exhibitor requests a stand position other than stated in the stand space confirmation, a processing fee of EUR 350 will be charged. The exhibitor agrees to pay a processing fee of EUR 250 if the order for stand space is cancelled prior to receipt of the stand confirmation. Cancellation after receipt of the stand space confirmation (= admission) 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 product groups 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 m<sup>2</sup> (or part thereof) stand space

EUR 204	In-line stand	(1 side open)
EUR 235	Corner stand	(2 sides open)
EUR 250	Peninsula stand	(3 sides open)
EUR 262	Island stand	(4 sides open)

**Early booking discount for complete applications received by the organizer by 31 October 2022.**

**The following reduced stand space rental fees:**

**In-line stand EUR 193/m<sup>2</sup>, corner stand 225/m<sup>2</sup>, peninsula stand 236/m<sup>2</sup>, island stand 248/m<sup>2</sup>**

In order to get the early booking discount the verification link has to be confirmed right on time before the deadline of the early booking date. Otherwise the regular stand space rental fees will be charged.

Minimum stand space is 15 m<sup>2</sup>.

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 m<sup>2</sup> 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 includes the professional removal and recycling of any waste generated at the stand during assembly and dismantling as well as for the entire duration of the trade fair. The flat fee for this is EUR 4.95/m<sup>2</sup> and is charged up to a maximum area of 500 m<sup>2</sup>. The disposal of production waste accumulated during the event, entire stand elements or complete exhibition stands must be ordered separately. It is strictly forbidden to bring any waste with you, any violation will be charged to the exhibitor. We reserve the right to take further measures. Waste is disposed of in accordance with the Technical Regulations.

## 8. Complete rental stand

All charges of complete rental stands are calculated per m<sup>2</sup> of stand space (rounded up to nearest full m<sup>2</sup>), 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.

You will find the various models at [www.standconfigurator.com](http://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.

Respective orders can be carried out in the Online ExhibitorShop.

## 9. Payment conditions

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

Any 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. Assembly and dismantling, passes

**Assembly:** The assembly times will be published in due time, 5 months before the fair at the latest.

Exhibition stands for which assembly has not commenced by 15:00 on Monday, 18 March 2024, will be decorated by the organizer, if they cannot be otherwise disposed of. Costs incurred will be charged to the exhibitor.

**Dismantling:** The dismantling times will be published in due time, 5 months before the fair at the latest.

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

## 12. Stand design

Concerning stand design and equipment please note and comply with the Technical Regulations (Info 4) and the important information for FENSTERBAU FRONTALE (Info 1) which are published at [www.frontale.de/en](http://www.frontale.de/en).

The most important regulations are stated below:

- Transparency is the most important aspect of stand design. This means the visitors view must not be obstructed in any way.
- The view on all stands must be at least 50% unobstructed on all open sides and any superstructures in this area have to be transparent on all open sides.
- The minimum height of the stand construction on all closed stand sides is 2.50 m.
- All stand partitions, advertising carriers or other design elements that are adjacent to neighboring stands and that are visible above a height of 2.50 m must fulfil the following requirements: white, clean, no signs of damage, no texts or graphics, clear of installation material.
- A solid demarcation of stand space from the neighboring stands is mandatory. In the event that no stand construction system belonging to the exhibitor or rented from a ServicePartner of NürnbergMesse is used, non-transparent stand partition walls (back and side walls) with a minimum 2.50 m height are required. It is not permitted to use roll-ups and poster displays or the stand walls of neighboring stands for stand demarcation.
- If no rental exhibition stand is 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 quality is ensured in some other way.
- Stands must be provided with an adequate floor covering (e.g. carpet, parquet, PVC).
- For all stands that exceed a building height of 3.50 m completing the checklist for stand design in the Online ExhibitorShop is mandatory.

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(Continued)

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

Only water-soluble adhesives may be used on the fiber board of stand partition walls, the stand partition walls may not be painted unless they have been covered with wallpaper first. After the exhibition wallpaper or other finishing material must be removed by the exhibitor, if not the stand partition walls will be cleaned at the expense of the exhibitor.

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

The exhibitor is liable for damages and will be charged with the costs.

Pillars, installations and fire-fighting equipment within the stand area are part of the allotted stand space and must be accessible at all times.

Floor coverings in the stand space 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 neighboring exhibitors affected.**

**Plans for stands bigger than 400 square meters or two-storey stands have to be submitted to and approved by the organizer.**

## 13. Exhibitor passes

Each exhibitor will be given free exhibitor passes according to the stand size for their exhibition stand and operation staff. 4 passes will be issued for up to 20 sqm stand space and one additional pass for each further full 10 sqm, up to a maximum of 60 passes. These tickets are valid during duration and also during assembling and dismantling time. Additional exhibitor passes can be purchased for entitled personnel at a price of EUR 25 (EUR 29.75 including VAT).

## 14. Marketing services for exhibitors (= direct exhibitors)

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

- Entry of exhibitor's company name and stand number in the **exhibition guide** (issued free to all visitors).
- **Your personal TicketCenter** for inviting your customers, ordering additional passes and voucher codes.
- Unlimited number of voucher codes on free call. Use the **voucher codes** to personally invite your customers and prospects to visit the fair free of charge. Only vouchers redeemed by visitors will be charged to the exhibitor at EUR 11 per admission voucher.
- **Voucher-Monitoring:** Reporting on redeemed voucher codes, pre-registered visitors and no-shows before, during and after the event within the TicketCenter
- License and free use of **digital assets** (logos, advertisements, text samples, banners, social media graphics, etc.) of FENSTERBAU FRONTALE (download area at [www.frontale.de/en](http://www.frontale.de/en))
- **1 free Lead Success App.** LeadSuccess makes it possible to scan visitor tickets on site via tablet/smartphone and thus keep track of trade fair contacts
- Display of exhibitor **press releases** in the press center
- **Advertising material** for visitors free of charge on demand

The organizer provides each exhibitor with an **online profile** at [www.frontale.de/en](http://www.frontale.de/en) with the following services. This online profile remains online until at least six months before the next event.

The exhibitor is solely responsible for the information and other materials provided by him, in particular image materials. He shall indemnify the organizer against all claims by third parties asserted in relation to the materials sent.

- **Company profile:** basic company information (name, address, contact details) as well as additional individualized information (e.g. logo, company description 4,000 characters, publication of a PDF download, e.g. press release).
- **2 product/service profiles:** consisting of product description (4,000 characters), pictures, marking a product or services as new product

- Entry of company name and stand number in the **floor plans** on the website.
- **Link** from the exhibition website to the exhibitor's website – the exhibitor connects a **return link**.
- Possibility of **continuous updating** of the online profile.

The exhibitor agrees to purchase the marketing services at a price of EUR 750. This will be charged together with the stand rental. No reduction in price can be granted if only parts of the services are used.

## 15. 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.

If the application of a co-exhibitor is cancelled the direct exhibitor agrees to pay a processing fee of EUR 250.

## 16. Marketing services for co-exhibitors

- Services included as in item 14 (excluding LeadSuccess App).

The exhibitor agrees to pay a participation fee and to purchase the marketing services for co-exhibitors. The fee of EUR 880 for each co-exhibitor is charged to the exhibitor. No reduction in price can be granted if only parts of the services are used.

## 17. 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.

## 18. Hygiene concept, no right of rescission when entry restrictions are tightened

- All event participants must fulfil the relevant requirements of the valid hygiene concept for the event. NürnbergMesse determines the content of the hygiene concept at its reasonable discretion with due regard to the statutory and regulatory requirements and the interests of the event participants. The hygiene concept may be changed depending on the interests of the event participants and the statutory/regulatory requirements. The currently applicable statutory/regulatory requirements, the currently valid framework hygiene concept for trade fairs and exhibitions, and information on the individual hygiene concept for the specific event can be found on the event website.
- Entry restrictions, i.e., the conditions under which persons may participate in the event (e.g., only persons who have been vaccinated or have recovered from the virus or have been tested), are based on the regulatory and statutory requirements in effect at the time of the event. Even if these entry restrictions change after the registration of the exhibitor, and particularly if they are tightened, the exhibitor will not be entitled to rescind the contract and will not be released from the obligation to pay the stand rent and fees for services. The cancellation option according to items 7 and 9 of the General Terms and Conditions of Participation in Trade Fairs and Exhibitions remains unaffected.

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

All exhibitor claims against the organizer must be made in text form (§ 126b BGB). The statutory period of limitation begins on the last day of the exhibition. Agreements that deviate from these or supplementary terms must be in text form (§ 126b BGB).

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.