

SAFETY GUIDANCE FOR EXHIBITORS

Things to note when setting up your stand
Last updated September 2021



Stand planning

- 1 To enable as many people as possible to visit exhibition stands at the same time, stand designs should allow for plenty of space, with minimal structures.
- 2 It must be possible to observe minimum distancing at all times and this can be ensured, for example, by floor markings, room dividers or “traffic light” systems. If it is not possible to maintain a minimum distance in particular locations, other measures may be put in place, such as sneeze guards on meeting tables and counters.
- 3 Avoid unnecessary narrow spaces or gathering areas (e.g. in front of exhibits or presentations) and make sure exhibits at your stand have enough open space around them. Ensure that your stand design allows for the aisles around it to be kept free, e.g. avoid placing product information right at the boundary between the stand and the aisle.



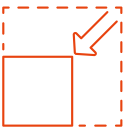
Meeting areas

- 1 In meeting areas, the seating distance between tables and chairs must be arranged to ensure the participants remain at least 1.50 metres apart.
- 2 If it is not possible to maintain a minimum distance in particular locations, other measures may be put in place, such as sneeze guards or screens in seating areas.
- 3 Hygiene protection screens may be used at the information counter and other counters if it is not possible or practical to maintain a minimum distance of 1.50 metres.



Two-level stand construction

- 1 If two-level stands are permitted at an exhibition, ensure at the design stage that staircases are sufficiently wide, or make provisions for one-way movement.
- 2 If an upper level is in place, ensure that the lower area has an open layout and that an adequate air exchange can be guaranteed.



Small stand areas

- 1 Minimum distancing is not essential if sneeze guards are in place on the meeting tables and counters. In such cases, however, people on both sides of the guard must wear masks. This means smaller stands can be designed with a range of meeting options.
- 2 If room separators or sheets of acrylic glass are not practicable, exhibitors must limit the numbers of visitors to their stands.
- 3 Note that if it is not possible to arrange waiting areas by your stand, your visitors must not wait in the aisles, since it is essential to keep these areas free to maintain minimal social distancing.
- 4 We recommend you make firm appointments with your customers or move to a different area for unplanned meetings (e. g. a catering area or special Community Areas, if available).



Stand assembly and disassembly

- 1** Distancing and hygiene rules may lead to delays in assembling and disassembling your stand. We recommend you make full use of the time available at the event for assembly and disassembly. Be sure to work out your timing in detail, and if possible stagger the different activities involved to ensure smooth workflows.
- 2** Ensure all service providers you engage, e. g. stand construction companies, carriers, agency employees, technical services, etc., register in advance and carry an assembly/disassembly pass. If they do not hold such a pass they will be required to register on-site. Please advise your stand construction company of these conditions as appropriate.

September 2021 – subject to other official/legal requirements

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Alternatively, NürnbergMesse can provide you with individual exhibition stands that comply with all requirements.

Contact the MesseService team if you wish to take up this offer:

T +49 9 11 86 06 - 80 00

standbau@nuernbergmesse.de