

Special Conditions for Participation in the trade fair HOLZ-HANDWERK 2022

1. Venue, duration, opening hours

Venue: Exhibition Center Nuremberg
Duration: Tue 12 – Fri 15 July 2022
Opening hours: Tue 12 – Thu 14 July 2022 10:00–18:00 daily
Fri 15 July 2022 10:00–17:00

2. Not applicable

3. Organizer

HOLZ-HANDWERK is organized jointly by NürnbergMesse GmbH and Gesellschaft zur Förderung des Maschinenbaus mbH, which acts on behalf of VDMA-Holzbearbeitungsmaschinen.

NürnbergMesse GmbH is the commercial sponsor and VDMA-Holzbearbeitungsmaschinen the technical sponsor of HOLZ-HANDWERK. Exhibitors should note that their contractual partner is NürnbergMesse GmbH.

VDMA-Holzbearbeitungsmaschinen
Lyoner Straße 18, 60528 Frankfurt, Germany
T +49 69 6603-1340, F +49 69 6603-1621
infoholz@vdma.org
www.wood.vdma.org

NürnbergMesse GmbH
Messezentrum, 90471 Nürnberg, Germany
T +49 9 11 8606-0, F +49 9 11 8606-8228
holzhandwerk@nuernbergmesse.de
www.holz-handwerk.de
www.nuernbergmesse.de
CEOs: 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 HOLZ-HANDWERK 2022 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 item 5 of the Service Handbook prevail.

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 200 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 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 m² (or part thereof) stand space

EUR 169	In-line stand	(1 side open)
EUR 193	Corner stand	(2 sides open)
EUR 200	Peninsula stand	(3 sides open)
EUR 207	Island stand	(4 sides open)

Early booking discount: EUR 8/m² reduction for complete applications received by the organizer by 30 June 2021.

Minimum stand space is 15 m².

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 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 3.50/m² and is charged up to a maximum area of 500 m². 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.

7.1 Allocation of stand space

The allocation of stand space will be planned by VDMA-Holzbearbeitungsmaschinen in cooperation with NürnbergMesse.

8. Complete rental stand

All charges of complete rental stands are calculated 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 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.

Respective orders can be carried out in the Online ExhibitorShop.

9. Payment conditions

Exhibitors may be charged an advance payment of 25% of the expected stand space rental on **confirmation of the application**.

The full stand space rental less the advance payment will be charged to exhibitors on **confirmation of the stand space**. The advance payment will be reimbursed in case of non-confirmation of the stand.

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:	Wed 6 – Sun 10 July 2022	7:00–24:00 daily
	Mon 11 July 2022	7:00–22:00

Please note that our ServicePartners will be on site during assembly daily from 7:00 to 19:00. At all other times, an order to the ServicePartner in question must be issued at least 24 hours previously, a supplement being invoiced, if applicable. Exhibition stands for which assembly has not commenced by 15:00 on Monday, 11 July 2022, will be decorated by the organizer, if they cannot be otherwise disposed of. Costs incurred will be charged to the exhibitor.

Dismantling:	Fri 15 July 2022	17:00–24:00
	Sat 16 – Mon 18 July 2022	7:00–22:00 daily

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

Special Conditions for Participation in the trade fair HOLZ-HANDWERK 2022

(Continued)

12. 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 should be freely accessible.

The gangway sides of exhibition stands may not be blocked by structures over more than **50%**.

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.

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 neighboring exhibitors affected.

13. Exhibitor passes

Each exhibitor will be given free passes according to stand size for his exhibition stand and operating personnel. 4 passes will be issued for up to 20 m² stand space, plus 1 pass for each further part of 20 m², up to a maximum of 15 free passes. These tickets are valid during duration and also during assembling and dismantling time. Any additional exhibitor passes needed can be purchased for entitled persons at a price of EUR 23 each plus VAT at the statutory rate.

14. Marketing services for exhibitors (= direct exhibitors)

The organizer provides each exhibitor with following marketing services. The exhibitor is solely responsible for the information and other materials provided by him for the exhibition directories, in particular images. He shall indemnify the organizer against all claims by third parties asserted in relation to the materials sent.

- Entry of exhibitor's company name and stand number in the **exhibition guide** (issued free to all visitors)
- Display of exhibitor's **press releases** in the press center
- **Digital Assets Package:**
 - Online banner with your stand number
 - Signature banner for your e-mail correspondence
 - Social media graphicsThe services included in the package are each available in different versions or sizes.
- **Voucher codes** for free 1-day ticket for your customers. Only voucher codes exchanged for tickets by visitors are charged to the exhibitor with a price of EUR 10 each
- **Individual company voucher code**
- **Voucher monitoring:** Reporting of redeemed voucher codes, pre-registered visitors and no-shows before, during and after the exhibition
- The organizer provides an **entry in exhibitors and product database** on www.holz-handwerk.de for each exhibitor. This entry is activated approximately one year after the exhibition – and includes the following services:

- Entry of **company name, address, hidden e-mail address and logo**
- Presentation of **5 products or services** with one photo, one film and one text of maximum 4,000 characters per product or service
- Possibility of continuously marking 5 products or services as **new products**
- **Company profile** (maximum 4,000 characters)
- **Link** from the exhibition website to the exhibitor's website. The exhibitor connects a return link.
- Entry of company name and stand number in the **online floor plans**
- Possibility of continuously updating the Internet entry
- **All-year-round support** by the Internet editing team

The exhibitor agrees to purchase the marketing services at a price of EUR 500 which will be charged together with the stand rental. No reduction in price can be granted if only parts of the package 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 is effected online by accurately completing and sending the online form and if need be additional confirmation of a link received by e-mail.

16. Marketing services for co-exhibitors

The organizer provides each co-exhibitor with marketing services.

- Services included as item 14

The exhibitor agrees to pay a participation fee and purchase the communication package at a total price of EUR 600 for each co-exhibitor registered by him. This 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.

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 pandemic situation 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.
- Pandemic-related 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 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.