

## ISPO Textrends Membership

### Special Terms and Conditions of Participation (B)

The General Terms of Participation A and the Technical Guidelines of Messe München GmbH apply, unless these Special Terms and Conditions of Participation contain a provision to the contrary. The Covid-19-related protection and hygiene regulations of Messe München GmbH also apply.

### Term of the contract:

If booked in 2022: May 1, 2022 until April 30, 2023

The contract will be extended for an indefinite period if it is not terminated in writing by April 30 each year.

### Organizer and funding body:

Messe München GmbH

Messegelände

81823 Munich

Germany

Telephone +49 89 949- 11388

info@ispo.com

<https://www.ispo.com/en/munich>

**The prices given below are net prices. The final prices will be higher after statutory VAT is added. Any changes to the opening times owing to the protection and hygiene concept will be announced in good time.**

### B 1 Registration

Participants should register online at [www.ispo.com/munich](http://www.ispo.com/munich). Registration relates to ISPO Textrends Membership packages which include not only a stand package for ISPO Munich 2022 but also a year-long membership of the digital “ISPO Marketplace Sourcing” on Foursource.

The registration procedure for the ISPO Textrends Membership packages is governed by the General Terms of Participation A (cf. A1 and A2).

Once a binding booking has been made, the profile on the digital “ISPO Marketplace Sourcing” (cf. B3) will be available for the duration of the booking.

### B2 Eligibility

Contracts for the ISPO Textrends Membership package can only be concluded with companies that exhibit products and services which come under the heading “Textrends” in accordance with the registration.

All exhibits must correspond to the directory of goods for the Textrends area at ISPO Munich. Their names and precise details of their types must be given in the registration. Items other than the ones registered and authorized may not be exhibited at the ISPO Munich trade fair. Furthermore, they may not be presented online on the “ISPO Market-

place Sourcing” digital platform or advertised. The Messe München GmbH trade fair organizing body shall make decisions regarding authorizations.

### **Exhibitor’s right of rescission in the event of travel restrictions**

If at any point within a period of six weeks before the first day of the ISPO Munich 2022 trade fair a legal or official requirement stipulates that no one from the country or the part of the country in which the exhibitor has its headquarters is allowed to leave that country or travel to Germany or anyone who travels to Germany from the country or part of the country in which the exhibitor has its headquarters must quarantine immediately after arrival, the exhibitor shall be entitled to rescind the contract regarding participation in the ISPO Munich 2022 trade fair.

The exhibitor shall also be entitled to rescind the contract regarding participation in the ISPO Munich 2022 trade fair if a legal or official requirement which applies for an indefinite period or at least until the day after the last day of the ISPO Munich 2022 trade fair stipulates that no one who, at any time during the duration of the ISPO Munich 2022 trade fair, including its set-up and dismantling periods, has been in Germany or in the part of Germany in which the ISPO Munich 2022 trade fair took place may leave Germany or enter the country or the part of the country in which the exhibitor has its headquarters, or anyone who has been in Germany or in the part of Germany in which the ISPO Munich 2022 trade fair took place for the duration of the ISPO Munich 2022 trade fair, including its set-up and dismantling periods, travels to the country or the part of the country in which the exhibitor has its headquarters and must quarantine immediately after arrival.

### **B 3 Participation fees**

Various package options for taking part in ISPO Textrends Membership are available:

20 m<sup>2</sup>, €7,499

40 m<sup>2</sup>, €12,999

The following services are included:

- A year-long membership (from 01.05.2022 until 30.04.2023) of the digital “ISPO Marketplace Sourcing” on Foursource (foursource.com)
- Stand area (two options: 20 and 40 m<sup>2</sup>) in the Textrends area at ISPO Munich 2022 including
- Stand construction
- 3 kW power supply
- Lighting and branding
- Furnishings (counter and bar stools)
- Obligatory communication contribution
- AUMA fee
- Flat-rate disposal fee
- Exhibitor IDs according to m<sup>2</sup> scale

The participation fee for the ISPO Textrends Membership package is the participation fee in accordance with A 6 of the General Terms of Participation A.

The participation fee will be billed once the exhibitor has been authorized. The participation fee shall be due in full even if the exhibitor does not take part in the ISPO Munich trade fair.

The participation fee includes both the rent for the stand area and extensive services provided by Messe München GmbH, which include in particular advice on stand planning, advice on the local technical conditions and requirements to be taken into account when designing stands, advice on stand set-up and dismantling, conceptual and public relations

work for the trade fair, visitor marketing and visitor promotion for the trade fair, preparing and holding trade fair-related opening events, press conferences, presentations and exhibitor evenings, insofar as they are organized by Messe München GmbH, preparing and holding forums and special shows, insofar as they are organized by Messe München GmbH or third parties on behalf of Messe München GmbH, the provision of exhibitor IDs entitling the holder to admission in accordance with Clause B 11 "Exhibitor passes", the provision of admission vouchers for visitors in accordance with Clause B 12 "Vouchers", the provision of advertising materials, the lighting, heating and air-conditioning of the exhibition premises, the provision of basic security for the event site, the regular cleaning of traffic areas, the provision of public address systems to provide information to visitors to the trade fair and other visitor information systems including signage, the provision of recreation rooms and catering facilities for exhibitors, visitors and representatives of the press within the exhibition premises, the presence of paramedics and traffic management to the event premises and within the event premises.

An advance fee for services in accordance with A 7 of the General Terms of Participation A shall not be charged.

#### AUMA fee

The Ausstellungs- und Messeausschuss der Deutschen Wirtschaft e.V. (AUMA – Deutsche Wirtschaft e.V. exhibition and trade fair committee) charges a fee of €0.60 per m<sup>2</sup> of rented exhibition space. This fee is included in the participation fee and is paid directly to AUMA by Messe München.

#### Flat-rate disposal fee for refuse

An obligatory flat-rate disposal fee for refuse of €5.65 per m<sup>2</sup> is included in the participation fee. The obligatory flat-rate disposal fee for refuse covers the costs of disposing of all refuse produced at the exhibitor's stand during stand set-up and dismantling and the entire duration of the trade fair. It does not include the disposal of production waste.

### **B 4 Co-exhibitors / joint stand exhibitors**

With ISPO Textrends Membership, companies cannot take part as co-exhibitors (cf. A 4). Other represented companies are not allowed.

### **B 5 Payment deadlines, terms and conditions of payment (cf. A 7)**

The invoice amounts on all invoices issued by Messe München GmbH which are connected with the event must be transferred without any deductions, with details of the customer number, exempt from charges and in EUR to one of the accounts given in the respective invoice. The payment deadlines given on these invoices are binding and must be observed.

### **B 6 Set-up and dismantling dates (cf. A 15)**

Package stands shall be set up and dismantled exclusively by a service partner working for Messe München GmbH who provides the package stands for exhibitors on behalf of Messe München GmbH. The rules regarding set-up and dismantling therefore relate only to items which are not included with the relevant package stand.

#### **Set-up**

Saturday, November 26, 2022, from 12:00 until 20:00

Sunday, November 27, 2022, from 08:00 until 18:00

HGV check-in during the set-up:

HGVs weighing more than 7.5 t must register via Fairlog in advance and book a time window for accessing the site and unloading. On site, the HGVs must check in in order to complete the process. Further information is available in the traffic guide.

On the last set-up day, November 27, 2022, all delivery and set-up vehicles must be removed from the halls and loading areas by 18:00. Vehicles which are still in the halls and loading areas after this time will be removed by Messe München GmbH at the exhibitor's risk and expense. Stand areas may be decorated until 20:00.

The set-up time may only be extended in exceptional cases with prior permission from Messe München GmbH's Technical Exhibitor Service. Permission must be given in writing.

### **Dismantling**

Wednesday, November 30, 2022 after the trade fair has ended, 17:00 until 23:00

HGV check-in during dismantling:

HGVs weighing more than 7.5 t must register via Fairlog in advance and book a time window for accessing the site and loading. On site, the HGVs must check in in order to complete the process. Further information is available in the traffic guide.

The dismantling time may only be extended in exceptional cases with prior written permission from Messe München GmbH's Technical Exhibitor Service.

### **B 7 Stand construction, stand design and stand equipment**

The stand construction, stand design and stand equipment must comply with the Covid-19-related protection and hygiene regulations of Messe München GmbH.

Scaled stand plans with layout and view drawings to a scale of 1:100 must be submitted in duplicate to Messe München GmbH's Technical Exhibitor Service for approval no later than six weeks before stand set-up if the stand is over 100 m<sup>2</sup>, is more than 3 m high or has a stand roof.

### **Halls and general**

The **maximum booth size is limited to 200 m<sup>2</sup>** (per booth/brand). Joint stands and ISPO curated areas (e.g. Experience Hall) are exempted.

Single-story design:

The maximum height of the modules is 6 m.

The maximum height of individual fittings in the stand area is 2.50 m. This does not include the exhibits.

The stand sides which face neighboring stands should be neutral colored or white, clean and free of installation material. Dividing walls may only be erected if requested by the exhibitor and at the exhibitor's expense. A minimum distance of 2 m should be maintained between advertising media which point towards directly adjacent neighbors and the stand boundary. Advertising boards should not be lit with flashing or changing lights.

The exhibitor should take into account the character and image of ISPO Munich. Messe München GmbH is entitled to demand changes to stands in connection with this.

Stand plans only require approval if the open sides of the stands are completely open.

Closed walls may be erected if they do not account for more than 70 % of a stand side.

### **Planning approval**

Each exhibitor with a trade fair stand is responsible for its construction, set-up and running. The exhibitor is also responsible for complying with regulations under public law if

these apply to trade fair stands, the Technical Guidelines and Messe München GmbH's Terms and Conditions of Participation.

If the following rules are complied with, there is no need to have plans approved by Messe München GmbH:

- The stand and any advertising should not be higher than 3 m.
- The stand should be smaller than 100 m<sup>2</sup>.
- The stand should not have a roof.

Stand designs which deviate from the rules above should be submitted in duplicate to Messe München GmbH's Technical Exhibitor Service for approval no later than six weeks before the official start of stand set-up with scale stand plans (layout, view and sectional drawings). If items are to be hung from the hall ceiling, Messe München GmbH's contractors will carry out all the work involved. Vehicles of any kind must not be parked in the stand area for display or decorative purposes. This is possible only in exceptional cases which require prior written permission from the trade fair management. Special constructions (e.g. bridges, stairs, cantilever roofs, galleries etc.) also require permission. Further information can be found in the "Construction Regulations" under "Information sheets – Registrations" in the exhibitor shop. Please note the rules set out in the Technical Guidelines and the information in the individual leaflets. In order to allow further planning, the exhibitor service forms for ordering additional stand services will be provided via our online exhibitor shop or sent to you via e-mail in good time.

### **B 8 Technical facilities**

The technical services described in the Technical Guidelines may only be provided through Messe München GmbH. Wired telecommunications systems may only be provided by Messe München GmbH; Deutsche Telekom AG and other network operators are not allowed on the trade fair site. Subject to prior written permission from Messe München GmbH, the exhibitor may operate its own wireless-LAN network for connectivity purposes at the stand; the Messe München GmbH regulations should be observed.

### **B 9 Sales rule**

Over-the-counter sales as well as other services and deliveries from the stand are not allowed. Exhibition goods can only be handed over to buyers after the end of the trade fair. Public display of the sales price is not allowed. In accordance with § 64 of the GewO (Trade Ordinance), goods may only be sold to commercial retailers, commercial consumers or bulk purchasers.

### **B 10 Exhibitor presence on the digital "ISPO Marketplace Sourcing" digital platform**

Messe München GmbH does not check the content which is posted and distributed online on the "ISPO Marketplace Sourcing" digital platform by exhibitors. It therefore accepts no liability for this content including its correctness, legality and quality. Messe München GmbH is however at liberty to block, delete or edit content posted online on the "ISPO Marketplace Sourcing" digital platform by exhibitors and to publish this content elsewhere. It may do so at any time, especially if it becomes aware or can justifiably assume that this content or use thereof would be illegal.

### **B 11 Exhibitor passes**

For the duration of the trade fair, each exhibitor will receive a specific number of free exhibitor passes for their stand (package).

Up to a 20 m<sup>2</sup> stand size: 3 exhibitor passes

From 21 m<sup>2</sup> for each additional 10 m<sup>2</sup> or part thereof: 1 exhibitor pass (in addition)

From 101 m<sup>2</sup> for each additional 20 m<sup>2</sup> or part thereof: 1 exhibitor pass (in addition)

Additional exhibitor passes can be ordered from the exhibitor shop during the trade fair and will be available from the exhibitor pass service counter on the last set-up day. The exhibitor passes are only intended for the stand staff, they may not be given to third parties. In the event of misuse, Messe München GmbH shall be entitled to withdraw the exhibitor pass.

The exhibitor pass does NOT entitle holders to free use of MVV public transport.

## **B 12 Vouchers**

Exhibitors, co-exhibitors and companies on joint stands have the opportunity to invite customers to the event free of charge with admission vouchers. All online vouchers that are redeemed are included in the participation fee and are not charged for.

## **B 13 Photographs, films and videos (cf. A 10)**

For professional photographs and videos of their own stand during the trade fair, exhibitors will require a permit from Messe München GmbH unless an exhibitor enlists people who are already approved and have a valid pass issued by Messe München GmbH. The exhibitor or the photographer enlisted can obtain this from the Messe München GmbH Security Center, Trade Fair Building, access via Gate 1. In order to obtain a permit, a written order issued to the photographer must be presented. A fee of €50.00 will be charged for the permit.

## **B 14 Deliveries, catering**

Goods, mail or anything else which is to be delivered to the exhibitor's stand should contain the following information:

- Name of the event
- Hall (A, B or C and the hall number (1–6))
- Stand number of the trade fair stand
- Name of the exhibitor
- Messegelände / Willy-Brandt-Allee, 81829 Munich, Germany

Messe München GmbH accepts no goods, mail or other items sent to exhibitors or third parties. Exhibitors are advised not to leave goods and other items unsecured in the hall or outdoors during the set-up and dismantling times. Services for the acceptance and shipping of goods are available from the authorized shipping companies on the trade fair site.

If food and drinks are prepared or served, Messe München GmbH's Covid-19-related protection and hygiene regulations must be followed.

## **B 15 Changes**

Messe München GmbH reserves the right to change or supplement information concerning technical matters and safety. In particular, Messe München GmbH reserves the right to change or supplement its Covid-19-related protection and hygiene regulations; exhibitors will be informed in good time.

Last updated: December 2021