

Essential information

Please also refer to our Conditions of Participation.



IDS 2025

41. International Dental Show
Cologne, 25.–29.3.2025

1 Opening times

For exhibitors: Daily from 08:00 a.m. to 07:00 p.m.
For visitors: Daily from 09:00 a.m. to 06:00 p.m.

2 Application

The **Online-Application** can be used on **IDS** website. This form must be completed in full and sent to Koelnmesse by clicking on the "Submit binding application" button.

3 Media services (Marketing Package)

The media services offered by Koelnmesse are the comprehensive and attention-grabbing solution for all stages of your trade-fair communication. Use of the media services listed in the condition of the participation, special section under item 10 is mandatory for all represented companies, co-exhibitors and other companies represented.

1,389.00 Euro per main exhibitor, group organiser, group participant

250.00 Euro per co-exhibitor and other represented companies.

Our official contractual partners will provide you with all order information and documents for the marketing services offered. Please note that your company's participation requires Koelnmesse's approval. Therefore, this approval is also a prerequisite for any offers or order confirmations.

If an exhibitor still has not submitted an order to the official contractual partners by the editorial and advertising deadline, the exhibitor's particulars shall be added to the official fair media, subject to charge, on the basis of the information provided on the respective registration.

Where possible, registrations and orders received later will also be included in the official fair media. If Koelnmesse receives orders and registrations later than the editorial and advertising deadline, Koelnmesse shall accept no guarantee for provision of any media services. In such cases, there shall be no claims recognised, regardless of their nature, but particularly claims for reductions in cost for inclusion in the official media or claims for damages.

A note on unofficial exhibitors' directories

So-called registration offers for seemingly official exhibitors' directories lead to confusion and enquiries from numerous exhibitors. Without having been asked, the providers of these exhibitors' directories are sending forms that give the impression that these are galley proofs or invoices from the publisher commissioned with publication of the official fair media. In fact, however, these so-called registration offers are order forms for an entry in directories of companies or exhibitors and do not involve the official fair media of Koelnmesse GmbH. The official media are exclusively issued by Koelnmesse GmbH, in cooperation with the media publishing house commissioned by Koelnmesse GmbH. Entries in the official fair media can only be ordered through Koelnmesse GmbH or through the media publisher commissioned by Koelnmesse GmbH for the media in question.

4 Participation fees

Renting a stand area costs 309.00 Euro per m² (minimum stand space 12 m²). In addition, energy is charged for at 10.50 Euro per m².

Koelnmesse shall be entitled to charge a reasonable down payment for the services used for the event in question – e.g. electrical and water connections, stand cleaning, etc. The down payment for services shall be assessed on the basis of the services charged for the previous event. For exhibitors who have not participated in the previous event, the down payment shall total to 36.50 Euro per m² – plus the obligatory media services (Marketing Package) in accordance to point 10 Media services (Marketing Package).

Once the event has ended, a separate final invoice for services will be issued; the down payment will be applied towards this amount. The invoice shall fall due for payment immediately following receipt. If the amount of the down payment should exceed the fees actually incurred for services, the amount by which the down payment exceeds actual charges shall be refunded to the exhibitor. The exhibitor shall have no claim to payment of interest on the down payment.

All prices are net prices and do not include VAT. **The participation costs for stand area does not include the cost for any constructions.** See Conditions of Participation Special Section, item 6.

5 Turnkey stands/Koelnmesse stand-construction

Why not take advantage of the Koelnmesse turnkey stands? These stands are available in various designs and can be ordered online: <http://stand.koelnmesse.com>. For questions about stand construction please contact: services@exhibitor.koelnmesse.de, Tel. +49 221 821-3998, Fax +49 221 821-3999. You will find more detailed information on our website: www.ids-cologne.de.

6 Construction period

Tuesday, 18 March - Saturday, 22 March 2025 07:00 a.m. - midnight
Sunday, 23 March 2025 00:00 a.m. to
Monday, 24 March 2025 08:00 p.m.

Construction must be completed by 08:00 p.m. on Monday, 24 March 2025 at the latest. At that time the aisles must be completely cleared.

7 Dismantling

Dismantling of all stands and exhibits in halls:

Saturday, 29 March 2025 06:00 p.m. to
Sunday, 30 March 2025 midnight
Monday, 31 March 2025 07:00 a.m. - midnight
Tuesday, 1 April 2025 07:00 a.m. - 6 p.m.

Dismantling may begin not earlier than 06:00 p.m. on Saturday, 29 March 2025.

Clearing the trade fair stand before the official end of the event represents a serious breach of the Conditions of Participation. In the event of any violation of this condition Koelnmesse reserves the right to exclude the exhibitor from subsequent events.

8 Confirmation

If your company has been registered, you will receive your confirmation **up from June 2024**.

9 Technical Guidelines/Services

You may download the Technical Guidelines from the trade fair website or from <https://service-english.ids-cologne.de/serviceshop/login>. Our entire range of services can be ordered online at the Service Shop.

Please take note of the submission deadlines for the order forms!

10 Maximum stand height

The stands may be no more than **4.00 metres** high. This is also the maximum allowable height for all company and product signs and all types of advertising. Constructions suspended from the ceiling in order to illuminate the trade fair stand (insofar as they are not connected to the stand and do not form a visual unit with it) may, with the written permission of the organisers, be attached higher than the maximum construction height of 4.00 metres.

Two-story constructions are not allowed.

- 2 passes for a stand of up to 18 m²
- 1 pass for each additional 6 m² or part thereof.

The codes for the passes are provided to the exhibitors in digital form and must be redeemed online via the event's ticket shop (<https://tickets.english.ids-cologne.de/>). The passes can be used via the app of the respective event. The registration in the app must use the same data as used at the ticket shop. Additionally required work passes can be ordered online.

11 Scale drawings of stands

A sketch of the stand on a scale of 1:200 will be supplied with the confirmation in order to clearly identify any built-in units on your stand space.

12 Billing

You will receive the invoice for the stand area **up from October 2024**.

13 Costs in the event of non-participation

Cancelling application is possible up to the point that an admission or confirmation has been received. This incurs a cancellation fee in the amount of 500.00 Euro. The contractual relationship can no longer be terminated once the stand has been bindingly registered and confirmed*. The organizer can agree to the request for release from the contract only in exceptional cases. If the stand space not required can be rented to another company, 25 % of the participation fee will be charged to defray the costs incurred. If the stand cannot be re-rented, the full participation fee must be paid.

*see Conditions of Participation General Section, figure II

14 Reimbursement of VAT

As a rule, Koelnmesse provides exhibitors (proprietors) with a uniform service – a so-called event service – in accordance with Art. 3a.4., Par. (2) of the German ordinance on the application of the VAT (UStAE). The place of performance for such services is the recipient's headquarters. Koelnmesse will therefore invoice foreign exhibitors (proprietors) according to the reverse charge accounting mechanism without charging any German VAT. If, in exceptional cases, services are not provided as uniform offerings in the sense described above and statutory VAT is charged, foreign exhibitors (proprietors) may receive a refund of the invoiced VAT provided they fulfil the legal requirements. Further details are available on the Internet at: www.bzst.bund.de.

15 Exhibitor passes

As an exhibitor, you will receive free exhibitor passes that are valid from the first day of construction until the last day of dismantling.

- 4 exhibitor passes for a stand measuring up to 18 m²
- 1 additional pass for each 6 m² or part thereof.

The codes for the passes are provided to the exhibitors in digital form and must be redeemed online via the event's ticket shop (<https://tickets.english.ids-cologne.de/>). The passes and travel tickets can be used via the app of the respective event. The registration in the app must use the same data as used at the ticket shop. Additionally required exhibitor passes can be ordered online against payment.

16 Work passes

You will also receive free passes that allow people commissioned by you or who work on your behalf to access the fair grounds in order to construct and dismantle your stand. These passes are only valid up to the start and after the end of the event. They do not entitle the holders to enter the grounds during the event.

17 Koelnmesse foreign representatives

Koelnmesse has representative offices in over 100 countries. They will gladly assist you at any time. You can find a list of the representatives in that file or in the internet under www.koelnmesse.com.