

## Application for Main Exhibitor

Only valid with filled  
list of product group entries (1.30)

# 1.10

### 1 Main Exhibitor

#### 1.1 Address:

Company/Name:

Street:

Postal Code /  
City:

Postal Code /  
P.O. Box:

Country:

Tel.:

Fax:

E-Mail:

Internet:

President / Owner:

☐ Mr. ☐ Ms.

Correspondence language:

☐ german ☐ english

Register  
first letter of  
company name:

Contact person for the exhibition is:

☐ Mr. ☐ Ms.

Tel.:

Fax:

E-Mail:

#### 1.2 We are:

☐ Manufacturers

☐ Importer

☐ Wholesaler

☐ Trading company

☐ Association/Organization

☐ Service provider

#### 1.3 We are registered with the:

☐ Commercial register

At the Magistrate  
Court in:

Commercial  
Register no.:

#### 1.4 Turnover tax ID number (VAT):

(Required information for companies from EU countries)

#### 1.5 Subsidiary/branch of parent company/group:

Company:

Street:

Postcode/City:

Country:

#### 1.6 We are member of the following trade associations:

### 2 Stand requirements (subject to availability)

☐ We hereby order the following stand area in accordance with  
the Conditions of Participation at a price (excluding VAT) of:  
220,00 EUR/m<sup>2</sup> (application until 18.02.2022\*)  
235,00 EUR/m<sup>2</sup> (application from 19.02.2022 onwards\*)

plus 0,60 EUR/m<sup>2</sup> AUMA fee

plus 525,00 EUR marketing package

Area in m<sup>2</sup>

Frontal width  
in metres

min

max

Depth in  
metres

min

max

Type of stand:

☐ Terrace stand

☐ Two corner stand

☐ Corner stand

☐ Island stand

\* registration must be received by Koelnmesse, Cologne by the  
cut-off date in order to qualify for the early-bird discount

### 3 Products or Services to be exhibited

**All exhibited products and services must correspond  
to the focus of the event.**

Please tick your products/services on the enclosed list of product  
group entries 1.30 and return it to us along with your registration.

#### Data Protection Notice:

You can read our Data Protection Notice in the complete participation documents and  
at any time under [www.koelnmesse.com/data-protection-notice](http://www.koelnmesse.com/data-protection-notice).

We would like to stay in touch with you in the future, in order to keep you  
appropriately informed of events and similar services. That's why we would like to ask  
for your consent to contact via electronic media.

☐ I hereby permit Koelnmesse GmbH, as well as its responsible subsidiary abroad and  
its commercial agents, to send me information by e-mail about future similar trade  
fairs/events/platforms that are organized in Germany and abroad. A list of the  
subsidiaries and commercial agents of Koelnmesse GmbH, as well as further details  
about data protection, can be found in the complete document containing the  
participation documents. It can also be accessed at any time at [www.koelnmesse.com/data-protection-notice](http://www.koelnmesse.com/data-protection-notice). I can withdraw my consent at any time in the future (by  
sending an e-mail to [datenschutz-km@koelnmesse.de](mailto:datenschutz-km@koelnmesse.de))

By signing and returning the registration form, we acknowledge that the General and  
the Special Sections of Koelnmesse GmbH's Conditions of Participation are binding  
for our company.



Date, Place, Stamp, Legally binding signature of the main exhibitor

**1 Invoice address**

If the **invoice** should be sent to an address other than the one given in Form 1.10, please enter it below:

Language of correspondence:

☐ german ☐ english

Company/Name:

\_\_\_\_\_

\_\_\_\_\_

Street:

Postcode,  
town:

Postcode,  
P.O. Box:

Postcode,  
town:

State,  
country:

Tel.:

Fax:

E-Mail:

**Please note:**

The registered company will be obliged to settle the invoice if the recipient of the invoice fails to effect payment.

**2 Address for correspondence –  
if different from Main Exhibitor**

If **correspondence** should be sent to an address other than the one given in Form 1.10, please enter it below:

Language of correspondence:

☐ german ☐ english

Company/Name:

\_\_\_\_\_

\_\_\_\_\_

Street:

Postcode,  
town:

Postcode,  
P.O. Box:

Postcode,  
town:

State,  
country:

Tel:

Fax:

E-Mail:

**Please note:**

You can read our Data Protection Notice in the complete participation documents and at any time under [www.koelnmesse.com/data-protection-notice](http://www.koelnmesse.com/data-protection-notice).



Bad Salzungen  
03.-05.05.2022

Customer number:

0 3 8 0

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Main exhibitor:

## Application for Co-exhibitors

1.20

We hereby register companies represented by us or additional exhibitors on our stand.

If you need to register several companies, please also use the reverse or photocopy the blank form list.

Company Name

Street

Postal Code /  
City:

Postal Code /  
P.O.Box:

Country:

Tel.:

Fax:

E-Mail:

Internet:

**Turnover tax ID number (VAT):**

(Required information for companies from EU countries)

President/Owner:

☐ Mr. ☐ Ms.

Contact person

☐ Mr. ☐ Ms.

0 3 8 0

Customer number:

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Register  
first letter of  
company name:

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The company is:

- ☐ Manufacturers  
☐ Importer  
☐ Wholesaler

- ☐ Trading company  
☐ Association/organization  
☐ Service provider

The company is represented with:

- ☐ own products  
☐ own staff (mark as  
required)  
☐ own name sign

The participation fee incl. marketing package per co-exhibitor is to 550.00 EUR (plus VAT) and will be charged to the main exhibitors' account.

The exhibits correspond to the following numbers in the products list:


**Please note:**

You can read our Data Protection Notice in the complete participation documents and at any time under [www.koelnmesse.com/data-protection-notice](http://www.koelnmesse.com/data-protection-notice).

X

Date, Place, Stamp, Legally binding signature of the main exhibitor

## List of product group entries

Please fill in and return with your registration

1.30

**Name of exhibitor/co-exhibitor/additionally represented company** Please use one list of products per company

**Main exhibits: (max. 2 entries)**

No:

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No:

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This directory of products shall not be considered the basis for automatic entry in the directory of products in the official fair media. Our official contractual partners will provide you with all order information and documents for the marketing services offered.

### List of exhibits X (Please cross the corresponding items)

#### We respond to the following sectors of furniture production and interior design:

(Please make sure you fill this in!)

- |  |  |
|--|--|
| <input type="checkbox"/> Manufacturer/ dealer of kitchen furniture   | <input type="checkbox"/> Building and room technology  |
| <input type="checkbox"/> Manufacturer/ dealer of kitchen sinks   | <input type="checkbox"/> Lighting industry and light installation                                  |
| <input type="checkbox"/> Manufacturer/ dealer of kitchen taps and fittings                                 | <input type="checkbox"/> Exterior design (facade, roof)  |
| <input type="checkbox"/> Manufacturer/ dealer of kitchen appliances and small electric domestic appliances | <input type="checkbox"/> Manufacturer/ dealer of garden and camping furniture and accessories      |
| <input type="checkbox"/> Manufacturer/ dealer of kitchen worktops  | <input type="checkbox"/> Interior design hotel and restaurant/ bars                                |
| <input type="checkbox"/> Manufacturer/ dealer of upholstered furniture                                     | <input type="checkbox"/> Interior design wellness (sauna, SPA and swimming pool)                   |
| <input type="checkbox"/> Manufacturer/ dealer of tables and chairs   | <input type="checkbox"/> Interior design office and administration                                 |
| <input type="checkbox"/> Manufacturer/ dealer of bedroom furniture and accessories                         | <input type="checkbox"/> Interior design sales room/ shopfitting                                   |
| <input type="checkbox"/> Manufacturer/ dealer of children's and young people's furniture                   | <input type="checkbox"/> Interior design hospital, doctor's office, nursing home, senior residence |
| <input type="checkbox"/> Manufacturer/ dealer of living room and system furniture                          | <input type="checkbox"/> Interior design sport and leisure facilities                              |
| <input type="checkbox"/> Manufacturer/ dealer of period and reproductions furniture                        | <input type="checkbox"/> Interior design museum  |
| <input type="checkbox"/> Manufacturer/ dealer of bath and sanitary industry and accessories                | <input type="checkbox"/> Interior design car, truck, bus   |
| <input type="checkbox"/> Bed manufacturer/ dealer  | <input type="checkbox"/> Interior design camper/ caravan   |
| <input type="checkbox"/> Mattress manufacturer/ dealer   | <input type="checkbox"/> Interior design cruise ship   |
| <input type="checkbox"/> Components for interior design of floors, walls, ceilings                         | <input type="checkbox"/> Interior design train   |
| <input type="checkbox"/> Stairs manufacturer/ dealer   | <input type="checkbox"/> Interior design plane   |
| <input type="checkbox"/> Manufacturer/ dealer of doors and gates   | <input type="checkbox"/> Information technologie and data processing                               |
| <input type="checkbox"/> Window manufacturer/ dealer   | <input type="checkbox"/> Logistics industry  |

#### Our target/sales markets are:

##### Africa

- ☐ South Africa  
☐ West Africa  
☐ East Africa  
☐ North Africa

##### The Americas

- ☐ USA  
☐ Canada  
☐ Mexico  
☐ Colombia  
☐ Brazil  
☐ Others Central America  
☐ Others South America

##### Asia

- ☐ China  
☐ Japan  
☐ South East Asia  
☐ India  
☐ Middle East

##### Europe

- ☐ Western Europe  
☐ Northern Europe  
☐ Southern Europe  
☐ Russia  
☐ Turkey  
☐ Others Eastern Europe

##### Oceania

- ☐ Australia  
☐ New Zealand  
☐ Others Oceania

#### Global Opportunities

We are interested in exhibiting at further fairs. Please send us further information:

##### Cologne

- ☐ interzum  
Cologne, Germany

##### Global

- ☐ interzum guangzhou  
Guangzhou, China  
☐ interzum bogotá  
Bogotá, Colombia

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**Materials for furniture production**

<input type="checkbox"/>	001 001	Anodized aluminium strips and foils
<input type="checkbox"/>	001 002	Printed hardboards
<input type="checkbox"/>	001 003	Laminated chipboards
<input type="checkbox"/>	001 004	Bituminized boards
<input type="checkbox"/>	001 005	Roofing slabs
<input type="checkbox"/>	001 006	Sound insulation boards
<input type="checkbox"/>	001 007	Decorative panels
<input type="checkbox"/>	001 008	Veneers
<input type="checkbox"/>	001 009	Veneered chipboards
<input type="checkbox"/>	001 010	Plaster boards
<input type="checkbox"/>	001 011	Glass sheets
<input type="checkbox"/>	001 012	Hemp boards
<input type="checkbox"/>	001 013	Resin bonded fibreboards
<input type="checkbox"/>	001 014	Insulated boards
<input type="checkbox"/>	001 015	Edgebanding
<input type="checkbox"/>	001 016	Ceramic panels
<input type="checkbox"/>	001 017	Wicker
<input type="checkbox"/>	001 018	Synthetic glass sheets
<input type="checkbox"/>	001 019	Plastic sections
<input type="checkbox"/>	001 020	Plastic raw materials
<input type="checkbox"/>	001 021	Limed wood
<input type="checkbox"/>	001 022	Battens and rods
<input type="checkbox"/>	001 023	Perforated boards
<input type="checkbox"/>	001 024	Marble slabs
<input type="checkbox"/>	001 025	Solid wood boards
<input type="checkbox"/>	001 026	MDF-Boards
<input type="checkbox"/>	001 027	Mineral material
<input type="checkbox"/>	001 028	Multiplex boards
<input type="checkbox"/>	001 029	OSB-Sheets
<input type="checkbox"/>	001 030	Compressed wood
<input type="checkbox"/>	001 031	Rattan
<input type="checkbox"/>	001 032	Rough groove and tongue boarding
<input type="checkbox"/>	001 033	Laminated panels
<input type="checkbox"/>	001 034	Sawn timber
<input type="checkbox"/>	001 035	Chipboards
<input type="checkbox"/>	001 036	Plywood
<input type="checkbox"/>	001 037	Laminated boards
<input type="checkbox"/>	001 038	Stone slabs
<input type="checkbox"/>	001 039	Canework material for chairs
<input type="checkbox"/>	001 040	Panelling and wainscoting boards
<input type="checkbox"/>	001 041	Thermoplastic fibrous substance
<input type="checkbox"/>	001 042	Wood core boards
<input type="checkbox"/>	001 043	Composite boards
<input type="checkbox"/>	001 044	Wood plastic composites
<input type="checkbox"/>	001 099	Other supplier parts and materials for furniture production

**Semi-finished products for cabinet, office and modular furniture**

<input type="checkbox"/>	002 001	Worktop panels
<input type="checkbox"/>	002 002	Leaded glass
<input type="checkbox"/>	002 003	Wooden slats for mattresses
<input type="checkbox"/>	002 004	Moulded parts
<input type="checkbox"/>	002 005	Body elements
<input type="checkbox"/>	002 006	Kitchen worktop panels
<input type="checkbox"/>	002 007	Wooden leaf
<input type="checkbox"/>	002 008	Slatted frames
<input type="checkbox"/>	002 009	Rests
<input type="checkbox"/>	002 010	Frame profiles
<input type="checkbox"/>	002 011	Carcase fronts, furniture doors
<input type="checkbox"/>	002 012	Upholstery frames
<input type="checkbox"/>	002 013	Postforming elements
<input type="checkbox"/>	002 014	Profiles
<input type="checkbox"/>	002 015	Roller blinds for furniture
<input type="checkbox"/>	002 016	Sandwich panelling
<input type="checkbox"/>	002 017	Seats
<input type="checkbox"/>	002 018	Rods
<input type="checkbox"/>	002 019	Tubular steel

<input type="checkbox"/>	002 020	Tubular steel parts
<input type="checkbox"/>	002 021	Chair frames
<input type="checkbox"/>	002 022	Table frames
<input type="checkbox"/>	002 023	Table tops
<input type="checkbox"/>	002 024	Window glass
<input type="checkbox"/>	002 099	Other semi-finished products for the cabinet, office and modular furniture industry

**Surface treatment and finishing products**

<input type="checkbox"/>	003 001	Paint removers
<input type="checkbox"/>	003 002	Repair materials
<input type="checkbox"/>	003 003	Stains
<input type="checkbox"/>	003 004	Bleaching agents
<input type="checkbox"/>	003 005	Decor papers solid colours
<input type="checkbox"/>	003 006	Decor papers printed
<input type="checkbox"/>	003 007	Paints
<input type="checkbox"/>	003 008	Films
<input type="checkbox"/>	003 009	Foils
<input type="checkbox"/>	003 010	Engraving materials
<input type="checkbox"/>	003 011	Primers
<input type="checkbox"/>	003 012	Resins
<input type="checkbox"/>	003 013	Adhesive tapes
<input type="checkbox"/>	003 014	Adhesives
<input type="checkbox"/>	003 015	Laquers
<input type="checkbox"/>	003 016	Laminates
<input type="checkbox"/>	003 017	Varnishing materials
<input type="checkbox"/>	003 018	Glues
<input type="checkbox"/>	003 019	Paper
<input type="checkbox"/>	003 020	Care products
<input type="checkbox"/>	003 021	Polishing agents
<input type="checkbox"/>	003 022	Abrasives
<input type="checkbox"/>	003 023	Filling compounds
<input type="checkbox"/>	003 024	Sealing agents
<input type="checkbox"/>	003 025	Waxes
<input type="checkbox"/>	003 099	Other surface treatment and finishing products

**Machines, tools, equipment and aids for surface treatment**

<input type="checkbox"/>	004 001	Pressure cylinders
<input type="checkbox"/>	004 002	Paint-spraying booths
<input type="checkbox"/>	004 003	Paint-spraying guns
<input type="checkbox"/>	004 004	Bonding guns
<input type="checkbox"/>	004 005	Varnishing equipment
<input type="checkbox"/>	004 006	Glue-applying equipment
<input type="checkbox"/>	004 007	Surface treating equipment (non-stationary)
<input type="checkbox"/>	004 008	Embossing cylinders
<input type="checkbox"/>	004 009	Press-plates
<input type="checkbox"/>	004 010	Press pads
<input type="checkbox"/>	004 011	Grinding equipment
<input type="checkbox"/>	004 012	Melted bonding application systems
<input type="checkbox"/>	004 013	Special tools for surface treatment
<input type="checkbox"/>	004 014	Surface scanner
<input type="checkbox"/>	004 099	Other machines, tools, equipment and aids for surface treatment

**Fittings and structural parts**

<input type="checkbox"/>	005 001	Movement mechanisms
<input type="checkbox"/>	005 002	External and decorative fittings
<input type="checkbox"/>	005 003	Fittings
<input type="checkbox"/>	005 004	Bed fittings
<input type="checkbox"/>	005 005	Floor beams
<input type="checkbox"/>	005 006	Floor rails
<input type="checkbox"/>	005 007	Turn window fittings
<input type="checkbox"/>	005 008	Turn and tilt window fittings
<input type="checkbox"/>	005 009	Fittings for swivel chairs
<input type="checkbox"/>	005 010	Door handle sets
<input type="checkbox"/>	005 011	Built-in systems
<input type="checkbox"/>	005 012	Burglary protection devices
<input type="checkbox"/>	005 013	Fittings for windows
<input type="checkbox"/>	005 014	Legs

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<input type="checkbox"/>	005 015	Ferrules
<input type="checkbox"/>	005 016	Wardrobe pegs
<input type="checkbox"/>	005 017	Pneumatic springs
<input type="checkbox"/>	005 018	Glass sheet holders
<input type="checkbox"/>	005 019	Glass sheet supports
<input type="checkbox"/>	005 020	Sliding fittings
<input type="checkbox"/>	005 021	Glides
<input type="checkbox"/>	005 022	Height adjustment fittings
<input type="checkbox"/>	005 023	Flap brakes
<input type="checkbox"/>	005 024	Shop fittings
<input type="checkbox"/>	005 025	Magnetic catches
<input type="checkbox"/>	005 026	Furniture feet
<input type="checkbox"/>	005 027	Handles for furniture
<input type="checkbox"/>	005 028	Knobs for furniture
<input type="checkbox"/>	005 029	Roller blind fittings
<input type="checkbox"/>	005 030	Castors
<input type="checkbox"/>	005 031	Hinges
<input type="checkbox"/>	005 032	Fittings for sliding doors
<input type="checkbox"/>	005 033	Locking systems
<input type="checkbox"/>	005 034	Locks
<input type="checkbox"/>	005 035	Catches
<input type="checkbox"/>	005 036	Cabinet suspensions
<input type="checkbox"/>	005 037	Cabinet tubes
<input type="checkbox"/>	005 038	Wardrobe rail supports
<input type="checkbox"/>	005 039	Drawers
<input type="checkbox"/>	005 040	Drawer runners
<input type="checkbox"/>	005 041	Plinth fittings
<input type="checkbox"/>	005 042	Table fittings
<input type="checkbox"/>	005 043	Door fittings
<input type="checkbox"/>	005 044	Connection fittings
<input type="checkbox"/>	005 045	Closures
<input type="checkbox"/>	005 046	Adjustment mechanisms
<input type="checkbox"/>	005 047	Tilt facility mechanisms
<input type="checkbox"/>	005 099	Other fittings and structural parts

**Built-in parts**

<input type="checkbox"/>	006 001	Waste disposal systems
<input type="checkbox"/>	006 002	Sanitary fittings
<input type="checkbox"/>	006 003	Pull-out systems
<input type="checkbox"/>	006 004	Extractor hoods
<input type="checkbox"/>	006 005	Built-in equipment
<input type="checkbox"/>	006 006	Fitted sink units
<input type="checkbox"/>	006 007	Gratings
<input type="checkbox"/>	006 008	Furniture cash boxes
<input type="checkbox"/>	006 009	Niche systems
<input type="checkbox"/>	006 010	Interior fittings for cupboards
<input type="checkbox"/>	006 011	Drawer furnishing
<input type="checkbox"/>	006 012	Mirrors
<input type="checkbox"/>	006 099	Other built-in parts

**Lighting systems, lights Electrical fittings for furniture production and interior works**

<input type="checkbox"/>	006 101	Movement and systems technology
<input type="checkbox"/>	006 102	Lighting systems, lights
<input type="checkbox"/>	006 103	Locking systems, electronic
<input type="checkbox"/>	006 104	Sensors
<input type="checkbox"/>	006 105	Cable Management
<input type="checkbox"/>	006 199	Other lighting systems and lights

**Portable machines, tools, equipment and aids for furniture production and wood interiors**

<input type="checkbox"/>	007 001	Work protection aids and equipment
<input type="checkbox"/>	007 002	Brushes
<input type="checkbox"/>	007 003	Compressed air tools
<input type="checkbox"/>	007 004	Plugs and dowels
<input type="checkbox"/>	007 005	Dust extraction plant / Air purification facilities
<input type="checkbox"/>	007 006	Paint rollers
<input type="checkbox"/>	007 007	Springs, technical
<input type="checkbox"/>	007 008	Files

<input type="checkbox"/>	007 009	Mitre box saws
<input type="checkbox"/>	007 010	Portable boring machines
<input type="checkbox"/>	007 011	Portable milling machines
<input type="checkbox"/>	007 012	Portable circular saws
<input type="checkbox"/>	007 013	Portable saws
<input type="checkbox"/>	007 014	Cables
<input type="checkbox"/>	007 015	Compressors
<input type="checkbox"/>	007 016	Store equipment
<input type="checkbox"/>	007 017	Machines (non-stationary)
<input type="checkbox"/>	007 018	Machine tools
<input type="checkbox"/>	007 019	Measuring equipment
<input type="checkbox"/>	007 020	Nuts and bolts
<input type="checkbox"/>	007 021	Nails
<input type="checkbox"/>	007 022	Rivets
<input type="checkbox"/>	007 023	Paint brushes
<input type="checkbox"/>	007 024	Frame stapling machines
<input type="checkbox"/>	007 025	Rasps
<input type="checkbox"/>	007 026	Shelves
<input type="checkbox"/>	007 027	Screws
<input type="checkbox"/>	007 028	Screwing machines
<input type="checkbox"/>	007 029	Vises
<input type="checkbox"/>	007 030	Press for mounting of drawers
<input type="checkbox"/>	007 031	Clamping equipment
<input type="checkbox"/>	007 032	Clamping tools
<input type="checkbox"/>	007 033	Stamped and punched parts
<input type="checkbox"/>	007 034	Stamping and punching beds
<input type="checkbox"/>	007 035	Jigsaws
<input type="checkbox"/>	007 036	Pins
<input type="checkbox"/>	007 037	Conveying and handling equipment
<input type="checkbox"/>	007 038	Packaging materials
<input type="checkbox"/>	007 039	Packaging tools
<input type="checkbox"/>	007 040	Workshop equipment
<input type="checkbox"/>	007 041	Tools
<input type="checkbox"/>	007 042	Pliers
<input type="checkbox"/>	007 043	Folding rules

**Machinery for furniture production and wood interiors (stationary)**

<input type="checkbox"/>	008 001	Boring machines
<input type="checkbox"/>	008 002	Drilling and impressing automatic machinery for furniture hinges and structural fittings
<input type="checkbox"/>	008 003	Moulding machines
<input type="checkbox"/>	008 004	Forming machines
<input type="checkbox"/>	008 005	Machinery for joining with fasteners such as nails, staples, wire etc.
<input type="checkbox"/>	008 006	Multi-stage automatic machines for two or more different operations
<input type="checkbox"/>	008 007	Other cutting machines
<input type="checkbox"/>	008 008	Other machines for joining
<input type="checkbox"/>	008 009	Other machines
<input type="checkbox"/>	008 010	Mortising machines
<input type="checkbox"/>	008 011	Gluing machines
<input type="checkbox"/>	008 012	Packaging equipment

**Furniture and furnishing fabrics, leather**

<input type="checkbox"/>	009 001	Covering materials
<input type="checkbox"/>	009 002	Upholstery fabrics
<input type="checkbox"/>	009 003	Printed fabrics
<input type="checkbox"/>	009 004	Felts
<input type="checkbox"/>	009 005	Artificial leather
<input type="checkbox"/>	009 006	Leather
<input type="checkbox"/>	009 007	Ticking, mattress fabrics
<input type="checkbox"/>	009 008	Special webs
<input type="checkbox"/>	009 099	Other furniture and furnishing fabrics for upholstery

**Upholstery materials, upholstery articles and accessories**

<input type="checkbox"/>	010 001	Steel strip
<input type="checkbox"/>	010 002	Piping and braiding
<input type="checkbox"/>	010 003	Wire

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<input type="checkbox"/>	010 004	Cambric material
<input type="checkbox"/>	010 005	Fibres
<input type="checkbox"/>	010 006	Spring bands
<input type="checkbox"/>	010 007	Feathers
<input type="checkbox"/>	010 008	Filling fibres
<input type="checkbox"/>	010 009	Filling material
<input type="checkbox"/>	010 010	Non-wovens for upholstery and bedding
<input type="checkbox"/>	010 011	Threads
<input type="checkbox"/>	010 012	Rubber hair upholstery material
<input type="checkbox"/>	010 013	Webbing
<input type="checkbox"/>	010 014	Lifting slings
<input type="checkbox"/>	010 015	Cord
<input type="checkbox"/>	010 016	Plastic sections
<input type="checkbox"/>	010 017	Mattress accessories
<input type="checkbox"/>	010 018	Needle felts
<input type="checkbox"/>	010 019	Upholstery materials
<input type="checkbox"/>	010 020	Uholstery accessories
<input type="checkbox"/>	010 021	Trimmings
<input type="checkbox"/>	010 022	Horsehair upholstery material
<input type="checkbox"/>	010 023	Fabric ties
<input type="checkbox"/>	010 024	Twines
<input type="checkbox"/>	010 025	Woven braiding material
<input type="checkbox"/>	010 026	Tricot piping
<input type="checkbox"/>	010 027	Fasteners
<input type="checkbox"/>	010 028	Non-woven materials
<input type="checkbox"/>	010 029	Woven ties
<input type="checkbox"/>	010 099	Other upholstery materials and accessories

#### Semi-finished products for upholstery, mattress and bed manufacturing industry

<input type="checkbox"/>	011 001	Spring bases
<input type="checkbox"/>	011 002	Spring cores
<input type="checkbox"/>	011 003	Spring units
<input type="checkbox"/>	011 004	Shaped upholstery
<input type="checkbox"/>	011 005	Bonded fabric
<input type="checkbox"/>	011 006	Blanks
<input type="checkbox"/>	011 007	Foam rubber, Latex
<input type="checkbox"/>	011 008	Foam material
<input type="checkbox"/>	011 009	Spiral nets
<input type="checkbox"/>	011 010	Quilting
<input type="checkbox"/>	011 011	Water bed's accessories
<input type="checkbox"/>	011 012	Semi-finished products
<input type="checkbox"/>	011 013	Lashing straps
<input type="checkbox"/>	011 099	Other semi-finished products for the upholstery, mattress and bed manufacturing industry

#### Machines, tools, equipment and aids for the upholstery industry processing

<input type="checkbox"/>	012 001	Bale presses
<input type="checkbox"/>	012 002	Flocking equipment
<input type="checkbox"/>	012 003	Pressing equipment
<input type="checkbox"/>	012 004	CAD/CAM
<input type="checkbox"/>	012 005	Steam equipment
<input type="checkbox"/>	012 006	Wire handling and processing machines
<input type="checkbox"/>	012 007	Filling machines
<input type="checkbox"/>	012 008	Processing machines for filling materials
<input type="checkbox"/>	012 009	Stapling tools
<input type="checkbox"/>	012 010	Industrial sewing machines and accessories
<input type="checkbox"/>	012 011	Cushion machines
<input type="checkbox"/>	012 012	Button machines
<input type="checkbox"/>	012 013	Folding and cutting machines
<input type="checkbox"/>	012 014	Machines and equipment for production of upholstered furniture, mattresses and quilts
<input type="checkbox"/>	012 015	Machines for webbing
<input type="checkbox"/>	012 016	Mounting presses
<input type="checkbox"/>	012 017	Needles
<input type="checkbox"/>	012 018	Cutting equipment and machines (non-stationary)
<input type="checkbox"/>	012 019	Automatic upholstery machines
<input type="checkbox"/>	012 020	Upholstery frames

<input type="checkbox"/>	012 021	Cleaning agents
<input type="checkbox"/>	012 022	Tensioning tables
<input type="checkbox"/>	012 023	Special upholstery machines for car upholstery
<input type="checkbox"/>	012 024	Special sewing machines, automatic equipment and accessories
<input type="checkbox"/>	012 025	Special tools
<input type="checkbox"/>	012 026	Die-cutting machines and accessories
<input type="checkbox"/>	012 027	Upholstery machines for bottoms of chairs
<input type="checkbox"/>	012 028	Time-synchronised assembly lines
<input type="checkbox"/>	012 029	Test machines
<input type="checkbox"/>	012 030	Transport systems
<input type="checkbox"/>	012 031	Processing machines for foam systems
<input type="checkbox"/>	012 032	Cutting accessories
<input type="checkbox"/>	012 033	Packaging machinery
<input type="checkbox"/>	012 034	Industrial embroidery machines and accessories

#### Ceilings, wall coverings and accessories

<input type="checkbox"/>	013 001	Sound-damping panels
<input type="checkbox"/>	013 002	Beams
<input type="checkbox"/>	013 003	Covering materials
<input type="checkbox"/>	013 004	Boards
<input type="checkbox"/>	013 005	Ceiling coverings
<input type="checkbox"/>	013 006	Fire-retarding constructional elements
<input type="checkbox"/>	013 007	Plaster boards
<input type="checkbox"/>	013 008	Wooden ceilings
<input type="checkbox"/>	013 009	Battens
<input type="checkbox"/>	013 010	Beading
<input type="checkbox"/>	013 011	Panels
<input type="checkbox"/>	013 012	Profiles
<input type="checkbox"/>	013 013	Stucco decor
<input type="checkbox"/>	013 014	Wall coverings
<input type="checkbox"/>	013 015	Sub-structures

#### Windows and accessories

<input type="checkbox"/>	014 001	Sealing materials
<input type="checkbox"/>	014 002	Window sills
<input type="checkbox"/>	014 003	Window profiles
<input type="checkbox"/>	014 004	Window frames
<input type="checkbox"/>	014 005	Wooden windows
<input type="checkbox"/>	014 099	Other windows and accessories

#### Parquet, cork and other wooden floorings

<input type="checkbox"/>	015 001	Parquetry composite
<input type="checkbox"/>	015 002	Veneered flooring
<input type="checkbox"/>	015 003	Planed flooring planks
<input type="checkbox"/>	015 004	Edgewise slats
<input type="checkbox"/>	015 005	Inlay
<input type="checkbox"/>	015 006	Solid wood planks
<input type="checkbox"/>	015 007	Solid wood parquet
<input type="checkbox"/>	015 008	Multilayer cork flooring
<input type="checkbox"/>	015 009	Multilayer parquet
<input type="checkbox"/>	015 010	Mosaic parquet
<input type="checkbox"/>	015 011	Parquet slats
<input type="checkbox"/>	015 012	Sports flooring
<input type="checkbox"/>	015 013	Panel parquet
<input type="checkbox"/>	015 014	Full cork flooring
<input type="checkbox"/>	015 099	Other parquet, cork and other wooden floors

#### Installation tools, installation and insulating underlays, surface protection

<input type="checkbox"/>	016 001	Fixing systems
<input type="checkbox"/>	016 002	Adhesives
<input type="checkbox"/>	016 003	Oils
<input type="checkbox"/>	016 004	Waxes

#### Machines / Accessories for installing parquet and laminate floorings

<input type="checkbox"/>	017 001	Parquet floor care
<input type="checkbox"/>	017 002	Profiles



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- ☐ 017 003 Skirtin boards
- ☐ 017 004 Stair edge systems

#### Floorings and accessories

- ☐ 018 001 Floor coverings
- ☐ 018 002 Tiles
- ☐ 018 003 Plastic floor coverings
- ☐ 018 004 Laminate floorings
- ☐ 018 005 Stoneware floorings
- ☐ 018 006 Floors
- ☐ 018 099 Other floors and accessories

#### Doors, gates and accessories

- ☐ 019 001 Sealing materials
- ☐ 019 002 Rotating doors
- ☐ 019 003 Folding doors
- ☐ 019 004 Double doors
- ☐ 019 005 Glass doors
- ☐ 019 006 Handle and grip systems
- ☐ 019 007 House doors
- ☐ 019 008 Wood doors
- ☐ 019 009 Inside doors
- ☐ 019 010 Doors-synthetic material
- ☐ 019 011 Country-style doors
- ☐ 019 012 In-fill panelling
- ☐ 019 013 Swinging doors
- ☐ 019 014 Door frames
- ☐ 019 015 Sliding doors
- ☐ 019 016 Plywood doors
- ☐ 019 017 Doors – period design –
- ☐ 019 018 Gates
- ☐ 019 019 Door elements
- ☐ 019 020 Frames
- ☐ 019 099 Other doors, gates and accessories

#### Finished parts for interior fittings

- ☐ 020 001 Bath tubes
- ☐ 020 002 Shower cubicles
- ☐ 020 003 Folding wainscots
- ☐ 020 004 Railings
- ☐ 020 005 Radiator covers
- ☐ 020 006 Wooden stairs
- ☐ 020 007 Shop equipment
- ☐ 020 008 Metal stairs
- ☐ 020 009 Folding screens
- ☐ 020 010 Room dividers
- ☐ 020 011 Shelving systems
- ☐ 020 012 Mirrors
- ☐ 020 013 Stone stairs
- ☐ 020 014 Partitions
- ☐ 020 015 Partition systems
- ☐ 020 016 Stairs
- ☐ 020 017 Staircase units
- ☐ 020 018 Stairtreads
- ☐ 020 019 Stair handrails
- ☐ 020 020 Wash basins

#### Materials for interior fittings

- ☐ 021 001 Balcony panels
- ☐ 021 002 Structural elements of wood
- ☐ 021 003 Fastening materials
- ☐ 021 004 Bending wood
- ☐ 021 005 Damping materials
- ☐ 021 006 Veneers
- ☐ 021 007 Planed articles
- ☐ 021 008 Wooden turned parts
- ☐ 021 009 Wood, brushed
- ☐ 021 010 Wood, sandblasted
- ☐ 021 011 Wood glue components

- ☐ 021 012 Wooden pillars
- ☐ 021 013 Wooden tubes
- ☐ 021 014 Wood preservative agents
- ☐ 021 015 Wooden fencing
- ☐ 021 016 Insulating materials
- ☐ 021 017 Tiles
- ☐ 021 018 Wooden leafs
- ☐ 021 019 Lightweight panels
- ☐ 021 020 Moulding
- ☐ 021 021 Surface protection agents
- ☐ 021 022 Panel materials
- ☐ 021 023 Wood for profiles
- ☐ 021 024 Shelving boards
- ☐ 021 025 Laminate panels
- ☐ 021 026 Shingles
- ☐ 021 027 Sawn timber
- ☐ 021 028 Edge strips
- ☐ 021 029 Panels for covering
- ☐ 021 030 Panels for fitting
- ☐ 021 031 Wood plastic composites
- ☐ 021 099 Other materials for interiors fittings

#### Information, Organisation

- ☐ 022 001 Industrial organisation systems
- ☐ 022 002 Industrial organisation aids
- ☐ 022 003 Computer
- ☐ 022 004 Trade and technical books
- ☐ 022 005 Trade and technical periodicals
- ☐ 022 006 Trade and technical journals
- ☐ 022 007 Cooperative advertising
- ☐ 022 008 Institutions
- ☐ 022 009 Trade fair companies
- ☐ 022 010 Associations

#### Services

- ☐ 023 001 Consulting companies
- ☐ 023 002 Design
- ☐ 023 003 Data processing
- ☐ 023 004 Recycling/waste disposal
- ☐ 023 005 Logistics
- ☐ 023 006 Packaging
- ☐ 023 099 Other services



## Essential information



ZOW 2022  
Bad Salzuflen, 03.-05.05.2022

### 1 Opening times

For exhibitors: Daily from 8:00 a.m. to 7:00 p.m.  
For visitors: Daily from 9:00 a.m. to 6:00 p.m.  
(last day to 5:00 p.m.)

### 2 Registration

To register the **Online-Application** on the ZOW webpage needs to be used. The application forms must be completely filled in and to be sent to Koelnmesse by clicking on the button "Submit binding application".

Alternatively the Form 1.10, filled out completely with stamp of your company seal and have a responsible person signed it, can be submitted. The registration is only valid when accompanied by the List of product group entries on Form 1.30. Co-exhibitors\* or additionally represented companies\* are required to register using Form 1.20. A separate list of goods – Form 1.30 – must be filled in for each of these companies.

\*see Item V of the General Section of the Conditions of Participation

### 3 Participation fees

#### Participation option 1: complete stand package

The price for the ZOW2022-package incl. services amounts:

Registration until 18 February 2022\*

stand area 15m<sup>2</sup> for 9.000 EUR  
stand area 20m<sup>2</sup> for 11.500 EUR  
stand area 25m<sup>2</sup> for 13.500 EUR  
stand area 30m<sup>2</sup> for 15.200 EUR  
stand area 45m<sup>2</sup> for 20.900 EUR  
stand area 60m<sup>2</sup> for 25.800 EUR  
stand area 90m<sup>2</sup> for 34.000 EUR  
stand area 120m<sup>2</sup> for 44.600 EUR

Registration from 19 February 2022\*

stand area 15m<sup>2</sup> for 9.900 EUR  
stand area 20m<sup>2</sup> for 12.500 EUR  
stand area 25m<sup>2</sup> for 14.600 EUR  
stand area 30m<sup>2</sup> for 16.300 EUR  
stand area 45m<sup>2</sup> for 21.900 EUR  
stand area 60m<sup>2</sup> for 26.900 EUR  
stand area 90m<sup>2</sup> for 35.300 EUR  
stand area 120m<sup>2</sup> for 46.700 EUR

#### Services

- Construction of stand (details see brochure enclosed)
- Stand cleaning
- Waste disposal
- Exhibitor and work passes
- Car park ticket
- Marketing package
- Admission ticket vouchers
- Free catering in the hall aisles
- Catering Card

#### Participation option 2: only stand area

Registration until 18 February 2022\*  
220,00 EUR/m<sup>2</sup>

Registration from 19 February 2022\*  
235,00 EUR/m<sup>2</sup>

plus 0,60 EUR/m<sup>2</sup> AUMA fee  
plus 525,00 EUR marketing package

This participation fee does not include the provision of stand partition walls or other special construction elements.

\*for registration, the date of receipt by Koelnmesse applies  
All prices are excluding VAT.

### 4 Construction times

29.04.-01.05.22 7:00 a.m.-10:00 p.m.  
02.05.22 7:00 a.m.-6:00 p.m.

### 5 Dismantling times

**On May 5th, dismantling isn't allowed before 5:00 p.m.**

05.05.22 5:00 p.m. - 12:00 a.m.  
06.05.22 12:00 a.m.-10:00 p.m.  
07.05.22 7:00 a.m.-6:00 p.m.

Information subject to change.

### 6 Stand confirmation

Once your company has been accepted for participation, you will receive confirmation of your stand **as of** spring 2022.

### 7 Maximum stand height

The maximum height for structures or advertising material of all stand constructions (incl. signs, banners and other advertising and construction elements) is set at 4m, insofar as this is permitted by the hall ceiling and any fixed structures that may be present.

The individual stand design inside the provided stand package is permissible up to 2,80 m, when structurally and technically possible.

### 8 Withdrawal / non-participation

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 exhibitor. In this case the organiser is authorised to charge a flat-rate sum corresponding to 25% of the participation fee for the costs incurred. If the space cannot be re-rented, the full participation fee must be paid. Please see "General Conditions of Participation", Item II.

### 9 Invoicing

You will receive the invoice for the stand area along with your free exhibitor and work passes **starting in** February 2022. Please observe the terms and conditions of payment listed under Item IV of the General Conditions of Participation.

### 10 VAT refunds

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

## 2 Essential information

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](http://www.bzst.bund.de).

### 11 Exhibitor passes

Each exhibitor receives exhibitor passes free of charge and valid for the period from the first day on which construction work begins to the final day of dismantling:

- 6 passes for a stand area of 15m<sup>2</sup>
- 8 passes for a stand area of 20m<sup>2</sup>
- 10 passes for a stand area of 25m<sup>2</sup>
- 12 passes for a stand area of 30m<sup>2</sup>
- 16 passes for a stand area of 45m<sup>2</sup>
- 18 passes for a stand area of 60m<sup>2</sup>
- 20 passes for a stand area of 90m<sup>2</sup>
- 22 passes for a stand area of 120m<sup>2</sup>

For additional exhibitor passes please write an e-mail to [zow@koelnmesse.de](mailto:zow@koelnmesse.de)

### 12 Work passes

You will receive free work passes that allow your company's personnel/ external suppliers access to the fair grounds during the construction and dismantling periods.

### 13 Marketing Services (Marketing Package)

The marketing services offered by Koelnmesse are the comprehensive and attention-grabbing solution for all stages of your trade fair communication. Use of the marketing services listed under Item 7.1 (Special Participation Conditions) is mandatory for all represented companies and co-exhibitors.

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.

Please note: The editorial and advertising deadline 08.04.2022

#### 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 publisher 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.

### 14 Koelnmesse representatives abroad

Koelnmesse has representative offices in 80 countries. Staff members at these offices will gladly assist you. A list of these offices is available on the Internet at [www.koelnmesse.com](http://www.koelnmesse.com)

### 15 Please find the important contacts on our website [www.zow.de](http://www.zow.de)

# Conditions of Participation Special Section



ZOW 2022  
Bad Salzuflen, 03.-05.05.2022

## 1 Organiser, event, venue and dates, visitor admission

### 1.1 Title

ZOW 2022 is being organised by Koelnmesse GmbH, Messeplatz 1, 50679 Cologne, Germany.

The event will be held at the Exhibition Centre Bad Salzuflen from Tuesday, 3rd May to Thursday, 5th May 2022.

### 1.2 Opening times

For exhibitors, daily from 8:00 a.m. to 7:00 p.m.  
For visitors, daily from 9:00 a.m. to 6:00 p.m.  
(last day to 5:00 p.m.)

### 1.3 Stand construction and dismantling

Please note the construction and dismantling times as follows:

Construction:

29.04.-01.05.22 7:00 a.m.-10:00 p.m.  
02.05.22 7:00 a.m.-6:00 p.m.

Dismantling:

05.05.22 5:00 p.m.-12:00 a.m.  
06.05.22 12:00 a.m.-10:00 p.m.  
07.05.22 7:00 a.m.-6:00 p.m.

Information subject to change

**End of construction period: Monday, 2nd May 2022, by 6:00 p.m. at the latest.**

Dismantling of the exhibition stand and the goods presentation may not begin before the end of the event at 5:00 p.m. on Thursday, 5th May 2022. Dismantling of all stands and exhibits must be finished by 6:00 p.m. on Saturday, 7th May 2022.

## 2 Eligibility to participate

### 2.1 Exhibitors

Only manufacturers that are entered in the commercial register or in the Handicrafts Register are permitted to participate at ZOW. Such producers must exhibit products that correspond to the focus of the event (see the List of Goods). You may only participate as an exhibitor when the exhibited products are manufactured or developed by your company itself or developed or produced on its behalf and exclusively marketed or, in the case of services, exclusively provided by your company. As a trade representative, sales company, association and importer. You can exhibit for the companies you represent insofar as the goods exhibited are not offered by any other company at the trade fair and you possess the necessary rights to present the exhibits. Koelnmesse also requires that proof of the nature of the manufacturer's business or of the activities as the manufacturer's sales company or importer be submitted in appropriate form on demand. Decisions on company admissions, eligible products and the location of exhibitor stands will be made by Koelnmesse. In the event of a rejection, you will receive a separate letter. All exhibited products and services must correspond to the focus of the event. See the List of Goods. The products must be new ex-works. Products and services that do not correspond to the List of Goods and used products may not be exhibited or offered.

### 2.2 Co-exhibitors

The participation of co-exhibitors at ZOW is possible. A special application and an acceptance by the organiser are required for the use of the stand area by a co-exhibitor (see Point V of the General Conditions of Participation).

### 2.3 Visitors

ZOW is open to trade visitors only. The ZOW-ticket for trade visitors is free of charge.

## 3 Participation fees and other costs

### 3.1 Participation fee

#### Participation option 1: complete stand package

ZOW2022-package incl. services

Registration until 18 February 2022\*

stand area 15m<sup>2</sup> for 9.000 EUR  
stand area 20m<sup>2</sup> for 11.500 EUR  
stand area 25m<sup>2</sup> for 13.500 EUR  
stand area 30m<sup>2</sup> for 15.200 EUR  
stand area 45m<sup>2</sup> for 20.900 EUR  
stand area 60m<sup>2</sup> for 25.800 EUR  
stand area 90m<sup>2</sup> for 34.000 EUR  
stand area 120m<sup>2</sup> for 44.600 EUR

Registration from 19 February 2022\*

stand area 15m<sup>2</sup> for 9.900 EUR  
stand area 20m<sup>2</sup> for 12.500 EUR  
stand area 25m<sup>2</sup> for 14.600 EUR  
stand area 30m<sup>2</sup> for 16.300 EUR  
stand area 45m<sup>2</sup> for 21.900 EUR  
stand area 60m<sup>2</sup> for 26.900 EUR  
stand area 90m<sup>2</sup> for 35.300 EUR  
stand area 120m<sup>2</sup> for 46.700 EUR

The participation fee will be calculated according to the dimensions of the ZOW-package allocated. Hall pillars and other fixed construction elements present in the rented stand area do not provide grounds for a reduction in the participation fee.

#### Services

- Construction of stand
- Stand cleaning
- Waste disposal
- Exhibitor and work passes
- Car park ticket
- Marketing package
- Admission ticket vouchers
- Free catering in the hall aisles
- Catering Card

#### Participation option 2: only stand area

Registration until 18 February 2022\*  
220,00 EUR/m<sup>2</sup>

Registration from 19 February 2022\*  
235,00 EUR/m<sup>2</sup>

plus 0,60 EUR/m<sup>2</sup> AUMA fee  
plus 525,00 EUR marketing package

This participation fee does not include the provision of stand partition walls or other special construction elements.

\*for registration, the date of receipt by Koelnmesse, Cologne applies

### 3.2 AUMA fee

The Association of the German Trade Fair Industry (AUMA) charges you a fee of 0.60 euros per m<sup>2</sup> of exhibition space for representing your interests. Koelnmesse will calculate and collect the fees in the name of, and on the account of, AUMA. The fee is already included in the ZOW2022-package respectively will be charged in addition to the space area fee. More detailed information is available at [www.auma-messen.de](http://www.auma-messen.de).

### 3.3 Energy costs

The proportional flat-rate energy fee is already included in the participation fees.

### 3.4 Final invoice for services

Once the event has ended, a separate final invoice for additional services will be issued. The invoice shall fall due for payment immediately following receipt.

### 3.5 Co-exhibitor fee

Insofar as the inclusion of other companies is permitted at your stand (see Item V of the General Conditions of Participation and 2.2 of Conditions of Participation Special Section), a co-exhibitor fee of € 550.00 per company incl. marketing package will be charged. The co-exhibitor fee remains payable should the co-exhibitor not participate in the event.

### 3.6 VAT

All prices given are net prices. The statutory VAT will be charged separately where applicable.

### 3.7 VAT identification number

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. Exhibitors from the European Union need to enter their valid VAT identification number in the registration form in order to be considered entrepreneurs. Exhibitors must immediately notify Koelnmesse of any changes to their VAT identification numbers.

### 3.8 Reimbursement of 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](http://www.bzst.bund.de).

### 3.9 Cost in the event of non-participation

#### 3.9.1 Prior to receipt of acceptance / stand area

You can revoke your registration by means of a written declaration until you receive the admission / stand confirmation.

#### 3.9.2 After receipt of acceptance / stand area

As a rule, the contractual relationship can no longer be terminated once the admission / stand confirmation has been received. The regulations contained in Item II of the General Section of the Conditions of Participation apply. In the event of non-participation, companies that have registered for a trade fair must pay compensation amounting to 25% of the participation fee, provided the reserved stand area can be rented to a third party. If the stand area cannot be assigned to a third party against payment, the contract remains in force and the participation fee must be paid in full.

**3.9.3** You shall be entitled to prove that no damages were incurred or that the costs were significantly less extensive than the amount charged.

## 4 Stand sizes and construction

### 4.1 Stand size

The minimum stand size is 15 m<sup>2</sup>.

Please note that hall pillars and other fixed construction elements may be present in the rented stand area. Minor deviations from the requested stand size do not entitle an objection to be made under Item II of the General Section of the Conditions of Participation.

### 4.2 Responsibility

Stand construction is provided by Koelnmesse or its service provider. Individual changes are only permitted after agreement and approval by

Koelnmesse. Stand construction and design must adhere to all regulations that are valid in Germany (including the regulations of the Sonderbauverordnung, the DIN and EN standards, the VDE regulations, and the accident prevention regulations of the professional associations in the currently valid versions). The stipulations of the General Section of the Conditions of Participation and the Technical Guidelines must also be complied with. All these provisions apply to your own as well as to independent stand designers, decorators, and signwriters and to all persons, in as far as they perform activities as commissioned by you or on your behalf in connection with the construction and design of the stand.

You are responsible for ensuring that all persons working on behalf of your trade fair participation know and comply with the aforementioned provisions and regulations. You must supervise the persons working on your behalf to ensure that they adhere to the regulations.

### 4.3 Maximum stand height

The maximum height for structures or advertising material of all stand constructions (incl. signs, banners and other advertising and construction elements) is set at 4m, insofar as this is permitted by the hall ceiling and any fixed structures that may be present.

The individual stand design inside the provided stand package is permissible up to 2,80 m, when structurally and technically possible. Higher advertising heights are permissible if special permission is granted.

### 4.4 Construction and design of the stands

The stand must be constructed to comply with the form of the stand confirmed. The construction of a back wall is mandatory for every exhibitor. The arrangement of the stand is left to the exhibitor but should be appropriate for the event in question.

The exhibitor has to obtain information on the load capacity of the hall floor and the hall headroom. Only the on-site measurements apply to stand space. Banners and company signs are not permitted to encroach into the aisles.

## 5 Exhibitor and work passes

### 5.1 Exhibitor passes

Each exhibitor receives free of charge and valid for the period from the first day on which construction work begins to the final day of dismantling:

- 6 passes for a stand area up to 15m<sup>2</sup>
- 8 passes for a stand area up to 20m<sup>2</sup>
- 10 passes for a stand area up to 25m<sup>2</sup>
- 12 passes for a stand area up to 30m<sup>2</sup>
- 16 passes for a stand area up to 45m<sup>2</sup>
- 18 passes for a stand area up to 60m<sup>2</sup>
- 20 passes for a stand area up to 90m<sup>2</sup>
- 22 passes for a stand area up to 120m<sup>2</sup> and more

The passes are provided in digital form. If more exhibitor passes are needed for stand personnel, please write an e-mail to [zow@koelnmesse.de](mailto:zow@koelnmesse.de)

### 5.2 Work passes

You will also receive free passes that allow your personnel access to the fair grounds during the construction and dismantling periods. 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. These passes will also be provided in digital form. All passes are for specific individuals and are non-transferable.

### 5.3 Exchange of passes

All passes are for specific individuals and are non-transferable. Transferring a pass to a third party – whether sold or given free of charge – is not permitted and represents a severe violation of the Conditions of Participation, in accordance with Item VI of the General Section of the Conditions of Participation.

## 6 Rules on selling

In view of the specialist nature of the event, direct sales of exhibits or samples from the booths are not permitted. Furthermore, exhibits may not carry a

price tag. This regulation does not apply to printed matter such as trade publications and specialist journals. Koelnmesse has the right to carry out checks and, in the event of violations of these conditions, to take suitable measures. Koelnmesse also has the right to immediately close the stands of any exhibitors who commit such violations. Claims on the part of the exhibitor for damages or refunds are excluded in the event of such measures.

## 7 Marketing Services (Marketing Package)

### 7.1 Scope of obligatory marketing services

Koelnmesse issues official trade fair media to accompany the events it hosts.

The obligatory components of these media for **main exhibitor, group organiser and group participant** are as follows:

- Entry in the alphabetical list of exhibitors in all available fair media
- Ten product group entries in the fair catalogue
- Unlimited number of product groups in the app and the online exhibitor search
- Set-up and provision of an online press compartment incl. a company profile, a company logo, six press releases, ten pictures and five documents
- Presentation of one Product Highlight in the app and the online exhibitor search incl. product photo and product description
- A presence on ambista.com, the online B2B network for the global interiors industry, complete with product and company information, networking opportunities for initiating business relationships and access to the most relevant industry information (<https://www.ambista.com/en/scope-of-performance>)
- Activation for the Schedule Organiser Online

The components of these media for **co-exhibitors** are as follows:

- Entry in the alphabetical list of exhibitors in all available fair media
- Ten product group entries in the fair catalogue
- Unlimited number of product groups in the app and the online exhibitor search

Editorial and advertising deadline: 08.04.2022

### 7.2 Costs for the obligatory marketing services (Marketing Package)

Use of the marketing services listed under Item 7.1 is mandatory for all represented companies and co-exhibitors. The costs are included in the ZOW2022-package respectively will be charged in addition to the space area fee.

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 Form 1.10 or 1.20 or the online application. 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 marketing 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.

### 7.3 Responsibility/release of Koelnmesse from liability

Official fair media are published by Koelnmesse GmbH, Messeplatz 1, 50679 Cologne, Germany, which in turn shall be entitled to commission another company with concrete execution and with advertisements.

The advertiser shall be responsible for the content of advertisements and entries, and for any damages resulting therefrom. Koelnmesse does not accept responsibility for printing errors, incorrect placement, errors and omissions or faulty printing.

## 8 Commercial property rights

**8.1** Koelnmesse does not want any exhibitors who in the process of producing, disseminating, selling, owning or advertising their products violate laws regarding the protection of intellectual property or commercial property rights in the broadest sense. If a final court decision has determined res judicata that an exhibitor in connection with one of Koelnmesse events has violated laws of the kind mentioned in paragraph 1, Koelnmesse is entitled to bar that exhibitor from the next event of this kind after the res judicata court decision if there is sufficient suspicion that the exhibitor will again and repeatedly violate laws for the protection of intellectual property or commercial property rights.

**8.2** You will find more detailed information in the No Copy! brochure on our homepage.

## 9 Non-permissible advertising/ violations of the Conditions of Participation

In order to ensure that the overall character of the event is safeguarded and the exhibitors and visitors are protected from irritating or illegal activities, in particular the following advertising measures are forbidden:

- Exceeding the binding specified booth height
- Advertising activities outside the rented stand area without the prior written permission of Koelnmesse
- Advertising of an ideological or political nature

The exhibitor bears responsibility for the legality of competitions, raffles etc. In the event of severe violations of the Conditions of Participation, Koelnmesse may immediately close your stand and clear it without resorting to legal assistance. Claims of all kinds – especially claims for damages – are excluded in this case.

## 10 Requirement for a written document

All explanations must be specified in writing.

## 11 Severability clause

Should individual or several provisions of these conditions be or become invalid in whole or in part, the validity of the remaining provisions and of the contract shall not be affected. The parties will conduct negotiations in good faith to replace the invalid provisions with valid provisions that come as close as possible to fulfilling the business purpose of the invalid provisions.

Should the invalidity of a provision have arisen from a specific figure given therein with regard to performance or time (deadline or date), the nearest legally permissible figure shall replace the invalid one in the provision.

## 12 General part of the Conditions of Participation, Technical Guidelines

The stipulations of the General Part of the Conditions of Participation and the Technical Guidelines are not affected.

## General Section of the Conditions of Participation to ZOW, Bad Salzuflen

### I Registration

Registration can be carried out electronically or by post.

#### 1. Electronic registration process

By completely filling in the registration forms and clicking on the button "Submit binding application" on the website you declare your intention to participate in the event (Registration).

Immediately after the dispatch of your binding registration you receive an automatic confirmation of receipt at the e-mail address you have supplied. This confirmation of receipt simply documents the fact that your registration has been received by the organizer and does not give rise to a contract between you and the organizer.

By dispatching the registration, you acknowledge the General and the Special Sections of the Conditions of Participation and the Technical Guidelines as binding.

#### 2. Postal registration process (insofar as provided)

To indicate your intention to take part in the event, you must return to us a completely filled in and signed registration form (Registration). Alternatively you can scan the completed and signed participation documents and send them to us via e-mail to the e-mail-address given in the registration form. A digital signature can also be provided instead of the scanned signature.

By signing and returning the registration form, you acknowledge that the General and the Special Sections of the Conditions of Participation and the Technical Guidelines as binding.

3. You can download the Conditions of Participation from the event homepage or from the Service Shop. You also have the option of requesting the Technical Guidelines in printed form at any time.

4. The registration is binding on you as of its delivery to Koelnmesse. It cannot be subject to provisos or reservations; in particular requests for specific stand locations do not constitute a condition for participation.

5. The registration can only be revoked prior to your receipt of the acceptance / stand area confirmation when this is permitted by the Special Section of the Conditions of Participation. In this case, you have to pay a fee as stipulated in the Special Section of the Conditions of Participation.

### II Acceptance

1. The organizer decides on your participation on the basis of the stipulations valid for all of the participants in the event (acceptance/stand area confirmation).

There are no legal claims to be admitted. In the event that the organizer receives more registrations corresponding to the admission requirements prior to the deadline for submission of registrations than there is available exhibition space, the organizer will decide which applications for registration are approved according to the organizer's reasonable discretion.

If you have previously failed to fulfil your financial obligations to the organizer or have not fulfilled them punctually, your company can be excluded from acceptance.

2. The contract comes into force with the confirmation of acceptance/stand area confirmation, both of which are valid without signature.

#### 3. Validity of the acceptance

The acceptance/stand area confirmation only applies to the respective event, the company registered and named in the acceptance and the products and services registered. Products and services that do not correspond to the Index of Goods may not be exhibited or offered.

The assignment of a stand area is carried out by the organizer in accordance with the exhibition topic area within the event to which the products you have registered belong.

Exhibitors do not have a right to have a stand area assigned to them of a particular shape, in a particular hall or a specific area within a hall. The exhibitor can specify a minimum and a maximum stand area during registration. Any acceptance by Koelnmesse that is within the specified size range is according to contract. Deviations from the average value of the specified desired sizes of up to 20% are also according to contract. An agreement is necessary in the case of greater deviations outside the desired size. This agreement is granted at the latest with the payment of the participation price.

The organizer is entitled to revoke the acceptance if it was granted on the basis of incorrect statements or if the participant subsequently fails to meet the conditions for acceptance.

#### 4. Change after acceptance

The organizer is entitled to relocate or close entrances and exits, and to make structural changes to the trade fair halls for good cause (e.g. fire, fire protection, other hazard prevention) and taking into account your legitimate interests after acceptance without you deriving any rights from such changes.

In individual cases with good cause and taking into account your legitimate interests, the organizer is furthermore entitled to subsequently assign a different stand area to the one already allocated in the acceptance and to change the size and dimensions of the stand area. If the size of the stand area is reduced, the difference in the participation fee will be refunded to you.

In the event that the date or location of the event has to be changed due to good cause and this change can reasonably be demanded of you then the corresponding changes must be accepted; the acceptance/stand area confirmation is replaced by the organizer's corresponding notification of the changes. A change of location means a change to a location outside the exhibition centre.

You will immediately be notified should the stand area not be available for reasons beyond the organizer's control. In this case, you have the right to receive a refund of the participation fee.

In such cases, there is no entitlement to claim damages that go beyond this refund.

#### 5. Rights of withdrawal

The organizer may withdraw from the contract if there is good cause. Such good cause is particularly the case if an application has been submitted to initiate insolvency proceedings or if such an application has been rejected due to a lack of assets. You must notify the organizer immediately if this is the case.

It is no longer possible for the exhibitor to withdraw a registration after the acceptance/stand area confirmation has been received.

As an exhibitor, you bear the sole risk for the following complications: products that are planned for the presentation cannot be imported as a result of the legal regulations valid at the event location or for other reasons; products arrive at the event location late, damaged or not at all (e.g. because they have become lost or are affected by transport or customs delays); you, your staff, your stand personnel or the personnel charged with the construction of your stand are delayed or prevented from arriving at the event location, e.g. due to the refusal of a visa. You remain obligated to pay any and all costs that have been agreed upon.

The organizer can consent to a request for release from the contract by way of exception if the stand area made available can be assigned to a third party in return for payment. Unless specified otherwise in the Special Section of the Conditions of Participation, the organizer is then authorized to demand a flat-rate amount of 25% of the participation fee for the costs incurred without further evidence. If the stand area cannot be transferred to a third party for a fee, the contract remains



in force and the participation fee must be paid in full. The occupation of the stand area that is no longer reserved by another participant who has already been admitted to the event and assigned a stand area is not considered to be a rental to a third party against payment, as two areas were merely exchanged.

If the Special Section of the Conditions of Participation stipulate that you must purchase a Marketing Package, the specified price has to be paid in the event that you withdraw from the contract and the admission ticket vouchers have been provided. This does not affect your liability for catalogue fees, stand construction fees or other costs, particularly if they involve services from third parties or have arisen due to services that have already been provided.

You shall be entitled to prove that no damages were incurred or that the costs were significantly less extensive than the fee charged.

The co-exhibitor fee must be paid in full in the event a company that has been accepted as a co-exhibitor does not participate.

### **III Construction, design and operation of the stands**

1. As an exhibitor, you are responsible for ensuring that your trade fair participation, and especially the construction and design of your stand, comply with all the legal standards valid in the Federal Republic of Germany as well as the regulations of these conditions and the Special Section of the Conditions of Participation and the Technical Guidelines including any hygiene regulations. This also applies to the persons working on behalf of the exhibitor, who must be supervised to ensure that they adhere to the stipulations.

2. Additional regulations, especially those of an event-related nature, can be found in the Special Section of the Conditions of Participation and in the Technical Guidelines.

3. Any additional technical services that may be required, in particular the installation of electricity, water and safety measures, the hiring of local personnel, etc., can be ordered from the Service Shop of Koelnmesse GmbH and are invoiced separately. Orders placed by third parties (in particular by stand construction companies) in connection with the construction, furnishing and design of your stand area are considered to have been commissioned by the exhibitor and at the exhibitor's expense.

4. The registered and authorized products must be on display at the stands for the entire duration of the event. Stand personnel must also be in attendance throughout this entire time. Clearing the trade fair stand before the official end of the event represents a serious breach of these Conditions of Participation and entitles the organizer to pursue claims for damages and to exclude your company from future participation in events of the Koelnmesse Group.

5. Products and services may only be presented within the stand area listed in the acceptance/stand area confirmation. You may not distribute products, flyers and other advertising materials in other areas of the exhibition centre without first receiving the organizer's written permission.

6. The legal stipulations of the Federal Republic of Germany need to be complied with during the presentation and sale of products and services. Products that are not intended to be offered or are not approved for sale worldwide must bear a corresponding note or a country-specific label.

7. The organizer can require that you remove products that do not correspond to the Index of Goods, the presentation of which would not comply with legal stipulations of the Federal Republic of Germany or that may cause a significant interference with the operation of the trade fair or give rise to a hazard to the safety of exhibitors and visitors due to smells, noises or any other emissions or due to their appearance.

### **IV Participation fee and other costs/Terms of payment**

1. The participation fee for the standardized event services covers the rental of the stand area for the entire duration of the event and the construction and dismantling periods stipulated in the Special Section of the Conditions of Participation; a specific number of exhibitor and work passes; the use of technical and service facilities at the exhibition centre; general hall security; cleaning of the generally accessible hall areas; general hall lighting; and advice on organization, advertising and public relations work for your participation.

In addition, the participation fee includes services provided by the organizer as part of the general visitor marketing activities. At the organizer's discretion, these activities especially include a selection of the following services: Placing of advertisements, direct marketing measures (e.g. publication and dispatch of newsletters and other information to potential visitors by mail, fax, or other means of electronic transmission), provision of an online ticket shop, and event-related Internet domains. The standardized event services also include the provision and supply of energy covered by the flat-rate energy fee; in this respect, please note the corresponding regulations of the Special Section of the Conditions of Participation.

The event services also encompass the inclusion in the list of exhibitors. This is obligatory for each exhibitor, co-exhibitor, group participant and additionally represented company. Please note the corresponding regulations of the Special Section of the Conditions of Participation.

2. The participation fee does not include the provision of stand partition walls or other special construction elements.

3. The amount of the participation fee and other costs will be calculated on the basis of the dimensions of the allocated stand area and according to the rates specified in the Special Section of the Conditions of Participation. Projections, pillars, installation connections and other fixed objects are not taken into account in the calculation of the allocated floor area, which is deemed to be in accordance with the contract.

4. In the case of two-storey exhibition stands the participation fee for the stand area of the upper storey approved after technical inspection is governed by the regulations in the Special Section of the Conditions of Participation.

5. After your acceptance you will receive an invoice for the participation fee and other costs; the invoice amount is due immediately on receipt of the invoice. This also applies to all amounts that must be paid within the framework of the contractual relationship, and, in particular, to invoices, as stipulated by Item I, Paragraph 5 and Item II, Paragraph 5 of these conditions.

6. All prices are net fixed prices plus any value added tax and comparable taxes of the event location that may be payable. Please note the regulations for VAT refunds listed in the Special Section of the Conditions of Participation.

7. The organizer shall have the right to increase the various prices to cover the higher costs in the event of an increase in its own production costs as a result of increased costs for manufacturing, procurement and labour as well as energy costs, fees, taxes and other public duties at the event location. The greatest amount that each individual price can rise is limited to 5% if more than 9 months have passed between the time the contract is concluded and the date the event is held, 7.5% if more than 18 months have passed and 10% if more than 24 months have passed.

8. All liabilities must be settled on time in order for you to occupy the reserved stand area.

9. Failure to execute payment on time will result in interest being charged of 9 percentage points above the base rate according to Section 288 of the Civil Code of the Federal Republic of Germany. The organizer is entitled to claim any higher damages it may have suffered. Compensation for damages does not apply or is reduced if you can prove that the organizer has incurred less or no damage as a result of the failure to pay on the due date.



Should settlement of the invoice not be effected by the deadline or not be effected in full, the organizer is, in addition, entitled to terminate the contract with you and to otherwise dispose of the stand area.

10. A right of lien in the organizer's favour arising from the organizer's claim in regard to the provision of the stand area attaches to the objects brought to the exhibition centre by you.

11. The exhibitor agrees to an electronic invoicing process. The dispatch of the invoice is carried out electronically via e-mail to the e-mail address supplied by the exhibitor or by post as a paper invoice at the discretion of the organizer. The exhibitor must immediately notify the organizer of any changes to its e-mail address.

12. Any services that have been provided by the organizer will be invoiced in euros. You are obligated to pay the amount shown on the invoice in the currency shown on the invoice ("billing currency"). If the organizer should be prepared, as a courtesy, to accept settlement of the invoice in a currency other than the billing currency in individual cases, without being under any obligation to do so, the exchange rate of such payment must be based on the official buying rate of the billing currency on the date the payment is received. Any exchange rate losses in relation to the billing currency after the invoice becomes due for payment are, therefore, at your expense.

13. Should the exhibitor have any complaints about the invoice, they must be submitted in writing or in the case of electronic invoicing also via e-mail immediately or at the latest within two weeks of receipt. Subsequent objections cannot be considered. A processing fee of €100.00 will be charged for every change to an invoice after your receipt of the invoice that is made exclusively at your request and without an error on the part of Koelnmesse GmbH being present.

14. Any projections, pillars, installation connections and other fixed objects in the stand area provided do not entitle you to any reduction in the participation fee or other costs.

15. In the event of the organizer not being able to fulfil the contract in whole or in part, you have a claim to a proportional reimbursement of any payments you have made. Further claims are in accordance with the regulations in Items VII and VIII of these Conditions of Participation. This does not affect the regulation under Item XI of these Conditions of Participation.

16. You can only exercise a right of withholding or set-off against the receivables arising from the contractual relations insofar as your claims are undisputed or have been determined *res judicata*. Claims on the grounds of unjust enrichment (Section 812 of the German Civil Code) remain unaffected.

17. In the event that an invoice is sent to a third party at the request of the exhibitor, this does not constitute any waiver of the right to claim the account receivable from the exhibitor. You remain obligated to pay until such time as the account receivable has been settled in full.

## **V Co-exhibitors, additionally represented companies, group participations**

1. Stand areas can only be rented in their entirety and only to one contracting party. You, as an exhibitor, may not relocate, exchange, share or otherwise make available the stand area that was reserved for you to another party in whole or in part without the organizer's prior permission.

2. The use of the stand area by multiple companies is only permissible when the stipulations of the Special Section of the Conditions of Participation permit the participation of co-exhibitors and/or additionally represented companies.

3. A special application must be approved by the organizer before another company (co-exhibitor) can use the stand area to exhibit its own products with its own staff. This also applies to companies that are represented at the trade fair by their own products, but not by their own staff (additionally represented companies). Companies within a corporate group and subsidiaries count as co-exhibitors.

The organizer has the right to require you, as the exhibitor to pay a participation fee and other costs for co-exhibitors. The organizer also has the right to limit the number of co-exhibitors for each exhibitor. In addition, the preconditions specified in Item II of these Conditions of Participation apply for the admission of co-exhibitors and additionally represented companies. These companies are subject to the Conditions of Participation – General and Special Sections as well as to the technical guidelines.

If you have a co-exhibitor or additionally represented company exhibit at your stand without first obtaining the organizer's explicit permission, the organizer has the right to cancel the contract with you without prior notice and to have your stand area cleared at your risk and expense. No claims of any kind can be made against the organizer in this case, especially no claims for damages.

After acceptance contractual relationships also exist exclusively between the organizer and the exhibitor, who is responsible for the culpability of its co-exhibitors/additionally represented companies as for its own culpability.

4. When multiple companies wish to participate in the event together on one stand area – a group participation – the General Section and the Special Section of the Conditions of Participation and the Technical Guidelines are binding for every individual company. The registration is carried out by the group organizer, who is responsible for ensuring that the group participants adhere to the Conditions of Participation. After acceptance/stand area confirmation contractual relationships exist exclusively between the group organizer and the organizer. Exceptions exist in the case of individual orders by the group participants of services in their own name and on their own account; these are only permissible on site during the period from the first day of stand construction to the last day of the event in question.

5. If a stand area is jointly assigned to two or more companies, they are jointly and severally liable to the organizer.

## **VI Domiciliary rights**

1. The organizer exercises domiciliary rights throughout the exhibition centre.

2. The organizer is entitled to have exhibits removed from a stand if their display violates applicable laws, or is morally offensive or not in keeping with the exhibition programme. Advertising of an political or ideological nature is prohibited. In the event of serious offences against the Conditions of Participation, the Technical Guidelines or the legal stipulations, the organizer is entitled to close your stand or have it vacated.

3. The house and ground regulations for the Exhibition Centre Bad Salzuflen apply in their currently valid version.

## **VII Liability for defects**

The limitation period for liability for defects in deliveries of newly manufactured articles is 1 year. Liability for defects in used articles is excluded. A claim does not arise when the damage is as a result of normal wear and tear, force majeure, incorrect or negligent operation, excessive use, or the failure to observe legal requirements or instructions for operation.

## **VIII Liability/indemnity**

1. The organizer is liable without limit for claims, irrespective of their legal grounds, of intent or gross negligence. The organizer is only liable for simple negligence insofar as essential contractual obligations have been breached, and any such liability is limited to foreseeable damage typical of the contract. Essential contractual obligations shall pertain only to those contractual obligations which are indispensable for the performance of the contract and on the fulfilment of which the exhibitor may rely. Otherwise the organizer's liability for damages is excluded.

The aforementioned limitations and/or exclusions of liability do not apply to a legally mandatory specified strict liability (e.g. arising from the Product Liability Act) or the liability from the acceptance of a guarantee or in the case of loss of life, bodily injury or impaired health.

Insofar as the liability is limited or excluded by the aforementioned regulations, this also applies to the liability of the bodies, employees, legal representatives and vicarious agents and officers of the organizer (also with regard to their respective personal liabilities).

2. A strict guarantee liability on the grounds of initial defects of the area provided is excluded.

3. A reduction of the fee due to material defects shall only be considered if the organizer has been notified in writing during the term of the contract of the intention to reduce the fee. Claims to reduction and/or rights of retention of the exhibitor can only be asserted insofar as they are based on legally determined or uncontested claims. Exhibitor's claims for repayment according to Section 812 of the German Civil Code remain unaffected.

4. If and to the extent that the organizer provides water, district heating, gas and electricity from the supply networks of utility companies, the exhibitor shall not assert any further claims for damages in the case of liability on the part of the organizer in the event of service disruptions than those to which the organizer is entitled under the relevant provisions vis-à-vis the respective utility company. The exhibitor shall immediately notify the organizer and directly notify the utility company supplying the service of any damage in writing.

5. If the organizer is compelled to temporarily vacate or permanently close the exhibition area or parts thereof, to reschedule the event, shorten or extend it due to force majeure, or for other reasons beyond its control, then the exhibitor is not entitled to any rights, in particular, to claims for damages against the organizer.

6. Liability continues to be subject to the legal burden of proof rules, which are unaffected by this clause.

7. The organizer does not assume any obligation to exercise proper care of exhibits, stand fittings and objects which are the property of the stand personnel. Therefore the organizer does not assume any liability for the loss of objects, equipment, structures and other valuables brought in by exhibitors and third parties, unless Koelnmesse has assumed custody for a fee. The possibility of hiring hall and stand security personnel for a fee is expressly pointed out.

The organizer transfers the general surveillance of the trade fair halls and the outdoor areas, the oversight of the exterior grounds, and the checks at the entrances to security agencies and their uniformed guards and non-uniformed personnel.

Every visitor and exhibitor in the trade fair halls must be in possession of a valid admission ticket or exhibitor pass and show it to the aforementioned security personnel upon request. The exhibitor will notify those service providers it has commissioned that they will require an admission ticket (e. g. a constructor's ticket). The surveillance and security of individual stands or parts of stands is not included in this general oversight.

8. In the event of contracts that provide for the procurement of certain items, then, unless otherwise expressly agreed in individual cases, the organizer does not assume the risk of procurement.

9. The organizer does not conclude specific insurance for the stand and the items located at the stand. The organizer recommends that the exhibitor insure its participation risk against the normal insurable risks such as fire, burglary, simple theft, damage, water damage etc. including the risks of transport to and from the event itself and at its own expense and that it ensure adequate insurance cover for the construction, trade fair, and dismantling periods including the periods of transport to and from the event.

All cases of theft and damage must be immediately reported to the police, the organizer and the insurance company at Messewache Ost (Security Office East) at Entrance East and thereafter notified in writing.

Stand security personnel may only be hired from the security companies commissioned by the organizer.

10. The exhibitors are also responsible for compliance with all laws, guidelines and other regulations applicable in the Federal Republic of Germany if the content of the organizer's Conditions of Participation deviate from such regulations. They are obligated to inform themselves in good time and comprehensively about the relevant regulations at the event location and to obtain the necessary knowledge.

The organizer is not obligated to provide any notification or information in this regard.

11. As an exhibitor, you are liable to the organizer and third parties for any damage that you, your personnel, your employees or third parties commissioned by you or other third parties that you use to fulfil your obligations culpably inflict on the organizer or third parties. You shall indemnify the organizer in this respect from all claims of third parties. The Technical Guidelines as well as the information contained in the organizer's circulars on questions concerning the preparation and implementation of the event must be strictly observed.

12. The exhibitor shall irrevocably indemnify the organizer from all claims by third parties insofar as these are based on the exhibitor's presentation, the design of the exhibitor's stand, the products presented at the exhibitor's stand, or the intellectual content of these products violating the rights of third parties (in particular, but without being limited to, copyrights, the rights to names and images, trademark rights, competition rights and personal rights) or other statutory provisions. This indemnity obligation encompasses all of the associated costs and expenses (in particular, but without being limited to, warning and legal costs as well as court fees).

## **IX Assertion of claims/period of limitation**

1. Claims against the organizer that are discernible to the exhibitor – of whatever type – must be submitted to the organizer in writing immediately, normally during the course of the event. The date on which the organizer receives the claim will be the sole criterion for determining if it has been received by the deadline. Claims which are received at a later date cannot be considered. This also applies to claims that would have been discernible with due diligence.

2. Claims against the organizer arising from the contractual relationship as well as all other claims relating thereto, shall become statute-barred after 6 months. The limitation period shall commence at the end of the month, in which the closing date of the event falls.

This does not apply to damage claims resulting from (i) loss of life, bodily injury or impaired health, (ii) Germany's Product Liability Act, (iii) essential contractual obligations and (iv) damages caused by the organizer's grossly negligent or intentional actions. The statutory periods of limitation apply in such cases.

## **X Place of performance/place of jurisdiction/valid law**

1. The place of performance is Bad Salzungen. The place of jurisdiction is Bad Salzungen, provided you are a merchant, a legal person governed by public law, or a special asset regulated by public law. This also applies to processes relating to documents, notes, and cheques. The organizer may also at its discretion assert claims at the court of the city where he is based, alternatively the city in which you have your registered seat or your branch office.

2. All legal relationships between you and the organizer are subject to Federal German Law and the German text is authoritative.

## **XI Reservations / force majeure, cancellation of the event**

1. The organizer shall have the right to reschedule, shorten, extend or cancel the event, as well as to terminate the event temporarily or definitely, in part or in whole, insofar as such an action is required due to compelling reasons for which it is not responsible or unforeseen events such as force majeure, natural disasters, wars, strikes, terrorist attacks or the large-scale breakdown or obstruction of traffic, supply and/or communication links, epidemics or pandemics. The organizer shall immediately notify the exhibitor of such circumstances, provided it is not also prevented from doing so by force majeure. In such cases, the exhibitor has no claim to recompense for the resulting damages.

2. In case the event is cancelled as a result of one of the cases mentioned in Item XI Paragraph 1, the exhibitor is obligated to cover the costs of the services already provided to the exhibitor if the organizer requests it to do so.

3. Cases of force majeure that prevent the organizer or its service partners from fulfilling some or all of their obligations release the organizer from its obligations until the force majeure ceases. The organizer shall immediately notify the exhibitor of such circumstances, provided the organizer is not prevented from doing so by force majeure as well. Strikes, lockouts, regulatory intervention and the impossibility of providing auxiliary materials such as electricity in sufficient amount are considered to be the equivalent of force majeure, unless they are of short duration or caused by the organizer.

## **XII Final provisions**

1. Only those stipulations in Item I Paragraph 1 respectively Paragraph 2 apply to the contractual relationship. Divergent or supplementary terms from the exhibitor do not become part of the contract even if the organizer does not specifically object to them. This applies especially to diverging conditions of payment.

2. Should some of the provisions be invalid or incomplete, the validity of the remaining provisions and the contract shall not be affected. In this case, the parties to the contract undertake to replace the invalid provision or to fill the gap with a provision that comes closest to fulfilling the economic purpose being pursued by the parties to this contract.

3. Any amendments to the contract must be in text form. The same shall also apply to any amendment or cancellation of the text-form clause itself.

Status: November 2020