

Specific Terms of Participation 2023

Event-specific additions to General Terms of Participation (ATB), Technical Regulations (TR) and House Rules of Hamburg Messe and Congress GmbH (HMC)



Event and legal entity:

Hamburg Messe und Congress GmbH
P.O. Box 30 24 80 · 20308 Hamburg
Messeplatz 1 · 20357 Hamburg
– hereinafter called **HMC** –

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Event title:

INTERNORGA 2023
97th Edition of Europe's leading trade show for the hotel, restaurant, catering, baking and confectionery industry

Venue:

HMC Fairground

Event duration:

March 10th – March 14th, 2023

Project management:

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Start of space allocation:

July 15th, 2022

Opening times:

daily 10.00 – 18.00 hrs

Assembly times:

Stands over 90 m²: March 3rd – 8th, 2023 07.00 – 22.00 hrs
March 9th, 2023 07.00 – 17.00 hrs

Stands up to 90 m²: March 6th – 8th, 2023 07.00 – 22.00 hrs
March 9th, 2023 07.00 – 17.00 hrs

Disassembly times:

March 14th, 2023 18.00 – 00.00 hrs
March 15th, 2023 00.00 – 22.00 hrs
March 16th – 17th, 2023 07.00 – 22.00 hrs

Early stand assembly/ Extended disassembly:

Any requests for early stand assembly / extended disassembly times must be submitted in writing to the Trade Fair and Exhibition Technology Department and approved (see Online Service Center / approvals and applications). An entitlement of approval does not exist.

If you have any questions, please contact the Trade Fair and Exhibition Technology Department (Tel.: +49 40 3569 2528 / e-mail: ops@hamburg-messe.de).

Exhibitor passes: (see clause 16 ATB)

Up to a stand size of 12 sq. m exhibitor will receive two exhibitor passes free of charge. One additional pass will be issued free-of-charge for every further 10 sq. m or part of sqm. Further exhibitor passes may be ordered **on payment of a charge of € 45.00 including VAT per pass or € 25.00 per one-day-pass**, from the Online Service Center. NO exhibitor passes are needed for assembly and disassembly.

Marketing package/ Trade Fair Media: (see clause 14 ATB)

The charge for the mandatory Marketing package for principal and associate exhibitors is € 300.00 each plus VAT. This fee includes an entry in all of the trade fair media and the Visitor Information System, plus free visitor Wi-Fi. The deadline for requesting an entry in the trade fair media will be communicated by the responsible service partner or Hamburg Messe in a timely fashion. Requests not received by the deadline will result in existing information from the event registration / acceptance data being used. Exhibitors registered / accepted after the deadline will be entered into digital trade fair media only; full charges apply. Feel free to direct any enquiries to the contacts named within the section for trade fair media of the Hamburg Messe Online Service Center (OSC).

Registration charge for co-exhibitors: (see clause 4.3. ATB)

Co-exhibitors must be notified to HMC in writing with indication of company name, address, and products / services. Please complete the separate registration form for this purpose. The charge for co-exhibitors is € 495.00 plus VAT per co-exhibitor and will be invoiced to the main exhibitor.



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Exchange of exhibitor:	The transfer of the booked stand space is only possible by prior approval of HMC and signing a transfer agreement.
Exhibit protection:	Subject to a decision by the Federal Justice Ministry, HMC offers exhibitors a certificate for submission to the German Patent and Trade Mark Office that the exhibit to be protected (consumer / investment product, design / utility model) has been exhibited at INTERNORGA 2023. For further information see Online Service Center / approvals and applications.
Advance payment for expected additional costs: (see clause 5.3 ATB)	No additional advance payment is required for INTERNORGA 2023
Invitations:	Exhibitors can invite their customers to the event by sending them invitations for free admission. After the end of the event, any invitations which have been used by the customers will be charged to the exhibitor. The pricing for invitations is shown at the Online Service Center (OSC). Invitations can be ordered in the exhibitor ticket shop (accessed via the Online Service Center). It is possible to order printed invitations or digital codes in the exhibitor ticket shop. The exhibitor ticket shop also provides you with a list of the invitations which have already been used and, after the exhibition has started, a list of the invitations with admittance.
Reductions in size of stand space:	The stand space specified in the acceptance is binding. After acceptance, any reductions in stand space requested by the exhibitor are possible only in consultation with HMC, and do not lead to reduction in stand rent. If HMC succeeds in renting out the stand space to a third party, an administrative fee amounting to 25 % of the (proportional) participation fee for the space not used by the exhibitor is payable in accordance with clause 8.2 ATB.
Cancellation of stand: (see clause 8.2. ATB)	Free-of-charge cancellation is possible within the period specified in the placement proposal, or until acceptance without placement proposal. In the event of cancellation after acceptance, clause 8 ATB shall be applicable.
General reimbursement of costs in the event of cancellation: (see clause 15 ATB)	No general reimbursement of costs in accordance with clause 15.2 sentence 2 ATB will be charged in the event of cancellation due to force majeure.
Limitations on admission: (see clause 3, ATB)	Gastronomic enterprises are not permitted.
Sales regulations: (see clause 11, in particular 11.2 and 11.3, ATB)	The direct sale of exhibits and samples from the stands is not permitted. Furthermore, exhibits may not carry a price tag.
Two-floor stands:	For two-floor stands an additional participation fee is payable, calculated on by multiplying fifty percent of the net price per sq. m by the number of sq. m of the ground surface of the second floor of the stand. Such two-floor constructions require the approval of the Project Management and the Technical Department in conjunction with a certificate of constructional static made by a structural-engineer recognized by HMC. The appropriate order form has to be sent in by January 9 th , 2023. Other details are contained in the technical guideline of HMC.
Performance, events: (see clause 13.1, ATB)	Performances, cooking demonstrations, events and musical presentations on the exhibition stands have to be announced to and approved by the Project Management before the beginning of the exhibition. The volume at the stand boundary may not exceed 75 dB(A). In case this decibel number is not respected it is up to the Project Management to stop the performance / musical presentation on the spot.
Services:	Please note that some of the services offered by Hamburg Messe & Congress GmbH and service providers (for example promotion, conference rooms) are only for main exhibitors.