|  |  |
| --- | --- |
| Joint company exhibition ofthe Federal Republic of Germany ibtm Asia Pacific 13. Apr. - 14. Apr. 2021, Singapore, Singapore  | **made_in_Germany_4c** |
|  |  |
| **Organiser** | **In cooperation with** |
| BMWE_Logo_4C_en | AUMA_hoch_eng_3zeilig_4c |
|  |  |
| **Realisation and exhibition management (implementation company within the meaning of the General Conditions of Participation)** |
| CompanyLogo | **Hamburg Messe und Congress GmbH**http://www.hamburg-messe.dePhone: +49 40 3569-0**Project manager: Vincent Spitzmann**vincent.spitzmann@hamburg-messe.dePhone: +49 40 3569-2284Fax: +49 40 3569-692284 |
| Special Conditions of Participationas supplement to the General Conditions of Participation of the Federal Republic of Germany at trade fairs and exhibitions abroad |

 **1. Closing date for registrations**

 **20. November 2020**

 It is pointed out that, on principle, the participation can only be conducted, should the **minimum participation of
10 companies** be reached. Registrations submitted after the closing date for registrations will not be considered.

**2. Minimum stand space**

• not applicable

**3. Participation fee/s**

 The participation fees quoted are subject, where applicable, to statutory German value-added tax and to statutory foreign taxation
(e.g. VAT, sales tax) levied on services provided to the exhibitor by the implementation company. The participation fees according to No. 3.3.1. only cover a part of the total costs of services according to No. 5.

**3.1. Square meter**

• not applicable

**3.1.4.** **Sub-Exhibitor**

• not applicable

**3.2. Shelves**

• not applicable

**3.3. Packages**

|  |
| --- |
| **3.3.1.** Participation fee/s for companies taking part in this official participation of the Federal Ministry for Economic Affairs and Energy in **2021** up to and including the **4th time:**• 5 m² in the hall including stand construction **EURO 10.350**• 9 m² in the hall including stand construction **EURO 18.630** |

|  |
| --- |
| **3.3.2.** Participation fee/s for companies taking part in this official participation of the Federal Ministry for Economic Affairs and Energy in **2021** for the **5th time or more**:• not applicable |

|  |
| --- |
| **3.3.3.** Participation fee/s for exhibitors, that cannot sign the attached declaration regarding double-funding respectively participation of the public sector (public authorities or public companies):• 5 m² in the hall including stand construction **EURO 10.350**• 9 m² in the hall including stand construction **EURO 18.630** |

|  |
| --- |
| **4. Mandatory Fee/s**The organizer of the trade fair charges mandatory fee/s as follows:• Registration fee: **450 € / exhibition company**Fees are subject, where applicable, to statutory German value-added tax and to statutory foreign taxation, (e.g. VAT, sales tax etc.), payable to the implementation company by the exhibitor. |

**5. Services**

 The payment of the participation fee/s according to No. 3 includes the following services:

**5.1. Company-specific services**

 All materials and facilities shall be at the disposal of the exhibitor, on a rental basis, only for the duration of the event, and may in no way be damaged or modified. Damaged or modified components and devices shall be repaired or replaced at the expense of the exhibitor.

**5.1.1. Square meter**

• not applicable

**5.1.2. Shelves**

• not applicable

**5.1.3. Packages**

|  |
| --- |
| **5.1.3.1. Hall space including stand construction**• Provision of stand space in the hall with the stand design bearing "made in Germany". Exhibitors may not obscure elements of the stand design.• Uniform stand lettering• Back and dividing walls• Furnishings: **Package (5 m²):** abschl. Infotheke m. Prospektablagefach, 1 Barhocker, 1 hinterleuchtete Grafikfläche mit einheitlicher Beschriftung (Druck ohne Repro-Arbeiten), 1 Tisch + 4 Stühle im Meetingbereich (Paket mit 5 m² und 9m2 Fläche nur anteilige Nutzung), 1 Papierkorb **Package (9 m²):** abschl. Infotheke m. Prospektablagefach, 1 Barhocker, 1 hinterleuchtete Grafikfläche mit einheitlicher Beschriftung (Druck ohne Repro-Arbeiten), 1 Tisch + 4 Stühle im Meetingbereich (nur anteilige Nutzung), + eigener Tisch und Stühle, Papierkorb • Uniform floor covering on the stand• General stand lighting• Electricity: Supply voltage: • **220V** • - one socket (max. capacity 2 kW; without distribution/switching panel)NB: Costs for additional electricity supply to the stand (for both light and power current) from the nearest distribution point will be charged to the exhibitor, and will be invoiced on the basis of the kW registered by the exhibitor. Additional light and power current usage have to be paid by the exhibitor.• Entry into the German participation directory and – if arranged – into the website of the German participation (no liability shall be accepted for incorrect entries) |

|  |
| --- |
| **5.2. General services**• Technical and organisational support of exhibitors by the realisation company during preparation and realisation of the participation• Setting up of an information stand with service arrangements / set-ups• Entry into the website of the German participation or – if arranged – into the German participation directory (no liability shall be accepted for incorrect entries)• Uniform setting design of the German participation in accordance with CI concept• General lighting of the German participation• Daily cleaning of the aisles within the German participation in the hall (cleaning of stand space, exhibits, and exhibit holders are the responsibility of the exhibitor) • Accompanying measures: **Internetpresentation www.german-pavilion.com and Flyer** |

**5.2.1. Sub-exhibitors**

• not applicable

|  |
| --- |
| **5.3. Waiver** Waiving individual company specific or general services shall not constitute a claim for a reduction of the participation fee. Under no circumstances may uniform design elements be foregone. |

|  |
| --- |
| **6. Payment conditions** Duty to 20 % of the participation fee, based on the area size requested (according to No. 3), as well as of mandatory fees (according to No. 4), shall begin upon submission of registration in writing. Payment of this amount is due upon receipt of a corresponding invoice for payment in advance. On admission, payment shall be due of the outstanding amount, immediately upon receipt of the final invoice.  |

|  |
| --- |
| **7. Company data** The exhibitor's personal data are processed by the implementation company for the purposes of contract execution and forwarded to third parties (for example, architects, agencies, freight forwarders, trade fair organisers, etc.). The implementation company also transmits the data to federal authorities (e.g. Federal Ministry for Economic Affairs and Energy, Federal Ministry of Food and Agriculture, Federal Office for Economic Affairs and Export Control), the Association of the German Trade Fair Industry (AUMA), to AUMA in particular for information about and for the evaluation of the foreign trade fair programme also by commissioned third parties as well as to the operator of the internet portal [www.german-pavilion.com](http://www.german-pavilion.com). Federal authorities may pass personal data on to members of the German Bundestag, to other public funding agencies and for statistical purposes and for evaluation to commissioned institutions. The personal data can also be passed on if required by the Bundesrechnungshof. Further information on data protection can be found on the homepage of the implementation company http://www.hamburg-messe.de. |

|  |  |
| --- | --- |
| **Hamburg Messe und Congress GmbH** | **Hamburg, 28. July 2020** |