

# Shows and Events

during openig hours of the fair

Hall:	Stand No.:
Exhibitor:	

## Registration 2012

**Customer Service:** Fax: +49(0)30-3038-1460 or 3039-0009143; Phone: +49(0)30/3038-1400; E-Mail: fair-service@messe-berlin.de  
**Mailing address:** Messe Berlin GmbH, c/o MB Capital Services GmbH, Thüringer Allee 12/12A, 14052 Berlin, Germany  
**For queries:** Phone: +49(0)30/3038-2834, E-Mail: kienast@messe-berlin.de

Please note that events in the evening require registration. Events can take place at the stand from 9:30 am to 10:00 pm

We are planning the following events during the fair::

Date: ..... Time from: ..... to: .....

Title/type of event: .....

Participants: .....

Planned number of persons: .....

Place of event: .....

(For musical performances please see application form – GEMA (public performances of music protected by copyright))

Catering:  We kindly ask to be contacted for an offer for the catering service for our participants.

Contact: .....

Phone: .....

**Remark:**

According to the size of the event, the exhibitor is charged extra costs for additional security personnel (compulsory) and additional services, e.g. barriers, personnel for providing sanitary fittings, checkroom, sanitary services, etc. The technical department will coordinate with you on the details. Guests who enter the fairground before 6. pm need an **entrance ticket**. **After 6 pm** they need a **written invitation** of the inviting exhibitor. **Otherwise the security will not permit them to enter.** The event may only take place within the areas specifically allocated for the purpose.

If you rearrange furniture you must ensure that the emergency exits are not obstructed and that they remain clear at all times. Companies contracted by the organizers, i.e. catering companies, musicians, beverage vendors etc. are also required to observe these instructions. The mentioned prices are subject to statutory value-added tax. By signing the order you acknowledge the stipulated conditions.

**Please note: Please clarify if your company/your client needs an own PO No. for this order.  
 For later alteration of invoices 30.00 EUR plus VAT will be charged in addition.**

Name and address of recipient of invoice: ..... VAT Reg. No.: .....

Contact: ..... Phone: ..... Telefax : .....

E-Mail: ..... Your order No. : .....

Date:	Name of the customer (in block letters):	Legally binding signature and company stamp:
.....		.....

As of: Aug. 2011/Subject to alteration/Legal venue and place of jurisdiction is Berlin-Charlottenburg