

GERMAN TREE CARE CONFERENCE
Augsburg, 25th-27th of April, 2023



Exhibitor information

Please also note the "Terms and Conditions for Exhibitors"!

Conference + TRADE SHOW location	25th-27th of April, 2023 Messe Augsburg	Am Messezentrum 5 86159 Augsburg
Trade show times	Tuesday, 25th of April, 2023	8 am - 6 pm
	Wednesday, 26th of April, 2023	8 am - 6 pm
	Thursday, 27th of April, 2023	8 am - 4 pm
Time for setting up	Monday 24th of April, 2023 Please contact the office if you need a different time for setting up	7 am - 8 pm
Time for removal/taking down of booths Exhibitors who don't adhere to these times will be barred from our future conferences/trade shows.	Thursday, 27th of April, 2023	After the end of the conference, from approx. 4.15 pm
Access for loading/unloading for cars/lorries	Access to the exhibition site for vehicles is only granted during the above mentioned times for setting up and taking down, with a deposit of 50 euros.	
Deposit	The deposit will be refunded if you leave the exhibition site within 4 hours after entering. Last possible exit is 8 pm (end of setting up)!	
Access to exhibition hall 1	Access to "part B" of the hall via gate 3 is now restricted. 1. Only for loading and unloading 2. Only on Monday morning, 24th of April, 2023, until approx. noon, while setting up is taking place, and on the late afternoon/evening of Thursday, 27th of April, 2023, from approx. 4.30 pm for removal.	
Immediately after unloading, all vehicles have to be removed from site and parked on the designated parking site! For a fee, lorries, vans and trailers may be parked on the fair grounds during the conference. Please note that moving them during the conference is not permitted .		
Please register these vehicles with the office!		

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Parking	There is a parking site in front of hall 1 (distance approx. 50 m) which is free of charge during setting up and removal times. During the conference there is a parking fee . There are enough parking spaces available, no advance-booking . Operator: Messe Augsburg.
Delivery/pick-up, loading/unloading, storage	On the fair grounds, these services are solely carried out by the BTG exhibition-transport. Please find further information in the document "Delivery and Storage of Materials". You can also organise your complete delivery via BTG, please ask them directly.
Self-installation of booths	Your textile installations must be B1-certified (flame-retardant (B1-certified) tents, floorings, banners etc). Please carry your certificates along. Local authorities and fire service will be demanded!
Obligatory smoke detectors	In case you have a „roofed“ area of 8 m² or more inside of the exhibition hall you do need a smoke detector. Example: tent /pavilion or horizontal banner on/above your booth.
Electrical grounding of the booth	For exhibitors with metal structures (e. g. a rigg) or bigger metal suspensions electrical grounding is obligatory.
Waste disposal	You can find a waste container for your rubbish in the patio. No disposal of hazardous waste or bulky goods!

On April 25th and 26th the hall will be locked around 6.30 pm.
On the day of setting up, April 24th, the hall will be locked around 9 pm.

Rental fee for exhibition space Non-profit organisations, publishers and public schools receive a 40%-discount.	The prices cover the whole duration of the trade show - plus 19 % German VAT Every exhibitor has to set up suitable back and side walls of a minimum of 2 m height and cover the floor all over with flame retardant flooring.	
Inside – Row booth	€ 145,00/m ² minimum size 6 m ²	
Inside – Corner booth	€ 175,00/m ² minimum size 6 m ²	
Outdoor Area	€ 70,00/m ²	in the patio - no mandatory booth equipment

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Booth equipment

All prices are net prices (plus 19 % VAT)

Please note: these prices include personnel costs for setting up and taking down as well as disposal.

<p>1. Back and side walls – mandatory</p> <p>Mounting plates in light grey, each 1 m width/2,25 m height</p> <p>Mounting plates in white, each 1 m width/2,25 m height</p>	<p>Price for 3 days, including setting up and taking down</p> <p>2,25 m height € 25,- /m</p> <p>2,50 m height € 35,- /m</p>	<p>Installation of own, fixed walling is possible, if it is accurately fitting and suitably marking the booth in a non-transparent way - without any visual or spatial interference of the neighbouring booths (no grates, textile modules, foldable elements).</p> <p>Minimum height is 2 m, maximum height in the middle of the hall is 3 m (to avoid visual obstruction of other exhibitors). No maximum height in the outer area along the hall walls.</p>
<p>2. Flooring – mandatory</p> <p>Rep-ware in different colours, please note document "carpet colours"</p>	<p>Price for 3 days including laying and disposal € 22,- / m²</p>	<p>Installation of own flame-retardant flooring is possible. The exhibitor is liable for any potential damage to or residues on the floor. B1-certificate mandatory.</p>
<p>3. Furniture</p> <p>Please order as soon as possible. No orders accepted after March, 17th, 2023.</p>	<p>Please note document "Rental Furniture"</p>	<p>For the German Tree Care Conference there is only a limited amount of rental furniture available.</p>
<p>4. Electricity supply</p>	<p>Price for 3 days</p>	<p>Including setting up, removal and consumption</p>
<ul style="list-style-type: none"> ▪ Power access 	<p>€ 90,- / access</p>	<p>Schuko plug 230 V</p>
<ul style="list-style-type: none"> ▪ CEE – 380 V 16 A / 32 A / 63 A ▪ Each plus counter 	<p>€ 160,- / 190,- / 380,- per access</p>	<p>Please think of adapter/splitter, if necessary</p>
<ul style="list-style-type: none"> ▪ Distribution board 	<p>€ 85,- each</p>	
<ul style="list-style-type: none"> ▪ Worksite distribution board 	<p>€ 350,- each</p>	
<ul style="list-style-type: none"> ▪ Adapter 	<p>€ 25,- each</p>	
<p>Electricity in the <u>outdoor area</u> always plus cable bridges and cable flat rate</p>	<p>€ 60,-per access</p>	
<ul style="list-style-type: none"> ▪ Electrical grounding 	<p>€ 155,- each</p>	
<ul style="list-style-type: none"> ▪ Three-way adapter 	<p>€ 20,- each</p>	
<p>5. LAN / W-LAN</p>		
<ul style="list-style-type: none"> ▪ IP-connection symmetrical 5 Mbit/s ▪ IP-connection symmetrical 10 Mbit/s ▪ IP-connection symmetrical 16 Mbit/s ▪ IP-connection symmetrical 50 Mbit/s ▪ WLAN as additional option 	<p>€ 180,- / connection</p> <p>€ 290,- / connection</p> <p>€ 315,- / connection</p> <p>€ 1750,- / connection</p> <p>€ 60,-</p>	<p>Set-up and operating of own wireless networks, W-LAN networks or W-LAN access points is not permitted. There is a reserved right to assert compensation claims for disruptions.</p>
<p>6. Rigging services/suspension points</p>		

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Please contact Fa. Grandel Event- & Medientechnik GmbH & Co. KG, Augsburg
Stefan Geisslinger s.geisslinger@grandel-event.de

7. Cleaning of booth 3x during the event Each night after set-up day	€ 6,- m ² booth area including expendable materials	IMPORTANT: Waste removal only in small amounts (e. g. waste basket) – no packaging, please refer to terms and conditions/waste
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The ticket shop fee of 60 euros includes:

We will charge the lump sum of 60 euros per exhibitor together with the booth rent.

✓ All exhibitor badges
You will need exhibitor badges for admission. For this, please set up an account in the ticket shop of the German Tree Care Conference. After booking your badges you will immediately receive them via e-mail. The office will provide accredited exhibitors with instructions for using the exhibitor area of the ticket shop on time.

✓ 1 complimentary badge for the conference
- only for company members *with* an exhibitor badge.
Please book these complimentary badges in **February 2023** in the ticket shop (just like the exhibitor badges)

✓ (from 12 m² booth space = 2 complimentary badges)

✓ Complimentary badges for your customers for the trade show
If you would like to invite customers to the trade show you will be able to do this through our shop. There is no limit to the number of invitations. You will be able to trace in your account who took up your invitation.

Services free of charge for exhibitors

✓ 1 Yearbook of Arboriculture per booth

✓ The organiser will hand out the book on-site.

✓ PR-report on your new products in co-operation with the „BaumZeitung“ (baumredaktion@gmx.de) and/or the „AFZderWald“ (steinfath@afz-derwald.de)

The text should not exceed 1.000 characters. Please send your images separately as jpeg, in a resolution of at least 300 dpi.

✓ Link to your homepage – in our register of exhibitors on our web site www.deutsche-baumpflegetage.de

✓ Free waste disposal for the booth, except hazardous and bulky waste.

Further important information

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<p>Booking of booth</p> <p>By booking you agree to all our terms and conditions.</p> <p>You can download all relevant documents for exhibitors in pdf-format on www.deutsche-baumpflegetage.de/Anmeldung/Aussteller</p>	<p>Relevant documents for exhibitors are</p> <ul style="list-style-type: none"> • this exhibitor information sheet • booking form „Booth registration“ • booking form for rental furniture and technical equipment • terms and conditions for exhibitors • house rules of Messe Augsburg • list of carpet colours • document "Delivery and Storage of Materials" • BTG information on prices for transport • instructions for the exhibitor area of the ticket shop (for badges and customer vouchers, available from January) • check list for exhibitors (available from January) <p>Booking options are determined by the hall and outdoor capacities. Please note your preferred booth space on your booking form. You will either receive a confirmation/registration from the office or we will get in touch with you to discuss alternative spaces.</p>
<p>Conditions for cancellation</p>	<p>Please refer to the "Terms and Conditions for Exhibitors"</p>
<p>Drinks and food</p> <p>In case of non-compliance, the official caterer is authorised to charge a fee at his discretion (so-called "cork-" or "plate-money").</p>	<p>Please note: According to the administration of the Messe Augsburg, all meals and drinks have to be purchased from the official exhibition's caterer only. Our office gladly provides the contact details.</p>
<p>Booth design/liability</p>	<p>The exhibitor is liable for any damage to or necessary cleaning of the booth equipment or hall.</p>
<p>Presentations/events</p>	<p>Every presentation or special event has to be conducted without disturbing neighbouring booths or the conference talks.</p> <p>Any promotion is only permitted in your booth space!</p>
<p>Invoicing practice for non-German EU-residents/companies including German tax!</p> <p>The trade show of the German Tree Care Conference is part of an advanced training event. Access to the event is an article of sale. Therefore, taxes have to be paid in Germany! Consequentially, our invoice includes <u>German sales tax</u> also for companies from other EU-countries! Please provide us with your tax ID in case you would like to have it on your invoice.</p>	

Hamburg, 4th of November, 2022