

TRADE FAIR GERMAN TREE CARE CONFERENCE

Augsburg, 6th. – 8th May 2025



Exhibitor Information

Please also note the conditions of participation for exhibitors!

Conference + TRADE FAIR Venue	6th – 8th May 2025 Messe Augsburg	Am Messezentrum 5 86159 Augsburg
Trade Fair Time	Tuesday, 6th May	8.00 – 18.00
	Wednesday, 7th May	8.00 – 18.00
	Thursday, 8th May	8.00 – 16.00
Set-up Times Dismantling <i>Exhibitors who do not adhere to these times may be excluded from the trade fair in future. We are urgently dependent on the co-operation of exhibitors to protect the conference!</i>	Monday 5th May 7:00 – 20:00 Thursday 8th May 16:30 to ca. 22:00 Friday 9th May 7:00 to 12:00	Please arrange other set-up times with the office. Attention! Dismantling on Thursday after <u>the end of the lectures</u> only in the conference rooms from approx. 16.30!
Price for Stands Select your stand space and stand equipment in the <i>Aussteller-Shop</i> . This is available via our homepage. www.deutsche-baumpflegetage.de under the link "for exhibitors".	Indoor-Area Hall 1 Corner stand 175.00 €/m ² Row Stand 145.00 €/m ²	Outdoor-Area Hall 1 Outdoor-Area 70.00 €/m ²

Access to the site/deposit

For a deposit of 100 Euro, you will be given access to the site during set-up and dismantling times.

Please ensure you leave the site immediately following unloading!

The deposit expires after 3 hours. The same applies to exits after 20:00!

Parking of transport vehicles during the event

You have the option of booking a fixed parking space for your transport vehicle in the "Exhibitor Shop" (together with your stand equipment). The vehicle can be parked within the exhibition grounds, but outside the exhibition centre. The vehicle cannot be moved during the event without exception! Please label the vehicle with the exhibitor's company and stand number. You will receive your booked "parking ticket" when you enter the exhibition centre at Gate 1 (barrier). Please display your ticket this visibly in the car.

Information for Exhibitors 1/5

Veranstalter der Deutschen Baumpflegetage: Forum Baumpflege GmbH & CO. KG; AG Berlin HRA 63442 B;
Komplementärin: Verwaltung Forum Baumpflege GmbH; AG Berlin HRB 268286 B;
Steuer-ID: DE815032645; Geschäftsführung: Thomas Amtage, Prof. Dr. Dirk Dujesiefken
Postadresse: Allee der Kosmonauten 33 E, D-12681 Berlin
E-Mail: augsburg@deutsche-baumpflegetage.de; buero@deutsche-baumpflegetage.de

Parking

The car park is in front of Hall 1, approx. 50 m away on the street "Am Messezentrum". It is free of charge during set-up and dismantling times. During the event, parking is subject to a charge. Sufficient parking spaces are available. They cannot be booked in advance. The operator of the parking areas is Messe Augsburg, not the organiser.

Deliveries

Full address including the name of the event

Messe Augsburg

„Deutsche Baumpflegetage, Halle A“

- Exhibiting company
- Stand number

Am Messezentrum 5

86159 Augsburg

Important information - please label clearly on every package!

In 2025 there are multiple events on site!

Delivery time and-address

Parcels (couriers)

Parcels can be delivered from Friday 2nd May until Monday 5th May.

Pallets and other large packages that need to be unloaded by forklift should give 1 hour notice before delivery. (BTG Messespedition - Mariusz Zysnarski +49-175-4324463)

These can be delivered from Wednesday 30th April to Monday 5th May. (Attention Public Holiday! Closed on Thursday, 01 May).

Delivery time from 7:00 until 18:00.

Address NEW: Halle A

(There is a signpost approx. 80 m behind the entrance to the exhibition centre through Gate 1 (barrier).

Contact: BTG Messespedition: Mariusz Zysnarski +49-175-4324463

All deliveries are accepted and temporarily stored by BTG Messespedition. You will receive all marked packages delivered to your stand by Monday, 5th May.

Monday, 5th is set-up day. Everyone and customers/recipients should be on site in person. The organisation-team will be at the exhibition grounds from Sunday, 4th May and can be contacted on +49-170-9665325, if required.

Loading and unloading of lorries

From the exhibition centre, these services are always provided by the exhibition forwarding company BTG (see pallets and large packages above)

Unloading with the help of a forklift truck is *not* possible. Please ask BTG for this service or the entire transport team.

Information for Exhibitors 2/5

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External drivers who have a tail lift or similar at their disposal can use it for loading and unloading but will also hand over your goods to BTG for interim storage after unloading after giving 1 hours' notice of their delivery. (see above pallets and large packages)

Storage of packaging material

BTG will store your packaging for the duration of the event. Due to fire safety regulations, these cannot be stored in open areas or behind the stands! In case of doubt, they will be disposed by the organiser at the exhibitor's expense.

Contact: BTG Messe-Spedition GmbH, Tel.: 0821 4986-143, E-Mail: Mariusz.Zysnarski@btg.de

Stand Equipment

Please book your stand equipment **by the end of February** in the Exhibitor Shop, which you can access via our homepage www.deutsche-baumpflegetage.de. The products there are sorted by stand area: Indoor area (A and C stands, B stands) and outdoor area

IMPORTANT: Please note for all exhibition stands in the indoor area:

1. Fixed and enclosing exhibition walls must be erected at a height of 2.5m.
2. Floor covering must be laid-out.
3. NEW: clear labelling of the Stand Number is compulsory.
4. The textile furnishings of the stand must be flame-retardant. (The B1 certificate must be carried!)
5. "Covered areas" from 8m² require a smoke detector. (Pavilion, horizontal banners etc.)
6. Items must be securely fixed to the ground. Decoration and/or lighting must be fastened and secured with metal cable ties. (Plastic cable ties are not sufficient in terms of fire protection regulations).
7. Electronic equipment (e.g., lighting) attached to the rigging or to the frame of the exhibition system must be earthed. Please book this in the technical equipment section of the Aussteller-Shop. (Provision of missing earthing will be carried out on site at increased costs for you).

NEW: Exhibitors with a **B stand** in the hall should book a "**Stand Package**" for their equipment.

IMPORTANT: Please note for all stands in the outdoor area:

1. Earthing must also be booked here if you are attaching electronic equipment (e.g., lighting) to rigs or metal parts of your stand.
2. All types of fastenings must be made of metal (e.g., securing your tent against wind, displaying objects on the tent roof, lighting) Textile lashing straps, plastic cable ties etc. do not fulfil the fire protection requirements.

There is no prescribed stand equipment for exhibitors in the outdoor area as there is for the indoor area.

Equipment provided by the exhibitor

Exhibitors who wish to provide their own stand equipment (or have it provided by third parties) may of course do so, provided they comply with the same regulations. When the Exhibitor books a stand area, the Organiser assumes that each third party (whether co-exhibitor or service provider) is familiar with the HRO Hall Regulations (Hallenordnungen), TRL Technical Guidelines and all appendices pertaining to the contract in the same way as the Exhibitor himself and will comply with them. In case of doubt, the Exhibitor shall always be liable to the Organiser and Messe Augsburg.

Information for Exhibitors 3/5

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Food and Drinks

Food and Drinks are to be purchased exclusively from the event caterer in accordance with the regulations of "Verwaltung Messe Augsburg". We will be happy to provide you with the contact details. (See terms and conditions)

Information to our Shop

Please Note. We have 2 Shops 😊

1. The "**Aussteller-Shop**" for stand space, equipment, furniture, and the so-called pass/ticket flat rate. Your invoice(s) will also be issued from the shop
2. The "**Ticket Shop**" for all admission tickets that you receive as a confirmed exhibitor. Here you can call up your exhibitor passes and, depending on the size of your stand, a contingent of free tickets for the conference for your employees. You can also invite trade fair guests here. You will not receive an additional invoice.

„Pass/Ticket – Flat Rate “ We automatically charge the flat rate of 100 Euro per exhibitor in the "Aussteller Shop" together with the fee for your stand. (For co-exhibitors, you must actively book this in your <i>Aussteller Shop</i> profile). This flat rate entitles you to access the following services in the "Ticket Shop".	
✓ <u>All Exhibitor Passes</u> You need exhibitor passes for admission. (Valid for set-up and event!) After completing your stand booking in the " Aussteller-Shop", you can use your existing account (from February 2024) in the "Ticket Shop" of the German Tree Care Conference or set up a new one. You will book all exhibitor passes there, which you will receive immediately by e-mail.	
✓ <u>1 Free ticket for the Conference</u> - only for company members with an exhibitor pass. This free ticket/s must be booked together with the passes via the "Ticket Shop".	✓ (from 12 m ² stand area = 2 free tickets)
✓ <u>Free admission to the trade fair for your company's customers</u> If you would like to invite customers to the trade fair, this is also possible in the "Ticket Shop". You invite your customers via the ticket shop. The number of invitations is unlimited. You can see which invitations have been used via your account. This service is also covered by the above "badge/ticket flat rate".	
The following services are also free of charge for our exhibitors	
✓ <u>1 Jahrbuch der Baumpflege</u> <i>Yearbook of Arboriculture</i> per Stand	✓ The book will be distributed on site.

Information for Exhibitors 4/5

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- ✓ PR- report on your new product in co-operation with the "BaumZeitung" (baumredaktion@gmx.de) and/or the "AFZ der Wald" (steinfath@afz-derwald.de)
The text should not be longer than 1000 characters. Please save your images separately as jpg, with at least 300 dpi for printing.

- ✓ Link to your homepage - from the exhibitor list on our website
www.deutsche-baumpflegetage.de

Please upload your logo when booking your stand. It will be added to the exhibitor list together with the company details and the stand.

- ✓ Disposal option for waste generated on the stand.
Waste from third-party service providers, as well as special and bulky waste is excluded!

Hamburg, 14th October 2024

Information for Exhibitors 5/5

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