

# Specific Terms of Participation 2024

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

**INTER  
NORGA**

## 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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Fax: +49 40 3569 2203

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hamburg-messe.de

## Event title:

**INTERNORGA 2024**  
**98<sup>th</sup> Edition of Europe's leading trade show for the hotel, restaurant, catering, baking and confectionery industry**

## Venue:

HMC Fairground

## Event duration:

**March 8<sup>th</sup> – March 12<sup>th</sup>, 2024**

## Project management:

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## Start of space allocation:

June 1<sup>st</sup>, 2023

## Opening times:

daily 10.00 – 18.00 hrs

## Assembly and disassembly times:

The assembly and disassembly times will be announced in good time before the start of the event.

## 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 € 425.00 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.

## 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 2024. For further information see Online Service Center / approvals and applications.



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<b>Advance payment for expected additional costs:</b> (see clause 5.3 ATB)	No additional advance payment is required for INTERNORGA 2024
<b>Invitations:</b>	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.
<b>Reductions in size of stand space:</b>	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.
<b>Cancellation of stand:</b> (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.
<b>Cost element clause:</b>	HMC may, at its reasonably exercised discretion, adjust the prices subject to this contract (pursuant to German Civil Code (BGB), Section 315) to reflect the development of costs relevant for price calculation. A price increase may be considered, and prices shall be lowered as appropriate, for example, in response to higher or lower costs incurred for the procurement of energy, or as warranted otherwise by changes of the cost situation due to new legal conditions affecting the event hereunder (such as a higher legal minimum wage). In the event of cost increases of a particular cost type, such as electricity costs, the prices charged by HMC may only be raised to the extent that the cost increase is not offset by decreasing costs in other areas, such as sales. If any costs, such as electricity costs, are lowered, HMC must lower its prices accordingly unless the lower costs are partially or entirely offset by higher costs in other areas. In exercising its reasonable discretion, HMC will choose the timing of any price change to avoid accounting for cost reductions in a manner that will put the Exhibitor at a disadvantage relative to cost increases, in other words, HMC will make sure that cost reductions will be reflected in its prices to the same extent as cost increases.
<b>Limitations on admission:</b> (see clause 3, ATB)	Gastronomic enterprises are not permitted.
<b>Sales regulations:</b> (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.
<b>Two-floor stands:</b>	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 <sup>th</sup> , 2024. Other details are contained in the technical guideline of HMC.
<b>Performance, events:</b> (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.
<b>Services:</b>	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.