

Specific Terms of Participation 2025

Event-specific additions to General Terms of Participation (ATB) and Technical Regulations (TR) 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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hamburg-messe.de

Event title:

INTERNORGA 2025
99th Edition of Europe's leading trade show for the hotel, restaurant, catering, baking and confectionery industry

Venue:

HMC Fairground

Event duration:

March 14th – March 18th, 2025

Project management:

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Director INTERNORGA

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Start of space allocation:

June 1st, 2024

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 sq. m. Further exhibitor passes may be ordered on payment of a charge **of € 49.00 including VAT per pass or € 29.00 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 € 450.00 each plus VAT. This fee includes an entry in all of the trade fair media and the Visitor Information System, as well as the INTERNORGA App. 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 2025. For further information see Online Service Center / approvals and applications.

Insurance: (see clause 21.7 ATB)

Any insurance requirements or damage reports should be sent to: versicherung@hamburg-messe.de.
Insurance policies can also be booked via the OnlineServiceCenter.



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Invitations:	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.
Reductions in size of stand space:	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.
Cancellation of stand: (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.
Cost element clause:	In the event that the utility or labour costs payable by HMC (e.g., energy costs for electricity or gas, costs of water; wages, etc.) change during the six-month period beginning after the conclusion of the contract and ending at the end of the scheduled time for the event, without HMC being able to reasonably influence this change, HMC may, at its reasonably exercised discretion, adjust the Service Fees by an appropriate amount, provided that the changes have an immediate impact on the (pro-rated) purchasing costs incurred by HMC. In case of a cost increase, the amount added to the Service Fees must not exceed the increase in HMC's purchasing costs, and HMC shall offset this added amount against any reduction of other costs incurred by HMC elsewhere if applicable. The other party must be notified about any such Service Fee adjustment in textual form. HMC may, without being obliged to do so, sign such notification, and may choose to do so using the DocuSign software. In the event of a dispute, the competent court of law may review the appropriateness of change of service fee. Any Service Fee adjustment must be announced one month prior to the beginning of the scheduled time for the event at the latest.
Limitations on admission: (see clause 11.4, ATB)	Gastronomic enterprises are not permitted.
Sales regulations: (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.
Compulsory presence and operation: (clause 7.7 ATB)	The exhibitor is obliged to be present and operate his stand during the opening hours and for the entire duration of the fair, including the last day of the fair.
Two-floor stands: (see clause 7.5 ATB, 5.9 TR)	For two-floor stands, the built area of the upper floor will be charged additionally with 50 % of the participation fee of the ground floor area. Such two-floor constructions require the approval of HMC (cf. Online Service Center).
Performance, events: (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.
Services:	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.