

Special Conditions of Participation for TUNING WORLD BODENSEE 2025

Definitions

MFN:

Messe Friedrichshafen GmbH shall hereafter be referred to as "MFN".

OSC:

Exhibitors receive an access code for the Messe Friedrichshafen Online Service Centre (hereafter referred to as "OSC") upon stand allocation. Media features as well as technical and organizational orders must be executed via the OSC.

General Conditions
of Participation:

The General Conditions of Participation are available at:

<https://www.messe-friedrichshafen.com/company/exhibiting-guidelines>

1. Opening hours

The TUNING WORLD BODENSEE (TWB) will take place from Thursday May 1, 2025, to Sunday May 4, 2025, at the MFN exhibition grounds in Friedrichshafen. The exhibition is open Thursday to Sunday from 10 a.m. to 6 p.m. Access for exhibitors: 1.5 hours before start of event.

The right to alter the opening times due to serious reasons is reserved. Changes will be announced in good time. Exhibitors will be admitted no earlier than one hour before the start of the event and no later than one hour after the end of the event.

2. Set-up and dismantling

2.1 Set-up

Friday	April 25, 2025:	7 a.m. - 8 p.m. until
Wednesday	April 30, 2025:	7 a.m. - 8 p.m.

Early set-up is only possible after consultation with the project management and can be applied for via the OSC (subject to a fee).

2.2 Dismantling

Sunday	May 4, 2025:	from 6 p.m.
Monday	May 5, 2025:	7 a.m. - 8 p.m.
Wednesday	May 6, 2025:	7 a.m. - 6 p.m.

Early dismantling is generally not permitted. Please note the information in the General Conditions of Participation.

2.3 Additional deadlines

Start of hall planning: January 1, 2025

3. Registration and Admission

Registration (participation and stand order) for TWB 2025 is made using the online registration form on the TWB homepage or the PDF registration form, which must be completed in full and signed with legally binding effect. This registration is a contractual offer by the exhibitor, which requires acceptance by MFN. The sending of the registration form does not constitute a claim for admission.

The written confirmation of participation by MFN with details of the stand provided (stand confirmation) and the enclosed participation invoice shall be deemed to constitute admission to the event. If the content of the stand confirmation differs from the content of the exhibitor's application, the contract will be concluded in accordance with the stand confirmation, **unless the exhibitor objects in writing within two weeks.**

4. Participation fee / Exhibitor passes

4.1 The participation fee includes the provision of the exhibition space, a certain number of exhibitor passes, exhibitor support by the project management, the provision of the fair's own information systems, target group-specific marketing of the event, hall security, cleaning of the halls and free advertising materials for the exhibitor's own visitor advertising.

4.2 The number of exhibitor passes included in the participation fee depends on the size of the stand and will be shown on the invoice.

4.3 The co-exhibitor fee is € 250.00 plus media flat rate/ co-exhibiting company. Definition of co-exhibitor: see General Conditions of Participation. Co-exhibitors receive 1 exhibitor pass free of charge.

5. Terms of payment

All invoices are payable by February 1, 2025. Invoices issued after February 1, 2025, are to be paid in full immediately after receipt of invoice without any deductions. The same applies to all other MFN invoices. Please note the payment due dates and information about the bank accounts on the MFN invoices.

6. Stand cancellation / cancellation fee

In case of non-participation of the exhibitor after admission has been granted, the exhibitor is obliged to pay a cancellation fee. Cancellation of the registration is possible free of charge until admission.

3 months before the start of the trade fair: 50% of the participation fee

2 months before the start of the trade fair: 80% of the participation fee

1 month before the start of the trade fair: 100% of the participation fee

7. Stand construction requirements

The regular stand height is 3.50 m. Stands which wholly or partially exceed this height must be submitted with a plan to the project management for approval at least 4 weeks before the start of the construction work. Please consider the maximum construction height of 6.00 m. The maximum height for ceiling suspensions (lighting, audio-visual equipment, no banners) is 7.50 m upper edge of the truss. Two-storey stands need to be applied for with a verifiable calculation (subject to charges). Further details on stand construction are available in the Technical Guidelines (<https://www.messe-friedrichshafen.com/company/exhibiting-guidelines>).

8. Direct sales

The sale of goods and services is generally permitted. All offered goods and services must be marked by price tags. The prices must include the German VAT and all additional costs.

9. WiFi

MFN has its own WiFi, which exhibitors and visitors can log onto. Exhibitor's own WiFi must be registered and comply with specific conditions. Registration and prerequisites can be accessed via the OSC.

10. Use of operations equipment

For logistic and safety reasons, the use of cranes, forklifts and lifting platforms/ hydra ladders is exclusively limited to the official contract partners of MFN. These services can be ordered via the OSC.

11. Guarding / Liability

MFN does not assume any obligation to exercise proper care of exhibits, stand fittings and objects which are the property of the stand personal or the exhibitors. Stand guarding can be ordered via the OSC. MFN recommends booking a stand security in the OSC for the entire duration of the exhibition as well as for the set-up and dismantling period.

12. GEMA

Exhibitors must register the use of copyright music, videos, or movies with the German authority GEMA. Registration forms are available at: <https://www.messe-friedrichshafen.com/company/exhibiting-guidelines>

13. Deposit regulations

On the last day of stand assembly entrance to the exhibition grounds for trucks during assembly and disassembly periods requires payment of a security deposit.

14. Floor covering / carpet

The hall floor is made of row asphalt. Color defects are possible (re-coloring not possible). The use for floor covering is strongly **recommended**.

15. Stand parties

Stand parties after the end of the trade fair must always be approved by the project management (subject to a fee). A corresponding application form can be downloaded from the OSC.

16. Catering

MFN has official exclusive contract partners for catering and beverage services – addresses can be found in the OSC.

17. Additional services

In addition to the participation fee, the acceptance of the following services is obligatory:

- Flat fee for general waste disposal: € 2.50/ sqm stand space (max. € 80.00)
- The AUMA fee of € 0.60/ sqm paid by the exhibitor will be invoiced by MFN for the AUMA and passed on (see General Conditions of Participation).
- Media package fee:
An entry will be made in the alphabetical directory with information about the exhibitor's offerings. A flat media fee of € 130.00 will be charged for the mandatory entry in the exhibitor's directory (exhibitors and co-exhibitors). The entry should be edited in advance by the exhibitor in the OSC, otherwise MFN does not assume any responsibility for false media entries. The deadline for the close of editing will be announced with the notification of the OSC access code.

After admission, all services may be ordered via the OSC. You will receive the access code for service orders and media entries with the admission by e-mail.

18. Pricing / Reverse Charge Procedure

The prices refer to the entire duration of the fair. All quoted prices are net prices. If the statutory value added tax applies, it will be invoiced in addition. Please note concerning this the explanations of the reverse charge procedure and the VAT identification number in the General Conditions of Participation.

19. Features specific to the trade fair

Activities on the stand and noise levels: Any noise, background music, parties on the stand or show and promotion events need to be approved by the project management. Even if approval is given, the project management reserves the right to revoke the approval, especially in cases where other exhibitors feel that their customer meetings and sales talks are disturbed. The use of microphones is only allowed after consultation with the project management, the project management reserves the right to revoke the approval. Shows or presentations on the stand may not exceed a maximum sound level of 75dB. After issuing one warning, the project management reserves the right to prohibit the show and to turn off the power supply or close the stand if necessary. The respective statutory specification must be satisfied

20. Reservations, force majeure, cancellation and other changes to the event

Unforeseen events, in particular cases of force majeure (e.g. natural disasters, war, terror, failure or massive disruption of transport and/or communication links, as well as special risks in the occurrence of contagious diseases), which make it impossible or irresponsible to carry out the event as scheduled, entitle MFN to postpone, shorten and extend an event, to cancel its opening altogether and to close an event that has already begun temporarily, permanently, in individual parts or as a whole. (More details: <https://www.messe-friedrichshafen.com/company/exhibiting-guidelines>)

21. Legal notices

Violation of the exhibition conditions: In the event of serious violations of the exhibition conditions, MFN may close a stand immediately and carry out the eviction itself, without the need to seek judicial assistance. This applies in particular to advertising that is directed against legal regulations, good morals or the purpose of the exhibition, as well as advertising for ideological or political purposes.

Place of fulfillment: Friedrichshafen

Place of jurisdiction: Tettnang/ Ravensburg

HRB-No. 1179 Registration Court, District Court Tettnang

The German version of the contract is binding.