

INSTRUCTIONS FOR EXHIBITORS, SERVICE PROVIDERS AND STAND CONSTRUCTORS

Conditions Stand Party

Conditions for the organisation of stand parties and evening events during ACHEMA 2024. (Please forward this information sheet to your service providers.)

We charge a flat-rate plus VAT per event (depends on the stand size, see item 9). The flat rate covers services required for operating the hall and the exhibition grounds after the regular daily exhibition hours. The services include electricity, cleaning of the halls and, if necessary, the grounds (but not stand cleaning), provision of toilet facilities, stand-by-services.

The deadline for the registration of stand parties and evening events is **10 April 2024**. Orders which are received after 9 May 2024 shall be subject to a surcharge of 25 %. Stand parties not registered will be charged with a 100 % surcharge.

The aim of these conditions is to ensure that your party runs smoothly and to assist you in preventing personal injuries and material damage at your party. DECHEMA Ausstellungs-GmbH informs you that the following regulations shall apply: the Technical Regulations of ACHEMA 2024, the House Rules and the currently recognized engineering codes of practice and relevant regulations, such as DIN, VDE, UVV, DGUV 17/18 and H-VStättR ("Hessische Versammlungsstättenrichtlinie" – Hessian Model Ordinance on the Building and Operation of Places of Public Assembly) and, if applicable, hygiene and safety measures. The exhibitor or stand operator shall be fully liable for all damage and consequential damage caused by the exhibitor, his employees, the employees of contractors or by party visitors.

1. The maximum duration of a stand party is from 17.30 h to 22 h. All persons (incl. caterers, band, personnel, etc., but with the exception of stand security) must have left the stand by 23 h at the latest.
2. Musical performances may not commence before 18.30 h. Fees for musical performances shall be payable to GEMA, the music authors' rights society. The exhibitor shall apply directly to the Regional Office of GEMA (see www.gema.de). The volume must be adjusted so that it does not disturb other exhibitors and visitors.
3. A shuttle bus service to the Rebstock parking area will run up to 23 h. Guests and personnel may park their vehicles on the Rebstock parking area at a charge. It is not possible to park on the exhibition grounds. Please inform your guests that the cloakrooms close at 19 h. If you wish to provide a cloakroom for your guests, this can be arranged at a charge. Please contact us using the contact details given.
4. Only the rented stand area is available. Please check that the proportion of available space to number of invited / anticipated persons complies with H-VStättR. Stand furniture, tables and chairs may not be placed in the aisles. On no account shall neighbouring stands be entered. It is mandatory escape and emergency routes, doors / emergency exits, wall hydrants / fire extinguishers, fire detectors and similar are to be kept clear.
5. For every 100 persons or part thereof, the exhibitor must order one stand guard via the online ordering portal, who must ensure the protection of neighbouring stands.
6. All decorative materials shall comply at least with building materials class B1 of DIN 4102 and/or Class C EN 13501-1, i.e. shall be flame-retardant. Burning candles, combustible pastes/gels and other combustible materials are generally prohibited. Pyrotechnic and laser shows are not permitted. The use of fog machines is subject to approval.

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7. Please inform Mr. Stottut at juergen.stottut@dechema.de of the number of service vehicles (caterer, band, etc.) for which you require service passes. We will supply passes bearing the date and the relevant entrance gate – you must enter the vehicle registration number.

8. Guests may only enter the exhibition grounds with a valid admission ticket. After opening hours, the exhibitor's original written invitation must be produced on demand. DECHEMA Ausstellungs-GmbH requires a copy of this invitation beforehand. For safety reasons, guests cannot be admitted without the invitation.

9. The flat-rate amounts to (according to stand size):

0 –	49 m2:	EUR 480.-
50 –	99 m2:	EUR 780.-
100 –	199 m2:	EUR 1,265.-
200 –	299 m2:	EUR 1,650.-
300 –	399 m2:	EUR 1,960.-
≥ 400 m2:		EUR 2,420.-

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