



09.-13.10.2021

Client number

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## Application for group stand

Please send in along with the completed list of products (Forms 1.30/1.31)!

# 1.12

Hall planning starts on 01.11.2020

### 1 The organiser of the group stand

#### 1.1 Address:

Company/Name: (incl. legal form, such as "Limited", "Corporation" etc.)

\_\_\_\_\_

\_\_\_\_\_

Street:

Postcode,  
town:

P.O.Box:

State,  
country:

Tel:

Fax:

E-mail\*:

Website\*:

Owner/Managing Director:

Mr  Ms

Language of correspondence:  German  English  Sort alphabetically under the letter:

Contact person (exhibitor) for the event is:

Mr  Ms

Position at the  
company:

Tel:

Fax:

E-mail:

#### 1.2 We are a/an: (please tick only one box)

- |                                             |                                                    |
|---------------------------------------------|----------------------------------------------------|
| <input type="checkbox"/> Manufacturer       | <input type="checkbox"/> Wholesaler                |
| <input type="checkbox"/> Importer           | <input type="checkbox"/> Commercial representative |
| <input type="checkbox"/> Sales organisation | <input type="checkbox"/> Association/organisation  |
| <input type="checkbox"/> Service provider   | <input type="checkbox"/> Trade media               |

#### 1.3 We are registered:

In the commercial register

At the  
Magistrate Court in:

Commercial  
Register no.:

#### 1.4 VAT identification number:

(Required information for companies from EU countries)

\_\_\_\_\_

We will advise Koelnmesse GmbH of the participants of the group stand organised by us in due time by providing the corresponding Excel file or by forwarding the form 1.13 and the completed list of products/services (forms 1.30/ 1.31) respectively.  
On signing the application form, we accept the General and Special Sections of the Condition of Participation of Koelnmesse GmbH, the Special Conditions of Participation for the organisers of group stands printed on the next page, especially the Technical Guidelines as well as the conditions of Koelnmesse GmbH and the additions stated on the order forms as well as the latest version of our special safety measures, the #B-SAFE 4 Business (available at [www.anuga.com/besafe](http://www.anuga.com/besafe)) as binding. We will ensure that the participants of the group stand organised by us are aware of and comply with the above-mentioned terms and conditions.

### 2 Stand request (Hall/stand number/ neighbour)

#### 2.1 We request a stand area measuring approx.

Area in sqm

Frontal width  
in metres

min

max

Depth in  
metres

min

max

Type of stand:

Terrace stand

Two corner stand

Corner stand

Island stand

At a price\* of (excl. stand construction)

Application until 31.10.2020 280.00 EUR/sqm (early bird discount)

Application from 01.11.2020 290.00 EUR/sqm

plus 10.00 EUR/sqm proportional energy costs

plus 0.60 EUR/sqm AUMA fee

plus 1030.00 EUR Marketing package

(per group organiser and per group participant)

\*plus statutory VAT

#### 2.2 We are interested in stand construction from Koelnmesse GmbH and would like to receive further information.

To order a completely outfitted stand Anuga directly, please fill in the form S.12. There you will find further information on construction, equipment and furnishings.

#### 2.3 We wish to exhibit at the following trade show: (Please tick only one box)

- |                                                     |                                                  |
|-----------------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> Anuga Fine Food            | <input type="checkbox"/> Anuga Bread & Bakery    |
| <input type="checkbox"/> Anuga Frozen Food          | <input type="checkbox"/> Anuga Drinks            |
| <input type="checkbox"/> Anuga Meat                 | <input type="checkbox"/> Anuga Hot Beverages     |
| <input type="checkbox"/> Anuga Chilled & Fresh Food | <input type="checkbox"/> Anuga Culinary Concepts |
| <input type="checkbox"/> Anuga Dairy                | <input type="checkbox"/> Anuga Organic*          |

\* Please note that you must also fill in Form 1.32 for each group participant for your application for the trade show Anuga Organic to be valid.

### 3 Preparation & attachment of the stand numbers of group participants at the stands carried out by:

- Group organizer  
 Koelnmesse

### 4 Exhibits

Please fill in the list of products (Forms 1.30/1.31) and enclose it to your application form!

Please tick your products/services on the enclosed list of products. Please note that only those products/services registered with the list of products may be exhibited at the fair.

#### Data Protection Notice:

You can read our Data Protection Notice in the complete participation documents and at any time under [www.koelnmesse.com/data-protection-notice](http://www.koelnmesse.com/data-protection-notice). We would like to stay in touch with you in the future, in order to keep you appropriately informed of events and similar services. That's why we would like to ask for your consent to contact via electronic media.

I hereby permit Koelnmesse GmbH, as well as its responsible subsidiary abroad and its commercial agents, to send me information by e-mail about future similar trade fairs/events/platforms that are organized in Germany and abroad. A list of the subsidiaries and commercial agents of Koelnmesse GmbH, as well as further details about data protection, can be found in the complete document containing the participation documents. It can also be accessed at any time at [www.koelnmesse.com/data-protection-notice](http://www.koelnmesse.com/data-protection-notice). I can withdraw my consent at any time in the future (by sending an e-mail to [datenschutz-km@koelnmesse.de](mailto:datenschutz-km@koelnmesse.de))



Place, date, legally binding signature and company stamp of the main exhibitor

## Special Conditions of Participation for Organisers of Group Stands

**1. The group organiser** is the individual who coordinates the participation of two or more companies at a trade fair, and who interacts with Koelnmesse GmbH as the organiser of a group participation and rents the required stand area. With the legally binding signature of the Registration Form 1.12 the General and Special Sections of the Conditions of Participation, the existing Conditions of Participation for Organisers of Group Participations, and the Technical Guidelines are recognised as binding. The group organiser is the contract partner of Koelnmesse GmbH for the group stand and is the recipient of services with respect to VAT law.

**2. Group participants** are companies that participate collectively at a trade fair on the stand area rented by the group organiser. Group participants take part in the event on the basis of a contract between the group participants on the one hand and the group organiser on the other. Group participants generally do not have a direct contractual relationship with Koelnmesse GmbH. The General and Special Sections of the Conditions of Participation as well as the Technical Guidelines are binding for each individual company. The group organiser is responsible for the group participants' adherence to the Conditions of Participation.

**3. Group participations are to be organised and implemented** in accordance with the General and Special Sections of the Conditions of Participation as well as the Technical Guidelines. All of the group participants have to meet the conditions for participation. Koelnmesse GmbH is entitled to reject companies that do not fulfil the requirements for taking part at the trade fair. If the group organiser sets any Conditions of Participation for the group stand, these conditions have to be approved by Koelnmesse GmbH in advance.

**4. The group organiser is responsible for performing the** following tasks in particular:

- Determining the space needed for the group stand with regard to the respective trade show. The area needed is the sum of the individual spaces to be occupied by group participants, service areas and "internal" aisles. Notifying Koelnmesse GmbH of the amount of space needed. For each trade show, the group organiser has to submit Registration Form 1.12 completely filled in and with a legally binding signature.
- Planning, ordering and coordinating stand construction, marketing services, and other services; returning the application forms of the group participants in full for the entry in the catalogue, the online exhibitor database, and the "Matchmaking" system for contacts between exhibitors and visitors.
- Distributing individual areas at the respective trade shows. Information on the distribution of the individual areas must be received by Koelnmesse GmbH by **4 May 2021** so that it can be used as the basis for assigning the individual stand numbers and for entering the stand numbers into the Marketing Package. Koelnmesse GmbH will assign the stand numbers.
- Handling all contract-related communication activities with the Organiser.
- Handling payments for the rented stand areas, the ordered stand construction and marketing services, and technical services.
- Ensuring that group participants adhere to the General and Special Sections of the Conditions of Participation, the Technical Guidelines, as well as instructions from Koelnmesse GmbH.
- Providing a security deposit in the amount of EUR 3.00 per sqm with respect to the individual areas specified in Registration Form 1.12. The provision of a security deposit is a prerequisite for processing registrations of group participants. The security deposit serves to ensure that the group participants adhere to the Conditions of Participation, in particular to the regulations for stand disassembly on the last day of the trade fair. If participants of a group stand that you are responsible for violate the ban on premature disassembly, the premature clearing the stand or other regulations of the Conditions, then the security deposit shall be forfeited. If no violations have been determined, the security deposit amount shall be reimbursed upon conclusion of the event. A claim for interest on the security deposit is excluded. Koelnmesse is only entitled to demand the security deposit from the group organisers, whose group participants' violated the Conditions of Participation at the previous event, in particular the regulations for

stand disassembly on the last day of the trade fair. In case a group stand has violated the Conditions of Participation at the previous event, Koelnmesse has the right to exclude the group organiser of said group stand from the next event; this right shall remain unaffected.

**5. The group participants are registered** by the group organiser in accordance with the General and Special Sections of the Conditions of Participation and the Technical Guidelines. The participants are registered using special application forms: Form 1.13 (Application for participants of group stands) and Forms 1.30 and 1.31 (list of products). Koelnmesse GmbH shall supply these documents to the group organiser for forwarding to the group participants.

**6. Group organisers register group stands** in their own name and on their own account using Registration Form 1.12. The group organiser must also send the relevant details of the group participants to Koelnmesse GmbH and ensure that this data can be used by Koelnmesse GmbH in accordance with the German Federal Data Protection Law. The group organiser is responsible for ensuring that all of the necessary documents are completed in full and returned on time. Koelnmesse GmbH is entitled to reject an application or cancel any admissions/stand area confirmations that may have already been sent if the documents are incomplete or not submitted on time. In such cases, Koelnmesse GmbH is also entitled to charge each participant a co-exhibitor fee as stipulated by the Special Section of the Conditions of Participation.

**7. Koelnmesse GmbH shall send the admission/stand area confirmation** to the group organiser. In accordance with Item II of the General Section of the Conditions of Participation, a contract between Koelnmesse GmbH and the group organiser takes effect as soon as the latter receives the admission/stand area confirmation. Contractual relationships therefore exist exclusively between Koelnmesse GmbH and the group organiser, in accordance with Item V of the General Section of the Conditions of Participation. A withdrawal is generally no longer possible after the admission/stand area confirmation has been received. A subsequent reduction of stand area or the withdrawal of individual group participants - based on the respective reduction of the area - will be treated as partial release from the contractual relationship, Item II, Paragraph 8 of the General Section of the Conditions of Participation. The organiser can agree to the request for release from the contractual relationship in exceptional cases when the stand area becoming vacant is able to be allocated elsewhere in exchange for payment. In this case, Koelnmesse is entitled to demand a general reimbursement of the costs incurred corresponding to the amount of 25 % of the participation fee without providing proof, unless otherwise specified in the Special Section of the Conditions of Participation. If the stand area cannot be transferred elsewhere in exchange for payment, the contract remains in effect; in this case, the participation fee must be paid in full.

In the case that the stand area has been commissioned irrespective of the stand area registration, the General Terms and Conditions of Koelnmesse Service GmbH and the Special Terms and Conditions of Koelnmesse Service GmbH - Stand Construction shall apply in the event of a cancellation of this order. These Terms and Conditions of Koelnmesse Service GmbH are available for you to download on the event's homepage or at [www.koelnmesse-service-portal.de](http://www.koelnmesse-service-portal.de). You shall have the right to provide proof that a damage or loss has not been incurred or that the extent of the damage or loss incurred is considerably less.

**8. The participation fee and other costs are invoiced** to the group organiser. The invoice for services is also sent to the group organiser. The exhibitor passes and work for the group participants are sent to the group organiser along with the invoice for the participation fee. The number of passes depends on the total area of stand area rented by the group organiser at Koelnmesse.

**9. Orders placed for services by individual group participants** (e.g. orders for furniture hire) at the electronic Service Shop are made in the name and on the account of the group organiser. This requires that the distribution of the individual areas must be received by Koelnmesse GmbH on time and that the group organiser provides the corresponding authorisation by forwarding the client number and password authorisation. Orders can only be placed at the Service Shop up to 3 days before the trade fair begins. Group participants can order services without using the Service Shop by doing so in their own name and on their own account and only at the Cologne fair grounds from the first day of the build-up period to the last day of the event in question.