

Checklist for preparing your group participation at Anuga 2021



Anuga 2021
Cologne, 09.-13.10.2021

		done?
Register Group Organizer with Form 1.12 and Form 1.30 and Form 1.31	Until layout planning begins on 01.11.2020 (Early-bird discount until 31.10.2020)	<input type="radio"/>
Register joint participation of group participation using Form 1.13 and Form 1.30 and Form 1.31 respectively	until 04.05.2021	<input type="radio"/>
Ordering Special Guest Voucher/Voucher in koelnmesse pass portal to invite your customers	Exhibitor Support Tel. +49 221 821-2994 Fax +49 221 821-3437 tickets@koelnmesse.de	<input type="radio"/>
Ordering of marketing services (marketing package)	Once you receive your admission/stand area confirmation, our official contractual partners Neureuter Fair Media will provide you with all order information and documents for the marketing services offered (online available probably from March 2021).	<input type="radio"/>
Editorial and advertising deadline is 21.07.2021		
Order other services related to you trade fair presentation (e. g. Cleaning, power and water supply, hostesses etc.)	Deadlines are listed on the order forms found at Service Shop(www.service.anuga.com) You will receive your log-in data from March 2021	<input type="radio"/>
Order parking space for containers/refrigerated trucks	Before the start of the fair (subject to availability) Ordering via the Koelnmesse Service Portal (www.koelnmesse-service-portal.de). You will receive log-in details as of March 2019	<input type="radio"/>
Register stand parties	Until two weeks before the start of the fair Security: d.schneider@koelnmesse.de	<input type="radio"/>
Register musical renditions	Before the start of the fair GEMA Bezirksdirektion Stuttgart Herdweg 63, 70174 Stuttgart, Germany Tel. +49 711 2252 794 www.gema.de/messen , messe@gema.de	<input type="radio"/>
Reserve office and/or conference rooms	Before the start of the fair (subject to availability) Koelncongress: p.steinleger@koelncongress.de	<input type="radio"/>
Anuga taste Innovation Show: The product innovation platform at Anuga. Register your innovative products!	Start of application: 01.06.2021 End of application: 07.09.2021 Press: p.krause@koelnmesse.de	<input type="radio"/>
Use the "Infoscout" – information service for visitors with Form Z.03 and Form Z.04	Until 2 weeks before the start of the fair	<input type="radio"/>