



12.–15. Sep 23

> Technical Guidelines A Complete Guide for Exhibitors and Stand Fitters

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Preliminary remark

Messe Husum & Congress, Am Messeplatz 12-18, 25813 Husum (hereinafter referred to as MHC) has drawn up these technical guidelines for HUSUM Wind in order to provide exhibitors and stand fitters with the prerequisites for ensuring that both their preparations and the actual exhibition run as smoothly as possible.

The Technical Guidelines are binding for exhibitors, stand fitters, and all persons on the exhibition site. These guidelines are based on the applicable statutory provisions, and are aimed at providing the highest level of safety for exhibitors and visitors alike.

The statutory regulations must be observed by both exhibitors and visitors. Orders must be made on time using the Online-Business-System (hereinafter referred to as OBS) to ensure that they can be properly processed in time.

The statutory regulations and provisions may vary depending on the structure of the individual exhibition areas. The German version of this document is binding.

Messe Husum & Congress reserves the right to make alterations to this document without notice.

1. General information

1.1 Opening hours, setting up and dismantling times

Opening hours:	
12.09.2023	10.00 am - 6.00 pm
13.09.2023	10.00 am - 6.00 pm
14.09.2023	10.00 am - 6.00 pm
15.09.2023	10.00 am - 4.00 pm

Exhibitors are permitted access to the halls from 08.00 am - 7.00 pm on all days of the fair. Exhibitors are obliged to stock their stands with the declared goods for the duration of the fair, and to staff their stands for the duration of the fair.

Setting up times:	
04.09. - 10.09.2023	07.00 am - 10.00 pm
11.09.2023	07.00 am - 3.00 pm

Exhibition stands must be fully set up by 3.00 pm on 11.09.2023. Finishing work may be carried out within the stand area until 9:00 pm. If construction of the stand has not been commenced by 12.00 pm on 11.09.2023 the organisers are permitted to dispose of the space at their own discretion. Premature dismantling is possible by prior arrangement and approval.

Dismantling times:	
15.09.2023	4.30 pm - 10.00 pm
16.09. - 20.09.2023	7.00 am - 10.00 pm

Dismantling of stands before the start of the official dismantling time on the last date of the fair is not permitted. Non-compliance will result in a contractual penalty of 15 % of the gross rental charge (cf. declaration on application form).

1.2 Traffic on the exhibition site

In order to ensure the uninterrupted flow of traffic during setting up and dismantling times and during the fair itself, all traffic control regulations must be observed. Instructions of traffic officers and MHC staff must be adhered to at all times.

The German road traffic code (StVO) applies on the entire MHC site

and on the exhibition car parks. The speed limit on the MHC site is 10 km/h (walking pace).

Illegally parked vehicles, trucks, containers, crates and obstacles of any kind will be removed at the owner's expense.

1.3 Deliveries

During the setting up and dismantling times the first port of call is the exhibitor car park! This is where you will be registered and where you will receive the passes and access authorisation you need in return for a deposit of 100 euros. The deposit will be returned on your return. The access pass is only valid for the day of issue and includes the stand number, the vehicle registration number, driver's mobile phone number, and the permitted turnaround time. If this time is exceeded, the client, i.e. the exhibitor in question, will be charged 100 euros per hour commenced. Holders of access passes will be called up from the exhibitor car park in turn and directed to the hall access slot nearest to their exhibition stand.

1.4 Parking

Parking on the exhibitor car park during the fair is only for exhibitors' cars, and only if they can display a parking permit ordered in advance via the OBS. These parking permits (for which there is a charge) must be ordered in advance, and due to the limited availability you are advised to order them as early as possible. Each exhibitor is entitled to one parking permit per exhibitor registration plus 1 piece for each started 50 sq m.

Safe parking for trucks is available on the secure parking lot on the premises of the official carrier Wilhelm Nicolaysen.

Parking space (for which there is a charge) can be ordered using the OBS. Parking of trucks and transporters over 3.8 tons is not permitted on exhibitor car parks, and any trucks parked in public areas will be towed at the owners' expense.

1.5 Cranes, forklifts, hydraulic work platforms

Cranes, self-propelled forklift trucks with drivers seat, hydraulic work platforms, conveyor trucks and similar vehicles may only be operated by the authorised carrier. The authorised carrier's liability ends when the wares are set down on the stand or at an allotted position in the exhibition hall, even if the exhibitor or his agent is not present. The positioning of large exhibits must be agreed with the official carrier in good time because the floor has to be specially prepared if the weight of the exhibit exceeds 400 kg/m². A placement sketch is required so that the correct part of the floor can be reinforced. It may be necessary to position an exhibit using a crane before the roof is closed (lightweight halls).

The deadline for registering exhibits is the 30th June of the trade fair year.

Storage of packaging in the halls is not permitted. Empty packaging can be stored by the official carrier.

2. Escape routes, safety installations

2.1 Emergency exits, walkways, safety installations

No escape routes, safety areas, hall entrances or hydrants may be obstructed at any time. Vehicles and objects deposited in such areas will be removed at the owner's expense.

2.2 Emergency exits, walkways, safety installations

Escape routes in the halls must be kept free at all times. It must be possible to open doors along the escape routes completely and easily from the inside. Emergency exit doors and their signs must not be covered up, concealed or made inoperable. The walkways in the hall must not be blocked or restricted by any objects placed

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thereon on by any objects protruding into the walkways from the stands. Walkways may not be built over unless special permission is obtained from the organisers. In case of emergencies these walkways serve as escape routes!

Fire protection installations, other safety equipment and their signs must be visible and accessible at all times. They must not be concealed or disguised at any time.

2.3 Security / stand security

General security in the halls is handled by MHC staff during the event, and during the setting up and dismantling times. If required, the exhibitor can arrange a security guard himself or can order one using the OBS. Stand security guards may only be hired from the security firm employed by the organisers.

3. Technical data and equipment in the exhibition halls

3.1 Lighting, heating, ventilation

The halls are furnished with general lighting. All halls are heated with warm air, and the ventilation system is provided with sufficient fresh air via the existing ventilation systems.

3.2 Floor loads in the halls

The maximum floor load in the solid exhibition hall is 24,000 kg/m². In the lightweight halls the maximum permissible floor load without prior approval is 400 kg/ m², whereas approval for greater floor loads must be applied for by the 30th June of the trade fair year.

3.3 Electricity and water supply

Electricity and water supply is possible in all halls and in the open-air areas. There is no permanent supply in the lightweight halls and in the open-air section, but both electricity and water supply lines can be arranged if required.

In the permanent hall there are fixed water and electricity supply points that must be taken into consideration when setting up stands, and which must remain accessible during the fair itself. Costs and damages incurred as a result of non-accessibility to these MHC utility supply points will be charged to the exhibitor (causer) responsible.

3.4 Telecommunication equipment

Telecommunication lines (telephone, Internet) to the stands can be arranged as for electricity and water supply (Section 3.3).

3.5 Interference / Interruptions

If there is any interference to or interruption of the supply of utilities, a member of the MHC staff should be informed without delay. MHC is not liable for any damages resulting from such interruption of supply.

4. Stand construction regulations

4.1 Stand building safety

Exhibition stands, including installations and exhibits, must be structurally stable enough to ensure that there is no risk to public safety and order, and in particular that there is no danger to life or health. Exhibitors are responsible for the safety of all constructions. The exhibitor is responsible for the structural safety of the stand and may be asked to provide proof thereof. This applies for the duration of the fair, and for setting-up and dismantling times.

Stand constructions with a height in excess of 4.00 m must be stable enough to withstand a dynamic pressure of 0.125 kN/ m² (= hall wind).

Schleswig-Holstein building regulations (BauO S-H) and regulations for places of assembly (VStättVO) in newest version apply.

4.2. Approvals for stand construction

Based on the assumption that these technical guidelines have been adhered to for the design and construction of the stand, it is not necessary to submit plans for approval for single storey stand constructions up to a height of 2.50 m. The stand builder is responsible for the proper construction of the stand. It is however still necessary to submit position sketches for electrical, plumbing and telecommunication connections.

For a stand construction with a side-wall height exceeding 2.50 m does not require the approval of the neighbouring stand as long as such construction is open, transparent and free of advertising (e.g. cross-bars, light fittings, suspensions etc.) or if such construction is at least 2.00 metres from the neighbouring stand or gangway. Otherwise such a construction requires the written approval of the neighbouring stand.

Stands requiring approval are:

- Exhibition stands with a height in excess of 2.50 m
- Exhibition stands larger than 50 m²
- Exhibition stands with closed ceilings
- Multi-storey constructions
- Mobile constructions, marquees, containers
- Stands with platforms accessible to visitors
- Special structures

4.3 Inspection and acceptance of stands requiring approval

Stands requiring approval require MHC's prior written approval, which must be applied for in writing at least 8 weeks before the start of the exhibition, and which must be accompanied include a stand sketch. Approval by MHC depends on the hall height and if it is otherwise possible.

There is no legal entitlement to approval. The erection of an exhibition stand that requires approval may only be commenced when the exhibitor or his agent has obtained stand construction approval from MHC.

For approval of multi-storey stands, the exhibitor must submit the following documents in duplicate, and in German, at least 8 weeks prior to construction:

- a) Structural calculations checked by an independent structural engineer in accordance with German standards
- b) Building specifications
- c) Stand drawing in 1:100 scale (floor plan, views, sections), construction details with a larger scale, and plan of escape routes
- d) Verifiable surface area calculation of the usable upper storey area and the supporting structure
- e) Points a), b), and c) do not apply if a type test or test book is submitted
- f) Application for construction approval, fully completed, and signed by the exhibitor

MHC will submit the application to the Husum building inspection agency (Bauaufsichtsamt Husum) on the exhibitor's behalf. The costs for the building application procedure will be billed to the exhibitor/stand fitter. Late submission of the planning documentation may result in additional costs.

4.4 Alteration of stand constructions

Stand constructions which have not been approved, which do not conform to these technical guidelines or with the applicable laws must be altered or removed if MHC so demands. If such alterations are not carried out in time, MHC is entitled to carry out the alterations at the exhibitor's expense.

4.5 Vehicles and containers

The exhibition of vehicles or containers in the halls must be approved by MHC.

5. Stand design

5.1 Stand design

Stand numbering and allocation are handled by MHC. The exhibitor is obliged to inform himself about the location and conditions. The stand boundaries must be complied with.

5.2 Wheelchair accessible construction

When building stands, attention must be paid to accessibility. Exhibition stands and their facilities should also be suitable for access and use by handicapped persons without the help of others.

5.3 Changes to the fabric of the building

Parts of the hall and technical equipment may not be damaged, soiled, altered in any way, or used for securing stands or exhibits. Painting, wallpapering and pasting are not permitted. Hall columns can be used within the stand space as long as they are not damaged.

Approval for anchor points and fastenings, e.g. when planning multi-storey stands, must be obtained from MHC.

5.4 Hall flooring

Carpeting and other floor coverings must be laid with due regard to safety, and may not extend into the walkways or neighbouring stands. All materials used must be removed without leaving any residues. The hall floor may not be painted, nor may the carpeting be completely bonded to the floor. If the exhibitor lays the carpeting himself, he can purchase a suitable, easily removable carpet tape from MHC. We stipulate that any duct tape employed should only use PP or PE adhesives (non-toxic solvents).

5.5 Suspensions from the hall ceilings

It is not as a rule possible to suspend objects from the ceilings of the lightweight halls. Suspension points in the permanent hall must be applied for, and approved by MHC. The exhibitor is responsible for carrying out the suspension work himself.

5.6 Stand dividing walls

Stand dividing walls are not provided. Individual stands and system stands can be ordered via the OBS.

5.7 Advertising material / presentations / volume

Advertising activities and presentations are permissible on one's own stand space, it is only necessary to provide proof that there is sufficient space for the audience.

Advertising activities must not obstruct or cause interference to walkways or neighbouring stands.

Advertising facing neighbouring stands is only permissible up to a height of 2.50 m, unless written approval has been given by the exhibitor on the neighbouring stand.

Presentations, shows or entertainment must be approved by MHC. Noise generated from the stand must not exceed 60 dB(A) at the edges of the stand, nor must it drown out the public address system. Musical performances must be registered with GEMA (see also Section 15).

5.8 Appearance

The following regulations are at the discretion of MHC, which in the event of any infringements is entitled to demand that the exhibitor

alters his stand design to conform to the prescribed dimensions. The binding minimum requirements include full floor covering (carpet or other materials which will not form any toxic gases in case of fire) and stand dividing walls that are decorated to visually suit the surroundings. Exhibitors are obliged to border their stand space with side walls. Exhibition displays, folding stands and banners do not count as side walls. Side walls can be rented via the OBS. The sides of stands that border on walkways must be transparent and open. Long, enclosed stand constructions and walls alongside the walkways are not permitted. Stand rear walls that border on neighbouring stands are to be kept neutral in order to avoid a negative impact on the design of the neighbouring stand.

6. Multi-storey construction

6.1 Planning applications

Multi-storey stand construction is only possible with prior approval by MHC.

6.2 Traffic load/load specifications

In accordance with DIN 1055 the following load capacities apply for exhibition stands:

- Floors of assembly/exhibition rooms and similar rooms 5.0 kN/m²
- Office-like use 3.5 kN/m²
- Stairs 5.0 kN/m²
- Horizontal load for balustrades and guard rails at a rail height of 1.0 kN/m²
- Horizontal load for outer walls of upper stories at a height of 0.9 m 1.0 kN/m²

Proof must be provided that the load caused by supports pressing on the ground does not exceed the permissible floor load for the hall floors, see Section 3.2 "Hall data". If horizontal loads are to be applied to the feet of the frame supports, this must in each case be shown in the structural calculations.

6.3 Escape routes / stairs

Every storey must be equipped with a fire extinguisher. The maximum walking distance from any point on the stand to the next hall walkway must not exceed 20 m. If this distance is exceeded, extra stairs should be planned in. The minimum number and clear width of escape routes (exits, stairs, corridors) to be included are:

- up to 100 m²: 1 escape route, 0.90 m wide
- over 100 m² and up to 200 m²: 2 escape routes, each 0.90 m wide
- over 200 m² and under 400 m²: 2 escape routes, each 1.20 m wide

If the floor space of the upper storey exceeds 100 m², at least two sets of stairs will be needed, which are to be arranged a maximum of 20 m apart, and opposite each other. All staircases are to be designed in line with DIN 18065. Steps must have a clear width of at least 1.0 m, with at least 2.00 m the headroom. The height of the stair risers must not exceed 0.19 m, and the treads must not be less than 0.26 m. Handrails must be continuous and offer a firm grip. Spiral staircases and newel stairs are not permitted. The upper storey must not be enclosed.

6.4 Building material

In the case of multi-storey stands, the main load bearing components must be made of non-flammable materials, and the ceiling of the ground floor and the floor of the upper storey must at least be made of flame resistant (conform with DIN 4102 or EN 13501-1) building materials.

6.5 Upper floor

In the area of the balustrades on the upper storey, anti-roll protection is to be fixed at a height of at least 0.05 m. Balustrades are to be designed in line with Section 8.3. There must

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be at least one fire extinguisher per stairway in addition to the fire extinguishers already present on the ground floor. The fire extinguishers must be clearly visible and accessible.

7. Fire and safety regulations

7.1 Stand construction and decoration materials

Materials used in stand construction and decoration must at least be flame retardant (B1) and not cause burning droplets. Across the board it is not permitted to use any materials which form burning droplets or release toxic gases (e.g. rigid polystyrene foam, styrofoam, PVC).

Materials used for decorations must conform to DIN 4102 and at least B1, or conform to EN 13501-1 with at least Class C-s3d2, i.e. it they should be flame retardant. Normal flammable, dripping fluid decoration material such as artificial flowers, vine leaves, fruit etc. mounted overhead are not permitted. In part areas the use of normal flammable decoration material is permitted if it is fitted in such a way that it is sufficiently protected against catching fire. A test certificate for the building material class of the materials used may be demanded. Please keep this to hand at your stand.

Deciduous and coniferous plants may only be used if they have moist root balls. Bamboo, reed, hay, straw, bark mulch, turf or similar materials do not usually meet the abovementioned safety regulations.

The use of plastic cable ties to fasten parts under structural load is not permitted.

7.2 Open fire

Open fire is not permitted as a matter of principle.

7.3 Exhibiting motor vehicles

Vehicles with internal combustion engines may only be exhibited in the exhibition halls with prior approval by HMC and if they only have a minimum amount of fuel in their tanks. The fuel tank must be locked and the battery disconnected.

Hydrogen vehicles may only be operated within the building under certain conditions. Hydrogen vehicles may only be exhibited if their tanks are completely empty.

Section 10 (Pressure vessels) applies for vehicles with gas-fuelled engines.

7.4 Explosive substances, ammunition

Explosive substances are subject to the German Explosives Act and may not be exhibited. The same applies to ammunition governed by the German Firearms Law (Waffengesetz).

7.5 Pyrotechnics

The use of pyrotechnics (fireworks) is not permitted.

7.6 Use of balloons and flying objects

The use of balloons filled with safety gas and remote controlled flying objects must be approved by MHC.

7.7 Smoke machines

The use of smoke machines must be cleared with MHC. If this has not been agreed, the cost of the fire service operations following the triggering of a fire alarm will be borne by the causer.

7.8 Ash containers, ashtrays

Smoking is not permitted in the halls. Plenty of ashtrays and ash containers are provided in the designated smoking areas outside.

7.9 Recycling and non-recyclable waste bins

No recycling or non-recyclable waste bins made of flammable materials are permitted on the exhibition stands. Recycling or non-recyclable waste bins used on the stands must be put out regularly for emptying, at the latest at closing time every evening. Garbage bags can be put out into the walkway after the fair has closed. If a large amount of combustible rubbish is produced, it must be disposed of several times a day.

7.10 Spray guns, solvents, cleaning agents

The use of spray guns and materials containing solvents, combustible liquids and paint is forbidden. Cleaning agents that contain materials that may be detrimental to health must be used in accordance with the instructions.

7.11 Working with angle grinders and all work involving naked flame

Approval for welding, cutting, soldering, thawing and angle grinder work must be obtained from the MHC technical hall manager. Approval is granted in the form of a work permit. During such work, the surrounding area is to be adequately protected against hazard. Extinguishing agents must be available at hand during such work.

7.12 Empty packaging

Storage of all kinds of empty packaging (e.g. packaging and wrapping material) in the halls is forbidden. Empty packaging material is to be disposed of immediately in order to keep the walkways clear. The official carrier will store empty packaging material for a fee. MHC is entitled to remove illicitly stored empty packaging at the exhibitor's risk and expense.

7.13 Fire extinguishers

Exhibition stands larger than 50 m² and stands with a high content of flammable materials must be equipped with a fire extinguisher. The fire extinguisher must be suitable for the task in hand and can be ordered via the OBS.

7.14 Glass und acrylic glass

Only safety glass suitable for the purpose in hand may be used. Only safety glass or acrylic glass may be used for glass constructions. There are special requirements governing the use of glass in floors, balustrades, walls and ceilings, and their use must be approved. Edges of panes of glass must be finished or protected in such a manner that they eliminate any risk of injury. Components made wholly of glass must be marked at eye level. Glass panes of showcases or glass walls erected along aisles frequented by visitors must be made of safety glass or acrylic glass.

7.15 Lounges, lecture rooms, cinema

All rooms with more than 100 m² floor space, which are closed on all sides and do not have any visual or acoustic connection to the hall must have at least two exits which should be as far apart as practicable and should lead in opposite directions to serve as escape routes. The clear door width must be at least 90 cm. If the room holds 200 persons or more, the regulations of the VStättVO (regulations for places of assembly) shall apply. The escape routes are to be signposted in accordance with BGV A8.

8. Exits, escape routes, doors

8.1 Exits, escape routes

The maximum walking distance from any point on the stand to the next hall walkway must not exceed 20 m. Visitor walkways are also escape routes and may not be obstructed or disguised, either during the exhibition or during the setting up and dismantling times.

8.2 Doors

It must be possible to open doors in escape routes to the outside.

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During the fair and during setting up and dismantling times must always be possible to open them fully from the inside, and they must not be blocked.

8.3 Platforms, railings, steps, ladders and catwalks

Publicly accessible areas which directly border onto lower lying areas must be protected by some kind of barrier (safety fences, balustrades, handrails). This is necessary for publicly accessible areas if the area is not connected to lower areas by steps or ramps. These safety rails must have a minimum height of 1.10 m be able to withstand a horizontal load of 1kN/m (DIN 1055-3). Bannisters must be so constructed that it is difficult to climb over them and thus provide protection against children falling over the edge. Single step platforms may not be more than 0.20 m in height. A structural certificate may be requested for platforms. Ladders, steps and catwalks must conform to accident prevention regulations.

Rules for stairways see 6.2 and 6.3

9. Technical safety regulations, technical rules, technical supply

9.1 General rules

Setting up and dismantling work may only be carried out in compliance with the respective valid work and industry regulations.

9.2 Damage

Any damage caused by exhibitors or their agents on the exhibition site, in the halls or other facilities will be remedied by MHC, and at the exhibitors expense.

9.3 Use of machinery

The use of woodworking machines without a sawdust extractor and collector is not permitted. The use of bolt guns, spray guns, and nitrocellulose paint is forbidden. The use of cranes and forklifts is reserved for the MHC's official carrier.

9.4 Electrical installations

9.4.1 Connection and protection

Connections to the mains supply and the sockets in the supply units may only be made by the MHC approved hall electricians. The same applies to the laying of power cables outside the stands and the MHC conduits and shafts. Orders must be accompanied by a placement sketch that clearly shows the desired connection point positions.

The exhibitor is not permitted to source electricity from neighbouring stands. The exhibitor's electrical installations must be so dimensioned that all electrical appliances on the stand can be used simultaneously, whereby it is not permitted to connect several mains connections with one another which alone would not be sufficient to power all your electrical appliances simultaneously. If MHC ascertains that the exhibitor disregards these rules, MHC is entitled to retrofit the required electrical installations at the exhibitor's expense.

The stand installation may only be used subsequent to a visual inspection and function test. The shutting down and dismantling of the connections will begin immediately after the close of the exhibition.

9.4.2 Stand installations

Electrical installations within the exhibition stands can be carried out by the hall electrician on ordering. Within the exhibition stands installations can be carried out by the exhibitor's own electricians in accordance with VDE regulations, valid European regulations and current available technology. The hall electricians will carry out tests on a random basis.

9.4.3 Installation and operating rules

All electrical systems shall be installed and operated in compliance with the latest safety regulations of the German Electrical Engineering Association (VDE), in particular VDE 0100 and IEC-Norm 60364-7-711. The percentages of high frequency or low frequency interference transmitted to the network shall not exceed those stated under VDE 0160 and VDE 0838 (EN 50 006 and EN 61000-2-4). The measures intended to provide protection in the event of indirect contact must include any conductive structural components (earthing of the stand/ potential equalisation).

Non-insulated electrical wires and terminals may not be used in low voltage installations. Secondary lines shall be protected against short circuiting and overloading. Flexible cables (and flat cables) must not be laid under floor coverings without them being protected from mechanical load. Electrical installations in the exhibition stand may only be used after they have been inspected and approved by MHC. If low voltage halogen lamps are used they have to be fitted with protective glass. If low-pressure lighting is used, proof of protective glass is not necessary.

9.4.4 Safety precautions

To provide extra protection, all heat-generating electrical appliances (hot plates, spotlights, transformers etc.) must be mounted on non-flammable, heat-resistant, asbestos-free bases.

Sufficient distance, relative to the amount of heat generation in each case, must be maintained between these appliances and any flammable materials. Lighting fixtures should not be fitted anywhere near flammable decorations.

9.4.5 Emergency lighting

If the general emergency lighting is not effective due to particular aspects of the stand design, or in the case of rooms with over 100 m² floor space and closed roof, additional emergency lighting must be installed in order to guarantee safe access to the general escape routes.

9.5 Plumbing and drainage installations

Plumbing and drainage installation is possible in all halls. The water supply consists of a ½" drinking water hose.

The drainage pipe consists of a ¾" wastewater hose. All installations within the stands must conform to the current drinking water regulations. The installation, alteration and customisation of the pipe can only be undertaken by the official MHC contractor. A placement sketch must be included when ordering installations which clearly shows where the installations should be positioned. The exhibitor is responsible for all work not carried out by the official MHC contractor, and he is fully liable for any damage resulting therefrom. The exhibitor is also responsible for ensuring that no food remnants end up in the drainage system, and is liable for any resulting damage.

9.6 Telecommunication equipment

Provision of the exhibition stands with telephone and Internet connections is arranged by MHC. The commissioning of outside providers of telecommunication access is not permitted. Telecommunication equipment and connections must be ordered via OBS.

9.7 W-LAN

The operation of the customer's own network cells on the exhibition site is permitted as long as they do not interfere with the function and performance of the trade fair's own hotspots. Exhibitors' own W-LAN may therefore only be operated on channel 13, encrypted and with reduced transmission power.

9.8 Compressed air installation

MHC can provide exhibitors with a quotation for hire compressors and associated stand installations, depending on need and feasibility.

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ity. Connections may only be installed by the MHC approved fitters.

10. Machines, pressure tanks and exhaust systems

10.1 Machine noise

In the interests of all exhibitors and visitors, the operation of noise-generating machines and appliances should be kept to an absolute minimum. The noise at the edges of the stand must not exceed 60 dB(A).

10.2 Equipment and product safety

It is only permitted to exhibit products that comply with the requirements of the German Device and Product Safety Act (GPSG) and its associated regulations (GPSGV), and consequently also comply with the European product safety directives.

Technical equipment and work appliances must carry the CE label and the corresponding declaration of conformity must be available.

10.3 Safety devices

Devices and machines may only be operated if they have all the safety devices prescribed by the valid EU directives or German health and safety rules. The safety devices can be removed to show visitors the concealed parts of the equipment as long as the devices are not being used and the power supply is cut off.

Stand staff is responsible for ensuring that devices are not operated by unauthorised third parties. MHC is entitled to prohibit the operation of machines and devices.

10.4 Pressure equipment

When pressure equipment is used, the German industrial safety regulations must be adhered to.

Pressure equipment and vessels may only be operated if they have been tested by qualified personnel and an approved inspection agency in accordance with §§14-17 of the German industrial safety regulations. Test certification must be available and to hand. Since foreign pressure vessels cannot be tested during the short setting-up period, exhibitors should use tested rental devices.

10.5 Exhaust gases and vapours

No combustible vapours and gases given off by exhibits and devices that are harmful or hazardous to health or cause irritation to the general public may be released into the halls.

11. Use of gases, combustible liquids and hazardous substances

11.1 Compressed gas and liquefied gas systems

The storage and use of compressed gas and liquefied gases on the exhibition site, or other gases in gas cylinders, requires written permission from MHC. Compressed gas cylinders must be protected against impact, falling over, unauthorised access and heat. A suitable fire extinguisher must be available.

11.2 Storage and use of combustible fluids

The storage and use of combustible fluids on the exhibition site must be authorised by MHC. Approval to use combustible fluids can only be granted for demonstration purposes, and only for the quantity required for the daily use. This daily portion must be stored in closed and unbreakable containers. A suitable fire extinguisher must be available.

Empty containers may not be stored on the exhibition stand.

11.3 Hazardous substances

The application and use of hazardous substances and hazardous building materials is forbidden. The basis for this is the law for the protection against dangerous substances (Chemicals Act), in

association with the current version of the Chemicals Prohibition Ordinance (Chemikalienverbotsverordnung) in the Dangerous Substances Ordinance (GefStoff V).

12. Radiation protection

12.1 Radioactive materials

It is compulsory to register any handling of radioactive materials with MHC, and that MHC permits this. Any handling of radioactive materials is subject to § 7 of the Radiological Protection Ordinance (StrlSchV). Approval pursuant to the Radiological Protection Ordinance is to be applied for from the trade and factory inspectorate (Gewerbeaufsichtsamt), and be submitted to the organisers at least 2 months prior to the start of the fair. Proof must also be provided that the planned handling of radioactive material on the exhibition site is legal. The applicable permit conditions must be observed.

12.2 Laser units

The use of laser units must be coordinated with MHC, and must conform to the requirements laid down in DIN EN 60825-1 and DIN EN 12254, and in the case of show lasers, the requirements laid down in DIN 56912. The responsible regulatory agency must be notified of Class 3 R, 3 B and 4 laser units before they are commissioned. This notification must include a named laser protection officer (§ 6, BGV B2).

13. Environmental protection

13.1 Waste management

The exhibitor is responsible for proper and environmentally compatible disposal of waste produced during the exhibition, and during the setting up and dismantling times.

13.2 Waste disposal

The majority of waste must be taken away again by the exhibitor or his agent. Waste containers are provided for the rest, but the exhibitor is responsible for transporting the waste material to these containers. Here the exhibitors can dispose of cardboard and paper, film/foil and wood can be disposed of free of charge.

Costs are only incurred for residual waste (80 € per m³). There are several staffed waste stations around the exhibition site. Exhibitors or their agents who do not remove their waste after dismantling their stands, or who simply "dump" their waste material, will be charged a € 500 penalty.

13.3 Oil traps

Edible fats and oils may not under any circumstances be introduced into the waste water system. Such fats and oils must be given to the caterer for separate disposal. Commercial kitchens must use oil traps if waste water that contains oil is introduced into the drainage system. Such oil traps can usually be rented from the caterer.

13.4 Environmental damage

Pollution caused by such substances as petrol, oil, solvents and paint, or any other environmental damage, must be reported to MHC without delay.

14. High-frequency devices, radio equipment, electromagnetic fields

The operation of high-frequency devices, radio equipment and electromagnetic fields must be approved by and coordinated with MHC. The operation of high-frequency devices and radio equipment is only permitted if they conform to the provisions of the German

› Technical Guidelines

A Complete Guide for Exhibitors and Stand Fitters

Telecommunication Equipment Act (BGBI) and the Electromagnetic Compatibility of Equipment (EMVG).

Exhibitors' electrical installations may cause interference to MHC or other exhibitors' systems due to harmonic oscillations or magnetic fields. The provisions of the 26th Ordinance for implementing the German Federal Emission Protection Act must be adhered to. The necessary application forms must be obtained from the Federal Grid Agency (Bundesnetzagentur).

15. Musical renditions

Any musical renditions require the permission of and are subject to the rules of the German society for musical performing and mechanical reproduction rights (GEMA).

16. Scenery areas

Scenery areas exceeding 20 m² floor space are subject to the provisions of the Regulations on Places of Assembly (VStättVO). The presence of a person responsible for technical stage equipment may be required.

17. Animals

Animals may not be brought onto the exhibition site.

18. Photography

Photographing and filming stands and exhibits, even for private purposes, is only allowed if the exhibitor in question consents.

19. Objects found

Any objects found on the exhibition site are to be handed in to the lost property office or to MHC.

Contact person and important addresses

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Booth Construction/Rental Furniture:

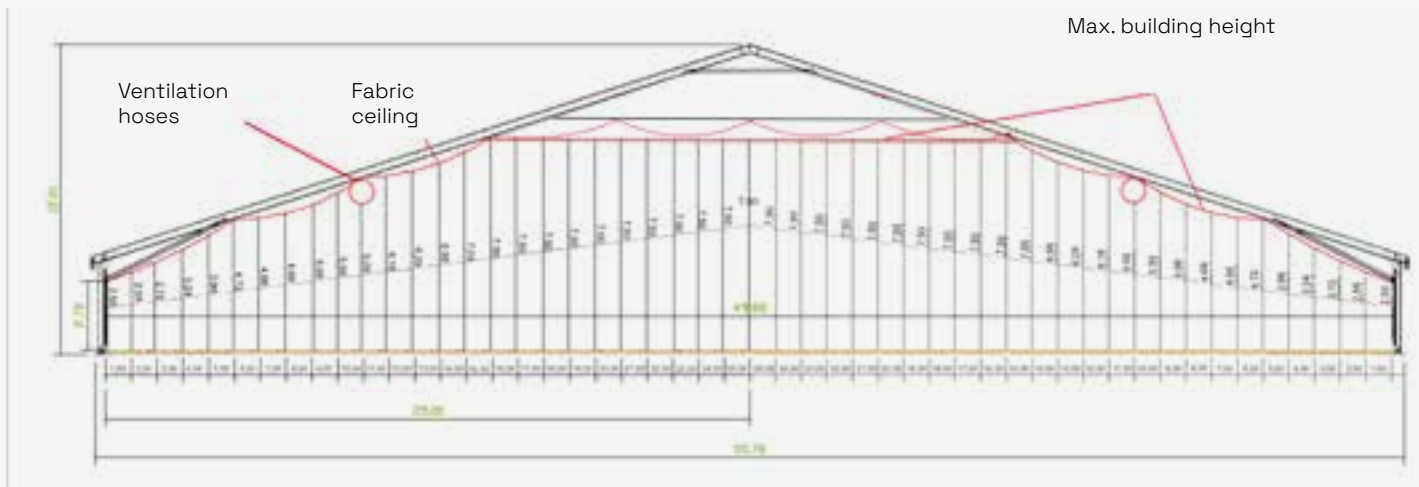
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Status: 08/2021. Subject to change.

› The exhibition site



› Maximum stand heights requiring approval for Halls 1-4



> Maximum stand heights requiring approval in Hall 5 and utility supply points

