

# Specific Terms of Participation 2023

Event-specific additions to General Terms of Participation (ATB), Technical Regulations (TR) and House Rules of Hamburg Messe and Congress GmbH (HMC)



## Event and legal entity:

Hamburg Messe und Congress GmbH  
P.O. Box 30 24 80 · 20308 Hamburg  
Messeplatz 1 · 20357 Hamburg  
– hereinafter called **HMC** –

Tel.: +49 40 3569 0  
Fax: +49 40 3569 2203

info@hamburg-messe.de  
hamburg-messe.de

## Event title:

**HAMBURG OPEN**

## Venue:

HMC fairground, hall B6  
Messeplatz 1  
20357 Hamburg

## Event duration:

**18–19 January 2023**

## Project management:

Business Development

Alexandra Neises  
Project Manager

Tel.: +49 40 3569 2163  
E-mail: alexandra.neises@hamburg-messe.de

## Deadline for registrations:

1 October 2022

## Opening times:

Wednesday, 18 January 2023 10.00–18.00 hrs  
Thursday, 19. January 2023 10.00–16.00 hrs

Get-together 18.00–22.00 hrs

## Assembly times:

Monday, 16 and Tuesday, 17 January 2023  
Wednesday, 18 January 2023

07.00–22.00 hrs  
07.00–09.30 hrs

## Disassembly times:

Thursday, 19 January 2023  
Friday, 12 January 2023

16.00–24.00 hrs  
07.00–16.00 hrs

## Early stand assembly/ Extended disassembly:

Any requests for early stand assembly/extended disassembly times must be submitted in writing to the Trade Fair and Exhibition Technology Department and approved (see Online Service Center /approvals and applications). An entitlement of approval does not exist. If you have any questions, please contact the Trade Fair and Exhibition Technology Department (Tel.: +49 40 3569 2528 / e-mail: ops@hamburg-messe.de).

## Exhibitor passes: (see clause 16 ATB)

Up to a stand size of 20 sq. m exhibitor will receive 3 exhibitor passes free of charge. One additional pass will be issued free-of-charge for every further 10 sq. m or part of sq. m up to 6 exhibitor passes free of charge in total. Further exhibitor passes may be ordered **on payment of a charge of € 29,75 incl. VAT** per pass, from the Online Service Center. NO exhibitor passes are needed for assembly and disassembly.

## Marketing package/ Trade Fair Media: (see clause 14 ATB)

The charge for the mandatory marketing package is included in the stand fee. This fee includes an entry in all of the trade fair media (online list of exhibitors), free visitor Wi-Fi as well as digital advertising materials.

## Registration charge for co-exhibitors: (see clause 4.3. ATB)

Co-exhibitors must be notified to HMC in writing with indication of company name, address, and products/services. Please complete the separate registration form for this purpose.  
The charge for co-exhibitors is € 235 plus VAT per co-exhibitor, and will be invoiced to the main exhibitor.

## Exchange of exhibitor

The transfer of the booked stand space is only possible by prior approval of HMC and signing a transfer agreement.

## Exhibit protection:

Subject to a decision by the Federal Justice Ministry, HMC offers exhibitors a certificate for submission to the German Patent and Trade Mark Office that the exhibit to be protected (consumer/investment product, design/utility model) has been exhibited at HAMBURG OPEN 2023. For further information see Online Service Center / approvals and applications.

## Advance payment for expected additional costs: (see clause 5.3 ATB)

No additional advance payment is required for HAMBURG OPEN 2023.

## Invitations:

Exhibitors can invite their customers to the event by sending them invitations free of charge. Invitations can be ordered in the exhibitor ticket shop (accessed via the Online Service Center). It is possible to order digital codes in the exhibitor ticket shop. The exhibitor ticket shop also provides you with a list of the invitations which have already been used and, after the exhibition has started, a list of the invitations with admittance.

## Participation "Get-together":

A "Get-together" for exhibitors and visitors will take place on the first evening of the event. Admission is free and is via the fair ticket or exhibitor pass. In order to maintain security, HMC reserves the right to limit admission to a certain number of persons in the event of an increased volume.



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## Stand types:

### Exhibition space only (without stand construction)

Minimum size 20 sq. m

€ 235 per sq. m – plus VAT (Standard price)

€ 215 per sq. m – plus VAT (Rebooking price for admitted exhibitors of HAMBURG OPEN 2022 only)

An area of the exhibition space (no power, walls or carpet included), catering, participation "Get-together"  
Additional services can be ordered in the OSC.

### All-inclusive package

Minimum size 6 sq. m

€ 299 per sq. m – plus VAT (Standard price)

€ 279 per sq. m – plus VAT (Rebooking price for admitted exhibitors of HAMBURG OPEN 2022 only)

Stand cleaning, waste disposal, standard electrical installation (3 kW electric socket incl. consumption), hall lighting, stand walls (rear wall + minimum 1 m side wall; depending on the format), carpet, catering, participation "Get-together"  
Additional services can be ordered in the OSC.

### All-inclusive package premium

Minimum size 10 sq. m, limited to 10 exhibitors

€ 339 per sq. m – plus VAT

Stand cleaning, waste disposal, standard electrical installation (3 kW electric socket incl. consumption), hall lighting, stand walls (rear wall + minimum 1 m side wall; depending on the format), carpet, catering, participation "Get-together"  
**In addition:** fully surfaced backlit textile printing, marketing services (e.g. space for product presentation in the visitor newsletter, naming as premium partner on the website, etc.)  
Additional services can be ordered in the OSC.

### Open air grounds

€ 99 per sq. m – plus VAT

An area of the exhibition space in the open air grounds (no power, walls or carpet included), catering, participation "Get-together"  
Additional services can be ordered in the OSC.

## Reductions in size of stand space: (see clause 8.6 ATB)

The stand space specified in the acceptance is binding. After acceptance, any reductions in stand space requested by the exhibitor are possible only in consultation with HMC, and do not lead to reduction in stand rent. If HMC succeeds in renting out the stand space to a third party, an administrative fee amounting to 25 % of the (proportional) participation fee for the space not used by the exhibitor is payable in accordance with clause 8.6 ATB.

## Cancellation of stand: (see clause 8.2 et seq. ATB)

Free-of-charge cancellation is possible within the period specified in the placement proposal, or until acceptance without placement proposal. In the event of cancellation after acceptance, clauses 8.2 et seq. ATB shall be applicable.

## Early dismantling: (clause 7.3 ATB)

Dismantling of the stand before the period set for dismantling is a breach of contract. HMC is entitled to impose a penalty charge of € 200.

## AUMA (association of the German trade fair industry) fee:

The AUMA fee of € 0.60 per sq. m plus VAT is included in the participation fee.

## General reimbursement of costs in the event of cancellation in accordance with clause 15 ATB:

No general reimbursement of costs in accordance with clause 15.2 sentence 2 ATB will be charged in the event of cancellation due to force majeure.