

Specific Terms of Participation 2019

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 Postfach 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 www.hamburg-messe.de
Event title:	Seatrade Europe Cruise and River Cruise Convention	
Venue:	HMC Fairground	
Event duration:	11 – 13 September 2019	
Project management:	Claudia Johannsen Business Unit Director	Tel.: +49 40 3569 2430 E-mail: claudia.johannsen@hamburg-messe.de
	Kristina Hagemann Project Manager	Tel.: +49 40 3569 2436 E-mail: kristina.hagemann@hamburg-messe.de
Deadline for registrations / Start of space allocation:	Exhibitors will be allocated "first come first serve". Space allocations start in September.	
Deadline for entries in exhibitor directory:	30 June 2019	
Opening times:	Wednesday, 11 September 2019	10.00 – 18.00 hrs
	Thursday, 12 September 2019	10.00 – 18.00 hrs
	Friday, 13 September 2019	10.00 – 14.00 hrs
Assembly times:	09 September 2019	08.00 – 20.00 hrs
	10 September 2019	08.00 – 20.00 hrs
Disassembly times:	13 September 2019	14.00 – 20.00 hrs
	14 September 2019	08.00 – 20.00 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 (OSC)/approvals and applications). 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)	Exhibitors will receive exhibitor passes free of charge according to their stand size. Further exhibitor passes may be ordered free of charge from the Online Service Center. NO exhibitor passes are needed for assembly and disassembly.	
Marketing package: (see clause 14 ATB)	The Marketing package for principal and associate exhibitors is free of charge. It includes an entry in all of the trade fair media (printed & online list of exhibitors, app, and Visitor Information System), plus online matchmaking, free visitor Wi-Fi as well as advertising materials (posters, visitor bulletin, mailing labels), if available. The deadline for requesting an entry in the trade fair media (catalogue copy date) will be communicated by the responsible service partner in a timely fashion. Requests not received by the deadline will result in existing information from the event registration / acceptance data being used. Exhibitors registered / accepted after the deadline will be entered into the online list of exhibitors only.	
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. No charge is made for co-exhibitors.	
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 Seatrade Europe 2019. For further information see Online Service Center / approvals and applications.	

Invitations:	<p>Exhibitors can invite their customers to the event by sending them invitations. Invitations can be ordered in the exhibitor ticket shop (accessed via the Online Service Center). It is possible to order printed invitations or digital codes in the exhibitor ticket shop or to send the invitations to your customers directly from the 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.</p>
Miscellaneous / Specific points for the event:	
Stand types	<p>Space only minimum 32 sq m</p> <p>€ 427 per sq m early bird rate (ends 31st March 2019) € 467 per sq m</p> <ul style="list-style-type: none"> • An area of the exhibition space (no power, walls or carpet included, additional services can be ordered in the OSC) • conference places at 50% discount
	<p>Shell Scheme minimum 12 sq m</p> <p>€ 530 per sq m early bird rate (ends 31st March 2019) € 556 per sq m</p> <ul style="list-style-type: none"> • Stand walls, 2,5m high • Fascia board with company name (max. 15 letters) and stand number • Carpet • Furniture package <ul style="list-style-type: none"> ➢ 1 lockable cupboard incl. coat rack ➢ 1 lockable counter ➢ 1 paper bin incl. 1 60l bin liner per day ➢ 1 table, 70 x 70 cm ➢ 4 chairs ➢ 1 barstool ➢ 3 spotlights <ul style="list-style-type: none"> + 1 additional spotlight for each additional 3 sq m ➢ 3kW electric socket incl. consumption • Daily stand cleaning • conference tickets at 50% discount <p>Please note: For technical reasons we regret that we are unable to allow exhibitors to build their own stand within a shell scheme stand.</p>
	<p>Newcomers Boulevard set 8 sq m</p> <p>Set rate € 3,352</p> <ul style="list-style-type: none"> • Stand walls, 2,5m high • Fascia board with company name (max. 15 letters) and stand number • Carpet • 1 lockable counter • 2 Bar stools • Lighting • 3kW electric socket incl. consumption • Daily stand cleaning • conference tickets at 50% discount <p>Please note: For technical reasons we regret that we are unable to allow exhibitors to build their own stand within the Newcomers Boulevard.</p>