



APPLICATION FORM

Company:
Street: (no P.O. Box)
ZIP/City:
Country:
Company head or director: (full name)
Official in charge:
Telephone:
Mobile:
E-Mail:
www.
VAT-ID-No.:

Co-Exhibitor

The participation fee per co-exhibitor is € 130.00 incl. media package.

Company:
Contact person:
Street: (no P.O. Box)
ZIP/City:
Country:
Telephone:
Mobile:
E-Mail:
www.
Invoice address: <input type="checkbox"/> Exhibitor <input type="checkbox"/> Co-Exhibitor
VAT-ID-No.:

Products

Products Exhibitor:	We are: Manufacturer	Representative Importeur
1.	<input type="checkbox"/>	<input type="checkbox"/>
2.	<input type="checkbox"/>	<input type="checkbox"/>
3.	<input type="checkbox"/>	<input type="checkbox"/>

Products Co-exhibitor:	We are: Manufacturer	Representative Importeur
1.	<input type="checkbox"/>	<input type="checkbox"/>
2.	<input type="checkbox"/>	<input type="checkbox"/>
3.	<input type="checkbox"/>	<input type="checkbox"/>

(If space is not sufficient, please add a separate sheet)

Stand Space

Length: m x Width: m = m²

Terrace stand Corner stand Two corner stand island stand

Participation fee (prices including electrical consumption up to 3kW)

excl. partition walls: € 56.00/sqm incl. partition walls: € 63.00/sqm

Orders

Table/s (1.40x0.8 m)	€ 25.00 / Pcs.	Pcs.
Beer table/s (2.00x0.6 m)	€ 25.00 / Pcs.	Pcs.
Chairs	€ 5.00 / Pcs.	Pcs.

We order advertising material (free of charge)

Poster A0	Pcs.	Lable (40 x 60 mm) sheet per 12 pcs.	Pcs.
Poster (297 x 630 mm)	Pcs.		
Leaflets (off May 2021)	Pcs.	Online guest tickets*	Pcs.
Sticker for car	Pcs.		

* After the end of the exhibition only the redeemed coupons will be charged.

AUMA-contribution: € 0.60/sqm **Waste disposal:** € 1.00/sqm (max. € 75.00)
Media package fee: € 70.00

The contract shall be based upon

Please note the Special Conditions of Participation in the Annex – they are an integral part of this contract. The following conditions are also part of this contract: General Conditions of Participation, Technical Guidelines, General Regulations. All of the above-mentioned documents can be found under www.messe-friedrichshafen.com/exhibiting-guidelines.

Upon request by the exhibitor, these conditions will be sent as hard copy. We wish to advise you that personal data are stored, processed and used (inclusive of transfer to service providers, newsletter) for the purpose of contract performance.

With my signature, I confirm the binding registration for the event and the applicability of the above-mentioned conditions (Special Conditions of Participation, General Conditions of Participation, Technical Guidelines, General Regulations)

Please note!

- You are committed to use partition walls if you have booked stand space only.
 - We would appreciate if you use a floor covering at your stand.
 - As exhibitor you are obligated to only exhibit specified services and keep the stand occupied for the entire duration of the exhibition. In case of breach of this regulation Messe Friedrichshafen GmbH reserves the right to impose sanctions.
 - Please follow the WEEE guidelines.
 - If stands are build up bigger than confirmed, there will be an additional fee.
 - Power supply, water etc. can be ordered via the Online-Service-Center (OSC) on our homepage: www.hamradio-friedrichshafen.com (after receiving the invoice)
- Messe Friedrichshafen will endeavor to satisfy wishes regarding location and size of the stand considering the arrangement inside the halls. Deviations are to be expected for technical reasons.

Place: _____

Date: _____

Company stamp / Signature:

SPECIAL CONDITIONS OF PARTICIPATION

for HAM RADIO 2021



DEFINITIONS

MFN: Messe Friedrichshafen GmbH shall hereafter be referred to as „MFN“.

OSC: Exhibitors receive an access code for the Messe Friedrichshafen Online Service Center (hereafter referred to as „OSC“) upon stand allocation. Media features as well as technical and organizational orders must be executed via the OSC.

General Conditions of Participation available at: www.messe-friedrichshafen.com/exhibiting-guidelines

1 GENERAL EVENT INFORMATION

1.1 Opening times:

The HAM RADIO will take place from June 25th to June 27th, 2021 at the MFN exhibition grounds in Friedrichshafen. The exhibition is open Friday through Saturday from 9:00 a.m. to 6:00 p.m. and Sunday from 9:00 a.m. to 3:00 p.m. The right to alter the opening times due to serious reasons is reserved. Changes will be announced in good time.

Access for exhibitors: 1 hour before start of the exhibition and 1 hour after the end of the exhibition.

1.2 Set-up and dismantling times:

1.2.1 Set-up:

Wednesday, June 23rd, 2021 7:00 a.m. – 8:00 p.m.

Thursday, June 24th, 2021 7:00 a.m. – 10:00 p.m.

Advanced stand set-up has to be approved by the project management and is subject to charge. It can be ordered via OSC.

1.2.2 Dismantling:

Sunday, June 27th, 2021 3:00 p.m. – 10:00 p.m.

Monday, June 28th, 2021 7:00 a.m. – 6:00 p.m.

Tuesday, June 29th, 2021 7:00 a.m. – 12:00 p.m.

Early dismantling is not permitted. Please refer to the General Conditions of Participation. In case of non-compliance, MFN reserves the right to impose sanctions.

1.3 Additional deadlines:

Early bird discount (5% discount on net stand rental fee) for applications by January 15th, 2021 at the latest

Registration requested by February 1st, 2021

Start of floor planning: March 1st, 2021

1.4 After admission, all services may be ordered via the OSC. You will receive the access code for service orders and media entries with the acceptance documents per e-mail.

1.5 Stand construction requirements:

The regular stand height is 3.50 m. Stands which wholly or partially exceed this height must be submitted with a plan to the project management for approval at least 4 weeks before the start of the construction work. Please consider the maximum construction height of 6.00 m. The maximum height for ceiling suspensions (lighting, audio-visual equipment, no banners) is 7.50 m upper edge of the truss.

1.6 Direct sales of products and services is generally permitted. All offered products and services have to be declared with price tag. The prices have to include German VAT and all additional costs. Please follow the WEEE guidelines.

1.7 Wifi: MFN has its own Wifi, which exhibitors and visitors can log onto and is free of charge. Exhibitor's own Wifi must be registered and comply with specific conditions. Registration and prerequisites can be accessed via the OSC.

1.8 GEMA: exhibitors have to register the use of copyright music, videos or movies with the German authority GEMA. Registration forms are available at: www.messe-friedrichshafen.com/exhibiting-guidelines

2 REGISTRATION AND ADMISSION

Registration (participation and stand order placement) for the HAM RADIO 2021 is made by using the online form on HAM RADIO website or PDF registration form, which must be completely filled out and signed as legally binding. This registration is an offer of a contract, which requires acceptance by MFN. Submission of the registration form shall not constitute a claim for acceptance.

The written participation of MFN with disclosure of the allocated stand (stand confirmation) and the accompanying participation invoice shall be considered as admission to the HAM RADIO. If the content of the stand confirmation differs from the content of the exhibitor's registration, the contract shall take effect in accordance with the stand confirmation, **unless the exhibitor objects in writing within two weeks.**

3 PARTICIPATION FEE / EXHIBITOR PASSES

3.1 The participation fee includes the provision of the floor space, a certain number of exhibitor passes (see item exhibitor service by the project management, provision of the exhibition's in-house information systems, target group specific marketing of the HAM RADIO, hall security, cleaning of the halls and complimentary promotional material for the exhibitor's own visitor advertising. For calculation purposes, fractions of a square meter are rounded up, without making any allowance for columns, offset, installations outlets, etc. The fees pertain to the entire duration of the exhibition.

The number of exhibitor passes included in the participation fee shall be determined by the size of the stand and will be shown on the invoice.

3.2 The co-exhibitor fee is € 130.00/co-exhibiting company. Definition of co-exhibitor: see General Conditions of Participation. Co-exhibitors shall receive 2 exhibitor passes free of charge.

All quoted prices are net prices and pertain to the entire duration of the exhibition. If the statutory value added tax applies, it will be invoiced in addition. Please note concerning this the explanations of the reverse charge procedure and the VAT identification number in the General Conditions of Participation.

4 TERMS OF PAYMENT

All invoices are payable by May 1st, 2021. Invoices issued after May 1st, 2021 are to be paid in full immediately after receipt of invoice without any deductions. The same applies to all other MFN invoices. Please note the payment due dates and information about the bank accounts on the MFN invoices.

5 STAND CANCELLATION / CANCELLATION FEE

If the exhibitor cancels the participation once admission has been granted, the exhibitor is obliged to pay a compensation fee (see General Conditions of Participation).

4 months before the show:	30 % of the invoice total
3 months before the show:	50 % of the invoice total
2 months before the show:	80 % of the invoice total
1 month before the show:	100 % of the invoice total

6 ADDITIONAL SERVICES

6.1 In addition to the participation fee, the acceptance of the following services is obligatory:

- The AUMA fee of € 0.60/sqm to be paid by the exhibitor will be invoiced by MFN for the AUMA and passed on.
- All exhibitors will be included in a printed version of the index of exhibitors as well on the website of the HAM RADIO. An entry will be made in the alphabetical directory with information about the exhibitor's offerings. A flat media fee of € 65.00 will be charged for the mandatory entry in the exhibitors directory. The entry can be edited in advance by the exhibitor in the OSC. The deadline for the close of editing will be announced with the notification of the OSC access code.
- Flat fee for general waste disposal: € 1.00/sqm, max. € 75.00

6.2 Additional services can be ordered via the OSC. All prices are net prices.

7 LEGAL NOTICES

7.1 Violation of the exhibition terms and conditions gives MFN the right to close stands immediately and to clear them off without requiring court action. This applies in particular to cases of advertising in contravention and in case of advertising for political or ideological purposes.

7.2 The German version of the contract is binding.
Place of fulfillment: Friedrichshafen, place of jurisdiction: Tett nang/Ravensburg
HRB-No. 1179 Registration Court, District Court Tett nang