

Special Conditions of Participation

HAM RADIO 2023



Definitions

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

OSC: Exhibitors receive their login data 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, Technical Guidelines, House Rules, Protection and Hygiene Concept, Privacy Policy and further documents are available at: www.messe-friedrichshafen.com/exhibiting-guidelines

General event information

1. Opening times

The HAM RADIO 2023 will take place from Friday, June 23 to Sunday, June 25, 2023, at the MFN exhibition grounds in Friedrichshafen. The exhibition is open Friday through Saturday from 9 a.m. to 6 p.m. and Sunday from 9 a.m. to 3 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: one hour before start of the exhibition and one hour after the end of the exhibition.

2. Set-up and dismantling times

2.1 Set-up

Wednesday, June 21, 2023 7 a.m.-6 p.m.

Thursday, June 22, 2023 7 a.m.-10 p.m.

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

2.2 Dismantling

Sunday, June 25, 2023 from 3 p.m.-10 p.m.

Monday, June 26, 2023 7 a.m.-6 p.m.

Tuesday, June 27, 2023 7 a.m.-12 noon

Early dismantling is not permitted. In case of non-compliance, MFN reserves the right to impose sanctions. Please note the MFN General Conditions of Participation (www.messe-friedrichshafen.com/exhibiting-guidelines).

2.3 Additional deadlines

Early bird discount (5% discount on net stand rental fee) for applications by January 20, 2023, at the latest.

Registration requested by February 1, 2023.

Start of floor planning: March 1, 2023.

3. Registration and admission

Registration (participation and stand order placement) for HAM RADIO 2023 is made by using the online form on HAM RADIO website or PDF registration form, which must be filled out and signed as legally binding. This registration is a contract offer, 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 exhibition. 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.**

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4. Participation fee / Exhibitor passes, Co-Exhibitors

4.1 The participation fee includes the provision of the floor space, a certain number of exhibitor passes, exhibitor service by the project management, provision of the exhibition's in-house information systems, target group specific marketing, hall security, cleaning of the halls and complimentary promotional material for the exhibitor's own visitor advertising.

4.2 The number of exhibitor passes included in the participation fee is based on the stand size. The exact number of passes due can be found in the participation invoice.

4.3. The **co-exhibitor fee** is € 150.00/co-exhibiting company. Definition of co-exhibitor: see General Conditions of Participation. Co-exhibitors shall receive 2 exhibitor badges free of charge.

5. Terms of payment

All invoices are payable by May 1, 2023. Invoices, issued after May 1, 2023, 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.

6. Stand cancellation / cancellation fee

If the exhibitor cancels the participation once admission has been granted, the exhibitor is obliged to pay a compensation fee.

3 months before the show: 50 % of the participation fee

2 months before the show: 80 % of the participation fee

1 month before the show: 100 % of the participation fee

7. Stand construction requirements

The regular stand height is 3.50m. 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 6.00m. The maximum height for ceiling suspensions (lighting, audio-visual equipment, no banners) is 7.50m upper edge of the truss. Further details can be found in the MFN Technical Guidelines (www.messe-friedrichshafen.com/exhibiting-guidelines).

8. Sales Regulations

All offered products and services must be declared with price tag. The prices must include German VAT and all additional costs. The European WEEE guidelines must be considered.

9. WiFi

MFN has its own WiFi, which exhibitors and visitors can log onto. Exhibitor's own WiFi must be registered and comply with specific conditions. Registration and prerequisites can be accessed via the OSC.

10. Use of operations equipment

For logistical and safety reasons, the use of cranes, forklifts and lifting platforms/hydra ladders is exclusively limited to the official contract partners of MFN. These services can be ordered via the OSC.

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11. Guarding / Liability

MFN does not assume any obligation to exercise proper care of exhibits, stand fittings and objects which are the property of the stand personal or the exhibitors. Stand guarding can be ordered via the OSC.

12. Use of Music / GEMA

Exhibitors must 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.

13. Deposit regulations

To access the fairgrounds with a vehicle during the set-up period, a deposit will be charged. This will be refunded if the vehicle leaves in good time. During the exhibition, a deposit will be charged when entering the exhibition grounds without a parking ticket.

14. Floor Covering

The hall floor is made of rare asphalt. Color defects are possible (re-coloring is not possible). The use for floor covering is strongly recommended.

15. Additional services

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

- Flat fee for general waste disposal: € 1.00/ sqm stand space.
- The AUMA fee of € 0.60/ sqm to be paid by the exhibitor will be invoiced by MFN for the AUMA and passed on (see General Conditions of Participation).
- 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 e70.00 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 login data.
- Electrical consumption up to 3 KW: € 34.65 for the whole duration of the show and set-up and dismantling period. The calculation basis for further electrical consumption is regulated under the e-form for electrical installations in the OSC.

Additional services can be ordered via the OSC.

16. Pricing / Reverse-Charge-Procedure

All quoted prices are net prices. 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.

17. Reservations, force majeure, cancellation, and other changes to the event

Unforeseen events, in particular cases of force majeure (for example natural disasters, war, terror, failure, or massive disruptions in traffic and/or communication links, as well as special epidemic risks when contagious diseases occur) which make it impossible or irresponsible to hold the event as planned, entitle MFN to postpone, shorten and extend an event, to completely cancel its opening and to close an already started event temporarily, finally, in individual parts or in total. (More details: www.messe-friedrichshafen.com/exhibiting-guidelines).

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18. Legal notices

Serious violations 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 to cases of advertising in contravention and in case of advertising for political or ideological purposes.

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