

# Special Conditions for Participation in the trade fair FACHPACK 2025

## 1. Venue, duration, opening hours

Venue: Exhibition Center Nuremberg  
Duration: Tue 23 – Thu 25 September 2025  
Opening hours: Tue 23– Wed 24 September 2025 9:00–18:00 daily  
Thu 25 September 2025 9:00–17:00 daily

## 2. Not applicable

## 3. Organizer

NürnbergMesse GmbH  
Messezentrum, 90471 Nürnberg, Germany  
T +49 9 11 8606-0, F +49 9 11 8606-8228  
fachpack@nuernbergmesse.de  
www.fachpack.de  
www.nuernbergmesse.de  
CEO: Peter Ottmann  
Registration Number HRB 761 Nürnberg  
Chairman of the Supervisory Board: Albert Füracker, MdL  
Bavarian State Minister of Finance and Regional Identity

## 4. Contractual terms

The contractual terms for participation in the Trade Fair FACHPACK 2025 are the Special Conditions for Participation in the Trade Fair FACHPACK 2025 and General Conditions for Participation in Fairs and Exhibitions (including supplementary agreement), the NürnbergMesse site regulations, the organizational (e.g. exhibitor information), technical (e.g. Online ExhibitorShop) and other conditions notified to the exhibitor before the exhibition begins.

## 5. Admission/Stand space confirmation

Item 2 of the General Conditions for Participation in Fairs and Exhibitions is supplemented as follows: If the exhibitor requests a stand position other than stated in the stand space confirmation, a processing fee of EUR 350 will be charged. The exhibitor agrees to pay a processing fee of EUR 250 if the order for stand space is cancelled prior to contract conclusion. Cancellation after receipt of the stand space confirmation (=admission) is governed by item 7 of the General Conditions for Participation in Fairs and Exhibitions.

## 6. Exhibitors and approved exhibition goods

Admissible as exhibitors are: manufacturers, importers, wholesalers, representatives and publishers, domestic and foreign, offering only those products and services that can be assigned to the product groups provided. All exhibition goods must be described in detail in the application. Products (copies, counterfeits, etc.) that violate the regulations for the protection of industrial property rights in Germany are not admitted.

## 7. Rental in exhibition halls

### per m<sup>2</sup> (rounded up to nearest full m<sup>2</sup>) stand space

EUR 239	In-line stand	(1 side open)
EUR 271	Corner stand	(2 sides open)
EUR 283	Peninsula stand	(3 sides open)
EUR 291	Island stand	(4 sides open)

**If the application is received before 2.12.2024, the stand rental is reduced by EUR 6 per m<sup>2</sup>. Minimum rental for stand space: EUR 2,796.**

### Prebooking-Price (only applicable until 26.09.2024)

EUR 227	In-line stand	(1 side open)
EUR 259	Corner stand	(2 sides open)
EUR 271	Peninsula stand	(3 sides open)
EUR 279	Island stand	(4 sides open)

Minimum stand space is 12 m<sup>2</sup>.

The type of stand allocated depends on planning; an entitlement to a certain type of stand does not exist.

Rental includes:

- Hire of the stand space during assembly, exhibition and dismantling.
- General guarding of the exhibition halls. General lighting of the exhibition halls. General cleaning of the passageways.

An administrative fee of EUR 0.60 per m<sup>2</sup> of stand space in exhibition halls will be charged and remitted to the AUMA (Association of the German Trade Fair Industry).

The waste disposal service includes the professional removal and recycling of any waste generated at the stand during assembly and dismantling as well as for the entire duration of the trade fair. The flat fee for this is EUR 5.95/m<sup>2</sup> and is charged up to a maximum area of 500 m<sup>2</sup>. The disposal of production waste accumulated during the event, entire stand elements or complete exhibition stands must be ordered separately. It is strictly forbidden to bring any waste with you, any violation will be charged to the exhibitor. We reserve the right to take further measures. Waste is disposed of in accordance with the Technical Regulations.

## 8. Complete rental stand

All charges of complete rental stands are calculated per m<sup>2</sup> of stand space (rounded up to nearest full m<sup>2</sup>), in addition to rental charge for stand space in exhibition halls (see item 7). All pictures are exemplary pictures.

Rental includes:

- Hire of complete stand:

You will find all models at [www.standconfigurator.com](http://www.standconfigurator.com).

The organizer is responsible for assembling and dismantling the complete rental stand.

The complete rental stand and its fittings must not be pasted over, nailed, painted or damaged in any way. The exhibitor is liable for damage done during the rental period and will be charged with the costs.

The basic type of complete rental stand can be fitted out additionally in the same system at extra cost.

Respective orders can be carried out in the Online ExhibitorShop.

## 9. Payment conditions

Exhibitors may be charged an advance payment of 25% of the expected stand space rental on confirmation of the application.

The full stand space rental less the advance payment will be charged to exhibitors on confirmation of the stand space. The advance payment will be reimbursed in case of non-confirmation of the stand.

Any payments are due by the date shown on the respective invoice. Invoices are payable in full. All payments are to be made in EURO without charges, quoting invoice number.

If the exhibitor enters a different invoice address on the application form, he authorizes the stated person/company to receive the invoice and other payment requests. This does not exempt the exhibitor from his obligation to pay.

The invoice then issued to the named invoice recipient is made out with the addition "c/o" (cf. Section 14.5 Para. 2 p. 1 ff. Sales Tax Application Decree).

For subsequent changes to the invoice for which the exhibitor is responsible, NürnbergMesse may charge a processing fee of EUR 50. The same shall apply to cases in which additional expense is incurred because invoices and/or related information, data and documents are entered by NürnbergMesse in the exhibitor's invoice processing systems or payment portals.

An entitlement to occupy the allocated stand space exists only after payment of invoices in full. The exhibitor is to provide proof of payment.

The exhibitor agrees to transmission of invoices by the organizer via e-mail (electronic billing). If the exhibitor does not wish to use electronic billing, he or she can object in writing or in text form.

## 10. Insurance

Exhibitors are obliged to make their own adequate insurance arrangements.

Insurance for exhibitors (transport and duration of event) is advisable and can be arranged through a collective insurance contract taken out by the organizer.

## 11. Assembly and dismantling, passes

Assembly:	Thu 18 – Sun 21 September 2025	7:00–24:00 daily
	Mon 22 September 2025	7:00–20:00

Exhibition stands for which assembly has not commenced by 15:00 on Monday, 22 September 2025, will be decorated by the organizer, if they cannot be otherwise disposed of. Costs incurred will be charged to the exhibitor.

Dismantling:

Thu 25 September 2025	17:00–24:00
Fri 26 – Mon 29 September 2025	7:00–24:00 daily

Access to the halls during assembly and dismantling times is only permitted on display of special passes, which are not valid during the exhibition.

## 12. Stand design

The exhibitor is responsible for stand equipment and decoration.

**Relevant for stand design and equipment are the Technical Regulations (Info 4) and the Important information for FACHPACK 2025 (Info 1) which are published at [www.fachpack.de/en](http://www.fachpack.de/en) and the Online ExhibitorShop (OES). The exhibitor agrees to comply with these conditions. Noncompliance may result in claims for damages by the organizer or the neighboring exhibitors affected.**

The exhibition organizer reserves the right to give further instructions concerning the design of stands.

Exhibitors are obliged to decorate their stands carefully and in good taste.

Stands which do not conform to the accepted standards will not be approved by the organizer until the necessary changes have been made. Unacceptable advertising will be similarly affected.

**The overriding principle for the design of all exhibition stands is transparency. At least 50 % of the total amount of all gangway sides must not be obstructed by structures or fittings.**

**The minimum height for exhibition stands is 2.50 m. The maximum height for stand and advertising constructions is 5.50 m, measured from hall floor and may not be exceeded.**

# Special Conditions for Participation in the trade fair FACHPACK 2025

(Continued)

The backs of stand partition walls, advertising carriers or other design elements facing neighboring stands and exceeding a height of 2.50 m must be of neutral design and clean and must not contain any text or graphics.

**Advertising carriers or other design elements from 3.50 m up to the maximum height of 5.50 m must keep a distance of 2.00 m to each neighboring stand.**

**Exhibition stands of 400 m<sup>2</sup> or more and two-storey stands are subject to approval. To check the design and execution of his stand a checklist is available in the Online ExhibitorShop at [www.fachpack.de/checklist](http://www.fachpack.de/checklist).**

Stands are to be provided with an adequate floor covering (e.g. carpet, parquet, PVC) by exhibitors. The name and address of the stand holder are to be clearly indicated on the stand for the full duration of the event. The exhibitor agrees to erect a 2.50 m high own stand partition on all closed sides of the stand space. If the exhibitor does not use his own stand partition or a rental stand, own stand partition walls are to be ordered from the ServicePartners. Stand partition walls are available for rental in plastic-coated finish.

Only water-soluble adhesive may be used on the fiber board stand partition walls and these may not be painted unless they have first been covered with wallpaper. After the exhibition, wallpaper or other finishing material must be removed by the exhibitors, otherwise exhibitors will be charged with the costs. If a rental exhibition stand is not used, a fascia (0.30 m high) must be fitted on all open sides of the stand space. The fascia can be omitted if the necessary stand quality is assured in some other way.

Stand partition walls, floors, hall walls, pillars, installations, fire-fighting equipment and other permanent hall fixtures must not be pasted over, nailed, painted or damaged in any other way.

The exhibitor is responsible for any damage and will be charged with the cost of repair. Any pillars, installations and fire-fighting equipment located within the stand are part of the allotted stand space and must be accessible at all times.

**Floor coverings in the stands are only to be fixed with double-sided adhesive tape (following tapes are to be used: tesafix no. 4964).**

If the remains of other adhesive tapes must be removed from the hall floor after the end of dismantling, the cleaning costs will be charged to the exhibitor. The same applies to the remains of carpets etc.

## 13. Exhibitor passes

Each exhibitor will be given free passes according to stand size for his exhibition stand and operating personnel. 3 passes will be issued for up to 10 m<sup>2</sup> stand space, plus 1 pass for each further 10 m<sup>2</sup>. These tickets are valid during duration and also during assembling and dismantling time. Any additional exhibitor passes needed can be purchased for entitled persons at a price of EUR 45 each including VAT at the statutory rate.

## 14. Marketing services for exhibitors (= direct exhibitors)

The organizer provides each exhibitor with marketing services containing the following services:

### • Naming of the exhibitor (basic entry) in the online media of FACHPACK:

The organizer provides each exhibitor with an **online profile** on the exhibition website with the following services. This online profile remains online until at least six months **after** the event.

The exhibitor is solely responsible for the information and other materials provided by him, in particular image materials. He shall indemnify the organizer against all claims by third parties asserted in relation to the materials sent.

- **Company profile** incl. company description, company logo, contact information; stand number as well as additional individualized information max 4,000 characters
- **Link** from the exhibition website to the exhibitor's website – the exhibitor connects a **return link**.
- Presentation of up to **5 products** or **services** consisting of product description (4,000 characters), pictures
- Unlimited assignment to product groups (list of products)
- Unlimited assignment in industries and product characteristics
- Possibility of marking products or services as **new products**
- Entry of company name and stand number in the online **floor plans** on the website

### • Naming of the exhibitor in the FACHPACK print media:

- Entry of exhibitor's company name and stand number in the **exhibitor list**

of the exhibition guide. Changes in the entry for the exhibition guide are possible until 29 July 2025.

- Entry in the hall plan of the **exhibition guide** with stand number

### • Invitation management

- Free and **unlimited voucher codes** for visitor invitation.
- Provision of e-mail templates and sample cover letters
- Voucher monitoring incl. reporting

### • Further services

- Display of the exhibitor's press releases in the press center and per upload online
- Personalizable social media and **online banner**
- **1 lead-tracking APP** per exhibitor. If needed, additional lead-tracking APPs can be booked in the online Exhibitor Shop.
- **Online advertising:** License and free use of digital assets (e.g. logos, ads, text samples, banners, social media graphics, etc.) of FACHPACK (download section at [www.fachpack.de](http://www.fachpack.de))

The exhibitor agrees to purchase the marketing services at a price of EUR 1,179. This will be charged together with the stand rental. No reduction in price can be granted if only parts of the package are used.

## 15. Co-exhibitors

Co-exhibitors are companies who appear on the exhibitor's (= direct exhibitor's) stand and present their own products with their own personnel. Their independence must also be recognizable without physical separation.

Co-exhibitors are only admissible if they fulfill the conditions for participation in the event and the information requested on the application is effected online by accurately completing and sending the online form and if need be additional confirmation of a link received by e-mail.

## 16. Participation fee and marketing services for co-exhibitors

The organizer provides each co-exhibitor with marketing services.

With regard to the specific services provided, reference is made to item 14 of these Special Conditions for Participation in FACHPACK 2025.

The exhibitor agrees to pay a participation fee and to purchase the marketing services at a total price of EUR 1,500 for each co-exhibitor registered by him. This will be charged together with the stand rental or at a later date.

No reduction in price can be granted if only parts of the package are used.

For cancellations of the co-exhibitor after receipt of the confirmation of participation item 7 of the General Conditions for Participation in Fairs and Exhibitions applies.

## 17. Data transfer for expert forum

The organizer points out that the contact data provided by the participant during registration (company name, title, surname, first name, company, street, postal code, city, e-mail, industry information, if applicable, and other information provided by the participant) will be transmitted to exhibitors or other providers who give presentations within an expert forum if the participant participates in so-called lead tracking. This happens regardless of whether the exhibitor or other provider is from Germany, the EU or other third countries. Participation in lead tracking occurs when the registered participant attends an expert forum of an exhibitor or NürnbergMesse GmbH on site and allows the barcode on his ticket to be scanned. Participation in lead tracking is voluntary and does not take place without the participants further cooperation. The transmission of the data serves to establish contact, e.g. for promotional purposes of the exhibitor or other provider.

## 18. Exhibition priority

An application for exhibition priority for this event has been submitted to the Federal Ministry of Justice. The priority certificate protects certain patent rights until submission of an application to a patent office in Germany or abroad.

## 19. Exhibitor claims, written form, place of fulfillment, jurisdiction

All exhibitor claims against the organizer must be made in text form (§ 126b BGB). The statutory period of limitation begins on the last day of the exhibition. Agreements that deviate from these or supplementary terms must be in text form (§ 126b BGB).

German law and the German text shall prevail.

Place of fulfillment and jurisdiction is Nürnberg. However, the organizer reserves the right to bring his claims before the court of the place at which the exhibitor has his place of business.