

CHECKLIST & DEADLINES >

FOR YOUR PARTICIPTION



EUROPEAN TRADE FAIR FOR PACKAGING,
TECHNOLOGY AND PROCESSING
24 – 26.9.2024 • NUREMBERG

	(until) when
☐ Organisation of arrival, hotel and stay	from now on
☐ Booking stand construction Configure rental stands of NürnbergMesse at standkonfigurator.de/en/fachpack quite simply yourself. For individual stand construction solutions please contact us!	
☐ Booking marketing packages and exclusive marketing Be the focus of trade visitors - before, during and after the fair	
☐ Book advertising opportunities in the FACHPACK360° newsletter Use our news portal for more digital reach. Sign up for our newsletter now.	
☐ Registration of co-exhibitors in the exhibitor area until 29 July 2024	
☐ Receipt of the stand space confirmation The Online ExhibitorShop is now open for additional orders/services.	from February 2024
☐ Booking conference rooms or stand parties Submit your room request and book your stand party in the Online ExhibitorShop	
☐ Check your online entry in the exhibitor and product data base Complete your profile independently as part of your marketing services. Log in to the exhibitor area for editing and use the SelfService.	from end March 2024
☐ Check your company name for the FACHPACK exhibitor list in the SelfService.	
☐ Receipt of the invoice by email	from April 2024
☐ Start of your visitor promotion ➤ The TicketCenter is now open for you: Use the invitation management for your visitor campaign ➤ Use your personal voucher code and online banner for signature, website or social media	
☐ Please note the order deadlines ➤ 29 July: Print marketing and entry exhibition guide ➤ Filling out the checklist for stand construction in the Online ExhibitorShop ➤ Booking of services in the Online ExhibitorShop. Please note the current deadlines for express surcharges in the exhibitor area und Online ExhibitorShop.	from July – September 2024
☐ Booking tickets for the FACHPACK Feierabend (After work party)	
☐ Receipt of Last-Minute Information by email The last important information before the fair for a smooth assembly, runtime and dismantling.	end of August 2024
☐ Don't forget your exhibitor passes! Edit your exhibitor passes and assembly and dismantling passes in the TicketCenter. Exhibitor passes are also valid during assembly and dismantling. There are also free assembly and dismantling passes available for your stand constructor.	until 24 September 2024

FACHPACK 2024	Assembly	19 – 22 September 2024	7:00 – 24:00
		23 September 2024	7:00 – 20:00
	Welcome to FACHPACK 2024!	24 – 25 September 2024	9:00 – 18:00
		26 September 2024	9:00 – 17:00
	Dismantling	26 September 2024	17:00 – 24:00
		27 – 28 September 2024	7:00 – 24:00

**Any more questions?
Please contact us!**

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