



27.02. – 02.03.2025 Exhibition Centre Nuremberg

Last Minute Information for Exhibitors

Organiser:	NürnbergMesse GmbH Messezentrum, 90471 Nuremberg, Germany T +49 911 86 06-0		
Execution:	NürnbergMesse GmbH Messezentrum, 90471 Nuremberg, Germany T +49 911 86 06-0		
Executive Director:	You can reach the Executive in CC Mitte, 1. OG, Orga Off T +49 911 86 06-82 11 iwa@nuernbergmesse.de		•.
Opening times:	Thursday, 27.02.2025 until Saturday, 01.03.2025 Sunday, 02.03.2025	daily	09:00 - 18:00 09:00 - 16:00
Assembly:	Monday, 24.02.2025 Tuesday, 25.02.2025 Wednesday, 26.02.2025		07:00 - 22:00 07:00 - 22:00 07:00 - 20:00
Dismantling:	Sunday, 02.03.2025 Monday, 03.03.2025 Tuesday, 04.03.2025		16:00 - 24:00 00:00 - 24:00 00:00 - 22:00

Table of contents

1.	Waste disposal/cleaning4
2.	Delivery via the loading yards4
2.1	During the exhibition4
2.2 Ger	Special exemption from ban on driving of trucks on Sundays and Public holidays in many
2.3	Digital trade fair logistic system – 'TranslTfair'5
3.	Assembly and dismantling
3.1	Assembly times
3.2	Dismantling
3.3	Advanced set-up
4.	Exhibitor kitchens
5.	Exhibitor Services - Service Point, Service Buddies and messeSTORE on site, Visitor
registr	ation/Lead tracking6
5.1	Service Point6
5.2	Service Buddies6
5.3	messeSTORE7
5.4	Visitor registration/Lead tracking7
5.5	Information and service counters7
6.	Passes7
7.	Direct sales not permitted
8.	Trade visitors
9.	Childcare facility
10.	Mini-Market8
11.	Priority certificate
12.	Exhibition opening times
13.	Parking and shuttle service
14.	Press/Press center/Press events
15.	Sparing use of energy
16.	Logistics
17.	Travel
17.1	
	2. Public Transport10
17.3	, , , , , , , , , , , , , , , , , , , ,
18.	Advertising outside the stand10
19.	WLAN
20.	Customs clearance
SERV	ICES (overview and ordering information)12

Privacy notice

You can object to the use of your data by NürnbergMesse GmbH for advertising purposes at any time.

Further information on data protection, in particular on exercising your rights as a data subject and on how to contact us, can be found at: <u>https://www.nuernbergmesse.de/en/dataprotection</u>.

Legal information and warning notices

- Forged invoices
- Warning against dubious hotel offers
- External exhibition directories
- Sales offers visitor data
- Protection of industrial property rights plagiarism
- Priority certificate

The information can be found at <u>www.iwa.info/en</u>.

1. Waste disposal/cleaning

General information

It is strictly forbidden to bring rubbish to the fair. Exhibitors will be charged for any offences. We reserve the right to take further measures.

Waste disposal

The waste disposal service includes the professional removal and recycling of waste generated on the exhibition stand during assembly and dismantling and for the entire duration of the trade fair. A new waste bag is automatically provided every day for the disposal of waste generated during the trade fair. The full rubbish bags will be collected directly from the stand each day. The flat-rate fee for this is EUR 5.95/m² and is charged up to a maximum area of 500 m².

Production waste/disposal of stand elements during assembly and dismantling

The disposal of production waste generated during the event, entire stand elements or complete exhibition stands must be ordered separately. Disposal is carried out on the basis of the <u>Technical</u> <u>Guidelines</u>.

Orders in the Online ExhibitorShop

These services can be ordered from the official ServicePartners of NürnbergMesse for a fee in the Online ExhibitorShop (under Stand Services - Stand Cleaning and Waste Disposal). Please understand that, for reasons of general safety, only companies authorised by NürnbergMesse may be present in the exhibition hall.

Online ExhibitorShop für services during assembly

The online ExhibitorShop will remain open during assembly for orders i.e. for cleaning services, disposal of stand construction elements, entire stands and other services (electrical services, lead tracking, certain ITC services (WiFi and fee packages)).

The service 'Disposal of stand construction elements or complete exhibition stands' remains bookable beyond the trade fair period under 'Past events'.

Login details for orders and partner logins

Please bring your login details with you. You can use them to place orders online on site. If you would also like to provide a login for one of your partners (stand constructor, agency, etc.), please request login data via the 'partner logins' menu item in the ExhibitorShop at least one week before the start of the stand construction period.

2. Delivery via the loading yards

2.1 During the exhibition

On the last day of the event vehicles may not enter the loading yard from 13.00 to around 3 hours after the end of the fair due to delivery of empty containers by the trade fair forwarding agents.

2.2 Special exemption from ban on driving of trucks on Sundays and Public holidays in Germany

All trucks exceeding 7.5 t and trucks with trailers require special approval as per § 46 Para. 1 No. 7 in conjunction with § 30 Para. 3 of the German Highway Code /StVO) for planned journeys between 0.00 midnight and 10.00 p.m. on Sundays and public holidays (§ 30 Para. 4 StVO).

Permits are available directly from the authority at the branch of the forwarder or from the Nuremberg road traffic authority:

Servicebetrieb Öffentlicher Raum Nürnberg (SÖR) Sulzbacher Straße 2-6 90489 Nürnberg <u>www.soer.nuernberg.de</u> T +49 9 11 2 31- 45 81 oder - 45 91 F +49 9 11 2 31- 36 55 Application forms and further information can be obtained on the internet (German only): https://www.nuernberg.de/internet/soer_nbg/soergenehmigungenschwerlast.html

2.3 Digital trade fair logistic system – 'TranslTfair'

To ensure better planning and coordination of the assembly and dismantling phases with fewer waiting times and more flexibility, all vehicles that enter the exhibition center are pre-registered via our new digital tool 'TransITfair'.

With 'TransITfair' you book your time slots for loading and unloading your vehicles to improve your planning and gain transparency and efficiency for assembly and dismantling.

Further information about our digital logistic system you find here: https://www.nuernbergmesse.de/en/location-services/services/transitfair

Information on entry permits for the assembly and dismantling of the respective events at the Nuremberg exhibition center as well as the possibility to book time slots for loading and unloading your trucks can be found here: https://nuernbergmesse.transit-fair.com/

3. Assembly and dismantling

3.1 Assembly times

Monday, 24 February, 2025	7:00 - 22:00
Tuesday, 25 February, 2025	7:00 - 22:00
Wednesday, 26 February, 2025	7:00 - 20:00

The organizer will be entitled to use for another purpose any exhibition areas on which assembly has not yet begun by 3:00 p.m. of the last assembly day. In this case, the organizer will have the right to charge the resulting costs to the exhibitor.

3.2 Dismantling

Dismantling	
Sunday, 02 March, 2025	16:00 - 24:00
	Access to loading yards from 19:00!
Monday, 03 March, 2025	0:00 - 24:00
Tuesday, 04 March, 2025	0:00 - 20:00

NürnbergMesse is entitled to dismantle and store the stand equipment and exhibits at exhibitor's cost if the stand area has not been cleared by the end of the official dismantling period.

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3.3 Advanced set-up

Advanced set-up can be booked via the Online ExhibitorShop – Information and approvals. A fee of EUR 250 per day per exhibitor must be paid for this.

The construction of exhibition stands must be completed by Wednesday, 26.02.2025 at 8 pm. Extended set-up is only possible in justified exceptional cases and with the written approval of the organizer. The costs amount to EUR 250 per hour.

4. <u>Exhibitor kitchens</u>

During the fair, exhibitors can use the following kitchens free of charge to prepare hot drinks or wash crockery:

Service 1 (basement), Hall 3 (ground floor), Hall 3A (ground floor), Halle 3C (ground floor), Service 4 (basement), Hall 4A (ground floor), Service 4/5 (basement), Service 7 (basement)

The kitchens have a workbench with sink and hot water boiler.

5. <u>Exhibitor Services - Service Point, Service Buddies and messeSTORE on site,</u> <u>Visitor registration/Lead tracking</u>

5.1 Service Point

The Service Point (between Halls 5 and 6, upper floor) is your central point of contact for all services on the exhibition grounds during assembly, dismantling and the entire duration of the fair. Here you will find the Service Buddies team, the messeSTORE, our stand construction and furniture companies and our visitor registration/lead tracking provider.

Opening Hours Service Point:

Monday, 24.02.2025	07:00 – 19:00
Tuesday, 25.02.2025	07:00 – 19:00
Wednesday, 26.02.2025	07:00 – 19:00
Thursday, 27.02.2025	07:00 – 19:00
Friday, 28.02.2025	07:00 – 19:00
Saturday, 01.03.2025	08:30 – 18:30
Sunday, 02.03.2025	08:30 – 18:30

The Online ExhibitorShop will remain open during assembly and duration for orders of cleaning services as well as internet, telecommunication and lead tracking products. We kindly ask you to bring your login data with you. You need them to place orders online on site.

If you would also like to provide a login to one of your partners (stand builder, agency, etc.), please request login data via the 'Partner Logins' menu item in the ExhibitorShop no later than one week before the start of set-up.

5.2 Service Buddies

During assembly and for the duration of the fair, our Service Buddies team will be available to offer advice and assistance for all matters relating your participation at the fair.

5.3 messeSTORE

The Wörnlein messeSTORE is available at the ServicePoint (between halls 5 and 6, 1st floor). Various consumables and assembly materials are available there.

5.4 Visitor registration/Lead tracking

Record and manage your trade fair contacts/leads quickly, conveniently and comprehensively! From simple bar/badge scanner to a complete processing station for your exhibition reports and address data, we can offer you customised solutions.

5.5 Information and service counters

For trade fair guides (= EXHIBITION GUIDE), copying services (black/white) and all other queries, please contact our information and service counters located in the entrance areas and passageways between the halls.

6. <u>Passes</u>

Admission - TicketCenter

In the Online ExhibitorShop under the heading TicketCenter you can generate, send and manage your exhibitor passes as well as assembly and dismantling passes.

As an exhibitor, you will receive a free quota of exhibitor passes, depending on the stand area booked. You can view this free quota of exhibitor passes in the TicketCenter. However, you can generate tickets in excess of this quota. After the event, you will only be charged for the exhibitor passes actually used minus your free quota.

Exhibitor passes are valid for the duration of the event and for set-up and dismantling. You can also generate free assembly and dismantling passes for your stand personnel at the TicketCenter.

Please ensure that all persons involved in stand construction and dismantling, such as stand builders, forwarding agents, etc., receive an assembly and dismantling pass from you. Persons arriving at the exhibition grounds without a pass will be denied access and will have to register on site. This may lead to waiting times.

Please note that all passes must be personalized and will be checked against the ID card on site!

7. Direct sales not permitted

The IWA OutdoorClassics is an exhibition only. The supply or handing over of sold exhibition goods (direct sales) is not permitted. In the event of violation of this rule NürnbergMesse reserves the right to close the respective stand.

8. <u>Trade visitors</u>

As an exhibitor you have agreed to invite only authorised visitors.

Authorised visitors are: Specialist retailers, commercial consumers, associations, public offices and security and specialist authorities. As in previous years, visitors to IWA OutdoorClassics 2025 will once again be registered electronically.

Children and young people under the age of 18 are not allowed at the fair. In certain justified circumstances access may be granted to persons aged 16 and over. The only exceptional circumstances would be an existing employment contract with an exhibiting company. Documentary evidence of this must be provided. Access is only possible when accompanied by an adult.

Trade visitors must wear their passes so that they are visible. Special press passes will be issued to representatives of the trade press.

9. <u>Childcare facility</u>

For parents who have been unable to organise childcare, NürnbergMesse offers a childcare facility in the Service Center Mitte (SCM Mitte, near Mitte entrance) in room Mailand (1st floor). The opening times correspond to the opening hours of the IWA OutdoorClassics 2025.

10. Mini-Market

If you need beverage and food for your stand at short notice, please use our Mini Market in Hall 1, Service 1. Please note that the distribution is only available in containers and payment is only possible by credit card.

Our Mini Market is available from 8am to 1pm during IWA OutdoorClassics. Please pay attention to the information on site.

11. <u>Priority certificate</u>

An application for exhibition protection has been filed with the Federal Ministry of Justice for the event. This enables the use of trade fair priority when applying for a trade mark, utility model or design. Every exhibitor can apply to the Nuernberg Messe for a certificate of priority confirming that one of the aforementioned industrial property rights was exhibited at the trade fair. The exhibitor can then claim priority at the DPMA and EUIPO within the scope of an IP application. A fee of EUR 50 will be charged for issuing the priority certificate. If you have any questions, please contact the event management.

12. Exhibition opening times

Thursday, 27. February, 2025 until		
Saturday, 1. March, 2025	daily	9:00 - 18:00
Sunday, 2. March, 2025		9:00 - 16:00

Exhibitors can access the exhibition halls daily one hour before the official opening time.

The exhibition stands must be manned by 15 minutes before opening at the latest.

For security reasons the exhibition halls have to be vacated at the latest 30 minutes after the end of the opening time.

13. Parking and shuttle service

Please refer to the logistic directory.

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14. <u>Press/Press center/Press events</u>

The Press Center Ost is opened on the last day of assembly, Wednesday, 26.02.2025, from 09:00 – 17:00 and during IWA OutdoorClassics 2025. This is where you can hand in your information material to be displayed for the press.

Please inform the press team of IWA OutdoorClassics about press events you are planning in the course of the event. They will be happy to support you with the implementation and promotion.

Press Team: Georg Loichinger T +49 911 86 06-81 91 georg.loichinger@nuernbergmesse.de

15. Sparing use of energy

- Energy (power, water, heating, compressed air) must always be used in the halls in a way that conserves resources.
- Make sure that the stand lighting is switched off at night (also for reasons of fire prevention).
- **Other consumers** (with the exception of refrigerators and machinery that has to run overnight (e.g. networks)) must also be switched off overnight to prevent possible consumption of energy in standby mode.
- Hall doors should be kept closed as far as possible.

16. Logistics

The scheduling of transport aids (forklifts, cranes, transport carts, etc.) can only be provided on the dates you request if the order is placed in the Online ExhibitorShop (see Logistics) in good time before the trade fair. Otherwise, there may be considerable waiting times. The order deadline for forwarding services is 7 days before the start of the event.

The forklifts are booked together with your pre-entry booking in the Online Exhibitor Shop.

For reasons of safety and liability, lifting gear such as forklifts, truck-mounted cranes etc. may only be requested from the respective trade fair forwarding agent.

17. <u>Travel</u>

17.1 Travel – Discounted rail travel in Germany with Deutsche Bahn

With the Deutsche Bahn event ticket, you can travel sustainably and at a reduced rate from all over Germany to IWA OutdoorClassics.

You can find information on the Deutsche Bahn event ticket and the booking link on the page "Travel & hotel" > "Travel by train" on the website of IWA OutdoorClassics: https://www.iwa.info/en/all-about-the-exhibition/travel

At a ticket inspection, you only need to show your exhibitor pass or visitor ticket in addition to the Deutsche Bahn event ticket.



17.2. Public Transport

The VGN (=Public Transport) 'KombiTicket' is included in your ticket. This allows you to use all VGN public transport in the 2nd class across the entire VGN area free of charge, including subway, tram, bus, and regional train – valid during the trade fair period for travelling to and from exhibition centre and only for the ticket holder.

17.3 Your way to NürnbergMesse

You can find all important information on how to get here: https://www.nuernbergmesse.de/en/location-services/travel-accommodations

Further tickets for the public transport you can buy in advance online in the <u>VGN Online Shop</u> or in the VGN App.

You can find the public transport connections to the trade fair here: <u>https://www.vgn.de/en/getting-around/exhibition-center/</u>

<u>Taxi:</u>

Where from: Nuremberg Airport (Nürnberg Flughafen)

Where to:MessePrice:approx. 40 EURDuration:20 – 30 Minutes

<u>Taxi:</u>

Main station (Hauptbahnhof)
Messe
approx. 25 EUR
15 – 20 Minutes

All prices specified are for reference only and may differ as a result of traffic situation, detours due to roadworks or waiting times caused by the passenger.

18. Advertising outside the stand

The distribution of advertising material outside the exhibition stand is not permitted. Exhibits and any kind of advertising outside the stand limits must not be displayed without previous authorisation by NürnbergMesse.

For advertising possibilities advertising please go to the Online ExhibitorShop

Advice and booking: Team Service Sales T +49 911 86 06-80 30 exhibitor.marketing@nuernbergmesse.de

19. <u>WLAN</u>

The entire exhibition centre is equipped with WLAN. Secure WLAN exhibitor access for the entire duration of the exhibition (including assembly and dismantling) can be booked in the Online ExhibitorShop under internet and telecommunications

Advice: Team Service Sales T +49 911 86 06-80 10 connectivity.services@nuernbergmesse.de

NürnbergMesse cannot take any responsibility for third-party Internet services. Unauthorized WLAN networks can be switched off in the event of a malfunction.

The Online ExhibitorShop will remain open during assembly and duration for orders of internet and telecommunication products. We kindly ask you to bring your login data with you. You need them to place orders online on site.

If you would also like to provide a login to one of your partners (stand builder, agency, etc.), please request login data via the 'Partner Logins' menu item in the ExhibitorShop no later than one week before the start of set-up.

20. Customs clearance

Please contact the forwarder responsible for your hall. You can also obtain information at the information and service counters.

Customs Office in Service Partner Centre, 2nd floor, rooms 2.84 and 2.85 Tel +49(0)911 8606-6107

Customs Office Port T +49 911 2349-0

SERVICES (overview and ordering information)

Exhibitor Service of NürnbergMesse Tel +49(0)911.86 06-88 55 E-mail: exhibitor.services@nuernbergmesse.de



Emergency number (police, fire department, accidents, theft) For emergencies of any kind please contact our SecurityControlUnit T +49(0)911 8606 7000

	Service	Order under	ServicePartner	Phone number +49(0)911
Α	Accommodation		see Hotels	
	Advertising		see Marketing services	
с	Camping		KNAUS Campingpark Nuremberg	- 9 81 27 17
	Car parks for exhibitors	Travel an accomodation	Engelhardt & Co. Parkraummanagement u. Service GmbH &Co	- 981188-55
			and at the information counters at the exhibition	
	Catering	Catering and Events	Lehrieder Catering-Party-Service	- 93 58 08 00
	Cleaning	Staff and services	dias Dickmann Industrie- und Anlagenservice GmbH: Halls: 1, 2, 3, 3C, 8, 9, 10, NCC Mitte Service areas: 1, 1 Mitte, 1/2, 2/3/4, 8/9, 9, 9 Mitte, 10, OperationCenter, ServiceCenter Mitte, Rotunde and Parkdeck Süd (Parking South)	- 9817215
			KIEFER GmbH: Halls: 3A, 4, 4A, 5, 6, 7, 7A und NCC Ost Service areas: 3/4, 4, 4/5, 5/6, 6/7, 7, Übergang (crossing) 7/8, ServicePartner Center and Parking (Parkhaus)	- 9808080
			Vebego Facility Services B.V. & Co. KG Facility Services B.V. & Co. KG Halle 11, 12, NCC West, Frankenhalle, Service 11 und 12:	- 8606 6520
	Communication	Internet	Bisping & Bisping GmbH & Co. KG	- 86 06-40 00
	Compressed air	Technical services	SPIE SAG GmbH	- 818818-0
	Copies: black & white		Information counters at the exhibition	
	Copies: colour		Service Point between Halls 5 and 6, upper floor	- 86 06-80 04
	Customs		See Forwarding services	
D	Digital trade fair logistic system TransITfair	Logistics	Support for TransItfair: MonFri. 08 a.m 06 p.m. logistic.support@nuernbergmesse.de	-86 06 6400
Е	Electricity supply	Technical services	SPIE SAG GmbH - Halle 3A, 3C, 4A, 5-12	- 818818-0
			sld mediatec GmbH - Halle 1-4	- 4779 1950
	Empty containers / storage / logistics		See Forwarding services	
	Exhibition management		NürnbergMesse GmbH, Exhibition Management	- 86 06-82 11

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	Service	Order under	ServicePartner	Phone number +49(0)911
F	Fire extinguishers Flame-inhibiting impregnation	Stand construction	Messebau Wörnlein GmbH	- 817449-0
	Fire prevention	Stand construction – Stand equipment	BSS Brandschutz Sichelstiel GmbH	-6 43 77 77-0 - 6 42 77 77-63
ſ	Floor coverings	Stand construction	Messebau Wörnlein GmbH	- 817449-0
	Flowers		Blumen Graf GmbH, Flughafenstrasse 60 90411 Nürnberg, <u>www.blumen-graf.de</u> E-Mail: <u>info@blumen-graf.de</u>	- 52 15 50
	Forklift trucks		See Forwarding services	
	Forwarding services	Logistics	Hall 3 - 7A: Schenker Deutschland AG Hall 1, 2, 8-12: Kühne & Nagel (AG & Co.) KG	- 81748-0 - 981856-0
G	Graphics		See Lettering	
	Guarding of stands	Staff and services	ESS Erlanger Sicherheits Service GmbH	-86 06-68 00 - +49 9131 68594-0
н	Hire of furniture	Stand construction	Hummel Möbelverleih GmbH Messebau Wörnlein GmbH	- 86 06-63 03 - 817449-0
	Hostesses		See Stand personnel placement/temporary staff	
	Hotels	Travel and accommodation	NürnbergMesse GmbH, Service Sales exhibitor.hotels@nuernbergmesse.de	- 86 06-80 20
	ļ		Business & Service Brigitte Schmedding GmbH Congress- und Tourismus-Zentrale Nürnberg	- 86076-0
\square		<u> </u>	-	- 2336-121/122
1	Insurance	Insurances	deas Deutsche Assekuranzmakler GmbH	- 5885-0
\square	Internet access	 	See Communication	-
к	Kitchen appliances/ heating and refrigerated equipment	Stand construction	Valentin Int. Messeservice GmbH & Co. KG	+49(0)2104.9103-0
L	Landscaping services for stand design	Stand construction	Ronald Grabinger e.K.	- 400 89 93-1
	Lead Tracking	Marketing services	convey Information Systems GmbH	+49 (0)89 9 54 58 67 59
	Lettering	Stand construction	Holtmann+ Messebau Wörnlein GmbH	- 400 835 100 - 817449-0
F	Lighting	Technical services	SPIE SAG GmbH sld mediatec GmbH	- 818818-0 -4779 1955
F	Lighting	Stand construction	Holtmann+ Messebau Wörnlein GmbH	- 400 835 100 - 817449-0
м	Marketing services	Marketing services	NürnbergMesse GmbH, Service Sales	- 8606-80 30

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	Service	Order	ServicePartner	Phone number
		under	Neumann & Müller GmbH & Co. KG	+49(0)911 - 96846-0
	Media equipment	Technical services	Neumann & Muller GmbH & Co. KG sld mediatec GmbH	- 96846-0 4779 1955
	messeSTORE		Service Point between halls 5 and 6, 1 st floor	
2	Parcel service/ package	-	Schenker Deutschland	- 81748-0
	Passes	TicketCenter	NürnbergMesse GmbH, Exhibition Management	- 86 06-82 11
Р	PC equipment		see Communication	
	Photography	Staff and services	Foto Bischof & Broel KG	- 533533
	Power supply		see Electricity supply	
	Press and press compartments		NürnbergMesse GmbH, Presse	- 86 06-81 91
R	Restaurants		Lehrieder Catering-Party-Service	- 93 58 08 00
	Rigging (bookable up to 45	Technical Services	SPIE SAG GmbH Hallen: 5, 6, 7, 7A, 8 -12	- 818818-0
	days before set-up)		Neumann & Müller GmbH & Co. KG Hallen: 1, 2, 3, 3A, 3C, 4, 4A	- 96846-0
	Room hire		NürnbergMesse GmbH, Exhibition Management	- 86 06-82 11
s	Security		see Guarding of stands	
	Service Point		Service Point between halls 5 and 6, 1 st floor Here you will find the messeSTORE, stand construction, furniture companies and Service Buddies.	- 86 06-80 04
ļ	Signs		see Lettering	
	Spotlights		see Lighting	
ſ	Stand catering		see Catering and Events	
	Stand cleaning		see Cleaning	
	Stand construction	Stand construction	Holtmann+	- 400 835 100
	 		Messebau Wörnlein GmbH	- 817449-0
	Stand equipment	Stand construction	Messebau Wörnlein GmbH	- 817449-0
	Stand personnel placement/temporary staff	Workers for set-up and dismantling, stand helpers,	Business & Service Brigitte Schmedding GmbH Messezentrum, 90471 Nürnberg	- 86076-0
		interpreters and hostesses	Lorenz Projekte GmbH & Co. KG Lorenz Office GmbH & Co. KG Lorenz Technik GmbH & Co. KG DrKurt-Schumacher-Str. 16, 90402 Nürnberg messe@lorenz-personal.de	- 214666-0
т	Тахі			-19 410
	Telecommunication		see Communication	

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	Service	Order under	ServicePartner	Phone number +49(0)911
	Temporary staff		see Stand personnel placement/temporary staff	
	Tickets		see passes	
	Tickets for local public transport		Tickets at VGN online store or in the VGN app	
	Transport		see Forwarding services	
	TransITfair	Logistics	see Digital trade fair system	
w	Water supply	Technical services	Hall 3-7: August & Jean HILPERT Messe-Service GmbH Hall 1,2, 8-12: ABL Brochier Klimatechnik und Gebäudemanagement GmbH	- 376638-0 - 9812969
	Wi-Fi / WLAN	Internet	Bisping & Bisping GmbH & Co. KG	- 86 06-40 00