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1. Preface
Messe München GmbH has issued guidelines for the fairs and other events it holds with the aim of providing all exhibitors/organizers with optimum conditions for presenting their exhibitors and addressing their visitors and other interested parties.

The Technical Guidelines are a part of the contracts Messe München GmbH concludes with its exhibitors, organizers, service companies, stand-building companies and other service providers. These exhibitors, organizers, service companies and other service providers undertake to ensure that all their contractual partners, who are active or present at the Messe München Trade Fair Center, hereinafter referred to as “trade fair center”, comply with these Technical Guidelines. Messe München GmbH is entitled to demand that all persons active or present at the trade fair center comply with the Technical Guidelines. As far as fairs, exhibitions and other events run by an organizer other than Messe München GmbH are concerned, the given organizer is, alongside Messe München GmbH, entitled and obliged to demand of his customers and their contractual partners that they comply with the Technical Guidelines. At the same time, these Technical Guidelines include safety regulations intended to guarantee optimum technical and design safety at the event in the interests of exhibitors and visitors alike.

The regulations applicable to fire and safety, fire rescue routes must be easy to open and agreed with the relevant offices of the Munich Department of Works in their function as the local authority responsible for construction and technical acceptance in respect of fairs and exhibitions. Messe München GmbH reserves the right to check compliance with these regulations and to take appropriate action should they be violated. The relevant statutory regulations applying at the given time must also be observed.

For safety and stand construction purposes, Messe München GmbH is entitled to impose requirements about the center, hereinafter referred to as “trade fair center”, comply with these Technical Guidelines. The ordering media for exhibitor services will be made available in good time; orders must be placed promptly, as Messe München GmbH cannot guarantee proper and timely execution in the event of late submission.

Orders only become valid if they are accepted. Acceptance may be given tacitly, i. e. by means of provision of the service ordered. Exhibitors are not entitled to acceptance of their orders unless the law gives rise to such an entitlement. Acceptance of an order can be refused, particularly in cases where the exhibitor/organizer concerned has not fulfilled his financial obligations vis-à-vis Messe München GmbH, e. g. payment of overdue sums from previous events. In addition, Messe München GmbH reserves the right to charge a supplement on the stand fees in accordance with the details shown in the ordering media for exhibitor services for any orders submitted after the deadline.

After stand space has been allocated, circulars will be sent to the exhibitors informing them of further details concerning the preparation and organization of the fair.

These Technical Guidelines have been agreed by:
Deutsche Messe AG Hannover
Koelnmesse GmbH
Leipziger Messe GmbH
Messe Berlin GmbH
Messe Düsseldorf GmbH
Messe Frankfurt Venue GmbH
Messe München GmbH
Nürnberger Messe GmbH
Landesmesse Stuttgart GmbH
in order to formulate them with a common structure.

Moreover, Messe München GmbH reserves the right to make any changes it deems necessary. The German text is binding. The term “hall” may also be used for comparable buildings in the further

1. House rules

The trade fair center is private property. The owner is Messe München GmbH, Am Messegasse 2, 81299 Munich, Tel. +49 89 949-0. Messe München GmbH and the respective organizer exercise domiciliary rights. The house and usage rules apply to all persons entering Messe München GmbH’s private grounds. The rules are clearly posted at the access points to the trade fair center.

1.2. Opening hours

1.2.1. Stand setup and dismantling times

During the general stand setup and dismantling periods, work can as a general rule be done in the halls and outdoor exhibition area between 08:00 and 22:00 insofar as no other times have been specified for the event.

On the last day of the setup period, constructional work is to be completed by 18:00. Aisle areas adjacent to the stand are to be kept clear from 18:00 on the last stand-set-up day.

For general safety reasons, the halls and the exhibition grounds are closed outside these times. An extension to these times is only possible in exceptional circumstances and requires the written consent of Messe München GmbH’s Technical Exhibition Services Division. By the end of the dismantling period stipulated for each event (see “Special Terms of Participation (B)” and “Important Information”), for the entirety of the event, the exhibitor must have removed all stand construction materials, all exhibits and items on display and all other exhibition goods in full and have restored the exhibition space to its original state. Messe München GmbH is entitled but not obliged to have the exhibition goods still on the stand at the end of the dismantling period removed and stored by its accredited forwarding agent at the exhibitor’s expense and risk, or dispose of them at his expense.

1.2.2. Duration of the event

During the period of the actual event, the halls are opened one hour prior to the official opening time and closed one hour after the official closing time. Messe München GmbH reserves the right to impose specific requirements in this respect. Exhibitors who need to work on their stands outside these times due to exceptional circumstances require the written consent of Messe München GmbH’s Technical Exhibition Services Division.

2. Traffic within the trade fair center, emergency routes, safety equipment

2.1. Traffic regulations

The driving of any vehicle within the trade fair center is at the driver’s own risk and only allowed with a special permit, valid entry authorization or valid parking pass. During the event, the driving or parking of any vehicle within the trade fair center is strictly prohibited. Messe München GmbH can however make exceptions and issue appropriate parking or entry permits. Messe München GmbH is entitled for the given a charge for preparation and organization of the parking or entry permit. The parking or entry permit is to be placed behind the windshield of the given vehicle so that it is clearly visible. The regulations arising from the use of parking or entry permits require strict compliance. Parking or entry permits are to be revoked at any time at the request of the Messe München GmbH staff deployed for traffic control purposes or of the security personnel. Parking and or entry permits are only valid for the vehicle for which they have been issued. Messe München GmbH is entitled to ask for a deposit in return for entry into the trade fair center and to limit the maximum length of stay. The deposit paid is forfeited if the maximum length of stay is exceeded.

This ruling applies during the stand construction and dismantling periods as well as in cases where Messe München GmbH has allowed the trade fair center to be accessed during the period of the actual event.

The German Road Traffic Regulations apply throughout the entire trade fair center and the exhibition car parks. A maximum speed limit of 20 km/h applies within the exhibition grounds. Inside the halls, vehicles may only be driven at walking pace; this ruling also applies to the rest of the trade fair center during the period of the actual event. Vehicles may only enter the halls for the purposes of loading and unloading (Hall C6: no access for vehicles insofar as the mobile partition walls are located outside the parking position). Care must be taken to ensure that no existing supply connections and other technical infrastructure items are damaged. The stipulated load-bearing capacity of the hall floors must be noted and complied with, as must the height and width of the gates. Engines should be switched off during loading and unloading. The parking of vehicles in the halls is strictly prohibited. Messe München GmbH reserves the right to deny motorized access to the halls for reasons it considers justified.

Pedestrians are to be given maximum consideration. No vehicles are allowed to access paths or green areas that have been cordoned off.

Mobile homes and caravans may not be brought on to the trade fair center for accommodation purposes. Areas Messe München GmbH designates as camping sites for a specific event are excluded from this ruling.

Vehicles are not allowed to stop under any circumstances throughout the entire trade fair center except in those areas designated accordingly. Messe München GmbH reserves the right to remove at the expenses of the driver or owner any vehicles, trailers, containers, skips or full/empty packaging left in no-stopping zones or otherwise illegally parked.

Additionally, the provisions and access regulations set out in the ordering media for exhibitor services relevant to the given event (“Important Notes”) apply, as do those stipulated in the “Exhibitors’ Traffic Information” that is distributed in good time prior to the event.

The rules prescribed by Messe München GmbH concerning traffic regulation and routing including the instructions of security staff are to be strictly observed. Messe München GmbH reserves the right to regulate above all the access of exhibitors and/or their stand construction companies and other contractors to the halls and to their individual stands.

In connection with fairs and exhibitions, it is advisable to make use of the full period allowed for stand construction as experience has shown the trade fair center to be excessively full on the last two stand construction days. No claims may be asserted against Messe München GmbH if delays are incurred by exhibitors, their stand construction companies or other contractors due to the fair center being overcrowded or to measures implemented by Messe München GmbH to control traffic within the trade fair center and/or access to the stands.

2.2. Transport of caterpillar vehicles

Only caterpillar vehicles with a license and for public roads may use the roads at the trade fair center. Caterpillar vehicles may only access the exhibition halls with the prior approval of Messe München GmbH’s Technical Exhibition Services Division (see also item 4.11.2.). For damage to road surfaces and hall floors, the exhibitor is liable in full.

2.3. Emergency routes

2.3.1. Fire service movement zones, fire hydrants

Access to fire service movement zones, emergency rescue routes and safety zones designated accordingly may not be restricted at any time. Particularly during the stand construction and dismantling periods, access may not be restricted by parked vehicles, stored exhibition goods, construction or packaging materials, etc. blocking the way. Vehicles and objects parked on or blocking fire service movement zones, emergency rescue routes or safety zones can be removed at the expense of the person responsible. In so doing, Messe München GmbH is only liable for such damage to property as is incurred due to willful or gross negligent behaviour. Hydrocarbon spills and outdoor exhibition areas may neither be obstructed nor made unrecongnizable or inaccessible.

2.3.2. Emergency exits, escape hatchs, hall aisles

All hall exits and aisles designated as such in the hall plans are to be kept clear over their full width. They serve as escape routes in emergencies and may therefore never be obstructed by objects left in their access area or by enclosing them in any way. Providing hall exits and escape routes must be easy to open from the inside and to their full width. Exit doors, emergency escape hatchs and signs indicating their position may not be obstructed, built over, blocked, covered or made unreachable or inaccessible in any way. Information stands, tables and other furnishings may only be located near entrances, exits and access to stairways if sufficient room is left between them.

Hall aisles designated as such may not be built over or obstructed in any way whatsoever. This also applies in cases where Messe München GmbH has allowed exhibitors to incorporate space from the aisles into their stand design. These areas must be visually designed in such way that they are recongnizable as areas belonging to hall aisles.

Materials required for stand-building purposes or exhibits delivered for immediate setup on the stand may be deposited in hall aisles briefly providing the minimum aisle widths required for safety reasons are observed and logistical needs given due consideration.

This is considered to be the case if a strip along the stand perimeter to the hall aisle with a maximum width of 0.90 m is used for depositing the items concerned. On the main aisles (connecting aisle between two opposing hall gates) a passage with a minimum width of 2 m (red floor markings) must be kept clear. Areas in front of emergency exits and the hall aisle intersections must be kept clear across their full width at all times. Hall aisles may not be used for setting up assembly areas or erecting machines (e. g. woodworking machines, work benches).

Messe München GmbH may moreover demand the immediate clearance of hall aisles for logistical reasons.

2.4. Safety equipment

Sprinkler systems, fire alarms, emergency call facilities, fire extinguishing equipment, smoke detectors, closure devices for the hall entrances and other safety facilities, the signs indicating their position and the green emergency exit signs must be accessible and visible at all times; they may not be obstructed or blocked.

2.5. Standing number

All stands are equipped with number signs by the given organiser which may only be removed with the prior consent of the organizer.
2.6. Security
Messe München GmbH and/or the security company commissioned by it to supervise the trade fair center is/are responsible for security at the entrances and in the halls. Messe München GmbH offers no guarantee that the trade fair center will be secured and monitored continuously. Messe München GmbH is authorized to implement any measures it deems necessary for securing and monitoring purposes.

The security of the stands, the items on display and any other objects located on the stands is not the responsibility of Messe München GmbH. Exhibitors are responsible for the security of their own stands and should organize it themselves as they see fit. However, only security guards from the company commissioned by Messe München GmbH to secure the trade fair center may be employed. Exhibitors’ attention is drawn explicitly to the fact that stand exhibits and other items on the stand are particularly at risk during the stand construction and dismantling periods. Items of value and/or those that can be easily removed should always be locked away at night.

2.7. Emergency evacuation/Clearance
Messe München GmbH is entitled to order rooms, buildings halls and/or outdoor exhibition areas halls to be closed and evacuated for safety and above all regulatory compliance reasons. The exhibitor has to inform his employee of this procedure. He must draw up his own evacuation plans and make them known should this be required by law or ordered by the relevant authorities or Messe München GmbH. As and when required, he is responsible for ensuring that his stand is evacuated.

3. Technical data and features of the halls and the outdoor exhibition area
3.1. Hall data
The halls offer the following gross exhibition areas:

<table>
<thead>
<tr>
<th>Hall</th>
<th>Area (approx.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1–A6, B1–B6</td>
<td>11,000 m²</td>
</tr>
<tr>
<td>C1–C6</td>
<td>10,000 m²</td>
</tr>
<tr>
<td>B0</td>
<td>3,500 m²</td>
</tr>
</tbody>
</table>

3.1.1. Normal lighting, type of current, voltage
The normal lighting in the halls is provided by Messe München GmbH. The normal artificial lighting in the halls during the actual fair is approx. 50 lux/m² measured 1 m above the floor. Each hall is lit by daylight and artificial light.

Type of current and voltage available at the trade fair center:

- Mains type: TN-S System
- 230 volt (+10%)/50 Hz alternating current
- 3 x 400 volt (+10%)/50 Hz three-phase current

3.1.2. Supply of compressed air, electricity, gas and water
Compressed air, electricity, gas and water are supplied to the stands in the halls via the utility ducts located approx. every 5 m in the hall floor (approx. 4.50 m in the case of Halls C1–C6 and approx. 4.85 m in the case of Hall B0); no gas supply is available in Hall B0. The utility duct covers measure approx. 43 cm x 43 cm (the utility duct is approx. 35 cm wide). Hall B0 is equipped with two further utility ducts running the length of the hall.

Electricity supply 200 W/m²

Connection for water DN 25/min. 3.50 bar

Wastewater DN 100

Connection for sprinklers 50 DN, available in every second duct

Connection for compressed air DN 50/min. 10 bar, available in every second duct

Connection for gas DN 25/20 mbar

3.1.3. Communications equipment
Stand telephone, fax, data and antenna connections are available via connection points located in the hall floor. RU 45 is the connection system used or, in the case of fibre optic connections, E 2000.

3.1.4. Sprinkler systems
The halls are equipped with sprinkler systems. Every second utility duct is fitted with a main sprinkler connection via which the stands can be supplied. (See Item 4.4.2. or 4.9.2. for information on sprinkler systems for covered stands)

3.1.5. Heating, ventilation
Messe München GmbH provides for the general heating and ventilation of the halls. All the halls are partially air-conditioned.

3.1.6. Faults
Any fault occurring in supply (in respect of e.g. electricity, water, compressed air, heating, ventilation, communications, etc.) must be reported immediately to the Technical Exhibition Services Division. Messe München GmbH is not responsible for any damage occurring as a result of faults due to fluctuations in supply or a force majeure or if the supply is interrupted on the instructions of the Municipal Fire Service or of the suppliers of the service concerned (electricity, water, energy).

3.2. Outdoor exhibition area
Outdoor exhibition area, center: approx. 65,000 m².
Outdoor exhibition area, south: approx. 150,000 m².
Surface of exhibition area: seeded gravel bed (grassed-over gravel-humus mixture, stony in parts) Road surface: asphalt.
Width of access roads: 8 m or 12 m
Permissible load-bearing capacity: 50 t/m² (500 kN/m²) except for railway track area for which a lower load-bearing capacity applies. Details available from Messe München GmbH’s Technical Exhibition Services Division.

Lighting: 30 lux/m²
Outdoor exhibition area, north: approx. 115,000 m²
Max. ground load-bearing capacity: 20 t/m² (200 kN/m²)
Stand electricity and water/wastewater connections are available via connection points located on the ground.

Connection for water: DN 40/min. 3.50 bar
Wastewater: max. DN 100
Electricity supply: 50 W/m²

3.3. Clearance heights
The clearance height of the entrances to the loading areas is approx. 5 m. The East Connecting Tunnel has a clearance height of 4.30 m and the West Connecting Tunnel one of 4.50 m.

4. Regulations governing stand construction
4.1. Stand construction safety
Exhibition stands including equipment and exhibits as well as advertising hoardings must be securely erected such that they do not constitute a risk to public safety and order, above all in respect of human life and health.

The exhibitor is responsible for the structural safety of the stand concerned and may be required to provide proof of same. Messe München GmbH reserves the right to inspect stand structures, exhibits, advertising hoardings, etc. or have them inspected by an independent expert in terms of their stability and traffic safety to the extent that justified doubt exists as to their stability and traffic safety even if the items concerned have been approved for stand approval.

Upright structural elements or special constructions (e.g. freestanding walls, tall exhibits, tall decorative elements, LED walls), that may fall over, must be able to withstand the following horizontally impacting equivalent distributed load qh:

\[ q_{1} \times 0.125 \text{t/m}^{2} \text{ up to 4 m height from upper edge of floor; } \]

\[ q_{2} \times 0.063 \text{t/m}^{2} \text{ for all surfaces above 4 m height from upper edge of floor. } \]

The reference surface in such cases is the surface potentially exposed. The verification documentation drawn up for this purpose is to be provided at the request of Messe München GmbH.

Stand structures in the outdoor exhibition area should be appropriately designed to withstand wind loads and, if applicable, snow loads.

See Item 4.6. for load assumptions for platforms and Item 4.9.3. for load assumptions for two-story stands.

Stand structures cannot be supported by securing them to the hall roof. (See Item 4.7.5.2. for details of attaching objects to fixing points).

4.2. Stand construction approval
Insofar as the Technical Guidelines have been adhered to with regard to the design and construction of the stand, there is no need to submit drawings for the approval of single-story stands, providing their floor space does not exceed 100 m² and they are not higher than 3 m. On request, Messe München GmbH offers exhibitors the option of checking their stand design plans which are to be submitted.

All other types of stand (above all those with floor space in excess of 100 m² or higher than 3 m, multi-story stands (see Item 4.9.3.), mobile stands) need approval (as do stands with bridges, stairs, cantilever roofs, galleries, sloping walls, etc.) and structures for outdoor exhibition areas (see Item 4.8.).

Dimensioned layout, elevation view and sectional drawings are to be submitted to the Technical Exhibition Services Division for approval. Escape and rescue routes are to be shown in a separate plan. To the extent that 200 or more seats need to be arranged, the total number of seats and the escape / rescue routes will have to be shown on separate plan (bearing plan scale 1:200) to be submitted with the application of approval to Messe München GmbH in triplicate, whereby the width of the escape / rescue routes is to be based on the maximum number of persons the room can accommodate and sized accordingly (see also Item 5.11.).

A copy of the plan approved for the given usage should be displayed in a clearly visible location near the main entrance to the assembly room concerned.

4.2.1. Stand structures subject to inspection and approval
All organizers, exhibitors, tenants, service partners or other service providers are obliged to check whether the temporary structures they are planning to build either in the halls or in the outdoor exhibition area are allowed. If in doubt, you should contact Messe München GmbH’s Technical Exhibition Services Division.

Stand space in the halls
To-scale drawings for single-story stands with floor space in excess of 100 m² or higher than 3 m must be submitted for approval to Messe München GmbH’s Technical Exhibition Services Division (ground plan and elevation sketches to a scale of at least 1:100) by the deadline specified in the tender or the conditions for the use of the exhibition center.

To the extent that approval is granted, one copy is then returned to the exhibitor/stand-builder with Messe München GmbH’s stamp of approval. This means that the stand construction concerned has been approved.

Approval for two-story stands must be applied for by submitting the “Application for Special Stand Designs” form to Messe München GmbH’s Technical Exhibition Services Division by the deadline specified in the ordering media for exhibitor services at the latest. The form must be completed in German and submitted with the required number of copies to Messe München GmbH together with the required documents that must also be in German.

Stand construction approval is granted at the same time as planning permission given by Messe München GmbH, along with approval of the static calculation, verified by our structural engineering inspectors.

Stand space in the outdoor exhibition area
Single-story stands with floor space in excess of 50 m² or higher than 5 m must be submitted for approval to Messe München GmbH’s Technical Exhibition Services Division (ground plan and elevation sketches to a scale of at least 1:100) by the deadline specified in the ordering media for exhibitor services at the latest. To the extent that approval is granted, one copy is then returned to the exhibitor/stand-builder with Messe München GmbH’s stamp of approval. This means that the stand construction concerned has been approved.
4.4.1. Fire prevention

4.4.1.1. Stand construction materials and decorations (embellishments)

As a general rule, no easily flammable materials, materials that drip or melt when burning, toxic gases or materials producing heavy smoking / sooting, such as most thermoplastics including polystyrene (Styrofoam), whatsoever may be used. In individual cases and for safety reasons, special conditions may be imposed for load-bearing structural components (e.g. non-flammability). Any mountings, fasteners and ties required for structural or load-bearing purposes must be made of non-flammable materials. Decorative materials must be classed as being at least extremely flammable (class B1), not drip or melt when burning pursuant to DIN 4102-1, may only produce a limited amount of smoke or comply with class C (C2 - D0) pursuant to EN 13501-1. A test certificate verifying the fire classification of the materials used must be available for presentation.

As a rule, materials such as bamboo, reeds, hay, straw, mulch or peat do not meet these requirements and are in general to be protected from fire by appropriate and approved fire-proofing agent, to be coordinated with the Munich Municipal Fire Department and taking account of the processing instructions. The use of deciduous and coniferous shrubs or bushes is only permitted if they have been treated with fire retardants. If during the event it becomes apparent that the trees and plants are drying out and thus becoming easily flammable, they must be removed.

Messe München GmbH's consent in particular must be given to the general fire load to be considered.

4.4.1.2. Exhibition and demonstration of motor vehicles

Vehicles may only be exhibited and demonstrated in the halls after they have been registered with Messe München GmbH (form “Registration for Preventive Fire Protection”). The unintentional or wilful moving of vehicles by third parties must be reliably prevented by the exhibitor / organizer. On electric vehicles, the charge level of the vehicle battery must be reduced to the non-critical level regarding charging for driving and leaving the halls for the demonstration. Charging processes are only allowed for driving in and leaving the halls and for the demonstration. Charging processes for electric vehicles in the outdoor exhibition area require approval in accordance with art. 72 of the Bavarian Building Directive (BayBO) and must be coordinated with Messe München GmbH.

4.4.1.3. Explosive substances, gas cylinders

Such explosive substances as are subject to the provisions of the Explosives Act and ammunition as are required for driving in and leaving the halls and for the demonstration. Additional safety measures may be required, such as inerting the fuel tanks, disconnecting the batteries and deploying security guards. Fuels may not be stored at the stand.

4.4.1.4. Explosive substances, pyrotechnics

The covering is fire-resistant and its horizontal installation below sprinkler units has been approved by VDS Schadenverhütung GmbH (wide-mesh netting or smoke-out fabric). VDS Schadenverhütung GmbH's written approval should be submitted to Messe München GmbH's Technical Exhibition Services Division (see “Application for Preventive Fire Protection Measures” ordering media). All stand ceilings require the prior, written approval of Messe München GmbH’s Technical Exhibition Services Division.

Halls A1–A6, B1, B6, C1, C6:

Stand ceilings must be at the very least flame-resistant (DIN 4102 or DIN EN 13501-1) — the relevant test certificate should be submitted or available for presentation on the stand. A sprinkler system has to be approved for any single covered area exceeding 30 m².

In such cases, one sprinkler unit must be installed for every 12 m² or part thereof of covered space; any rooms / cabins located beneath the stand cover must be encompassed by the sprinkler system. Given the consent of the Munich Municipal Fire Department, sprinkler systems for stand ceilings larger than 30 m² are not necessary if the ceilings meet the following requirements:

- Metal modular or grid ceilings:
The covering concerned is a modular or metal-grid ceiling comprising open-mesh grating, perforated sheet metal or similar. At least 70% of the entire ceiling structure including lamp fittings, etc. must be open to allow fire to pass through the ceiling. Installation guidelines laid down by VDS Schadenverhütung GmbH (Independent Fire Protection and Safety Institute of the German Insurance Association). The degree of openness of the given structure must be proven verifiably.

- Textile coverings:
The covering is fire-resistant and its horizontal installation below sprinkler units has been approved by VDS Schadenverhütung GmbH (wide-mesh netting or smoke-out fabric). VDS Schadenverhütung GmbH’s written approval should be submitted to Messe München GmbH’s Technical Exhibition Services Division (see application for Preventive Fire Protection Measures”). All stand ceilings require the prior, written approval of Messe München GmbH’s Technical Exhibition Services Division. See the Notice “Installation of Sprinkler-Compatible Materials and Fabrics” for further information on materials approved for stand ceilings and the suppliers of such materials.

4.4.1.5. Glass and acrylic sheet

Only safety glass suited to the relevant purpose may be used. In the case of structures made of glass, only laminated safety glass may be used. Ask Messe München GmbH's Technical Exhibition Services Division to send you our Notice on Stand Construction in Halls using Glass and Acrylic Sheet or use our download service via the Messe München GmbH homepage.

4.4.1.6. Flying objects

The use of flying objects is generally prohibited in the halls and outdoor exhibition area. Exceptions to this rule concerning the approval of Messe München GmbH’s Technical Exhibition Services Division. See the Notice “Installation of Sprinkler-Compatible Materials and Fabrics” for further information on materials approved for stand ceilings and the suppliers of such materials.
4.4. Regularly occupied spaces / Partitioned "trapped" rooms

Any partitioned rooms on stands in the halls must offer users an unobstructed line of sight in the direction of escape towards the nearest emergency escape / rescue route. Such occupied spaces as may be accessed or left via a partitioned room only ("trapped" rooms) are not permitted on stands located directly below each other. All emergency exits must comprise a clear line of sight in the direction of escape towards the nearest emergency escape / rescue route or its accessibility must be restricted. Messe Münch Gen GmbH reserves the right to impose any safety- or fire protection-related demands that may become additionally or specifically necessary during the event.

If partitioned rooms on stands or in exhibition areas with partitioned spaces without a direct line of sight in the direction of escape towards the nearest emergency escape / rescue route or which may be accessed or left via a partitioned room only ("trapped" rooms), each of these rooms requires an emergency escape hatch (window clearance of at least 0.60 m by 1.00 m, maximum height from floor 1.30 m). An emergency escape hatch is protected by a fire door that can be opened directly out of the open air. If the regularly occupied spaces without any clear line of sight in the direction of escape towards the nearest emergency escape / rescue route or the "trapped" rooms are not at ground floor level, each of these spaces requires a stairway leading out to the open air instead of an emergency escape hatch.

"Trapped" rooms may be separated from other stand areas only by glazing to preserve the visual perception of a single room.

4.5. Exits, escape routes, doors

4.5.1. Exits, escape routes

Stands with a floor area exceeding 100 m², an escape route longer than 10 m or a stand designed such that the exit / escape route are not visible from all points on the stand, the following minimum requirements apply:

- The stands must have at least two separate exits / escape routes to be located as far apart from each other as possible.
- Stands with a floor area of up to 100 m² require one exit with a clearance width of at least 0.90 m.
- Stands with a floor area of more than 100 m² require two exits, each with a clearance width of at least 0.90 m.

4.5.2. Doors

The use on emergency escape / rescue routes of swinging doors, revolving doors, security coded doors, sliding doors, lift doors or any other device that could act as an access barrier is prohibited.

4.5.3. Platforms, ladders

All general walkways immediately adjacent to areas that are more than 2.00 m lower must be protected by a balustrade at least 1.10 m in height and equipped with at least top, middle and lower cross-braces.

Static load verification is to be provided for platforms with a height of 0.50 m and more. The platform floor must be designed to comply with DIN EN 1991-1-1 (2010) in conjunction with DIN EN 1991-1-1-NA (2010) Table 6.10.DE Category C1 or C3 depending on the specific use made of it. This equates to a working load of +5 kN/m² for cafés and reception areas; for areas where a large number of persons gather, 5 kN/m² applies.

The maximum permitted height for single-step, open-access platforms is 0.20 m. Ladders, stairways and bridges must comply with the relevant accident prevention regulations.

4.7. Stand design

4.7.1. Appearance

The design and equipping of a stand as well as any necessary construction work are the responsibility of the given exhibitor. The design and construction must take into account the character and appearance of the fair and / or exhibition concerned. To this end, Messe München GmbH is entitled to demand changes to be made to the stand design. Moreover, Messe München GmbH reserves the right to prescribe the framework structure required for a given event in its Special Terms of Participation (B), for stands and for exhibition equipment. Products manufactured by way of the exploitative employment of child labor as defined under the provisions set out in ILO Convention 182 may not be used for the construction or equipping of the stand.

The stand walls facing neighboring stands should be kept neutral, white, clean and free of installation and materials above a height of 2.50 m.

4.7.2. Checking standards

The stand area is measured out on the floor level by Messe München GmbH and marked at the corners. After stand space has been allocated, each exhibitor is obliged to check the location and size of any installations, in particular fire alarms, utility ducts, ventilation systems, etc. and, where necessary, install the stand-related equipment accordingly.

The boundaries of the stand area must be observed (see also item 4.7.4. Hall floors).

4.7.3. Structural modifications to halls

Hall components and technical facilities may not be damaged, soiled or in any way changed (e.g. by drilling of holes, use of nails or screws, etc.). Nor may wall, paper or adhesives be applied to them. The hall components and technical facilities may not be subjected to any strain from stand constructions or exhibits for which they are not intended. Hall columns / supports within the stand area may, however, be integrated into the stand design providing they are not damaged and the maximum stand height is not exceeded.

Joint rails on hall walls, ceilings and floors may under no circumstances be damaged by caulking or foundation work or the like. No bolts or anchorages for stand structures may be fitted.

Securing exhibits via floor anchorages is only possible in exceptional, justified cases and only with the prior, written consent of Messe München GmbH’s Technical Exhibition Services Division. To this end, the floor anchorages required should be registered in writing with Messe München GmbH’s Technical Exhibition Services Division two weeks prior to the commencement of the stand setup period at the latest. To-scale plans with details of location, anchorage type, drill hole diameters and number of anchorages should be attached to the application. The number of anchorages should be kept to an absolute minimum. The exhibitor has no entitlement to the fitting and use of floor anchorages.

Messe München GmbH reserves the right to prescribe the materials to be used for anchorages. In cases where non-approved materials are used and / or floor anchorages are fitted without Messe München GmbH’s consent, flat-rate repair charges of EUR 90 per drill hole plus VAT will be raised.

4.7.4. Hall floors

Carpets and other floor coverings must be laid with due regard to safety and may not protrude beyond the stand area.

Only adhesives that leave no traces when removed may be used to fix such coverings. No other adhesive materials or paint may be used on the hall floors.

Any materials used must be removed without leaving any traces. Substances such as oil, grease, paint and the like must be removed from the floor immediately.

There are utility ducts running across the width of the halls at intervals of approx. 5 m (C halls approx. 4.50 m, B approx. 4.85 m). Hall C1 is equipped with two utility ducts running the length of the hall in addition to those running across its width.

Usage of the utility duct is reserved exclusively for Messe München GmbH’s relevant service partners.

4.7.5. Suspending items from the hall ceiling

Items may only be suspended using the technical facilities intended for this purpose and in accordance with the provisions set out in the German Statutory Accident Insurance, DGUV Regulation 17.

4.7.5.1. Provision of fixing points

The provision of supporting structures and fixing points for suspending items from the hall ceiling is the exclusive responsibility of Messe München GmbH. Any changes to supporting structures may only be carried out by Messe München GmbH. To this end, Messe München GmbH will appoint specialist subcontractors to do the work required.

To the extent structurally feasible, the exhibitor will be provided with a fixing point at the desired position above and to the left of the stand area. Plans should be attached to the order, clearly showing the desired positioning of the fixing points and height details. Items to be suspended may only be located above and within the stand confines. Construction and advertising hoarding heights are to be taken into account.

Messe München GmbH will review the feasibility of the desired fixing points on the basis of the documents presented.

Each suspension point of the hall ceiling structure can withstand a maximum perpendicular load of 100 kg. The maximum area load is 5 kg/m² (halls C5/C6: 20 kg/m²) of stand area. For each suspension point, the load must be individually specified and supporting documents provided on request. Suspension points for heavier loads only on request.

4.7.5.2. Attaching items to the fixing points

Items to be suspended from the fixing points ordered (lighting supports, spotlights, etc.) may only be fitted by the given exhibitor’s own specialists or by specialist companies authorized to do so in compliance with relevant German statutory regulations and accepted technical practice.

With regard to the attachment of objects to be suspended, the relevant safety provisions are to be observed. These also and especially include the provisions of the German Statutory Accident Insurance, DGUV Regulation 1 (Principles of Prevention), DGUV Regulation 17, DGUV Regulation 54, DGUV Notice 215-313 and, if applicable, the VStättV directive governing places of assembly. Cable connections for loadbearing purposes must comply with DIN 56-921-11; cable clamps may not be used.

Further information on approved fastening materials can be found in the ordering media for exhibitor services (see “Notice on Hall Ceiling Suspensions”) or use our download service via the Messe München GmbH homepage.

For safety reasons, the following rules also require compliance. The following are prohibited:

- Suspending of stand components or exhibits
- Securing of stand components or exhibits (stand components and / or exhibits must stand securely in their own right)
- Suspending of items with a rigid and / or frictional connection to the hall floor

Exceptions to these rulings require Messe München GmbH’s prior written authorization.

The fitting and securing of items to be suspended must be carried out in accordance with the provision and fixing of complete lighting systems, etc. can also be ordered from Messe München GmbH.

4.7.6. Stand perimeter walls

Partition walls can be ordered via the ordering media for exhibitor services.

The partition walls and supporting structures may not overhang or protrude beyond the stand perimeter.

The exhibitor is liable for any damage to persons or property arising from non-compliance with this ruling.

4.7.7. Advertising materials / Presentations

Stand and exhibit inscriptions, logos and trademarks may not exceed the specified height. In the case of advertising materials pointing towards a directly adjacent neighboring stand, a distance of 2 m should be maintained to the perimeter or stand concerned.

All types of presentations and performances as well as all forms of visual, moving or acoustic advertising require Messe München GmbH’s prior written approval. They may not disturb any other event participants, cause crowding that blocks the aisles not drawn out the public address system in the halls. The noise level at the stand perimeter may not exceed 70 dB(A). Despite having given its prior approval, Messe München GmbH is entitled to restrict or prohibit such performances as cause noise, visual disturbance, dirt, dust, vibrations or other emissions or, for other reasons, constitute a significant disturbance to the event or its participants.

Flashing, rotating or fast-moving advertising materials are prohibited, as is moving advertising on the stand perimeter.

In the absence of any provisions to the contrary in the General Terms of Participation A “Advertising”, the distribution of printed matter and the use of advertising materials is permitted within the confines of the exhibitor’s own stand only.

Messe München GmbH reserves the right, however, to enforce further restrictions in specific cases.

Messe München GmbH is entitled to access stands to check that the above regulations are being observed.

Messe München GmbH is also entitled at the risk and expense of the given exhibitor to remove, cover over or otherwise prevent advertising violating the above regulations. If a fair, exhibition or other event is not organized by Messe München GmbH but by another organizer, the organizer concerned is entitled to exercise Messe München GmbH’s rights described above.
4.7.8. Barrier-free design
When designing stands, attention should be given to ensuring that they are barrier-free. Stands and the facilities on them should also be capable of being accessed and used by persons with reduced mobility on their own.

4.8. Outdoor exhibition area
Messe München GmbH's outdoor exhibition area comprises asphalted roads and compacted graveled areas. In the dark, the outdoor exhibition area has general road and path lighting during event-related opening hours. Necessary utility connections are located at irregular intervals. The general provisions set out in the technical guidelines for stand construction apply by analogy also to stands in the outdoor exhibition area.

Checking stand size
The stand area is measured out on the ground of the outdoor exhibition area by Messe München GmbH and marked at the corners. After stand space has been allocated, each exhibitor is obliged to check the location and size of any installations, in particular supply lines, foundations, tracks, distribution boxes, etc. and, where necessary, instruct the stand-builder accordingly.

The boundaries of the stand area must be observed. The exhibitor must ensure that no items located in the area of the stand protrude beyond its confines. Exceptions to this rule can be approved for revolving tower cranes by Messe München GmbH's Technical Exhibition Services Division for safety reasons; it can make its exceptional approval dependent on all the exhibitors agreeing to the given revolving tower crane protruding on to their stands. In the event of an exhibitor refusing to agree to this, his refusal has no effect if safety concerns require the give revolving tower crane to protrude on to his stand.

4.8.1. Stand construction approval / Stand structures requiring approval
All stand structures and special constructions in the outdoor exhibition area must generally be registered and—depending on their nature and scope—may also be subject to mandatory verification and approval. The nature and scope of stand structures subject to mandatory registration and approval are laid out in the Notice of the Technical Exhibition Services Area. A verified verifiable stand safety certificate must be submitted in all cases for this purpose.

The stand structures in the outdoor exhibition area subject to mandatory registration and/or approval include all temporary installations that are classified as regular temporary structures in accordance with art. 72 BayBO (Bavarian Building Directive) with a valid model approval certificate or such as are comparable by way of their type and mode of construction as well as all other accessible and/or covered, room-forming or freestanding structural stand installations.

4.8.2. Field coverings and roof structures
For any in-line stands, guy-ropes and flagpoles as well as for other worktops in the outdoor exhibition area, detailed site plans have to be submitted to the Technical Exhibition Services Division for written approval. No artwork in the exhibition center grounds may be performed without written approval. Messe München's Technical Exhibition Services Division is to be notified prior to the commencement of earthworks in the exhibition center grounds.

4.8.3. Weather-related loads
4.8.3.1. Wind loads
All stands in the outdoor exhibition area must be designed to withstand any wind loads occurring, pursuant to DIN EN 1991-1-4 and taking account of the site-related wind zone.

4.8.3.2. Wind loads for temporary structures
If the structure concerned can be classified as a temporary structure in accordance with art. 72 BayBO (Bavarian Building Directive) the wind loads pursuant to DIN EN 13814, 5.3.3.4. (for event installations) or DIN EN 13812, 6.4.2.2. (for tents) can be applied. Should an operational load case pursuant to DIN EN 13814, 5.3.3.4. be asserted, the discontinuation of operations requiring wind speeds of $v_{10} = 15 \text{ m/s}$ (including in single gusts) must be organised.

Snow loads
For stand construction activities during the snow-free period (May 1–September 30), snow loads need not to be taken into account. For stand construction activities during the winter period (October 1–April 30), regular snow loads in accordance with DIN EN 13814, 11.3.3.4. are to be verifiably taken into account for all supporting roof structures, giving due consideration to the site-related snow load zone.

4.8.4. Severe weather warnings
The stand operator (exhibitor) is required to observe weather forecasts and to take the necessary precautionary measures in case of severe weather warnings, up to stand dismantling or cessation of operations. In addition, the trade fair organiser will issue a general severe weather warning to all exhibitors. For any mobile equipment (such as small exhibits, furniture, parasols, small advertising structures), the exhibitor must ensure that, in the event of severe weather warnings, these may be dismantled and adequately secured at short notice at all times.

4.8.5. Exists/Escape routes
The length of rescue routes from any point within a closed stand structure to its exit into the open air may not exceed 30 m (walking line).

4.8.6. Other regulations applicable in the outdoor exhibition area
Exhibitors whose stands border on the edge of the trade fair center grounds are not allowed to use the fencing for their own purposes. Use of the outside of the fencing for advertising purposes is prohibited. This also applies during the stand setup and dismantling periods.

Standing persons, sign components, advertisement hoardings, etc. must be fitted in such a way as to avoid unnecessarily disturbing others, particularly other exhibitors and visitors. Misleading company signs must be removed if the exhibition management considers this necessary. Exhibits higher than 10 m must be registered for approval with Messe München GmbH's Technical Exhibition Services Division via the appropriate form in the ordering media for exhibitor services 12 weeks prior to the commencement of the trade fair at the latest. Revolving tower cranes, etc. must be appropriately secured in line with the relevant regulations. Supervising floodlights, advertising hoardings or other loads (apart from flags) from cranes is prohibited for reasons of safety.

The use of liquid gas for heating purposes is prohibited. Suitable off-fired heating can be used if approved by Munich Municipal Fire Department.

In other respects, the general regulations and those applying to the hall area are also valid for the outdoor exhibition area insofar as they can be meaningfully applied to them.

4.9. Two-story stand construction
4.9.1. Application for planning permission
Two-story exhibition stands can only be built in Halls A1–A6, B1–B6 and C1–C6 providing prior approval has been granted by Munich Municipal Fire Department, Messe München GmbH’s exhibition management responsible for the given project and the Technical Exhibition Services Division. Approval is also dependent on the given application for building permits for the floor and the floor space needed. An essential factor in the approval process is what effect the given two-story stand will have on the design and transparency of the hall as well as on neighboring stands.

Management (ICM – International Congress Center Messe München) cannot accommodate two-story structures.

4.9.2. Conditions applying to covered stand areas, height of internal stand areas, minimum distances
The clearance height in internal areas of two-story stands must be at least 2.40 m on both the lower and upper floor.

A sprinkler system needs to be installed in accordance with VDS regulations if the covered stand area exceeds 30 m², with a sprinkler unit to be installed for every 12 m² of covered space or part thereof. All rooms erected within this area are to be included in the protection provided by the sprinkler system.

The stand operator (exhibitor) is required to observe weather forecasts and to take the necessary precautionary measures in respect of safety and fire protection until such time as acceptance of the given stand (see Item 3.1. Hall data).
5.1. General regulations
The exhibitor is responsible for the operational safety and compliance with occupational safety and health standards and accident prevention regulations at his stand. Stand construction and dismantling work may only be carried out in accordance with the relevant statutory labor and industrial regulations valid at the given time.

5.1.1. Coordination of work at the trade fair center
In the event and, if applicable, the master fuse and, if applicable, the master switch / electricity meter. Messe München GmbH’s Technical Exhibition Services Division. The water consumed will be measured via German Employers’ Liability Insurance Association Principle DGUV-G 308 / 008. In special cases, the approval of Messe München GmbH’s Technical Exhibition Services Division must be sought.

5.2. Use of machinery
The use of machinery in the stands may only be carried out by Messe München GmbH and / or contractors appointed by it. Only such work platforms as are supplied by Messe München GmbH’s authorized service partners or its forwarding agents. The exhibitor is responsible for ensuring that the electrical installation is able to provide all items on the stand requiring electricity with sufficient power such that they can operate simultaneously. Should the exhibitor wish piping to be laid across public aisles or third-party stands, Messe München GmbH is entitled to upgrade the electrical installation at the exhibitor’s own expense to cater for all items on the stand requiring electricity. Messe München GmbH’s prior approval must be sought. Any piping laid in this respect must give due consideration to the safety of public and exhibitors alike and is payable by the exhibitor concerned.

5.3. Electrical installation
Electrical installations from the utility ducts to the stands may only be fitted by Messe München GmbH and / or contractors appointed by it. Any connections, machines or equipment that have not been authorized, do not comply with the relevant regulations or use more power than indicated in the application are prohibited. They can be removed from the stand and put in storage by Messe München GmbH at the expense of the exhibitor concerned. Where electrical connections to the neighboring stands cannot be installed or that, in doing so, additional costs may be incurred.

5.3.1. Connections
The exhibitor is responsible for ensuring that the electrical installation is able to cater for all items on the stand requiring water / wastewater facilities such that they can operate simultaneously. Should Messe München GmbH determine that the water / wastewater installation ordered by the exhibitor cannot guarantee the simultaneous operation of all items requiring such facilities, Messe München GmbH is entitled to upgrade the electrical installation at the exhibitor’s own expense to cater for all items on the stand requiring electricity. Power supply lines will be laid in utility ducts wherever possible, but may have to be run above ground if the location of the connection point makes this necessary. Messe München GmbH is entitled to run power lines and connections serving neighboring stands across the exhibitor’s stand unless Messe München GmbH can provide the water / wastewater connection to the neighboring stands at the same or lower cost without laying pipes and connections across the exhibitor’s stand. Power supply lines will be laid in utility ducts wherever possible, but may have to be run above ground if the location of the connection point makes this necessary. Messe München GmbH is entitled to run power lines and connections serving neighboring stands across the exhibitor’s stand unless Messe München GmbH can provide the water / wastewater connection to the neighboring stands at the same or lower cost without laying pipes and connections across the exhibitor’s stand.

5.3.2. Stand installation
Electrical installation work within the confines of the stand can be carried out by the exhibitor’s own electrical fitters or approved electrical contractors in accordance with VDE (German Association of Electrical Engineering, Electronics and Information Technology) regulations, VDS regulations and accepted technical practice. Electrical installation work within the confines of the stand can be carried out by Messe München GmbH and / or contractors appointed by it providing an appropriate order is submitted. Connections, machines or equipment that have not been authorized, do not comply with the relevant regulations or use more power than indicated in the application are prohibited. They can be removed from the stand and put in storage by Messe München GmbH at the expense and risk of the exhibitor.
5.5. Installation of compressed-air facilities

5.5.1. Connections

The provision of exhibition stands with compressed air is possible in both the halls and the outdoor exhibition area. It generally occurs via a connection to a compressor station. Messe München GmbH reserves the right to install a compressor for the supply of compressed air on the stand in cases where the exhibitor, little or no compressed air is required. The use of a compressor to be supplied by the exhibitor himself has to be notified to Messe München GmbH's Technical Exhibition Services Division four weeks prior to commencement of the stand construction period of the given event at the latest. The exhibitor is not allowed to obtain compressed air for his stand from such persons as have not been authorized to supply gas by Messe München GmbH. Messe München GmbH will connect up the equipment requiring compressed air to the exhibit's connections. Furthermore, exhibitors are not entitled to supply any third parties at the trade fair center apart from his co-exhibitors with such compressed air as is supplied to him by Messe München GmbH. This applies particularly to neighboring stands. The exhibitor is responsible for ensuring that the compressed-air installation is able to provide all items on the stand requiring compressed air with sufficient compressed air such that they can operate simultaneously. Should Messe München GmbH determine that the compressed-air installation ordered by the exhibitor cannot guarantee the simultaneous operation of all items requiring compressed air, Messe München GmbH is entitled to upgrade the compressed-air installation at the expense of the exhibitor at the prices stated in the ordering media for exhibitor services.

5.5.2. Stand installation

Compressed-air installation work within the confines of the stand can be carried out by the exhibitor's own fitters or approved contractors in accordance with German/EU requirements and accepted technical practice.

For safety reasons, Messe München GmbH reserves the right to cut off the exhibitors' compressed-air supply after the event has finished.

5.5.3. Installation of compressed-air facilities

5.6. Gas installation

5.6.1. Connections

Gas supply facilities from the utility ducts to the stands may only be installed by Messe München GmbH and/or contractors appointed by it providing an appropriate order is submitted. To the extent that compressed-air installation work including connecting up equipment requiring compressed air (appliances with compressed air connections) is not to be carried out by Messe München GmbH and/or contractors appointed by it, the exhibitor has to notify Messe München GmbH in good time prior to the commencement of the work concerned, but 14 days prior to the commencement of the stand setup period at the latest, as to which contractors and/or fitters will be carrying out the installation work. Messe München GmbH reserves the right to install a compressor for the supply of compressed air on the stand in cases where the exhibitor himself has to be notified to Messe München GmbH's Technical Exhibition Services Division four weeks prior to commencement of the stand construction period of the given event at the latest. The exhibitor is not allowed to obtain compressed air for his stand from such persons as have not been authorized to supply gas by Messe München GmbH. Messe München GmbH will connect up the equipment requiring compressed air to the exhibit's connections. Furthermore, exhibitors are not entitled to supply any third parties at the trade fair center apart from his co-exhibitors with such compressed air as is supplied to him by Messe München GmbH. This applies particularly to neighboring stands. The exhibitor is responsible for ensuring that the compressed-air installation is able to provide all items on the stand requiring compressed air with sufficient compressed air such that they can operate simultaneously. Should Messe München GmbH determine that the compressed-air installation ordered by the exhibitor cannot guarantee the simultaneous operation of all items requiring compressed air, Messe München GmbH is entitled to upgrade the compressed-air installation at the expense of the exhibitor at the prices stated in the ordering media for exhibitor services.

5.5.2. Stand installation

Compressed-air installation work within the confines of the stand can be carried out by the exhibitor's own fitters or approved contractors in accordance with German/EU requirements and accepted technical practice. Compressed-air installation work within the confines of the stand can also be carried out by Messe München GmbH and/or contractors appointed by it providing an appropriate order is submitted. To the extent that compressed-air installation work including connecting up equipment requiring compressed air (appliances with compressed air connections) is not to be carried out by Messe München GmbH and/or contractors appointed by it, the exhibitor has to notify Messe München GmbH in good time prior to the commencement of the work concerned, but 14 days prior to the commencement of the stand setup period at the latest, as to which contractors and/or fitters will be carrying out the compressed-air installation work. If Messe München GmbH is not supplied with this information by the set time, Messe München GmbH will connect up the equipment requiring compressed air and charge the exhibitor with the costs incurred at the prices stated in the ordering media for exhibitor services.

5.5.3. Installation of compressed-air facilities

5.6. Gas installation

5.6.1. Connections

Gas supply facilities from the utility ducts to the stands may only be installed by Messe München GmbH and/or contractors appointed by it. The gas installations encompass the main compressed-air connection together with associated compressed-air supply lines. The exhibitor is responsible for ensuring that the compressed-air installation is able to provide all items on the stand requiring compressed air with sufficient compressed air such that they can operate simultaneously. Should Messe München GmbH determine that the compressed-air installation ordered by the exhibitor cannot guarantee the simultaneous operation of all items requiring compressed air, Messe München GmbH is entitled to upgrade the compressed-air installation at the expense of the exhibitor at the prices stated in the ordering media for exhibitor services.

5.5.2. Stand installation

Compressed-air installation work within the confines of the stand can be carried out by the exhibitor's own fitters or approved contractors in accordance with German/EU requirements and accepted technical practice. Compressed-air installation work within the confines of the stand can also be carried out by Messe München GmbH and/or contractors appointed by it providing an appropriate order is submitted. To the extent that compressed-air installation work including connecting up equipment requiring compressed air (appliances with compressed air connections) is not to be carried out by Messe München GmbH and/or contractors appointed by it, the exhibitor has to notify Messe München GmbH in good time prior to the commencement of the work concerned, but 14 days prior to the commencement of the stand setup period at the latest, as to which contractors and/or fitters will be carrying out the installation work. Messe München GmbH reserves the right to install a compressor for the supply of compressed air on the stand in cases where the exhibitor himself has to be notified to Messe München GmbH's Technical Exhibition Services Division four weeks prior to commencement of the stand construction period of the given event at the latest. The exhibitor is not allowed to obtain compressed air for his stand from such persons as have not been authorized to supply gas by Messe München GmbH. Messe München GmbH will connect up the equipment requiring compressed air to the exhibit's connections. Furthermore, exhibitors are not entitled to supply any third parties at the trade fair center apart from his co-exhibitors with such compressed air as is supplied to him by Messe München GmbH. This applies particularly to neighboring stands. The exhibitor is responsible for ensuring that the compressed-air installation is able to provide all items on the stand requiring compressed air with sufficient compressed air such that they can operate simultaneously. Should Messe München GmbH determine that the compressed-air installation ordered by the exhibitor cannot guarantee the simultaneous operation of all items requiring compressed air, Messe München GmbH is entitled to upgrade the compressed-air installation at the expense of the exhibitor at the prices stated in the ordering media for exhibitor services.

5.5.3. Installation of compressed-air facilities

5.6. Gas installation

5.6.1. Connections

Gas supply facilities from the utility ducts to the stands may only be installed by Messe München GmbH and/or contractors appointed by it. The gas installations encompass the main compressed-air connection together with associated compressed-air supply lines. The exhibitor is responsible for ensuring that the compressed-air installation is able to provide all items on the stand requiring compressed air with sufficient compressed air such that they can operate simultaneously. Should Messe München GmbH determine that the compressed-air installation ordered by the exhibitor cannot guarantee the simultaneous operation of all items requiring compressed air, Messe München GmbH is entitled to upgrade the compressed-air installation at the expense of the exhibitor at the prices stated in the ordering media for exhibitor services.

5.5.2. Stand installation

Compressed-air installation work within the confines of the stand can be carried out by the exhibitor's own fitters or approved contractors in accordance with German/EU requirements and accepted technical practice. Compressed-air installation work within the confines of the stand can also be carried out by Messe München GmbH and/or contractors appointed by it providing an appropriate order is submitted. To the extent that compressed-air installation work including connecting up equipment requiring compressed air (appliances with compressed air connections) is not to be carried out by Messe München GmbH and/or contractors appointed by it, the exhibitor has to notify Messe München GmbH in good time prior to the commencement of the work concerned, but 14 days prior to the commencement of the stand setup period at the latest, as to which contractors and/or fitters will be carrying out the compressed-air installation work. If Messe München GmbH is not supplied with this information by the set time, Messe München GmbH will connect up the equipment requiring compressed air and charge the exhibitor with the costs incurred at the prices stated in the ordering media for exhibitor services.

5.5.3. Installation of compressed-air facilities

5.6. Gas installation

5.6.1. Connections

Gas supply facilities from the utility ducts to the stands may only be installed by Messe München GmbH and/or contractors appointed by it. The gas installations encompass the main compressed-air connection together with associated compressed-air supply lines. The exhibitor is responsible for ensuring that the compressed-air installation is able to provide all items on the stand requiring compressed air with sufficient compressed air such that they can operate simultaneously. Should Messe München GmbH determine that the compressed-air installation ordered by the exhibitor cannot guarantee the simultaneous operation of all items requiring compressed air, Messe München GmbH is entitled to upgrade the compressed-air installation at the expense of the exhibitor at the prices stated in the ordering media for exhibitor services.
5.8.3.4. Verification and presented at the request of the relevant supervisory authorities. of testing issued (see Item 5.8.3.1.) should be kept on the stand near the pressure container concerned
a clearly visible way. Municipal Fire Department is that these compressed gases, liquid gases or flammable liquids are
granted by the Munich Municipal Fire Department. The prerequisite for special approval by the
specialist (qualified person) pursuant to DGUV principle 310-005. 5.8.5. Exhaust systems
air via appropriate piping in accordance with the provisions of the German Emissions Control Act.
5.9.1.1. Approval of compressed gas cylinders
or a contractor appointed by it. A ground plan indicating the required position of the ducting should be
attached to the ordering media.
5.9. Use of compressed gases, liquid gases, flammable liquids, fuel pastes and other fuels
As a general rule, the use of compressed gases, liquid gases and flammable liquids is prohibited. Special approval to be applied for via the form ‘Application for Preventive Fire Protection’ can be
granted by the Munich Municipal Fire Department. The prerequisite for special approval by the Municipal Fire Department is that these compressed gases, liquid gases or flammable liquids are
required for the operation or demonstration of exhibits. There is no entitlement to the granting of specialty approval. Empty cylinders in which compressed gases, liquid gases or flammable liquids were contained may not be kept or stored on the stand or in the hall. Only empty cylinders may be used for such equipment and installations as are not for demonstration purposes. These must be marked as such in a clearly visible way. The storage of such items in the hall is generally prohibited. An officially approved PG 6 fire
tinguisher in accordance with DIN 14406 or DIN EN 3 is to be kept on the stand.
5.9.1. Compressed and liquid gas installations
5.9.1.1. Approval of compressed gas cylinders
The storage and use of liquid gas or other flammable or non-flammable gases in compressed gas cylinders, compressed gas packs or tanks is prohibited without the written approval of Messe München GmbH’s Technical Exhibition Services Division. Compressed gas cylinders must be protected against impact, falling over, and access by unauthorized parties and heating up in accordance with the relevant accident prevention regulations. Toxic gases may not be used.
5.9.1.2. Use of liquid gas
The use of liquid gas for heating and cooking purposes is prohibited. Should liquid gas be nevertheless required, only one liquid gas cylinder with a capacity of up to 11 kg per exhibition stand may be set up after approval has been granted by the exhibition company. The liquid gas cylinder in use must be protected against access by unauthorized parties and heating up by keeping it in a fully enclosed, properly labelled metal cabinet (yellow sign with a black “G”) with base ventilation.
5.9.1.3. Installation and maintenance
The installation and maintenance of liquid gas installations is subject to compliance with the “Technical Rules Governing Liquid Gas” DVGf-TRF 2012 (publisher: DVGf Deutscher Verein des Gas-
und Wasserfaches e.V. and DVGf Deutscher Verband Flüssiggase e.V.) and DVfG Regulation 79 “Use of Liquid Gas.” §5.7.1.1. should be noted. An explosion protection document pursuant to art. 3 and art. 5 of the Operation Safety Directive must be drawn up and submitted by the operator of the installation when applying for approval. Each gas-driven consumer appliance must be equipped directly with a shut-off valve that is readily accessible at all times. The entire installation is to be checked by a specialist (qualified person) pursuant to DGUV principle 310-005.
5.9.1.4. Pressure equipment directive
The provisions of the Operational Safety Directive and the Pressure Equipment Directive of Septem-
er 27, 2002, BGBl. I, p. 3868 in the version valid at the given time are binding and require com-
pliance.
5.9.2. Flammable liquids
The storage of flammable liquids is generally prohibited. Operations-related exceptions are to be
coordinated with Messe München GmbH at an early stage; written approval is required. DGUV rule 113-001 and the corresponding documents as well as the instructions on the safety data sheet all require compliance. The amount kept on the stand may not exceed the amount needed for a day’s operations. Notification of filling activities is required. They may only be conducted in compliance with the relevant safety regulations outside visitor hours. Empty cylinders must be removed from the hall immediately. The storage of flammable and/or explosive deters in the hall is prohibited. The ban on storage requires strict compliance. The use of dummies is prescribed for the purpose of exhibiting large quantities.
5.10. Hazardous substances
The usage of hazardous substances and building materials containing hazardous substances must be coordinated with the exhibition organizer. Compliance is required to this end with the Hazardous Substance Protection Act (Chemicals Act), BGBl. I, part I, page 1763, in conjunction with the Chemi-
cals Prohibition Regulation (ChemVerbotsV) and the Hazardous Substance Regulation (GefStoffV).
The relevant safety data sheet and risk assessment must be available for presentation or submission by the exhibitor.
5.11. Assembly rooms/Show areas
Presentations and acoustic advertising require Messe München GmbH’s prior approval and must occur in such a way as not to disturb any neighboring exhibitors. The noise level at the stand perimeter may not exceed 70 dB(A). Despite having given its prior approval, Messe München GmbH is entitled to restrict or prohibit such presentations as cause noise, visual disturbance or, for other reasons, constitute a significant risk or disturbance to the event or its participants. The regulations stipulated by the relevant authorities must be observed.
Naked flames, open fires and actions constituting a fire risk are prohibited. Any exceptions to this ruling require the approval of Munich Municipal Fire Department. Electric switching systems may not be accessible to visitors.
To the extent that 200 or more seats need to be arranged, the total number of seats and the escape/ rescue routes must be shown in a separate plan (seating plan scale 1:200) to be submitted to Messe München GmbH in triplicate, whereas the number of persons as well as the number of seats to be based on the maximum number of persons the room can accommodate and sized accordingly. A copy of the plan approved for the given usage should be displayed in a clearly visible location near the main entrance to the room concerned. In case of assembly rooms, assembly rooms must be fitted with an unobstructed line of sight in the direction of escape towards the nearest emergency escape/ rescue route. Assembly rooms that can be accessed or exited via another partitioned room only (“trapped” assembly rooms) are prohibited. All measures that compromise a clear line of sight in the direction of escape of the nearest emergency escape/ rescue route or availability of accessibility are prohibited. Messe München GmbH reserves the right to impose any safety- or fire protection-related demands that may become additionally necessary until such time as stands undergo official acceptance (see Item 4.4.4.). Messe München GmbH reserves the right to impose additional conditions should the need arise.
5.10. Assembly rooms
5.10.1. Approval of assembly rooms
The assembly room plan, prepared in accordance with the given requirements (in particular the
operating requirements in part I with par. 31 through 43, as well as para. 10. sec. 14. 3 sec. and para. 19. sec. 6) requires compliance.
The width of the escape/ rescue routes in assembly rooms is to be based on the number of persons the room can accommodate and sized accordingly. The width clearance of each section of any given emergency rescue route must amount to at least 1.20 m per 200 persons. Graduated increases are only allowed in steps of 0.60 m. The required width of the given rescue routes must be calculated accordingly through to the circulation areas.
Exits in darkened rooms must be lit adequately (signs according to DIN EN ISO 7010 or AGR A1.3).
Curtains in the vicinity of the exits must open easily to the minimum exit width prescribed, 10 cm above the floor and be extremely flame retardant. They are to be provided with a colored marking along the edges used for opening and closing. They may not be sealed (laid together or similar) during operating hours. Applications should be submitted via the “Application for Preventive Fire Protection Measures” form in the ordering media for exhibitor services.
Assembly rooms must have at least two exits leading directly to the hall aisles. These exits should be located so as to depart from exit routes in a direct way.
Seats arranged in rows must be fixed so they cannot be moved; any chairs arranged temporarily are to be firmly interconnected into rows. Seats must be at least 0.50 m wide. A width clearance of at least 0.40 m must be provided between the rows of seats. Seats arranged in blocks may comprise no more than 10 seats in one block. If there is a distance of 1.20 m must be provided between two blocks. No more than ten seats may be arranged at the side of an aisle. The seating plan must show places for both sitting and standing. The path from a seat to a table at the nearest aisle may not exceed 10 m. The distance between the tables should not be less than 1.50 m. The places for wheelchair users are to be separated.
Doors located on escape and rescue routes in assembly rooms must open out in the direction of escape and may have no thresholds. During the time in which persons stay in assembly rooms, the doors of the respective escape and rescue route must be able to be opened from inside easily and to their full width. In the case of the areas defined in the Assembly Place Directive (VStättV) valid at the given time, a person responsible for event systems or an event system specialist (pursuant to paragraphs 39 and 40 in the Assembly Place Directive) is to be notified by name to Messe München GmbH’s Technical Exhibition Services Division.
5.12. Radiation Protection
5.12.1. Radioactive materials
The use of radioactive materials is only possible with a special permit and Messe München GmbH’s approval. The permit must be applied for via the appropriate authorities in accordance with the Radiation Protection Directive and submitted to Messe München GmbH at least six weeks prior to commencement of the trade show event. Insofar as the area falls under the scope of the Radiation Protection Directive, the Radiation Protection Directive and submitted to Messe München GmbH at least six weeks prior to commencement of the trade show event. Insular area falls under the scope of the Radiation Protection Directive (VStättV) valid at the given time, a person responsible for event systems or an event system specialist (pursuant to paragraphs 39 and 40 in the Assembly Place Directive) is to be notified by name to Messe München GmbH’s Technical Exhibition Services Division.
5.12.2. Equipment and spurious radiation equipment
The operation of X-ray and spurious radiation equipment requires a special permit and Messe München GmbH’s approval. The Directive on the Prevention of Damage by X-rays (RöV) must be observed. The operation of X-ray and spurious radiation equipment is subject to mandatory approval or notification pursuant to DGUV regulations 3, 4, 5 and the RöV. The relevant authority for Munich is the Radiation Protection Authority for Munich, whose exhibition venue is the Munich State Factory Inspectorate to which the applications for approval or notification must be submitted. Notification must be submitted via the “Registration of Laser and X-Ray Equipment” form in the ordering media for exhibitor services.
5.12.3. Laser equipment
The operation of laser equipment is subject to notification and requires Messe München GmbH's approval. The formal appointment in writing of a laser protection officer for the operation of the laser equipment must be attached to the notification (form "Registration of Laser and X-Ray Equipment"). The operation of laser equipment must be carried out in accordance with § 6 of the accident prevention regulation "Laser Radiation DGUV Regulation 11.1". The operation of laser equipment may be appraised by an expert if necessary. The laser equipment may only be used if the conditions stipulated by the independent expert are complied with.

5.13. High-frequency equipment, radio systems, electromagnetic compatibility and harmonics (dirty power)
The operation of high-frequency equipment, radio systems and electromagnetic fields requires a special permit and Messe München GmbH's approval. The operation of high-frequency equipment and radio systems is only permitted if it complies with the provisions of the Telecommunication Installations Act (BGBl I) and the Electromagnetic Compatibility of Equipment Act (EMVG).
The use of paging systems, microspot equipment, two-way radio intercom equipment and telematic control equipment, etc., is subject to approval by the Telecommunications and Postal Regulatory Authority. A copy of the approval documents issued by the Regulatory Authority is to be submitted to Messe München GmbH in good time prior to the commencement of the given event.
Moreover, the operation of high-frequency equipment and radio systems is only permitted if a sufficiently large distance gap is vertically left between the frequencies applications they use and those already in use at the trade fair center. This verification must be submitted to Messe München GmbH. Details regarding the frequencies/applications in use at the trade fair center are available from Messe München GmbH's Technical Exhibition Services Division.

In case exhibits are shown or stand decorations used, in which electrical, magnetic or electromagnetic fields are generated, the provisions of the Twenty-sixth Ordinance for the Implementation of the Federal Immission Control Act must be adhered to. Electrical installations or exhibits and the exhibition stands are to be designed in such a way as to prevent the power supply network of the exhibition facility being affected by unacceptably high harmonic oscillations (dirty power) (see item 5.3.3.).

5.14. Cranes, forklift trucks, exhibition goods, packaging, goods consignments
The forwarding agents under contract to Messe München GmbH, hereinafter termed "official forwarding agents," exercise sole forwarding agent rights at the trade fair center e. g. transportation of exhibits, stands, accessories, etc. In order to ensure the provisions of any exhibition material (cranes, forklift trucks, cranes, work platforms, etc.) required as well as customs clearance for temporary or permanent importation purposes. Only official forwarding agents may be appointed to render the forwarding agent services mentioned at the trade fair center. In special cases approval must be obtained from Messe München GmbH's Technical Exhibition Services Division.

Messe München GmbH assumes no liability whatsoever for any risks arising from the activities of the official forwarding agents. No empty goods or packaging of any kind may be stored on the stands.

The exhibitor is not entitled to designate Messe München GmbH as the consignee for goods consigned to the exhibitor on the exhibition goods or the exhibitor may not himself store or keep the given goods correctly.

5.15. Musical renditions
For all types of musical and audio-visual renditions, permission is required from the German Performing Rights Society (GEMA) in accordance with the statutory provisions of the Copyright Act. Any non-approved musical playback may be subject to claims for damages being assessed by GEMA (Section 97 of Copyright Act).

5.16. Beverage dispensing systems
For the installation and operation of beverage dispensing systems on the stand, the relevant statutory legislation, above all the provisions of the Beverages Dispensing Systems Directive (TRSK) 400 No. 3.3.1. and No. 3.3.2. and the Operating Safety Directive (BetrSichV) must be observed.

For the installation and operation of beverage dispensing systems on the stand, the relevant statutory legislation, above all the provisions of the Beverages Dispensing Systems Directive (TRSK) 400 No. 3.3.1. and No. 3.3.2. and the Operating Safety Directive (BetrSichV) must be observed. No invoices issued or did not store or keep the given goods correctly.

5.17. Food and beverage
In connection with the distribution of food samples for immediate consumption and on the on-sale of food and beverages, the relevant statutory legislation, above all the provisions of the Food Hygiene Directive must be observed.

As far as the commercial preparation or distribution of food is concerned, the exhibitor must observe the provisions of the Infektionen-Präventions-Akt (ItPRA). It is up to the exhibitor to inform himself about all relevant regulations, including those stipulated by local safety authorities, and to observe them. Further information can be found in the Notice "Registration of Beverage Dispensing Equipment / Notification of Intention to Serve Food and Beverages."

5.18. Food supply
In connection with the distribution of food samples for immediate consumption and on the on-sale of food and beverages, the relevant statutory legislation, above all the provisions of the Food Hygiene Directive must be observed.

As far as the commercial preparation or distribution of food is concerned, the exhibitor must observe the provisions of the Infektionen-Präventions-Akt (ItPRA). It is up to the exhibitor to inform himself about all relevant regulations, including those stipulated by local safety authorities, and to observe them. Further information can be found in the Notice "Registration of Beverage Dispensing Equipment / Notification of Intention to Serve Food and Beverages."

5.19. Disturbance due to noise and goods
Exhibits that, by virtue of their appearance, smell, noise, vibration or similar characteristics, constitute a significant disturbance to the running of the given event, and above all put event participants, exhibitors or third-party objects at considerable risk or impinge upon them, are to be removed immediately at Messe München GmbH's request. This obligation of the exhibitor concerned still applies even if he indicated such characteristics in his application and his application was approved. Should the exhibitor fail to meet his obligation by not immediately removing the exhibition goods causing the disturbance, Messe München GmbH is entitled to remove the exhibition goods concerned at the expense and risk of the exhibitor or close down his stand without the exhibitor being entitled to claim damages from Messe München GmbH or the relevant organizer. In such cases, Messe München GmbH decides when the stand has been closed down should be dismantled.

If a fair, exhibition or other event is not organized by Messe München GmbH but by another organizer, the exhibitor is concerned to avoid or exercise Messe München GmbH's rights described above.

6. Environmental protection
Messe München GmbH is committed to the protection of the environment.

The exhibitor undertakes to ensure that he and his sub-contractors fully comply with all environmental protection and related regulations and requirements.

The fair trade center, such materials and products as are characterized by their durability, repair friendliness and recyclability, as produce less waste or waste that is easier to dispose of and / or as are made of residual materials or waste should be used to the greatest possible extent.

One-way tableware for catering purposes is to be avoided. Beverages should be purchased in re-usable containers (deposit bottles) as far as possible. However, if disposable tableware is used in exceptional circumstances, only ecologically safe materials may be used, i.e., degradable without harmful effects on groundwater or which can be burnt in waste incinerators without generating residues harmful to the environment.

6.1. Waste management
Pursuant to the Recycling Management Act, the Industrial Waste Directive (GewAbfDGUV) and the Waste Framework Directive (Directive 2008/98/EG with amendments via Directive EU (2018)/851), the prime aim is to avoid generating waste at trade fair centers during the stand setup period, the duration of the fair and the dismantling period.

Exhibitors and their contractors are obliged to contribute to this in every phase of the event. This aim must be pursued at all times, even in the planning stage, and coordinated with all parties involved.

As a general rule, only such materials as can be recycled and pollute the environment as little as possible are to be used for stand construction and operation purposes.

6.1.1. Waste disposal
The exhibitor may only appoint Messe München GmbH to dispose of its waste at the exhibition center.

The exhibitor is to ensure that its contractors only appoint Messe München GmbH to dispose of their waste.

Messe München GmbH is entitled to appoint its contractors to dispose of waste at the trade fair center.

Any materials left behind may be disposed of, without verification of their value, at the exhibitor's expense and dismantling costs.

6.1.2. Hazardous waste
The exhibitor is obliged to register with Messe München GmbH in good time for disposal such waste as is by virtue of its nature, characteristics or quantity particularly hazardous to health or the environment, explosive or easily inflammable (e. g. batteries, varnishes, solvents, lubricants, machine oils, coolants, printing dyes and inks, paints), together with the relevant data safety sheet details.

6.1.3. Waste brought to the exhibition center
Such materials and waste as are not used or generated in connection with the given event in the stand construction or dismantling periods or its actual duration may not be brought to the trade fair center.

6.1.4. Waste disposal fees
Waste registered for disposal will be disposed of by Messe München GmbH at the prices valid at the time of the event. Messe München GmbH reserves the right to demand higher charges for the disposal of mixed waste than for fully processed, recyclable materials.

For waste generated by the exhibitor or his contractors as has not been registered with Messe München GmbH for disposal, Messe München GmbH is entitled to charge lump-sum compensation equaling double the charge it would have raised for disposal of the same quantity of mixed waste. Messe München GmbH's right to claim further compensation remains unaffected. The exhibitor may demand a reduction in the lump-sum compensation if he proves that Messe München GmbH has incurred less damage. Waste generated by the exhibitor or his customers is considered to be all such waste as is located on the exhibitor's stands, unless he can prove that the waste has not been generated by him or his contractors.

All such objects as are located on the exhibitor's stand after the exhibitor has recognizably left the stand will be treated as waste generated by the exhibitor or his contractors not registered with Messe München GmbH for disposal unless the exhibitor proves that the objects were neither in his nor in the possession of his contractors during the entire period of the event, including stand setup and dismantling periods.

The exhibitor has the option during the dismantling period stated in the Terms of Participation, between 08:00 and 17:00, of having the due and proper clearance of his exhibition stand confirmed by Messe München GmbH.

6.2. Water, sewer, ground protection
6.2.1. Oil/Grease separators
Exhibitors producing, processing, demonstrating or serving food or other goods containing oil and / or grease in quantities exceeding those of a standard household nature are prior to the disposal of the food and goods concerned to collect the accumulated oil and grease separate from other waste in appropriate containers provided on request upon payment of a charge by Messe München GmbH and to place them on the perimeter of their stands ready for collection by Messe München GmbH.

Exhibitors with dishwashers or other kitchen equipment on their exhibition stands as are not of a standard household nature must drain off the wastewater generated on their stands via oil/grease separators. The order form for the installation of an oil/grease separator is available on request from Messe München GmbH's Technical Exhibition Services Division.

6.2.2. Cleaning/Detergents
Messe München GmbH organizes the cleaning of the areas of general access and other relevant areas at the exhibition center to the extent that they are not led to exhibitors or other third parties.

Exhibitors are responsible for cleaning their exhibition stands. This must be carried out and completed every day prior to the commencement of the fair or event. If exhibitors do not have the cleaning work performed by their own personnel, they must appoint Messe München GmbH-accorded contractors only for this purpose. Such cleaning contractors as are not accredited by Messe München GmbH will be requested to leave the exhibition area.

Only biologically degradable products may be used for cleaning work. Any liquids, substances or other materials as are absolutely essential for cleaning the stand and/or cleaning, operating and maintaining the exhibitor's stands, should be used so professionally and correctly that no harm is caused to the environment. Residual materials including any aids (e.g. impregnated cleaning wool) used are to be correctly disposed of as special waste. Any detergents containing harmful solvents may only be used in exceptional circumstances in accordance with the relevant regulations.

6.3. Environmental damage
Messe München GmbH must be notified immediately of any environmental damage / pollution (caused by e.g. petrol, oil, solvents, paint).

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Messe München GmbH