

## Definitions

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

**OSC:** Exhibitors receive an access code for the Messe Friedrichshafen Online Service Center (hereafter referred to as "OSC") upon stand allocation. Media features as well as technical and organizational orders must be executed via the OSC.

**General Conditions of Participation** available at: [www.messe-friedrichshafen.com/exhibiting-guidelines](http://www.messe-friedrichshafen.com/exhibiting-guidelines).

## 1. General event information

### 1.1 Opening times

MOTORRADWELT BODENSEE will take place from 01/27/2023 - 01/29/2023 at the MFN exhibition grounds in Friedrichshafen. The exhibition is open Friday from 10 a.m. to 7 p.m., Saturday from 9 a.m. to 6 p.m. and from 9 a.m. to 5 p.m. on Sunday. The right to alter the opening times due to serious reasons is reserved. Changes will be announced in good time.

Access for exhibitors: 1 hour before start of the exhibition

### 1.2 Set-up and dismantling times

#### 1.2.1 Set-up:

01/24/2023: 8 a.m. - 6 p.m. (night surveillance from 01/25/2023)

01/25/2023: 7 a.m. - 8 p.m.

01/26/2023: 7 a.m. - 10 p.m.

01/27/2023: 7 a.m. - 9.30 a.m.

Advanced stand set-up must be approved by the project management and is subject to charge.

#### 1.2.2 Dismantling:

01/29/2023: from 5 p.m.

01/30/2023 + 01/31/2023: 7 a.m. - 6 p.m.

Early dismantling is not permitted. Please note the MFN General Conditions of Participation.

### 1.3 Additional deadlines:

5 % Early-bird-discount (on stand-fee) till: 07/31/2022

Start of planning: 09/01/2022

Registration requested by: 09/15/2022

**1.4** After admission, all services may be ordered via the OSC. You will receive the access code for service orders and media entries with the admission per e-mail.

**1.5** Deposit regulations: To access the fairgrounds with a vehicle during the set-up period, a deposit needs to be paid:  
Car: € 50.00; Truck: € 150.00.

**1.6** Stand parties after the close of the trade fair must always be approved by the project management and can be registered via the OSC. MFN reserves the right to charge a fee for additional required security and cleaning.

### 1.7 Stand construction requirements:

The regular stand height is 3.00 m. Stands which wholly or partially exceed this height must be submitted with a plan to the project management for approval at least 4 weeks before the start of the construction work. Please consider the maximum construction height of 6.00 m. The maximum height for ceiling suspensions (lighting, audio-visual equipment, no banners) is 7.50 m upper edge of the truss. Two-storey stands need to be applied for with a verifiable calculation (subject to charges).

**1.8** The hall floor is made of rare asphalt. Colour defects are possible (re-colouring is not possible). The use for floor covering is strongly recommended.

**1.9** Direct sales of products and services is generally permitted. All offered products and services have to be declared with price tag. The prices must include German VAT and all additional costs.

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

# Special Conditions of Participation for MOTORRADWELT BODENSEE 2023

- 1.11** GEMA: Exhibitors must register the use of copyright music, videos or movies with the German authority GEMA. Registration forms are available at: [www.messe-friedrichshafen.com/exhibiting-guidelines](http://www.messe-friedrichshafen.com/exhibiting-guidelines).
- 1.12** Catering: MFN has an official exclusive contract partner for catering and beverage services – the address can be found in the OSC.
- 1.13** Guarding / Liability: MFN does not assume any obligation to exercise proper care of exhibits, stand fittings and objects which are the property of the stand personal or the exhibitors. Stand guarding can be ordered via the OSC. MFN recommends booking a stand security in the OSC for the entire duration of the exhibition as well as for the set-up and dismantling period.
- 1.14** Use of operations equipment: For logistic and safety reasons, the use of cranes, forklifts and lifting platforms / hydraladders is exclusively limited to the official contract partners of MFN. These services can be ordered via the OSC.

## 2. Registration / Admission

Registration (participation and stand order placement) for the MOTORRADWELT BODENSEE is made by using the online form on MOTORRADWELT BODENSEE website or the PDF-registration form, which must be completely filled out and signed as legally binding. This registration is an offer of a contract, which requires acceptance by MFN. Submission of the registration form shall not constitute a claim for acceptance.

The written participation of MFN with disclosure of the allocated stand (stand confirmation) and the accompanying participation invoice shall be considered as admission to the MOTORRADWELT BODENSEE. If the content of the stand confirmation differs from the content of the exhibitor's registration, the contract shall take effect in accordance with the stand confirmation, **unless the exhibitor objects in writing within two weeks.**

## 3. Participation fee / Exhibitor passes

The participation fee includes the provision of the floor space, a certain number of exhibitor passes (see item 3.1), exhibitor service by the project management, provision of the exhibition's in-house information systems, target group specific marketing of the MOTORRADWELT BODENSEE, hall security, cleaning of the halls and complimentary promotional material for the exhibitor's own visitor advertising. The fees pertain to the entire duration of the exhibition.

- 3.1** The number of exhibitor passes included in the participation fee shall be determined by the size of the stand and will be shown on the invoice.
- 3.2** The co-exhibitor fee is € 250.00 / co-exhibiting company. Definition of co-exhibitor: see General Conditions of Participation. Co-exhibitors shall receive 2 exhibitor passes free of charge.

### 3.3 Graduation of the different offers

	General Offer	Special Offer	Motorcycle Manufacturer
Minimum stand size	9 sqm	30 sqm	100 sqm
Valid for the following exhibits	Motorcycle equipment and clothing, helmets, cleaning and care products as well as nonspecific exhibition products	Braking, engine and chassis technology, attaching parts and cover panels, cases, exhaust systems, tires and rims, subject-specific products and wear parts, tuning kits, conversions	only valid for authorized retailer and manufacturer of motorcycles
Graduation	The first 30 sqm = € 60.00/sqm	The first 30 sqm = € 50.00/sqm	The first 100 sqm = € 40.00/sqm
	All additional sqm = € 50.00/sqm	All additional sqm = € 40.00/sqm	All additional sqm = € 30.00/sqm

## 4. Terms of payment

The participation fee is payable within 4 weeks after receipt of the invoice. Participation invoices that are issued after 11/30/2022, are payable immediately; the same applies to all other MFN invoices. Please note the payment due dates and information about the bank accounts on the MFN invoices.

## 5. Stand cancellation / cancellation fee

If the exhibitor cancels the participation once admission has been granted, the exhibitor is obliged to pay a compensation fee (see General Conditions of Participation). Cancellation prior to the assignment of the stand is free of charge. After the stand has been allocated to your company, a cancellation will cause the following fees: Until 11/30/2022: 50 % of the net participation fee, from 12/01/2022: 100 % of the net participation fee.

Stands not occupied by 01/26/2023, 6. p.m., can be passed on otherwise by the organizer.

## 6. Additional services

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

- Flat fee for general waste disposal: € 1.00/sqm stand space (max. € 75.00).
- The AUMA fee of € 0.60/sqm to be paid by the exhibitor will be invoiced by MFN for the AUMA and passed on (see General Conditions of Participation).
- Media package fee: All exhibitors will be included in a guide and on the website of the MOTORRADWELT BODENSEE. An entry will be made in the alphabetical directory with information about the exhibitor's offerings. A flat media fee of € 95.00 will be charged for the mandatory entry in the exhibitors' directory (exhibitors and co-exhibitors). The entry should be edited in advance by the exhibitor in the OSC, otherwise MFN does not assume any responsibility for false media entries. The deadline for the close of editing will be announced with the notification of the OSC access code.

**6.2** Additional services can be ordered via the OSC.

## 7. Pricing

All prices quoted are net prices. If statutory value added tax is applicable, it will be charged additionally. Please refer to the explanations on the reverse charge procedure and the VAT identification number in the General Conditions of Participation.

## 8. Legal notices

**8.1** Serious violations of the exhibition terms and conditions gives MFN the right to close stands immediately and to clear them off without requiring court action. This applies to cases of advertising in contravention and in case of advertising for political or ideological purposes.

**8.2** The German version of the contract is binding.

Place of fulfillment: Friedrichshafen, place of jurisdiction: Tettnang/Ravensburg  
HRB-No. 1179 Registration Court, District Court Tettnang