

**All required fields are marked in BOLD. Please complete in block letters.**

**1. Company:**

please tick: ☐ **private person** ☐ **registered entrepreneur** (or legal entity with VAT-Reg.-No.) VAT-Reg.-No. (EU): \_\_\_\_\_

Commercial/Company Reg.-No. (non-EU): \_\_\_\_\_ Country of the head office: \_\_\_\_\_

Address/P.O. Box: \_\_\_\_\_

Country abbr.: \_\_\_\_\_ Postcode: \_\_\_\_\_ Town/City: \_\_\_\_\_

Phone incl. country code: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Director First name/surname: \_\_\_\_\_

**2. Contact person** First name \_\_\_\_\_ Surname \_\_\_\_\_

Department \_\_\_\_\_ Function \_\_\_\_\_

Phone \_\_\_\_\_ Mobile \_\_\_\_\_

E-mail \_\_\_\_\_

**3. Correspondence address** as 1. ☐ other ☐: \_\_\_\_\_

**4. Invoice address** as 1. ☐ as 3. ☐ other ☐: \_\_\_\_\_

**5. E-mail for electronical invoicing:** \_\_\_\_\_

☐ **We agree to receive e-mail information from Hamburg Messe und Congress GmbH. We can withdraw this consent at any time with effect for the future.**

**6.** Application is herewith made for the inclusion of \_\_\_\_\_ co-exhibitors. (Please use the application for co-exhibitors.)

**7.** The following **products/services** will be presented (please itemize): \_\_\_\_\_

## Prices/Costs (plus VAT)

8. Order exhibition space (minimum 12 sq.m.) _____ sq.m., if possible _____ m wide and _____ m deep.		9. Placement requirements/remarks:	
<b>Stand requirements</b>	Price (participation fee) per sq.m. exhibition space	<input type="checkbox"/> same as WindEnergy Hamburg 2016 or Hall _____ Stand-no. _____	
Row stand, 1 side open	<input type="checkbox"/> € 220.-		
Corner stand, 2 sides open	<input type="checkbox"/> € 250.-		
Front stand, 3 sides open	<input type="checkbox"/> € 280.-		
Island stand, 4 sides open	<input type="checkbox"/> € 310.-		
Open-air site	<input type="checkbox"/> € 100.-		
National pavilion/Official national pavilion	<input type="checkbox"/> € 225.-		
Complete offer for 12 sq.m.*	<input type="checkbox"/> € 4,750.-		
All-Inclusive Package additional sq.m.	<input type="checkbox"/> € 350.-		
*Complete offer (participation fee plus stand construction, AUMA-fee (German trade fair association), media package, details: www.windenergyhamburg.com)			
		<b>10. Main product category</b> (please tick)	
		<input type="checkbox"/> <b>A. Onshore</b> <input type="checkbox"/> New materials, composites, <input type="checkbox"/> Operation & maintenance <input type="checkbox"/> <b>B. Offshore</b> raw materials & supplies <input type="checkbox"/> Utility/Grid operation <input type="checkbox"/> Manufacturers and material processing <input type="checkbox"/> Finance & Insurance <input type="checkbox"/> of wind turbines <input type="checkbox"/> Installation <input type="checkbox"/> Services <input type="checkbox"/> Components/supplier <input type="checkbox"/> Planning & project development <input type="checkbox"/> Storage	
		<b>11. Mandatory payments</b> (except complete offer)	
		<input checked="" type="checkbox"/> Media package per main exhibitor: € 450.- <input type="checkbox"/> Media package per co-exhibitor: € 450.- <input type="checkbox"/> Co-exhibitor fee per co-exhibitor: € 300.- <input checked="" type="checkbox"/> AUMA fee per sq.m.: € 0.60 <input checked="" type="checkbox"/> Advocacy fee per sq.m.: € 10.-	

**12. Technical Details** (This information is necessary for stand location.) Max. floor load/sq.m. \_\_\_\_\_ kg (only required if over 450kg/sq.m.)  
Height of stand/fair item: \_\_\_\_\_ m (only required if over 2.50 m) **Two floor stand:** yes ☐ no ☐ **Water supply/outlet:** yes ☐ no ☐

**13. General Terms of Participation, Specific Terms of Participation, Technical Regulations and House Rules of Hamburg Messe und Congress GmbH shall be an integral part of the contract. They are applicable in the version valid at the time of signing of contract, and can be inspected at windenergyhamburg.com/applicationforms.**  
We are also happy to send you these documents by e-mail on request (please contact: info@windenergyhamburg.com). In case of application on behalf of a foreign exhibitor by an inland agent the inland agent is liable for the obligations of the foreign exhibitor resulting from this agreement.

Place and date \_\_\_\_\_ Surname, first name \_\_\_\_\_ Signature (please print and sign) \_\_\_\_\_

# Specific Terms of Participation 2018

Event-specific additions to General Terms of Participation (ATB), Technical Regulations (TR)  
and House Rules of Hamburg Messe and Congress GmbH (HMC)



## Event and legal entity:

Hamburg Messe und Congress GmbH  
POB 30 24 80 · 20308 Hamburg  
Messeplatz 1 · 20357 Hamburg  
– hereinafter called **HMC** –

Tel.: +49 40 3569-0  
Fax: +49 40 3569-2203

info@hamburg-messe.de  
hamburg-messe.de

**Event title:** WindEnergy Hamburg 2018 – The global on- and offshore expo

**Venue:** Exhibition site of HMC

**Event duration:** Tuesday, 25.09.2018 – Friday, 28.09.2018

**Project management:** MA-7

Anja Holinsky  
Project Director

Tel.: +49 40 3569-2260  
E-Mail: info@windenergyhamburg.com

Andreas Arnheim  
Project Manager

Tel.: +49 40 3569-2263  
E-Mail: info@windenergyhamburg.com

Katja Löwe  
Project Manager

Tel.: +49 40 3569-2262  
E-Mail: info@windenergyhamburg.com

**Start of space allocation:** May 2017

**Opening times:** Tue. 25/09 – Thu. 27/09/2018  
Fri. 28/09/2018

09:00 – 18:00 hours  
09:00 – 16:00 hours

**Assembly times:** Thu. 19/09 – Sun. 23/09/2018  
Mon. 24/09/2018

7:00 – 24:00 hours  
7:00 – 18:00 hours

**Disassembly times:** Fri. 28/09/2018  
Sat. 29/09 – Tue. 02/10/2018

After 18:00 – 24:00 hours  
7:00 – 24:00 hours

**Early disassembly:** Early stand disassembly is not allowed (see Art. 7.3 and 7.10, General Terms of Participation). Therefore a contract penalty payment according to clause 7.10 of the General Conditions of Participation has to be paid by early stand disassembly before 16:00 hours on the 28.09.2018.

**Early stand assembly / Extended disassembly:** Early stand assembly / extended disassembly time (free of charge) is subject to application in writing to an approval by the Technical Department, Fairs and Exhibitions (see Online Service Center / Approvals and applications). Should you have any questions please contact the Technical Department (E-mail: ops@hamburg-messe.de).

**Minimum stand size:** 12 sq.m. exhibition space

**Participation fee:**  
(see Art. 6, General Terms  
of Participation)

The invoice will be sent directly after the acceptance has been given. 100% of the invoice amount is payable within 14 days from receipt of invoice (see Art. 6 General Terms of Participation).

**Administration fee before approval:** Should the Exhibitor withdraw his application before approval (before receiving the log-in access data for the Online Service Center), HMC is entitled to charge an administrative fee of € 300.– plus VAT.

**Withdrawal after approval:** Please note Art. 8 of the General Terms of Participation. Any withdrawal of an approved exhibition space will be classified as "non-participation of the exhibitor" as featured in the General Terms of Participation, Art. 8 with the mentioned consequences.

**Limitations for approval:** Please note Arts. 3 and 11 of the General Terms of Participation

**Exhibitor passes:**  
(see Art. 16 General Terms  
of Participation)

For a stand area up to 12 sq.m. shall receive two exhibitor passes free of charge. For every additional 10 sq.m. or part thereof, he shall receive one further exhibitor pass free of charge. The maximum allocation is limited to 30 free-of-charge exhibitor passes. The main exhibitor will receive two additional exhibitor passes free of charge for every admitted co-exhibitor. Additional exhibitor passes may be obtained on payment for € 45.– incl. VAT via the Online Service Center. NO exhibitor passes are required for assembly and disassembly

**Media package:**  
(see Art. 14 General Terms  
of Participation)

The price of compulsory entry in the WindEnergy Hamburg 2018 catalogue and the Internet database for the principal exhibitor and per co-exhibitor is € 450.– plus VAT.

On the basis of the exhibitor data HMC will compile a main catalogue and Internet database for WindEnergy Hamburg 2018. The Internet database will be published on the website windenergyhamburg.com. The main catalogue will be available approx. three weeks before the start of the event.

Entry in the alphabetical lists of the Exhibitor Catalogue and the Internet website shall be at the expense of the Exhibitor.

By submitting his application, the Exhibitor gives his consent for a company entry to be made for himself and any co-exhibitor(s) in the alphabetical Exhibitor Directory of the main catalogue and the Internet database for WindEnergy Hamburg 2018. The extent of the compulsory entry is shown in the entry forms of the agency mandated by HMC, that is A. Sutter Fair Business GmbH. If the Exhibitor fails to meet the deadline for response (deadline to be announced) and / or in the case of application / approval after

# Specific Terms of Participation 2018

Event-specific additions to General Terms of Participation (ATB), Technical Regulations (TR) and House Rules of Hamburg Messe and Congress GmbH (HMC)

the deadline, compulsory entries in the Exhibitor Catalogue will be made on the basis of the available data, and invoiced as normal compulsory entries. Only entries of approved principal exhibitors and co-exhibitors will be shown in the Catalogue and in the Internet database. This does not apply to any additional companies represented.

#### Contents:

- Entry in print catalogue
- Entry in online directory
- Smart phone app

The deadline for applications (catalogue deadline) for entry in the Directory will be communicated via the WindEnergy Hamburg-Website. If this deadline is not met, existing data from application / approval will be used. Exhibitors with application / approval after the deadline will only have an entry in the online exhibitor directory, but the full price for the compulsory entry will be charged.

<b>Advocacy fee:</b>	This is to support the European advocacy work performed to strengthen the industry. Key missions include accelerated liberalisation of the EU electricity market and increased compatibility between national market rules. More information: <a href="http://www.windeurope.org">www.windeurope.org</a>
<b>Exhibition stand design:</b>	Please note Art. 7 of the General Terms of Participation and Art. 5.7 of the Technical Regulations.
<b>Stand partition walls:</b>	Please note Art. 7 of the General Terms of Participation and Art. 5.7.6. of the Technical Regulations.
<b>Two-floor exhibition stands:</b> (see Art. 7.5 General Terms of Participation, Art. 5.9 Technical Regulations)	For two-floor exhibition stands, the spaces used on the upper floor will be charged at 50% of the charge applicable for the ground floor. Two-floor exhibition stands are subject to approval (see Online Service Center).
<b>Stand construction height:</b>	Please note when planning your stand construction the regulations on construction heights, Technical Regulations Art. 5.3.
<b>Stand roofing:</b> (see Art. 5.4.2 Technical Regulations)	Please note that roofing may impair the effect of the sprinkler system. It may then be necessary to install a sprinkler system on the stand itself.
<b>Events held by Exhibitors:</b>	If an Exhibitor wishes to conduct an event on his own exhibition stand after the daily opening times, this must be applied for in writing via the Online Service Center. The resulting costs for additional supervision and security staff will be charged to the Exhibitor. Events are permissible up to 22:00 hours at the latest.
<b>Audio presentations:</b> (see Art. 13 General Terms of Participation)	Please limit your volume to a level that is acceptable for your neighbours. Relevant indications are shown in Art. 6.12 of the Technical Regulations.
<b>Application fee for co-exhibitors:</b> (see Art. 4.3. General Terms of Participation)	Application for co-exhibitors must be made to HMC in writing, indicating the company name, address and products / services. Please use the separate application form for co-exhibitors. a) The co-exhibitor fee is € 300,- plus VAT per co-exhibitor, and will be charged to the principal exhibitor. b) The media package (€ 450,- plus VAT) will also be charged per co-exhibitor and invoiced to the principal exhibitor.
<b>Audio presentations:</b>	HMC offers exhibitors – subject to the ruling by the German Ministry of Justice – a certificate for submission to the German Patent and Trade Mark Office, showing that the exhibit / object (consumer / investment product / sample / model) has been exhibited at WindEnergy Hamburg. For further information see Online Service Center / Approvals and Applications.
<b>Invitations:</b>	Exhibitors can make use of a facility to invite their customers to the exhibition, and thus permit their customers free-of-charge admission. After the end of the exhibition, invitations which have been used will then be charged to the Exhibitor. The price is shown at the Online Service Center. The Exhibitor will receive a list showing the numbers of the invitations which were used. Please note before sending out the invitations which of your customers received which numbers (shown on the invitation), for subsequent evaluation. The Exhibitor does not have a right to obtain complete customer data. You can order the invitations at the Online Service Center. Here you also have the option to ordering invitation codes instead of print invitations, for online registration.
<b>Specific provisions for official national pavilions:</b>	
<b>Exhibitor passes:</b> (see Art. 16 General Terms of Participation)	Companies which exhibit within an official national pavilion will receive two free-of-charge exhibitor pass up to an occupied stand size of 12 sq.m.. For every additional 10 sq.m. or part thereof, he shall receive one further exhibitor pass free of charge. The maximum allocation is limited to 30 free-of-charge exhibitor passes. The organiser of the pavilion will also receive five exhibitor passes free of charge, provided that the stand size of the pavilion is more than 100 sq.m.
<b>Exhibitor status:</b>	All companies participating in an official national pavilion are entitled to exhibitor status. There is no charge for co-exhibitors, and no minimum stand size for participants. Exhibitors in national pavilions cannot take on co-exhibitors.
<b>Stand sketch:</b>	The organiser of the national pavilion is required to notify HMC of the exhibiting companies within the pavilion, including their complete address, products / services they are exhibiting. HMC also requires a proper stand sketch with indications of individual stand spaces and dimensions, placing of the individual companies, by <b>18 May 2018</b> . The organiser of the national pavilion is to use the questionnaire for national pavilions for this purpose, and to send it to the Project Director. The stand sketch must show where which company is placed within the pavilion, and how many sq.m. it occupies. HMC will allocate the stand numbers on the basis of the sketch.

# Application Co-exhibitors



The global on & offshore expo

25 – 28 September 2018

Phone +49 40 3569-2263, Fax +49 40 3569-2269

info@windenergyhamburg.com

windenergyhamburg.com

**Please note that all co-exhibitors must be registered and require permission to attend from Hamburg Messe und Congress GmbH.**

Co-exhibitors: Co-exhibitors are companies other than the main exhibitor with representation by their own staff in a rented stand area. They are also considered to be co-exhibitors if they are associated with the main exhibitor in financial or organisational terms.

Registration fee: € 300.– excluding VAT per co-exhibitor.

Media package: An entry will be made in the WindEnergy Hamburg 2018 catalogue and the associated online exhibitor database. The fee for the media package is € 450.– excluding VAT.

**All required fields are marked in BOLD. Please complete in block letters.**

**Name of the main-exhibitor:**

\_\_\_\_\_

**Registration No.:**

\_\_\_\_\_

**We hereby request the following co-exhibitor to be included at WindEnergy Hamburg 2018:**

**Company:**

\_\_\_\_\_

please tick: ☐ **private person** ☐ **registered entrepreneur** (or legal entity with VAT-Reg.-No.)

VAT-Reg.-No. (EU):

\_\_\_\_\_

Commercial/Company Reg.-No. (non-EU):

Country of the head office:

\_\_\_\_\_

Contact Person:

\_\_\_\_\_

Address/P.O. Box:

\_\_\_\_\_

Country abbr.:

Postcode:

Town/City:

\_\_\_\_\_

Phone incl. country code:

Fax:

\_\_\_\_\_

E-mail:

\_\_\_\_\_

Internet:

\_\_\_\_\_

**E-Mail for electronic invoicing:**

\_\_\_\_\_

The following **products/services** will be presented:  
(please itemize)

\_\_\_\_\_

## Main product category (please tick)

☐ **A. Onshore**

☐ Components/supplier

☐ Installation

☐ Utility/Grid operation

☐ Storage

☐ **B. Offshore**

☐ New materials, composites, raw materials &

☐ Planning & project development

☐ Finance & Insurance

☐ Manufacturers of wind turbines

supplies and material processing

☐ Operation & maintenance

☐ Services

*\*To register additional co-exhibitors, please use copies of this form.*

**By submitting this registration, the undersigned accepts the General Terms of Participation, Specific Terms of Participation, Technical Regulations and House Rules of Hamburg Messe und Congress GmbH. Furthermore, the undersigned undertakes to extend these terms and rules to any co-exhibitors. They can be inspected at windenergyhamburg.com/applicationforms. The main exhibitor accepts liability for all registered co-exhibitors (including payment obligations).**

Place and date

Surname, first name main-exhibitor

Signature main-exhibitor (please print and sign)

Hamburg Messe und Congress GmbH · P.O. Box 30 24 80 · 20308 Hamburg · Messeplatz 1 · 20357 Hamburg · Germany · Phone +49 40 3569-0 · Fax +49 40 3569-2203 · info@hamburg-messe.com  
hamburg-messe.com · Managing Directors: Bernd Aufderheide (President and CEO), Uwe Fischer · Chairman of the supervisory board: Johann C. Lindenberg · Commercial Register: Local Court Hamburg (HRB 12 054)  
Legal form: limited liability company · VAT-Reg.-No.: DE811214125 · HSH Nordbank AG · Sort Code: 210 500 00 · Account-No.: 0228 130 000 · BIC: HSHNDE33 · IBAN: DE10 2105 0000 0228 1300 00



**Hamburg Messe**

in cooperation with

