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Stand construction explanation

W.01

Deadline for submission:
 8 weeks before the start of the fair

Customer no. (from your stand confirmation)

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Name of trade fair _____ /2006

Hall / Aisle / Stand no. _____

Company	Department / contact
Full address, postal code, town, country	
Tel., fax	e-mail

1 We hereby declare that we have noted the provisions and guidelines stated on this declaration, especially those on order forms T.01, T.02, T.15, T.16, T.17, T.18 and W.03, as well as the conditions of participation and all the provisions contained in the Technical Guidelines of this Service Package, and have recognized them as binding. In particular, we will observe all regulations pertaining to stand construction and design that are valid in Germany (including the NRW Assembly Area Ordinance, the DIN and EN standards, the VDE regulations, and the currently valid versions of accident-prevention regulations of the professional associations). All these provisions apply to both the company's own as well as to independent stand designers, decorators, and signwriters and to all persons, in as far as they perform activities as commissioned by us or on our behalf in connection with the construction and design of our stand.

2 We are aware that as exhibitors, we are responsible for the compliance with all provisions. In particular, we will supervise the stand construction personnel we have commissioned and other personnel working on our behalf in order to ensure their compliance with the provisions.

We are aware of the fixed, binding times relating to stand construction, the trade fair and stand dismantling.

3 Construction of our stand will be effected by

a our own personnel

b external personnel

Company: _____

c Koelnmesse Service GmbH, see order form S.01 – S.08.
 (Deleted where non-applicable)

4 If special additional features are planned for our stand, for example, discussion booths, or static calculations are necessary, we will submit in duplicate the corresponding plans relating to our stand to Koelnmesse in good time before the work is carried out, however, 8 weeks before the start of the event.

These documents, which can be scrutinized, consist of ground plans, views and design cross sections with all measurements.

We are aware that we may only begin our stand construction when we have received a copy of the plans bearing the authorization endorsement of Koelnmesse. This authorization endorsement does not release us from the observance of the relevant provisions. It only states that Koelnmesse has no objections in the context of

stand design/arrangement. If requested to do so by Koelnmesse, we are obliged to submit any additionally required information relating to our stand immediately.

There is no obligation on the part of Koelnmesse to ensure the observance of other provisions.

Nevertheless, if an infringement of the relevant provisions is found to have been committed, Koelnmesse can, for this reason, also refuse to provide the authorization endorsement. We are also aware of the fact that in exceptional cases – at our request and on our account – the stand construction documents must be submitted to the responsible authorities for scrutiny.

We have informed ourselves about the load capacity of the hall floor and the hall headroom. Only the on-site measurements apply to stand space.

5 We are aware that irrespective of official approvals of the stand construction, any complaints submitted by Koelnmesse relating to deficiencies ascertained on our stand, must be responded to immediately. In case of imminent danger, Koelnmesse is entitled to determine to its equitable discretion the measures necessary and have them implemented at our expense.

6 Authorized representative

a for the stand construction and dismantling period: _____

b for the duration of the event: _____

- Please detach here -

Date, legally binding signature and company stamp

