koelnmesse

Special stand construction

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

W.02

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Customer no. (from your stand confirmation)

Name of trade fair _____ **/2006**

Hall / Aisle / Stand no. _____

Company

Department / contact

Full address, postal code, town, country

Tel., fax

e-mail

We are applying for a construction permit limited to the duration of the trade fair for the fair buildings listed below and in accordance with the technical guidelines of this documentation.

Please note that two-story stands may not be used at some events.

(Please check all boxes that apply ☒)

Construction work:

- ☐ New construction of a two-story stand
- ☐ Modification of a two-story stand
- ☐ Construction of a pavilion/stand in an outdoor area
- ☐ Erection of a special stand structure
- ☐ Identical construction to that used in the previous fair
- ☐ Glass structure

Size of the stand area: _____ sq. meters

Size of the accessible/usable area on the upper floor: _____ sq. meters (excluding the area covered by the stair/s)

Size of the supporting structure: _____ sq. meters (area covered by ceilings, stairs, roofs, pavilions, etc.)

Size of the glass structure: _____ sq. meters

Two copies are enclosed of each of the following documents:

1. Static calculations in German and according to German norms/standards.
2. Plan showing the positions for the static calculations.
3. Description of the construction indicating the materials used and fire-protection ratings.
4. Plans of all floors showing dimensions on a scale of 1:100 or 1:50.
5. Sectional drawing(s) including staircase(s) and height measurements.
6. Elevation drawings.
7. Confirmable calculation of the accessible/usable area on the upper floor.
8. Confirmable calculation of the area covered by the supporting structure, incl. stairs and the like, and the area covered by the pavilions.
9. Required documents for the glass structure.

All plans, descriptions and calculations have to be signed and dated by the designer.
The exhibitor must also sign this form if he or she has not granted the designer power of attorney.

The supporting structure and the glass structure is expected to be ready for inspection for acceptance on

(date)

Please arrange the final appointment at least 24 hours in advance with the responsible expert listed below.

Designer:
Name, address, telephone

Structural engineer:
Name, address, telephone

Responsible technical project manager
Name, address, telephone

Construction company:
Company, address

Telephone

Telefax

Date

Date, legally binding signature and company stamp

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