

Specific contractual regulation

1 Venue

Galeria Kaufhof am Ostbahnhof
Koppenstrasse 8-10243 Berlin

2 Organising company

Beste Sammelfreunde UG (haftungsbeschränkt)
Stechlinstrasse 5, 10318 Berlin, Germany
Tel.: +49-(0)30-50 99 382
Fax: +49-80)30-50 96 88 71

3 Participation

(1) By submitting the application form, the participant bindingly declares his/her intention to participate at the design.Boerse_Berlin on 27th-29th January 2017

(2) The application does not guarantee the participation in the event. Design.Boerse_Berlin reserves the right not to admit applicants or products to the event. Application deadline is January 1st 2017. Following this date applications are only considered as there is enough exhibition space.

4 Schedules for assembly, disassembly and deliveries

Exhibitors entrance and stand arrangement :
Friday 10:00 / Thursday on demand
Exhibition hours : Friday 4-8 pm /
Saturday 12- 8pm / Sunday 1-6pm
Disassembly : Monday 10am-5pm
Off the Opening hours the Galeria Kaufhof is closed and will be strictly supervised by its security guards. These schedules have to be respected in any case. It is strictly forbidden to disassemble the exhibition stands before the end of the exhibition. Design.Boerse_Berlin is entitled to compensate claims if this will be not respected.

5 Building regulations, safety regulation

(1) During assembly and disassembly and during the entire duration of the event, all legal accident prevention regulations and other safety regulations have to be respected.

(2) The organiser's technical guidelines as well as information featured in the organiser's newsletters regarding the preparation and implementation of the exhibition have to be respected.

(3) The exhibitor is responsible for safety regulations regarding stand safety and fire control. All tasks requiring the use of open flames, welding, cutting, soldering and melting need to be submitted to the organiser and can only be executed with permission.

(4) During the exhibition's opening times, the stand has to be permanently occupied by personnel. The participant is personally responsible for the supervision of the stand during opening hours and during the assembly/disassembly. Therefore, each exhibitor is responsible for the security of his objects, especially in the case of theft.

(5) Only trade fair systems in B1 quality are allowed and have to be attested in written form on request .

6 Important information regarding assembly

(1) The exhibition space will be delivered in well-swept condition without any constructions, especially tables or fences which have been ordered.

(2) Electricity or transport equipment, ladders, lights etc. have to be brought with one.

(3) Ceiling suspensions are not possible or only conditionally possible. Ceiling suspensions need to be arranged separately with the organiser. Depending on the position of the booth, the ceiling height can vary.

(4) The floor of the exhibition venue can be neither painted nor drilled. Adhesive tape has to be removed with all of its residue. Drilling into the concrete-wall is not allowed.

7 Important information regarding transport

(1) The delivery and removal takes place exclusively via the underground garage of the Kaufhof department store. The parking garage is to navigate with large vans.

(2) The entrance to the garage is located in Strasse der Pariser Kommune.

(3) The parking garage is open for trading participant at the earliest from 10 o'clock. For the entrance sign up at the entrance with your name to the porter on the intercom on.

(4) In the tunnel, follow the signs to the loading docks, where our employee is on hand to help you.

(5) Use the automatic lifting system and load elevators marked.

(6) The load elevators have a size of 2.75 x 2.50 x 2.50 m. In the 4th floor you have to go through a large 135 x 193cm door.

(7) The way from the elevators to your stand are 5 to 40 meters.

(8) Suitable trolleys are kept even.

(9) The loading and unloading is to take place quickly.

(10) All cars must leave the parking garage immediately after loading and unloading.

(11) In the garage no vehicles may be parked permanently.

(12) On Friday and Saturday you can park your car in a nearby rented space from us for free. Sunday, please park your car on public roads. Sunday is free parking here.

8 Liability

If events have to be changed / canceled in case of force majeure (adverse weather conditions, official order ,terrorism etc.) the organizer is not liable for inconvenience, expenses, costs, loss or damage incurred by the exhibitor. If at all the stand fees will be refunded, only partly in consideration of the expenses already incurred by the organizer.

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subject to modifications & amendments