

Application

Closing date: 30 June 2018

Please click here for
the online application.

Phone +49 40 3569-2431, Fax +49 40 3569-2184
info@internorga.com
internorga.com

93rd edition of Europe's leading
trade show for the hotel,
restaurant, catering, baking
and confectionery industry
15–19 March 2019, 10 am–6 pm



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

1. Company (if EU entrepreneur: full company name including legal form and address according to VAT registration):

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** will be presented (please itemize):

Prices/Costs (plus VAT)

8. Order exhibition space (minimum size 12 sq. m) _____ sq. m, if possible _____ m wide and _____ m deep.		10. Main product category
Stand requirements	Price (participation fee) per sq. m exhibition space	<input type="checkbox"/> Furnishings & fittings
Row stand, 1 side open	<input type="checkbox"/> € 181.–	<input type="checkbox"/> Kitchen equipment, commercial equipment
Corner stand, 2 sides open	<input type="checkbox"/> € 194.–	<input type="checkbox"/> Food
Front stand, 3 sides open	<input type="checkbox"/> € 199.–	<input type="checkbox"/> Beverages, beverage equipment
Island stand, 4 sides open	<input type="checkbox"/> € 204.–	<input type="checkbox"/> Bakery & confectionery supplies, ice-cream, shop fitting
Open-air site	<input type="checkbox"/> € 108.–	<input type="checkbox"/> Data processing, cashdesk systems, communication
All-inclusive standard package*	<input type="checkbox"/> € 298.–	<input type="checkbox"/> Information, entertainment, vehicles
All-inclusive premium package*	<input type="checkbox"/> € 375.–	
*All-inclusive package (participation fee incl. stand construction, AUMA-fee (German trade fair association), media package, details: www.internorga.com)		11. Mandatory payments (except all-inclusive packages)
9. Placement requirements/remarks:		<input checked="" type="checkbox"/> Media package per main exhibitor: € 195.–
<input type="checkbox"/> same as INTERNORGA 2018 or Hall _____ Stand-no. _____		<input type="checkbox"/> Media package per co-exhibitor: € 195.–
		<input type="checkbox"/> Co-exhibitor fee per co-exhibitor: € 495.–
		<input checked="" type="checkbox"/> AUMA fee per sq. m: € 0.60

12. Technical Details (This information is necessary for stand location.) Max. floor load/sq. m _____ kg (only required if over 450 kg/sq. m)

Height of stand/fair item: _____ m (only required if over 3.50 m)

Two floor stand: yes ☐ no ☐ **Water supply/outlet:** yes ☐ no ☐

13. General and Specific Terms of Participation, Technical Regulations and House Rules of Hamburg Messe and 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 internorga.com/applicationforms.

We are also happy to send you these documents by e-mail on request (please contact: info@internorga.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)



Hamburg Messe

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

Annex to registration as main exhibitor

Company



Please return by fax to +49 40 3569-2184

 1 **Furnishings & fittings**

- ☐ 1.01 Banquet & conference products
- ☐ 1.02 Lighting systems
- ☐ 1.03 Workwear
- ☐ 1.04 Bed linen, tablecloths, towels
- ☐ 1.05 Garden and patio furniture
- ☐ 1.06 Equipment for restaurants and bars
- ☐ 1.07 Glassware, tableware, cutlery, buffet accessoires
- ☐ 1.08 Hotel and restaurant supplies, general
- ☐ 1.09 Hotel room furniture
- ☐ 1.10 Bathroom & toilet furniture, saunas
- ☐ 1.11 Menus, hotel brochures, printed matter
- ☐ 1.12 Sales promotion materials, decorative items

 2 Kitchen equipment, commercial equipment

- ☐ 2.01 Buffet and bar equipment
- ☐ 2.02 Ice makers
- ☐ 2.03 Refrigeration equipment
- ☐ 2.04 Cooking equipment
- ☐ 2.05 Kitchen fittings and accessoires
- ☐ 2.06 Cleaning, waste disposal, hygiene
- ☐ 2.07 Food distribution, stainless steel fittings
- ☐ 2.08 Dishwashers, laundry equipment
- ☐ 2.09 Vending machines
- ☐ 2.10 Packaging materials and machinery

3 Food

- ☐ 3.01 Organic food products
- ☐ 3.02 Convenience foods, frozen foods
- ☐ 3.03 Delicatessen
- ☐ 3.04 Fish, seafood
- ☐ 3.05 Meat, sausages
- ☐ 3.06 Breakfast products
- ☐ 3.07 Potato products, pasta
- ☐ 3.08 Dairy products
- ☐ 3.09 Fruits, salads, vegetables
- ☐ 3.10 Snacks & nibbles
- ☐ 3.11 Sweets, bakery products, ice cream
- ☐ 3.12 Soups, sauces, spices
- ☐ 3.13 Vegan/vegetarian food

4 Beverages, beverage equipment

- ☐ 4.01 Soft drinks
- ☐ 4.02 Beer, beer mixed drinks, craft beer
- ☐ 4.03 Organic beverages
- ☐ 4.04 Energy drinks
- ☐ 4.05 Juices, smoothies
- ☐ 4.06 Drinks wholesaler
- ☐ 4.07 Beverage equipment
- ☐ 4.08 Hot drinks
- ☐ 4.09 Coffee machines
- ☐ 4.10 Spirits
- ☐ 4.11 Vegan drinks
- ☐ 4.12 Water
- ☐ 4.13 Wine, sparkling wine

☐ 5 Bakery & confectionery supplies, ice-cream, shop fitting

- ☐ 5.01 Baking agents, fats, raw materials
- ☐ 5.02 Baking ovens
- ☐ 5.03 Bakery & confectionery supplies
- ☐ 5.04 Bakery & confectionery machines
- ☐ 5.05 Shop fitting, bakery & confectionery equipment
- ☐ 5.06 Ice-cream makers and ingredients

6 Data processing, cashdesk systems, communication

- ☐ 6.01 Hardware
- ☐ 6.02 Internet solutions
- ☐ 6.03 Cashdesk & billing systems
- ☐ 6.04 Communication systems
- ☐ 6.05 Security, keycard lock systems
- ☐ 6.06 Software, reservation systems
- ☐ 6.07 Merchandise management systems

 7 Information, entertainment, vehicles

- ☐ 7.01 Education & training facilities, information
- ☐ 7.02 Trade and technical literature / magazines
- ☐ 7.03 Gambling & gaming machines, entertainment machines
- ☐ 7.04 Vending trucks & refrigerated trucks,
mobile drink vending units



Hamburg Messe

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Specific Terms of Participation 2019

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
P.O. Box 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:	INTERNORGA 2019 93rd edition of Europe's leading trade show for the hotel, restaurant, catering, baking and confectionery industry	
Venue:	HMC Fairground	
Event duration:	March 15 th – March 19 th , 2019	
Project management:	Claudia Johannsen Business Unit Director	Tel.: +49 40 3569-2430 E-mail: claudia.johannsen@hamburg-messe.de
	Matthias Balz Project Director	Tel.: +49 40 3569-2435 E-mail: matthias.balz@hamburg-messe.de
	Andreas Forberger Project Manager	Tel.: +49 40 3569-2432 E-mail: andreas.forberger@hamburg-messe.de
	Kristina Hagemann Project Manager	Tel.: +49 40 3569-2436 E-mail: kristina.hagemann@hamburg-messe.de
	Yvonne Reinshagen Project Manager	Tel.: +49 40 3569-2433 E-mail: yvonne.reinshagen@hamburg-messe.de
Deadline for registrations / Start of space allocation:	June 30 th , 2018	
Deadline for entries in exhibitor directory:	December 11 th , 2018	
Opening times:	daily 10.00 – 18.00 hrs	
Assembly times:	March 8 th – 13 th , 2019	07.00 – 22.00 hrs
	March 14 th , 2019	07.00 – 20.00 hrs
	Hall B6.1: March 11 th – 13 th 2019	07.00 – 22.00 hrs
	Hall B6.1: March 14 th 2019	07.00 – 20.00 hrs
Disassembly times:	March 19 th 2019	18.00 – 00.00 hrs
	March 20 th 2019	00.00 – 22.00 hrs
	March 21 st – 22 nd 2019	07.00 – 22.00 hrs
	Hall B6.1: End of disassembly on Thursday 21 March, 00.00 hrs	
	For booths in the outdoor area deviating assembly and dismantling times are agreed individually.	
Early stand assembly / Extended disassembly:	Early stand assembly is possible on 07 March 2019 in the halls A1 – A4, B1 – B4, B5, B6, B7. Extended disassembly is possible on 23 March 2019 in the halls A1 – A4, B1 – B4, B5, B6, B7. Any requests for early stand assembly / extended disassembly times must be submitted in writing to the Trade Fair and Exhibition Technology Department and approved (see Online Service Center / approvals and applications). If you have any questions, please contact the Trade Fair and Exhibition Technology Department (Tel.: +49 40 3569 2528 / e-mail: ops@hamburg-messe.de).	
Exhibitor passes: (see clause 16 ATB)	Up to a stand size of 12 sqm exhibitor will receive two exhibitor passes free of charge. One additional pass will be issued free-of-charge for every further 10 sqm or part of sqm. Further exhibitor passes may be ordered on payment of a charge of € 42.00 including VAT per pass or € 22.00 per one-day-pass , from the Online Service Center. NO exhibitor passes are needed for assembly and disassembly.	
Media package: (see clause 14 ATB)	The cost of the mandatory media package (including standard entries with address and contact data and link to the website of the exhibitor and one entry each in the directory complete range of products & services and the directory of products and brands, in the online and print directories of exhibitors, the app) is € 195.00 plus VAT for the main exhibitor and each co-exhibitor. The deadline for entries in the directories is December 11 th , 2018. If this deadline is not met, existing data will be used from the registration / approval. Exhibitors with registration / approval after the above deadline will get an entry in the online directory of exhibitors and the app only on payment of the full charge. If you have any questions, please contact our partner A. Sutter Fair Business GmbH.	
Registration charge for co-exhibitors: (see clause 4.3. ATB)	Co-exhibitors must be notified to HMC in writing with indication of company name, address, and products / services. Please complete the separate registration form for this purpose. The charge for co-exhibitors is € 495.00 plus VAT per co-exhibitor, and will be invoiced to the main exhibitor.	

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Exchange of exhibitor:	The transfer of the booked stand space is only possible by prior approval of HMC and signing a transfer agreement.
Exhibit protection:	Subject to a decision by the Federal Justice Ministry, HMC offers exhibitors a certificate for submission to the German Patent and Trade Mark Office that the exhibit to be protected (consumer/investment product, design/utility model) has been exhibited at INTERNORGA 2019. For further information see Online Service Center /approvals and applications.
Invitations:	<p>Exhibitors can invite their customers to the event by sending them invitations for free admission. After the end of the event, any invitations which have been used by the customers will be charged to the exhibitor.</p> <p>The pricing for invitations is shown at the Online Service Center (OSC).</p> <p>Invitations can be ordered in the exhibitor ticket shop (accessed via the Online Service Center). It is possible to order printed invitations or digital codes in the exhibitor ticket shop or to send the invitations to your customers directly from the shop. The exhibitor ticket shop also provides you with a list of the invitations which have already been used and, after the exhibition has started, a list of the invitations with admittance.</p>
Limitations on admission: (see clause 3, ATB)	Gastronomic enterprises are not permitted.
Sales regulations: (see clause 11, in particular 11.2 and 11.3, ATB)	The direct sale of exhibits and samples from the stands is not permitted. Furthermore, exhibits may not carry a price tag.
Two-floor stands: (see clause 7.5, ATB)	For two-floor stands an additional participation fee is payable, calculated on by multiplying fifty percent of the net price per sq.m. by the number of sq.m. of the ground surface of the second floor of the stand. Such two-floor constructions require the approval of the Project Management and the Technical Department in conjunction with a certificate of constructional static made by a structural engineer recognized by HMC. The appropriate order form has to be sent in by January 11 th , 2019. Other details are contained in the technical guideline of HMC.
Performance, events: (see clause 13.1, ATB)	Performances, cooking demonstrations, events and musical presentations on the exhibition stands have to be announced to and approved by the Project Management before the beginning of the exhibition. The volume at the stand boundary may not exceed 75 dB(A). In case this decibel number is not respected it is up to the Project Management to stop the performance / musical presentation on the spot.
Services:	Please note that some of the services offered by Hamburg Messe & Congress GmbH and service providers (for example promotion, conference rooms) are only for main exhibitors.

Application co-exhibitors

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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: € 495.– excluding VAT per co-exhibitor

Media package: An entry will be made in the INTERNORGA 2019 catalogue and the associated online exhibitor database. The fee for the media package is € 195.– 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 INTERNORGA 2019:

Company (if EU entrepreneur: full company name including legal form and address according to VAT registration):

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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:

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Contact Person:

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Address/P.O. Box:

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Country abbr.: Postcode: Town/City:

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Phone incl. country code: Fax:

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E-mail:

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Internet:

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E-mail for electronical invoicing:

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

Please tick your main product categories in the attached list to register as a co-exhibitor at INTERNORGA 2019.

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

By submitting this registration, the undersigned accepts the General and 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 internorga.com/applicationforms. The main exhibitor agrees that the co-exhibitor is allowed to place orders via the online service centre at his own expense.

Place and date

Surname, first name main exhibitor

Signature main exhibitor (please print and sign)



Hamburg Messe

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Annex to registration as co-exhibitor

Company



Please return by fax to +49 40 3569-2184

 1 **Furnishings & fittings**

- ☐ 1.01 Banquet & conference products
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- ☐ 4.13 Wine, sparkling wine

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