

# Application

Please click here for  
the online application.



The global on & offshore expo

22 – 25 September 2020

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

info@windenergyhamburg.com

windenergyhamburg.com

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

☐ 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 \_\_\_\_\_

Fax \_\_\_\_\_

E-mail (company) \_\_\_\_\_

Internet \_\_\_\_\_

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

**2. Contact person** E-mail \_\_\_\_\_

First name \_\_\_\_\_

Surname \_\_\_\_\_

Department \_\_\_\_\_

Function \_\_\_\_\_

Phone \_\_\_\_\_

Mobile \_\_\_\_\_

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

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

**5. E-mail for electronic invoicing** \_\_\_\_\_

**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	
Stand requirements	Price (participation fee) per sq. m exhibition space	<input type="checkbox"/> same as WindEnergy Hamburg 2018 or Hall _____ Stand-no. _____	
Row stand, 1 side open	<input type="checkbox"/> € 225.–	<b>10. Main product category</b> <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 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	
Corner stand, 2 sides open	<input type="checkbox"/> € 255.–		
Front stand, 3 sides open	<input type="checkbox"/> € 285.–		
Island stand, 4 sides open	<input type="checkbox"/> € 315.–		
Open-air site	<input type="checkbox"/> € 105.–		
National pavilion/Official national pavilion	<input type="checkbox"/> € 230.–		
All-inclusive package for 12 sq. m*	<input type="checkbox"/> € 4,750.–	<b>11. Mandatory payments</b> <input checked="" type="checkbox"/> Marketing package per main exhibitor € 550.– <input type="checkbox"/> Marketing package per co-exhibitor € 550.– <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 € 15.–	
All-inclusive package additional sq. m	<input type="checkbox"/> € 350.–		
*All-inclusive package (participation fee plus stand construction, AUMA-fee (German trade fair association), marketing package, details: <a href="http://www.windenergyhamburg.com">www.windenergyhamburg.com</a> )			

**12. Technical Details** (required for stand allocation)

☐ Water supply/outlet ☐ Two floor stand Max. floor load/sq. m \_\_\_\_\_ kg (if > 450 kg/sq. m) Height of stand/fair item: \_\_\_\_\_ m (if > 3.0 m)

**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 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) \_\_\_\_\_

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



**Hamburg Messe**

in cooperation with



# Specific Terms of Participation 2020

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  
Postfach 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 2020 – The global on & and offshore expo**

## Venue:

HMC Fairground

## Event duration:

**Tuesday 22 to Friday 25 September 2020**

## Project management:

Fairs & Exhibitions 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 2019

## Opening times:

Tuesday 22 to Thursday 24 September 2020  
Friday 25 September 2020

09.00 am – 06.00 pm  
09.00 am – 04.00 pm

## Assembly times:

18–20 September 2020  
21 September 2020

07.00 am – midnight  
07.00 am – 07.00 pm

## Disassembly times:

25 September 2020  
26–29 September 2020

05.00 pm – open end  
07.00 am – midnight

## Early dismantling: (clause 7.3 ATB)

Dismantling of the stand before the period set for dismantling is a breach of contract. HMC is entitled to impose a penalty charge.

## Early stand assembly / Extended disassembly:

Early stand assembly is possible on 17 September 2020 and is reserved for construction of large exhibits. Extended disassembly is possible on 30 September 2020. A claim for approval does not exist. 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 (E-mail: ops@hamburg-messe.de).

## Minimum stand size:

**12 sq. m** exhibition space

## Participation fee: (see clause 6 ATB)

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.

## Cancellation before acceptance: (see clause 8.1 ATB)

In the event of cancellation before acceptance, an administrative fee of € 350.– plus VAT shall be payable.

## Withdrawal after approval: (see clause 8 ATB)

Any withdrawal of an approved exhibition space will be classified as “nonparticipation of the exhibitor” as featured in the General Terms of Participation, Art. 8 with the mentioned consequences.

## Reductions in size of stand space: (see clause 8.6 ATB)

The stand space specified in the acceptance is binding. After acceptance, any reductions in stand space requested by the exhibitor are possible only in consultation with HMC, and do not lead to reduction in stand rent. If HMC succeeds in renting out the stand space to a third party, an administrative fee amounting to 25 % of the participation fee for the space not used by the exhibitor is payable in accordance with clause 8.6 ATB.

## Exhibitor passes: (see clause 16 ATB)

Up to a stand size of 12 sq. m exhibitor will receive two exhibitor passes free of charge. One additional pass will be issued free-of-charge for every further 10 sq. m. Further exhibitor passes may be ordered **on payment** of a charge of € 45.– incl. VAT per pass, from the Online Service Center. NO exhibitor passes are needed for assembly and disassembly.

# Specific Terms of Participation 2020

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

<b>Marketing package:</b> (see clause 14 ATB)	<p>The charge for the mandatory Marketing package for principal and associate exhibitors is € 550.– each plus VAT. This fee includes an entry in all of the trade fair media:</p> <ul style="list-style-type: none"><li>– Printed exhibitor directory (expo catalogue &amp; Visitor Guide are available shortly before the event and on site. Each exhibitor will receive one copy free of charge)</li><li>– Online exhibitor directory at windenergyhamburg.com (one product category entry is included)</li><li>– WindEnergy Hamburg App</li><li>– Hall plans on site (exhibitor list per hall)</li><li>– Additional inclusive online-services (registration for matchmaking)</li><li>– Advertising materials (ads, posters, visitor bulletin, flags, online-banner, mailing labels)</li><li>– Free visitor Wi-Fi</li><li>– Digital Signage (exhibitor directory / visitor information system)</li></ul> <p>The deadline for requesting an entry in the trade fair media (catalogue copy date) will be communicated by the responsible service partner in a timely fashion. Requests not received by the deadline will result in existing information from the event registration / acceptance data being used. Exhibitors registered / accepted after the deadline will be entered into the online list of exhibitors only; full charges apply. Feel free to direct any enquiries to our partner, A. Sutter Fair Business GmbH. For contact information refer to our Online Service Center.</p>
<b>Advocacy fee:</b>	<p>WindEurope is the voice of the wind industry, actively promoting wind power in Europe and worldwide. It is a non-for-profit organisation. All its events' and membership's revenue (including the WindEnergy Hamburg advocacy fee) is invested in advocacy, PR, research and analytical activities. Its work helps to create the policy and regulatory frameworks within which companies can successfully develop their businesses.</p>
<b>Registration charge for co-exhibitors:</b> (see clause 4.3. ATB)	<p>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.</p> <p>a) The charge for co-exhibitors is € 300.– plus VAT per co-exhibitor, and will be invoiced to the main exhibitor.</p> <p>b) The marketing package (€ 550.– plus VAT) will also be charged per co-exhibitor and invoiced to the main exhibitor.</p>
<b>Exchange of exhibitor</b>	<p>The transfer of the booked stand space is only possible by prior approval of HMC.</p>
<b>Exhibit protection:</b>	<p>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 WindEnergy Hamburg 2020. For further information see Online Service Center / approvals and applications.</p>
<b>Advance payment for expected additional costs:</b> (see clause 5.3 ATB)	<p>No additional advance payment is required for WindEnergy Hamburg 2020.</p>
<b>Invitations:</b>	<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 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>
<b>Events held by Exhibitors:</b>	<p>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 pm at the latest.</p>

## Specific provisions for official national pavilions:

<b>Exhibitor passes:</b> (see clause 16 ATB)	<p>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.</p>
<b>Exhibitor status:</b>	<p>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.</p>
<b>Stand sketch:</b>	<p>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 April 2020. The organiser of the national pavilion is to use the application form for national pavilions for this purpose, and to send it to the Project Management. 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.</p>

# 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: € 300.00 excluding VAT per co-exhibitor.

Marketing package: An entry will be made in the WindEnergy Hamburg 2020 catalogue and the associated online exhibitor database. The fee for the marketing package is € 550.00 excluding VAT.

**Name of the main exhibitor**

**Registration No.**

**We hereby request the following co-exhibitor to be included at WindEnergy Hamburg 2020** (To register additional co-exhibitors, please use copies of this form.):

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

☐ 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

Fax

E-mail (company)

Internet

**E-mail for electronical invoicing**

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

Main product category				
<input type="checkbox"/> A. Onshore	<input type="checkbox"/> Components/supplier	<input type="checkbox"/> Installation	<input type="checkbox"/> Utility/Grid operation	<input type="checkbox"/> Storage
<input type="checkbox"/> B. Offshore	<input type="checkbox"/> New materials, composites, raw materials & supplies and material processing	<input type="checkbox"/> Planning & project development	<input type="checkbox"/> Finance & Insurance	
<input type="checkbox"/> Manufacturers of wind turbines		<input type="checkbox"/> Operation & maintenance	<input type="checkbox"/> Services	

**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 [windenergyhamburg.com/applicationforms](http://windenergyhamburg.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)

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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 · BIC: HSHNDE33 · IBAN: DE10 2105 0000 0228 1300 00



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