

2017

2018

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1 Preface

Messe Düsseldorf GmbH has issued guidelines for its trade fairs and other events in order to provide each exhibitor/organiser with the best conditions for presenting their exhibits and making contact with their visitors and all those who are interested. For these guidelines, the regulations on the construction and operation of special buildings for the state of North Rhine-Westphalia (Sonderbauverordnung SBauVO) were to be considered. The guidelines are binding for all exhibitors and organisers.

In the interests of our exhibitors and visitors, these guidelines contain safety regulations which are intended to ensure a high standard of safety where technical and stand construction considerations at the event are concerned.

The regulations applicable for fire prevention, construction and other safety precautions have been agreed with the Düsseldorf Department of Works, as the local authority responsible for trade fair construction and technical acceptance. Compliance with these regulations will be checked at the time of acceptance and by the Department of Works if applicable. In addition, the relevant and current statutory regulations must be observed. In the interests of all participants, a stand may be prevented from opening where any defects found are not rectified by the start of the event. Any other reservations which might be involved because they may arise in the context of safety concerns as resulting from stand construction inspections will still be upheld.

The order forms for services are generally sent together with the accreditation and must be completely filled in and returned by the specified deadlines. In case of delay, Messe Düsseldorf cannot guarantee handling in due form, and time and/or the services may not be executable anymore. In addition, any orders and changes or modifications received within 21 days of the commencement of build-up will be subject to a 35% surcharge. The same applies for services utilised but not ordered in advance. Services already rendered must be paid in full.

Further circulars on the preparation for and implementation of the event will be sent to exhibitors where required. Such circulars are part of the conditions of participation and these technical guidelines.

These Technical Guidelines have been formulated to conform with those of Deutsche Messe AG Hannover, Leipziger Messe GmbH, Messe Berlin GmbH, Messe Düsseldorf GmbH, Messe Frankfurt GmbH, Messe München GmbH, KölnMesse GmbH, NürnbergMesse GmbH and Landesmesse Stuttgart GmbH. Since building law is subject to the law of the particular German state and since conditions vary at the individual sites, the regulations will differ.

Messe Düsseldorf GmbH reserves the right to make any amendments.

The German text is binding.

1 Preface

Messe Düsseldorf GmbH has issued guidelines for its trade fairs and other events in order to provide each exhibitor/organiser with the best conditions for presenting their exhibits and making contact with their visitors and all those who are interested. For these guidelines, the regulations on the construction and operation of special buildings for the state of North Rhine-Westphalia (Sonderbauverordnung SBauVO) were to be considered. The guidelines are binding for all exhibitors and organisers.

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Service order forms are usually sent out from the date of admission onwards; they must be completed in full and submitted by the relevant dates, specified separately; if forms are submitted late, Messe Düsseldorf can give no guarantee that work will be completed properly or on-time and/or may then be unable to perform the relevant work at all. In addition, any orders and changes or modifications received within 21 days of the commencement of build-up will be subject to a 35% surcharge. The same applies for services utilised but not ordered in advance. Services already rendered must be paid in full.

Further circulars on the preparation for and implementation of the event will be sent to exhibitors where required. Such circulars are part of the conditions of participation and these technical guidelines. Where the term "stand construction" is used in the general sense of the word in the Technical Guidelines, it is not a structural system as defined in the German Building Code (Baugesetzbuch). Legally, trade fair stand construction is "furnishings" within a place of assembly.

These Technical Guidelines have been formulated to conform with those of Deutsche Messe AG Hannover, Leipziger Messe GmbH, Messe Berlin GmbH, Messe Düsseldorf GmbH, Messe Frankfurt GmbH, Messe München GmbH, KölnMesse GmbH, NürnbergMesse GmbH and Landesmesse Stuttgart GmbH. Since building law is subject to the law of the particular German state and since conditions vary at the individual sites, the regulations will differ.

Otherwise, Messe Düsseldorf GmbH reserves the right to make changes and updates.

The German text is binding.

1.1 House rules for the Düsseldorf exhibition grounds

7. Smoking is prohibited in all gastronomy facilities. Smoking may be prohibited in additional, individual areas. The corresponding instructions must be observed. **Permanently installed ashtrays are available in the entrance areas of the trade fair halls.**

2.5 Supervision

The trade fair organisation shall bear responsibility for general supervision of the trade fair halls and the open-air area during the event. There will be general supervision during the construction and dismantling period which begins on the first day of build-up and ends on the last breakdown day. The trade fair organisation is entitled to take all measures necessary for control and supervision. Exhibitors are required to arrange for supervision of their property. The exclusion of liability for personal injury and damage to property shall not be restricted by the general supervision undertaken by the trade fair organisation. Special supervision during the course of the trade fair may only be undertaken by the security company commissioned by the trade fair organisation. **The Stand supervision and Stand supervision by video forms should be used to order this service.**

2.6 Emergency evacuation

Rooms or buildings may be closed or evacuated on the orders of Messe Düsseldorf for safety reasons. Persons in these areas must follow instructions and go to the relevant assembly point outside (see site plan). Exhibitors are required to inform their staff of this procedure or to set up and circulate their own evacuation procedures. **They are responsible for evacuating their stand.** (see 4.4.4)

Hall dimensions, Halls 1 – 17**Hall entrance dimensions - Halls 1 to 17**

Hall	Entrance	Entrance width m	Clearance height m
Hall 1	1-1	5.30	5.50
	1-2	5.50	4.10
	1-3	5.50	4.30
	1-4	5.50	4.25
	1-5	5.30	5.60
Hall 2	2-1	5.30	5.60
	2-2	5.50	4.30
	2-3	5.50	4.30
Hall 3	3-1	5.40	4.30
	3-2	5.50	4.30
	3-3	5.50	4.30
	3-4	5.50	4.20
	3-5	5.50	4.30
	3-6	5.50	4.20
	3-7	5.50	4.30
	3-8	5.50	4.30
	3-9	5.50	4.30
	3-10	5.50	4.30
	3-11	5.50	5.30
	3-12	5.50	4.30
	3-13	5.50	4.30
	3-14	5.40	4.30

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2.5 Supervision

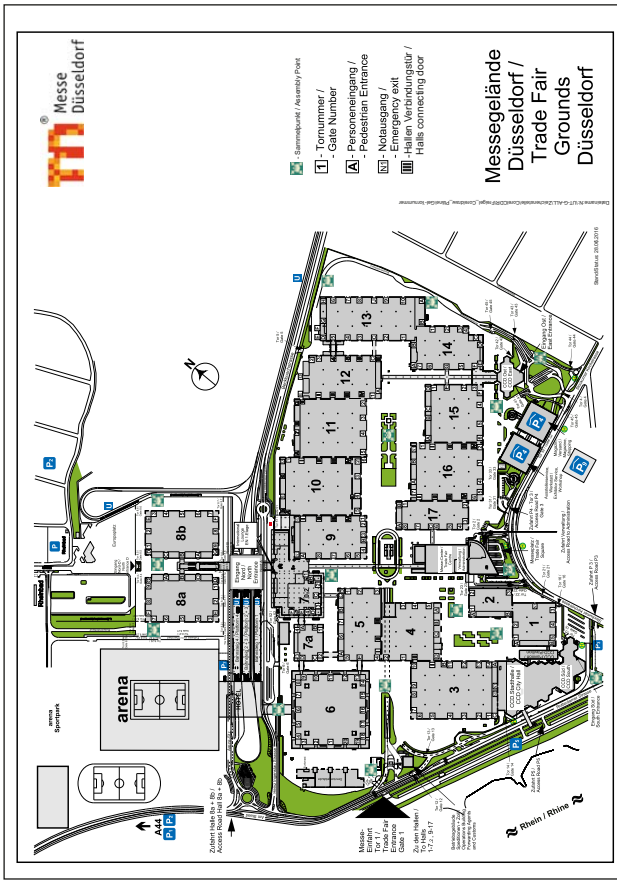
The trade fair organisation shall bear responsibility for general supervision of the trade fair halls and the open-air area during the event. There will be general supervision during the construction and dismantling period which begins on the first day of build-up and ends on the last breakdown day. The trade fair organisation is entitled to take all measures necessary for control and supervision. Exhibitors are required to arrange for supervision of their property. The exclusion of liability for personal injury and damage to property shall not be restricted by the general supervision undertaken by the trade fair organisation. Special supervision during the course of the trade fair may only be undertaken by the security company commissioned by the trade fair organisation. **Orders must be placed through the "Stand Security" form, the "Video Stand Security" form or via the Online Order System.**

2.6 Emergency evacuation

Rooms or buildings may be closed or evacuated on the orders of Messe Düsseldorf for safety reasons. Persons in these areas must follow instructions and go to the relevant assembly point outside (see site plan). Exhibitors are required to inform their staff of this procedure or to set up and circulate their own evacuation procedures. **You must ensure that your stand is vacated and that all persons leave the stand.** (see 4.4.4)

Hall dimensions, Halls 1 – 17**Hall entrance dimensions - Halls 1 to 17**

Hall	Entrance	Entrance width m	Clearance height m
Hall 3	3-1	5.40	4.30
	3-2	5.50	4.30
	3-3	5.50	4.30
	3-4	5.50	4.20
	3-5	5.50	4.30
	3-6	5.50	4.20
	3-7	5.50	4.30
	3-8	5.50	4.30
	3-9	5.50	4.30
	3-10	5.50	4.30
	3-11	5.50	5.30
	3-12	5.50	4.30
	3-13	5.50	4.30
	3-14	5.40	4.30



4.1 Stand safety

Exhibition stands including equipment and exhibits as well as advertising hoardings must be securely erected so that they are not a risk to public safety, in particular they should not endanger life or health. Care shall be taken during construction and dismantling that any possible consequences of hazardous situations arising from that work remain limited exclusively to the rented stand space. Risks on adjacent escape and rescue routes or neighbouring stand space must be effectively avoided through corresponding planning and preparation of the work.

If, during assembly or dismantling, the safety of the stand (e.g. of slim and high elements such as wall disks, corresponding decoration items or comparable exhibits) is not yet or no longer ensured, particular account must be taken of this. The related required safety measures and necessary rulings shall be arranged by the performing company on its own responsibility. The exhibitor is responsible for the structural safety and may be required to provide proof of such.

In justified cases, Messe Düsseldorf is entitled to commission a structural engineer to carry out a check of stand safety at the expense of the exhibitor.

Standing structural elements or special constructions (e.g. free-standing walls, high exhibits, high decorative elements) that could fall over must be designed for at least a horizontally-effective equivalent distributed load q_h :

$q_{h1} = 0,125 \text{ kN/m}^2$ up to 4 metres in height from the upper edge of the hall floor

$q_{h2} = 0,063 \text{ kN/m}^2$ for all space higher than 4 metres above the upper edge of the hall floor.

The reference area is the respective face area. The evidence created for this must be submitted to the exhibition company in auditable form upon request.

Otherwise, the **Landesbauordnung NW (State Building Code of North Rhine-Westphalia)**, dated 07 March 1995, in the version of 01 March 2000, GV NW (Law and Ordinance Gazette North Rhine-Westphalia) p. 256, in its current version from time to time, shall apply. **The *Verordnung über den Bau und Betrieb von Sonderbauten NW (Ordinance on the Construction and Operation of Special Constructions of North Rhine-Westphalia)*, dated 17 November 2009, Law and Ordinance Gazette North Rhine-Westphalia, p. 628. DIN 4102 (fire behaviour of building materials, building components) must be observed and adhered to without exception.**

4.2 Stand construction approval

If the Technical Guidelines have been adhered to with regard to design and construction of the stand, there is no requirement to submit drawings for the approval of single-storey stands. If requested to do so, Messe Düsseldorf is, however, prepared to check stand construction drawings (to be supplied in duplicate originals with clear indication of dimensions in plan and top views). The final date for submission is six weeks before commencement of the construction. **All other types of stand, mobile stands, special designs and constructions (in particular, textile stand construction) are subject to approval. All stand constructions and facilities in the open-air area are subject to approval. All approvals are valid for the relevant show only.**

4.1 Stand safety

Exhibition stands including equipment and exhibits as well as advertising hoardings must be securely erected so that they are not a risk to public safety, in particular they should not endanger life or health. Care shall be taken during construction and dismantling that any possible consequences of hazardous situations arising from that work remain limited exclusively to the rented stand space. Risks on adjacent escape and rescue routes or neighbouring stand space must be effectively avoided through corresponding planning and preparation of the work.

If, during assembly or dismantling, the safety of the stand (e.g. of slim and high elements such as wall disks, corresponding decoration items or comparable exhibits) is not yet or no longer ensured, particular account must be taken of this. The related required safety measures and necessary rulings shall be arranged by the performing company on its own responsibility. The exhibitor is responsible for the structural safety and may be required to provide proof of such.

In justified cases, Messe Düsseldorf is entitled to commission a structural engineer to carry out a check of stand safety at the expense of the exhibitor.

Standing structural elements or special constructions (e.g. free-standing walls, **LED walls**, high exhibits, high decorative elements) that could fall over must be designed for at least a horizontally-effective equivalent distributed load q_h :

$q_{h1} = 0,125 \text{ kN/m}^2$ up to 4 metres in height from the upper edge of the hall floor

$q_{h2} = 0,063 \text{ kN/m}^2$ for all space higher than 4 metres above the upper edge of the hall floor.

The reference area is the respective face area. The evidence created for this must be submitted to the exhibition company in auditable form upon request.

Otherwise, the **Landesbauordnung NW (State Building Code of North Rhine-Westphalia)**, dated 07 March 1995, in the version of 01 March 2000, GV NW (Law and Ordinance Gazette North Rhine-Westphalia) p. 256, in its current version from time to time, shall apply. **Note the applicable Regulations on the Construction and Operation of Special Structures NW, dated 17 November 2009, GV NW, in their latest version.**

DIN 4102/EN 13501 (fire behaviour of building materials, building components) must be observed and adhered to without exception.

4.2 Stand construction inspection

Provided that the Technical Guidelines are observed in the design and implementation of the stand, single-storey stand constructions in exhibition halls do not require the submission of drawings for clearance. If requested to do so, Messe Düsseldorf is, however, prepared to check stand construction drawings (to be supplied in duplicate originals with clear indication of dimensions in plan and top views). The final date for submission is six weeks before commencement of the construction. **Moreover, any other stand constructions, mobile stands, special structures and constructions and special components (especially textile stand constructions) are subject to clearance. Outdoors all stand constructions and facilities are subject to clearance and/or approval. Clearances/approvals are only valid for the event for which they have been issued.**

4.2.1 Inspection and approval procedure

Stand drawings to a metric scale of 1:100 with ground plan and visuals must be submitted for approval in German in duplicate to Messe Düsseldorf at the latest six weeks before commencement of construction. Original documents must be submitted. Telefaxes and e-mail cannot be processed. One copy of the stand drawings stamped "approved" will be returned to the exhibitor/stand constructor after inspection. Stand construction must not go ahead without the "approved" stamp on the drawing.

For the approval of:

- two-storey constructions,
- cinemas or auditoria, see 4.10.1
- open-air construction on the exhibition grounds according to section 4.8
- Special constructions, tribunes, pedestals with a height > 20 cm

the following documentation is also required in duplicate in German at least six weeks before commencement of construction:

- a) a testable structural analysis in accordance with German standards
 - b) description of the stand
 - c) stand drawings (to scale: 1:100), floor plans, views, cross-sections, emergency escape route plan indicating length of escape routes, construction details in larger-scale ratios
 - d) If proof of type approval or inspection book is submitted, the documentation under a) above are not required
- Messe Düsseldorf undertakes to forward applications to the Building Supervisory Authority and/or the inspection engineer on behalf of the exhibitor and at the exhibitor's cost. The approval procedure fees will be invoiced to the exhibitor/stand constructor. Applications received after the official deadline are subject to a surcharge.

4.2.3 Removal of non-approved components

Stand constructions that are not approved or do not comply with the Technical Guidelines are not permitted according to the statutory regulations and must be removed or altered where necessary at the cost of the exhibitor. This also applies in the event that Messe Düsseldorf has replaced any or all of the stand construction.

4.2.1 Inspection and clearance of structures where clearance is mandatory

Stand plans drawn to a suitable scale (with metric details) must be at least 1:100, with a ground plan and views, and must be provided in duplicate, in German; submission must be no later than six weeks before the beginning of the venue operator's setup period. Original documents must be submitted. Telefaxes and e-mail cannot be processed. Once the floor plans have been reviewed, one copy is returned to the exhibitor/stand construction company together with conditions for operation which must then be implemented.

The final report on the inspection, supervision and acceptance of the verified stand constructions may be provided either on paper or by email, subject to Messe Düsseldorf's discretion. Clearance can be considered as granted as soon as all the terms of implementation have been carried out and completed.

In order to receive clearance for:

- two-storey constructions,
- cinemas or auditoria, see 4.10.1
- open-air construction on the exhibition grounds according to section 4.8
- Special constructions, tribunes, pedestals with a height > 20 cm

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- Messe Düsseldorf undertakes to forward applications to the Building Supervisory Authority and/or the inspection engineer on behalf of the exhibitor and at the exhibitor's cost. The cost of the clearance procedure is charged to the exhibitor / stand construction company. Applications received after the official deadline are subject to a surcharge.

4.2.3 Removal of stand construction elements that have not received clearance

Stand constructions that are not approved or do not comply with the Technical Guidelines are not permitted according to the statutory regulations and must be removed or altered where necessary at the cost of the exhibitor. This also applies in the event that Messe Düsseldorf has replaced any or all of the stand construction.

4.3 Construction heights

Maximum construction height for stand buildings and advertising supports may be gleaned from the table below. These limits shall be valid unless any other regulations were laid down in admission or participation conditions. Exhibits shall not be subject to these rules. The maximum possible construction height in Hall 6 is 8.00 m. *The maximum height for constructions on stand spaces directly adjacent to the Gallery is 6.00 m. There may be structural installations (inspection openings) and if so, these shall have to be kept accessible. With two-storey constructions, approval of the exhibitors on the neighbouring stands is required if the construction of the second storey is open or transparent. Advertising directed at neighbouring stands must respect a minimum distance of 3 metres. Stands may be erected with a stand owner's own material. Stand walls higher than 4 metres must be dimensioned with an equivalent distributed load q_{h1} in the horizontal direction:

$q_{h1} = 0,125 \text{ kN/m}^2$ up to 4 metres in height from the upper edge of the hall floor

$q_{h2} = 0,063 \text{ kN/m}^2$ for all space higher than 4 metres above the upper edge of the hall floor.

Hall	Maximum construction height	Maximum construction height for exhibits
1-5 + 9-14	6.00 metres	8.00 metres
6 directly adjacent to the Gallery*	6.00 metres	16.00 metres
6 inside section	8.00 metres	26.00 metres
6 Gallery	3.20 metres	5.00 metres
7A	8.00 metres	12.00 metres
7.0	4.00 metres	4.00 metres
7.1/7.2	3.00 metres	3.20 metres
EN Mall GF	2.50 metres	2.90 metres
EN Mall UF	2.00 metres	2.40 metres
8A/8B	8.00 metres	14.50 metres
15-17	8.00 metres	12.55 metres

ATTENTION: Maximum construction height applies in all halls adjacent to hall borders (= stand areas along the walls where restaurants are located). The maximum construction height there is 3.2 m. Please refer to the stand drawing in your admission documents.

4.4.1.1 Stand construction and decorative materials

Readily flammable materials and construction materials that drip when burning or polystyrene hard foam (Styropor) and similar materials may not be used in the construction of stands and stand installations. In individual cases special requirements may be imposed for load-bearing construction components for safety purposes. All forms of decoration material must be heavily flame retardant at least as per building material category B1 under DIN 4102. Equivalent evidence in German as per EN 13501 (at least class c-s3, d0) may be recognised. **Flame retardant properties must be proven with the presentation of an appraisal certificate from a certified inspecting authority and a certificate of conformity at the request of the trade fair company no later than at the start of construction.** Standard fire-resistant decorative materials may be used in certain areas if the design provides sufficient protection against fire. Deciduous and coniferous trees may only be used if they are supplied with a moist root ball. Materials such as bamboo, reed, hay, straw, wood chips, turf or similar materials may not be used.

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Maximum construction height for stand buildings and advertising supports may be gleaned from the table below. These limits shall be valid unless any other regulations were laid down in admission or participation conditions. Exhibits shall not be subject to these rules. The maximum possible construction height in Hall 6 is 8.00 m. *The maximum height for constructions on stand spaces directly adjacent to the Gallery is 6.00 m. There may be structural installations (inspection openings) and if so, these shall have to be kept accessible. With two-storey constructions, approval of the exhibitors on the neighbouring stands is required if the construction of the second storey is open or transparent. Advertising directed at neighbouring stands must respect a minimum distance of 3 metres. Stands may be erected with a stand owner's own material. Stand walls higher than 4 metres must be dimensioned with an equivalent distributed load q_{h1} in the horizontal direction:

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Hall	Maximum construction height
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6 inside section	8.00 metres
6 Gallery	3.20 metres
7A	8.00 metres
7.0	4.00 metres
7.1/7.2	3.00 metres
EN Mall GF	2.50 metres
EN Mall UF	2.00 metres
8A/8B	8.00 metres
15-17	8.00 metres

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4.4.1.2 Exhibition of motor vehicles

The exhibiting of any form of motor vehicles must be advised in advance. Vehicles must be positioned in such a way that they cannot be driven away. They must be positioned on a statically appropriate support and be protected on the outside against rolling away. Vehicles must be prepared in such a way that it becomes impossible to inadvertently move the vehicles or attached parts. Vehicles with combustion engines may only be exhibited inside the halls with mostly empty tanks (5 litres max). The fuel tank must be locked. For gas-propelled engines see section 5.7 with regard to the pressure container.

Vehicles with electric drives may only be exhibited with non-hazardous batteries. Vehicles must be presented for inspection by the Messe Düsseldorf Fire Service 1 hour prior to entering the hall and must not be placed in the hall until they have been cleared by the venue operator. In addition, it is mandatory to submit the relevant Vehicle Rescue Card (Rettungskarte). **Within the hall the main battery must be separated from the engine by means of a circuit breaker. Vehicle batteries must not be charged in the hall, and vehicles must not be run there.**

Additional requirements may be imposed depending on vehicle type and presentation location and will be determined on a case-by-case basis.

4.4.1.4 Pyrotechnics

Any pyrotechnical performances, independent of and subject to permission by the authorities responsible, shall only be permitted after written approval by the Messegesellschaft Düsseldorf. Documentation identifying the holder of the permit and his qualification must be submitted. For a permit, details on the location and time of the presentation, number and type of the effects, the certification number of the effects (German Federal Institute for Materials Research and Testing – BAM), the duration of the effects and required safety distances must be given and a risk assessment made. The necessary documents must be submitted in full in good time, at least 14 days before the presentation. **No claims for entitlements to a permit from the trade fair company shall be accepted.**

4.4.1.2 Exhibition of motor vehicles

The exhibiting of any form of motor vehicles must be advised in advance. **The use of vehicles instead of exhibition stands and the placement of vehicles and trailers in Halls 7.0, 7.1 and 7.2 is only permitted under certain conditions and upon being reviewed and cleared by Messe Düsseldorf GmbH.** Vehicles must be positioned in such a way that they cannot be driven away. They must be positioned on a statically appropriate support and be protected on the outside against rolling away. Vehicles must be prepared in such a way that it becomes impossible to inadvertently move the vehicles or attached parts. **No vehicle parts, doors or other movable vehicle components or attachments must protrude into aisles. We operate a strict ban on the starting, manoeuvring and driving of vehicles inside exhibition halls during events.** Vehicles with combustion engines may only be exhibited inside the halls with mostly empty tanks (5 litres max). The fuel tank must be locked. **To prevent the vehicle from moving, the battery must be disconnected or disabled by means of a circuit breaker. If a vehicle requires electric power for presentation purposes, then this must be supplied through an external auxiliary power supply. It must be disconnected again when leaving the exhibition stand. The Vehicle Rescue Card must be placed in an easily accessible position within the vehicle (preferably below the sun visor on the driver's side).** For gas-propelled engines see section 5.7 with regard to the pressure container.

Vehicles with electric drives may only be exhibited with non-hazardous batteries. Vehicles must be presented for inspection by the Messe Düsseldorf Fire Service 1 hour prior to entering the hall and must not be placed in the hall until they have been cleared by the venue operator. In addition, it is mandatory to submit the relevant Vehicle Rescue Card (Rettungskarte). **Vehicles must not be left unattended in exhibition halls. When leaving the exhibition stand, the vehicles must be attended by a fire guard. Electric and hybrid vehicles must not be charged inside exhibition halls.**

Vehicles with fuel cells and/or gas drive must only be displayed in the exhibition halls without gas/fuel.

Additional requirements may be imposed depending on vehicle type and presentation location and will be determined on a case-by-case basis. **To allow sufficient time for the required preparations, we should be grateful if you could let us know the intended timing of your vehicle demonstration as early as possible, though no less than 2 working days prior to the relevant showing. To make appointments with the Messe Düsseldorf Fire Service for electric vehicles or for vehicles with other alternative engine types, please ring +49 (0)211 4560 118 or email Feuerwehr@messe-duesseldorf.de.**

4.4.1.4 Pyrotechnics

Any pyrotechnical performances, independent of and subject to permission by the authorities responsible, shall only be permitted after written approval by the Messegesellschaft Düsseldorf. Documentation identifying the holder of the permit and his qualification must be submitted. For a permit, details on the location and time of the presentation, number and type of the effects, the certification number of the effects (German Federal Institute for Materials Research and Testing – BAM), the duration of the effects and required safety distances must be given and a risk assessment made. The necessary documents must be submitted in full in good time, at least 14 days before the presentation. **The venue operator grants no entitlement to clearance.**

4.4.1.5 Balloons, model aircraft and unmanned aviation devices

The use of balloons filled with flammable gas is prohibited in the halls and exhibition grounds. Balloons filled with safety gas and statically anchored may be approved by Messe Düsseldorf upon application. The distribution of gas-filled balloons is not permitted.

No permission is given for the use or operation of free-floating balloons or aircraft (e.g. Zeppelins) or unmanned aviation devices, e.g. drones and Quadro copters) on the premises of the Düsseldorf Exhibition Centre. As the property owner, Messe Düsseldorf does not issue flying permits for such devices. However, under exceptional circumstances and despite the general ban, it may be possible to issue a permit if secure flying operation and the protection of third-party privacy rights and copyrights are warranted. This requires a final structural separation between the flying space and any space accessible to persons. **In addition, approval is required from all exhibitors directly adjacent to the flying space.**

4.4.1.11 Empties/storage of materials

Storing empties of any kind (e.g. packaging and packaging materials) or filled containers (e.g. stand construction materials) at the stands or outside of the stands in the hall is prohibited. Any accumulated empty/filled containers must immediately be delivered to designated storage areas for empty/filled containers by forwarding agents authorised to operate at the Exhibition Centre. See Form "Empties". The Messegesellschaft shall be entitled to remove any empties stored in contravention of these regulations at the expense and the risk of the exhibitor concerned.

4.4.2 Stand covering materials

In order to maintain the sprinkler function, stands in all halls must be open at the top. In Halls 1 to 17 covering of single-storey stands and the upper storey of two-storey stands is only permitted with fire-resistant materials, minimum aperture of the open section in all cases at least 2x4 mm or 3 x 3mm when unstretched in order to retain the function of the sprinklers. The proportion of the open area must be not less than 50% per 1 m². Care should also be taken that ceiling materials and sails are horizontal and single-layer only. Such textiles may be mounted in individual fields of up to 30 m² without necessitating any additional measures. Larger fields require support, to be provided by suitable construction measures. If there is more than 30% PVC on the stand area (including stand construction, exhibits, materials) the stand must not be covered at those locations. **Proof that the material deployed complies with DIN 4102, B1 must be provided with an appraisal certificate from a certified inspecting authority.** Equivalent proof in German in line with EN 13501 (at least class c-s3, d0) may be accepted. (see 4.7.7)

4.4.1.5 Balloons, model aircraft and unmanned aviation devices

The use of balloons filled with flammable gas is prohibited in the halls and exhibition grounds. Balloons filled with safety gas and statically anchored may be approved by Messe Düsseldorf upon application. The distribution of gas-filled balloons is not permitted.

No permission is given for the use or operation of free-floating balloons or aircraft (e.g. Zeppelins) or unmanned aviation devices, e.g. drones and Quadro copters) on the premises of the Düsseldorf Exhibition Centre. As the property owner, Messe Düsseldorf does not issue flying permits for such devices. However, under exceptional circumstances and despite the general ban, it may be possible to issue a permit if secure flying operation and the protection of third-party privacy rights and copyrights are warranted. This requires a final structural separation between the flying space and any space accessible to persons. **In addition, approval is required from all exhibitors directly adjacent to the flying space and also, where appropriate, from the aviation authority.**

4.4.1.11 Empties/storage of materials

Storing empties of any kind (e.g. packaging and packaging materials) or filled containers (e.g. stand construction materials) at the stands or outside of the stands in the hall is prohibited. Any accumulated empty/filled containers must immediately be delivered to designated storage areas for empty/filled containers by forwarding agents authorised to operate at the Exhibition Centre. See Form "Empties" **or consult the Online Order System.** The Messegesellschaft shall be entitled to remove any empties stored in contravention of these regulations at the expense and the risk of the exhibitor concerned.

4.4.2 Stand covering materials

In order to maintain the sprinkler function, stands in all halls must be open at the top. In Halls 1 to 17 covering of single-storey stands and the upper storey of two-storey stands is only permitted with fire-resistant materials, minimum aperture of the open section in all cases at least 2x4 mm or 3 x 3mm when unstretched in order to retain the function of the sprinklers. The proportion of the open area must be not less than 50% per 1 m². Care should also be taken that ceiling materials and sails are horizontal and single-layer only. Such textiles may be mounted in individual fields of up to 30 m² without necessitating any additional measures. Larger fields require support, to be provided by suitable construction measures. If there is more than 30% PVC on the stand area (including stand construction, exhibits, materials) the stand must not be covered at those locations. **Should this be required by the venue operator, proof of the material in use must be submitted in the form of an inspection certificate from an approved inspection authority, showing that the material complies with DIN 4102, B1.** Equivalent proof in German in line with EN 13501 (at least class c-s3, d0) may be accepted. (see 4.7.7)

4.6.1 Pedestals, ladders, ramps, walkways, balustrades, floors

All general walkways immediately adjacent to surfaces that are deeper than 0.20 m must be protected by a balustrade of at least 1.10 m in height. Top, middle and lower girders with a maximum spacing of 35 cm are obligatory. Balustrades must be able to withstand pressure of 1.0kN/m on the upper edge. Proof of load-bearing capacity for platforms must be provided. The load-bearing substructure of platforms must be constructed of non-flammable materials. The floor load must comply with Eurocode EN 1991-1-1/NA, Table 6.1 DE in accordance with the intended use (see also 4.9.3). The maximum permitted height for single-step, open-access floors is 0.20 m. Ladders, ramps and walkways must comply with the Accident Prevention Regulations. Any transitions to the hall floor must take the form of steps or ramps at a gradient of 1:6. Ramps between a gradient of 1:6 and 1:4 must have non-slip surfaces. Ramps below 1:4 are not permitted.

4.6.2 Stairs, escalators, tribunes, special constructions

All stairways must be constructed according to DIN 18065. Where stairs are required, materials which are classified at least as flame-resistant (B1) must be used for the under-section of the substructure. The steps may be made of wood. Stairs must have a minimum width of 1.20 m (clear width) leading to a square area of the same width at the bottom. Stairs may not be wider than 2.40 m (clear width). For areas up to 100 m², one stairway at least 0.90m wide (clear width) is sufficient; for areas between 100 m² and 200 m² two stairways at least 0.90 m wide (clear width) are required and for areas larger than 200 m² two stairways at least 1.20 m wide (clear width). The height of the risers must be between 16 cm and 19 cm and treads must have a width of 26 cm to 29 cm. The dimensions for clear width and rise must be the same for all steps of a stairway. Steps must always be of a closed construction. Stairs leading over areas that are accessible must be of a closed construction on the underside above such accessible areas or closed off using raised edges (5 cm high). Spiral staircases are not permitted. Moving modules such as escalators, lifts or revolving stages (special constructions) and tribunes require prior approval. Proof is required that stairs are capable of handling a live load of 5.00 kN/m². Banisters must be able to withstand pressure of 1.0kN/m on the upper edge. Banisters must be at least 1.10 m in height. Handrails must have safety grips on both sides (for steps wider than 0.90 m) and run the entire length of the structure, even across pedestals. Ramps within escape routes and hall aisles may have a gradient of up to 6% (3.5 degrees).

4.7.1 Appearance

The stands may be constructed with the exhibitors' own materials. Stand owners must ensure a neutral and clean design for the reverse of their stand walls over 2.50 m in height. These must be in white, grey or beige so that their stand neighbours' interests are not interfered with.

Stand walls bordering visitor aisles must include glass panels, alcoves and displays etc. in order to provide an open and friendly atmosphere in the exhibition stand at the event. No more than 30% of the stand facing any one aisle may be of closed construction unless stated to the contrary in the Conditions of Participation. When constructing stands, care must be taken to ensure access is barrier free.

4.6.1 Pedestals, ladders, ramps, walkways, balustrades, floors

All general walkways immediately adjacent to surfaces that are deeper than 0.20 m must be protected by a balustrade of at least 1.10 m in height. Top, middle and lower girders with a maximum spacing of 35 cm are obligatory. Balustrades must be able to withstand pressure of 1.0kN/m on the upper edge. Proof of load-bearing capacity for platforms must be provided. The load-bearing substructure of platforms must be constructed of non-flammable materials. The floor load must comply with Eurocode EN 1991-1-1/NA, Table 6.1 DE in accordance with the intended use (see also 4.9.3). The maximum permitted height for single-step, open-access floors is 0.20 m. Ladders, ramps and walkways must comply with the Accident Prevention Regulations. Any transitions to the hall floor must take the form of steps or ramps at a gradient of 1:6.

4.6.2 Stairs, escalators, tribunes, special constructions

All stairways must be constructed according to DIN 18065. Where stairs are required, materials which are classified at least as flame-resistant (B1) must be used for the under-section of the substructure. The steps may be made of wood. Stairs must have a minimum width of 1.20 m (clear width) leading to a square area of the same width at the bottom. Stairs may not be wider than 2.40 m (clear width). For areas up to 100 m², one stairway at least 0.90m wide (clear width) is sufficient; for areas between 100 m² and 200 m² two stairways at least 0.90 m wide (clear width) are required and for areas larger than 200 m² two stairways at least 1.20 m wide (clear width). The height of the risers must be between 16 cm and 19 cm and treads must have a width of 26 cm to 29 cm. The dimensions for clear width and rise must be the same for all steps of a stairway. Steps must always be of a closed construction. Stairs leading over areas that are accessible must be of a closed construction on the underside above such accessible areas or closed off using raised edges (5 cm high). Spiral staircases are not permitted. Prior clearance is required for movable construction components, such as escalators, lifts, rotating stages (special constructions) and grandstands/galleries. Proof is required that stairs are capable of handling a live load of 5.00 kN/m². Banisters must be able to withstand pressure of 1.0kN/m on the upper edge. Banisters must be at least 1.10 m in height. Handrails must have safety grips on both sides (for steps wider than 0.90 m) and run the entire length of the structure, even across pedestals. Ramps within escape routes and hall aisles may have a gradient of up to 6% (3.5 degrees).

4.7.1 Appearance

Stand owners may use their own material when creating their stands. If back panels of the stand have a height of 2.5 metres or more, it is the responsibility of the relevant stand owner to ensure that the panels are sufficiently clean and neutral in their design, within the white, grey or beige spectrum, and that they do not violate the interests of neighbouring stands. Any walls bordering on visitors' aisles must be given a pleasant appearance through the installation of glass panels, alcoves, displays, etc., and the enclosed proportion of an aisle side must not exceed about 30%, thus documenting the open character of the exhibition stand within the event. This provision, however, only applies to the extent that no opposing regulations are specified in the conditions for participation. Disabled access must be ensured in all stand construction.

4.7.5 Suspended items

The vertical suspension of light-weight ceilings, advertising media, banners, light fittings, etc., from the supporting structures of the hall ceilings may be permitted up to 50 kg taking into account the construction heights (see 4.3) and the maximum load per ceiling joint. [The attachment of the necessary mounts in the supporting structure may only be carried out by Messe Düsseldorf, the "Suspended Items" form must be used when ordering.](#) Suspensions of items in Hall 7.0-7.2, and in Halls 15-17 only on request. Suspended elements and loads may only be attached as detailed in the German Social Accident Insurance Regulations (DGUV) 17 and 18, "Event and Production Sites for Stage Presentations", using suitably licensed rope locks, as specified in DIN standards, or cable holders on wire ropes. The maximum load of up to 50 kg per suspension point must in all cases, including for construction and dismantling, be proven through a testable load calculation or structural analysis. If chain hoists or engines are used, their respective dead weights, dynamic factors and possibly occurring uneven stresses on the anchor points during the lifting operation must be considered. Only elements cleared for dynamic stress may be used for fitting. The requisite proof must be submitted to Messe Düsseldorf no later than four weeks before the start of construction. No firm connection, either direct or indirect, to the solidium/fixed floor must be created through suspensions.

4.7.6 Stand walls

Messe Düsseldorf will provide 2.50-m-high, plastic-coated stand divider walls upon request. We recommend that a surface finish (e.g. wood chip paper) be applied to the partitions. The stand partitions and hall walls must not be subject to strain from superstructures, nor must they be damaged by nails, screws or similar objects. Walls may only be painted once they have been papered. [The same applies to the application of lettering. Woodchip wallpaper may be ordered from Messe Düsseldorf using Form "Stand Walls / Paper Hanging".](#) Exhibitors who undertake their own wallpapering must use regular wallpaper paste with no additives so that the wallpaper may be easily removed. All walls wallpapered by the exhibitor must be returned to their original state when stands are returned to the exhibition management. Where partitions are damaged or the exhibitor's wallpaper has not been removed, the exhibitor will be charged with the cost for their reconditioning. Stand walls 3.00 m high with different finishes are also available on request. [Please see Form "Stand Walls / Paper Hanging".](#)

4.7.5 Suspended items

The vertical suspension of light-weight ceilings, advertising media, banners, light fittings, etc., from the supporting structures of the hall ceilings may be permitted up to 50 kg taking into account the construction heights (see 4.3) and the maximum load per ceiling joint. [The required mounting brackets in the supporting structure, however, must only be attached by Messe Düsseldorf and must be ordered using the "Suspensions" form or the Online Order System.](#) Suspensions of items in Hall 7.0-7.2, and in Halls 15-17 only on request. Suspended elements and loads may only be attached as detailed in the German Social Accident Insurance Regulations (DGUV) 17 and 18, "Event and Production Sites for Stage Presentations", using suitably licensed rope locks, as specified in DIN standards, or cable holders on wire ropes. The maximum load of up to 50 kg per suspension point must in all cases, including for construction and dismantling, be proven through a testable load calculation or structural analysis. If chain hoists or engines are used, their respective dead weights, dynamic factors and possibly occurring uneven stresses on the anchor points during the lifting operation must be considered. Only elements cleared for dynamic stress may be used for fitting. The requisite proof must be submitted to Messe Düsseldorf no later than four weeks before the start of construction. No firm connection, either direct or indirect, to the solidium/fixed floor must be created through suspensions.

4.7.6 Stand walls

Messe Düsseldorf will provide 2.50-m-high, plastic-coated stand divider walls upon request. We recommend that a surface finish (e.g. wood chip paper) be applied to the partitions. The stand partitions and hall walls must not be subject to strain from superstructures, nor must they be damaged by nails, screws or similar objects. Walls may only be painted once they have been papered. [The same applies to the attachment of lettering. Woodchip wallpaper must be ordered via the "Stand Walls / Paper Hanging" form or the Online Order System.](#) Exhibitors who undertake their own wallpapering must use regular wallpaper paste with no additives so that the wallpaper may be easily removed. All walls wallpapered by the exhibitor must be returned to their original state when stands are returned to the exhibition management. Where partitions are damaged or the exhibitor's wallpaper has not been removed, the exhibitor will be charged with the cost for their reconditioning. Stand walls 3.00 m high with different finishes are also available on request. [Please see Form "Stand Walls / Paper Hanging" or through the Online Order System.](#)

4.7.7 Ceiling design of stand constructions

In Halls 1-6.0, 7a and 8 - 17 up to 30 m² of the stand area may have a closed ceiling without sprinkler protection. However, in this case an area of at least 2.50 m in width must be of an open ceiling design around the closed ceilings (see 4.4.2). This also applies to the distance to neighbouring stand space unless the necessary distance is otherwise ensured in consultation with the respective stand neighbour. That is, between two closed ceiling areas, there must be an open ceiling area of at least 5.00 m in width. In this respect, it is immaterial whether they are situated on different stand spaces.

Sprinklers must be installed if more than 30 m² of stand area has closed ceilings or the safety distance between stands with closed ceilings is less than 5.00 m. No closed ceilings are permitted on the first floor Hall 6.1 or Hall 7.0-7.2. Closed ceilings are not permitted on the top floor of two-storey stands, see section 4.9.6. below.

Where the installation of a sprinkler system is required, an application on Form – Sprinkler Systems - must be submitted to Messe Düsseldorf. The sprinkler system will be fed from supply ducts in the hall floor.

4.8.1 Outdoor stand construction permits / stand constructions and structures requiring approval

Certain outdoor stand constructions and special constructions are also subject to testing and approval, depending on each type and extent.

If a stand construction is subject to approval, its type and extent are defined in the fact sheet entitled "Use of Outdoor Space at the Düsseldorf Exhibition Centre". A verified / verifiable stand safety certificate must be provided in all instances.

Stand constructions which are subject to approval and which are intended for outdoor use at the exhibition centre include all regular temporary structures as defined in BauO NRW (Construction Regulations for North Rhine Westphalia), section 79, or M-FIBauR (Regulations for the Construction and Operation of Temporary Structures) and which have valid design approval or which, due to their design, can be classified in a similar way; stand constructions also include all stand constructions permitting access and/or having a roof/canopy, forming a room or being free-standing.

4.9 Two-storey construction

4.9.1 Building request

Two-storey construction may be approved to a limited extent provided permission has been given by the relevant department at Messe Düsseldorf. The construction request must be submitted immediately after the stand admission documents have been received using the form "Permission for Special Constructions". Two-storey construction is not possible on the first floor of Hall 6.1 or in Hall 7.0-7.2.

Person in charge

A person in charge must be specified by name and no later than the beginning of construction work, covering all phases of the event (assembly, event itself and dismantling), giving details of their mobile phone number; this person must be available at stands / within the event space.

4.7.7 Ceiling design of stand constructions

In Halls 1-6.0, 7a and 8 - 17 up to 30 m² of the stand area may have a closed ceiling without sprinkler protection. However, in this case an area of at least 2.50 m in width must be of an open ceiling design around the closed ceilings (see 4.4.2). This also applies to the distance to neighbouring stand space unless the necessary distance is otherwise ensured in consultation with the respective stand neighbour. That is, between two closed ceiling areas, there must be an open ceiling area of at least 5.00 m in width. In this respect, it is immaterial whether they are situated on different stand spaces.

Sprinklers must be installed if more than 30 m² of stand area has closed ceilings or the safety distance between stands with closed ceilings is less than 5.00 m. No closed ceilings are permitted on the first floor Hall 6.1 or Hall 7.0-7.2. Closed ceilings are not permitted on the top floor of two-storey stands, see section 4.9.6. below.

The installation of the sprinkler system must be ordered from Messe Düsseldorf, using the "Sprinkler Systems" form or the Online Order System. The sprinkler system will be fed from supply ducts in the hall floor.

4.8.1 Outdoor stand construction permits / stand constructions and structures with mandatory clearance

Outdoor stand constructions and special constructions are also subject to testing and approval, depending on each type and extent.

If a stand construction is subject to approval, its type and extent are defined in the fact sheet entitled "Use of Outdoor Space at the Düsseldorf Exhibition Centre". A verified / verifiable stand safety certificate must be provided in all instances.

Stand constructions which are subject to approval and which are intended for outdoor use at the exhibition centre include all regular temporary structures as defined in BauO NRW (Construction Regulations for North Rhine Westphalia), section 79, or M-FIBauR (Regulations for the Construction and Operation of Temporary Structures) and which have valid design approval or which, due to their design, can be classified in a similar way; stand constructions also include all stand constructions permitting access and/or having a roof/canopy, forming a room or being free-standing.

4.9 Two-storey stand construction

4.9.1 Building request

Two-storey stand construction may only be authorised to a limited extent and only with the consent of the relevant department of the venue operator. The building request must be submitted immediately after receiving stand approval and must be submitted using the form "Clearance of Special Structures" or through the Online Order System. Two-storey construction is not possible on the first floor of Hall 6.1 or in Hall 7.0-7.2.

Person in charge

A person in charge must be specified by name and no later than the beginning of construction work, covering all phases of the event (assembly, event itself and dismantling), giving details of their mobile phone number; this person must be available at stands / within the event space.

4.9.2 Conditions for construction, safety distance, height of internal stand areas

The exit doors and gates of the halls must be kept free of any construction and must remain accessible. This applies particularly to the marked emergency exits.

On all other stands, superstructures are permitted on up to 50% of the area, although this must not exceed 300 m² in any specific case. Where the structure covers more than 30 m² the installation of sprinkler systems is required. These can be ordered exclusively from Messe Düsseldorf, see sections 4.4.2 und 4.7.7. In the two-storey area between two stands, a minimum safety distance of 5.00 m must be maintained; neighbouring stands may be linked by mutual agreement, provided the maximum limits specified above are observed. **The clear height of internal rooms of two-storey constructions must be a minimum of 2.50 m each on the ground and upper floors. Stand constructions bordering on neighbouring stands must be painted neutral white above a height of 2.50 m (see construction height diagrams at the end of this section).**

The floor of the upper storey must feature closed construction.

4.9.6 Upper storey

All rooms surrounded on all sides (closed rooms) that do not have any sufficient optical or sufficient acoustic connection with the hall shall be equipped with safety lighting and shall also be connected to the safety alarm installations of Messe Düsseldorf. This is to guarantee reliable orientation and safety alarm at the stand at all times. **The upper storey must not be closed in the case of two-storey stands.** Permission for an open space enclosure may be granted - see 4.4.2 - if it is made from flame retardant materials, DIN 4102 - Class B 1. **Proof that the material used met these specifications is to be supplied by way of testing documentation and a document on conformity with technical specifications. Equivalent documents in the German language, in keeping with EN 13501, at least class c-s3, d0 may be accepted.** On the upper floor, a lip with a height of at least 0.05 m must be installed on the floor around the railings to prevent objects from rolling over the edge. Balustrades/rails must be built as specified under items 4.6 and 4.9.3.

4.10.1 Building permit

Cinemas and/or auditoria with seating capacities for 200 people or more require a special permit from the Department of Works, see 4.2.1.

4.10.3 Projection area

Where film, television or slide equipment is used, the projection areas must not be installed directly on the aisles. They must not be a nuisance to the neighbours and must not drown out the public address system of the organisers (see also 4.7.8). See 5.11.

4.9.2 Conditions for construction, safety distance, height of internal stand areas

The exit doors and gates of the halls must be kept free of any construction and must remain accessible. This applies particularly to the marked emergency exits.

On all other stands, superstructures are permitted on up to 50% of the area, although this must not exceed 300 m² in any specific case. Where the structure covers more than 30 m² the installation of sprinkler systems is required. These can be ordered exclusively from Messe Düsseldorf, see sections 4.4.2 und 4.7.7.

In the two-storey area between two stands, a minimum safety distance of 5.00 m must be maintained; neighbouring stands may be linked by mutual agreement, provided the maximum limits specified above are observed. **The clear heights of the interior space within a two-storey exhibition stand must be at least 2.5 metres each for the ground floor and the upper floor. It is the responsibility of each stand owner to ensure that, where back panels border on neighbouring stands, such panels have a height of over 2.5 metres and that the panels are designed sufficiently clean and neutral within the white, grey or beige spectrum, without violating the interests of neighbouring stands.**

The floor of the upper storey must feature closed construction.

4.9.6 Upper storey

All rooms surrounded on all sides (closed rooms) that do not have any sufficient optical or sufficient acoustic connection with the hall shall be equipped with safety lighting and shall also be connected to the safety alarm installations of Messe Düsseldorf. This is to guarantee reliable orientation and safety alarm at the stand at all times. **Rooms on the upper floor must not be locked.** Permission for an open space enclosure may be granted - see 4.4.2 - if it is made from flame retardant materials, DIN 4102 - Class B 1. On the upper floor, a lip with a height of at least 0.05 m must be installed on the floor around the railings to prevent objects from rolling over the edge. Balustrades/rails must be built as specified under items 4.6 and 4.9.3.

4.10.1 Stand construction permit

Cinemas and/or auditoria with seating capacities for 200 people or more require a special permit from the Department of Works, see 4.2.1.

4.10.3 Projection area

If projectors are used, e.g. data projectors, the projection surfaces must not be placed directly next to the aisle. They must not be a nuisance to the neighbours and must not drown out the public address system of the organisers (see also 4.7.8). See 5.11.

5.3.1 Electrical connections

Each stand requiring electrical power will be provided with one or more connections with fuses and a meter, as well as a fuse box with main switch and current-operated ELCB (RCD), 30mA, up to 63A / 34kW. The following voltage limits in customary industrial power grids must be observed during the installation of non-linear loads (class 2, EN 61000-2-4): relative harmonic content (THD): <8% (ratio of effective values of the harmonic to the fundamental oscillation) and power factor $\cos \phi = 0.8$. Only the organiser may install these connections. **The ground plan, showing the required position of the connections, must be enclosed with the orders using the "Electrical Installation, Hall" form.** The organiser cannot provide fuse boxes for more than 63A/34kW. Power consumption is calculated per kWh. Consumption is recorded by the fitted meter. A standing charge is levied for connecting the stand to the hall power supply. For safety reasons, the power supply will be switched off one hour after the event closes on its last day.

5.4 Water and waste water facilities installation

Each stand to be supplied with a water/waste water connection will be provided with one or more connections. Only Fair organisation may install these connections. **The ground plan showing the required position of the connections must be enclosed with the orders using the "Sanitary Installations/Compressed Air" form.** No water or waste water installations can be provided to stands around the edges of the halls. The relevant exhibitor is in charge of and responsible for correct installation and maintenance of drinking water facilities on the stand according to DIN 1988 part 4. Only steel-sheathed rubber pipes with screw unions on both ends may be used for pressurised, flexible pipes between the water connection and consumer point. The exhibitor's installations for carrying drinking water must be in good sanitary condition before being connected to the Messe Düsseldorf water supply. Messe Düsseldorf reserves the right to conduct inspections on a random basis, which shall be proactively supported by exhibitors. Water consumption is calculated per m³ based on estimate. For safety reasons, the water supply will be turned off one hour after the event closes on its last day, as will the power supply.

5.3.1 Electrical connections

Each stand requiring electrical power will be provided with one or more connections with fuses and a meter, as well as a fuse box with main switch and current-operated ELCB (RCD), 30mA, up to 63A / 34kW. The following voltage limits in customary industrial power grids must be observed during the installation of non-linear loads (class 2, EN 61000-2-4): relative harmonic content (THD): <8% (ratio of effective values of the harmonic to the fundamental oscillation) and power factor $\cos \phi = 0.8$. Only the organiser may install these connections. **When placing an order using the "Electrical Installations, Hall" form or the Online Order System, the exhibitor must attach a ground plan, showing the requested locations of the supply points.** The organiser cannot provide fuse boxes for more than 63A/34kW. Power consumption is calculated per kWh. Consumption is recorded by the fitted meter. A standing charge is levied for connecting the stand to the hall power supply. For safety reasons, the power supply will be switched off one hour after the event closes on its last day.

5.4 Water and waste water facilities installation

Each stand to be supplied with a water/waste water connection will be provided with one or more connections. Only Fair organisation may install these connections. **When placing an order using the "Sanitary Installations, Compressed Air" form or the Online Order System, the exhibitor must attach a ground plan, showing the requested locations of the supply points. Any stands directly adjacent to hall joint strips must not contain water or wastewater installations.** No water or waste water installations can be provided to stands around the edges of the halls. The relevant exhibitor is in charge of and responsible for correct installation and maintenance of drinking water facilities on the stand according to DIN 1988 part 4. Only steel-sheathed rubber pipes with screw unions on both ends may be used for pressurised, flexible pipes between the water connection and consumer point. The exhibitor's installations for carrying drinking water must be in good sanitary condition before being connected to the Messe Düsseldorf water supply. Messe Düsseldorf reserves the right to conduct inspections on a random basis, which shall be proactively supported by exhibitors. Water consumption is calculated per m³ based on estimate. For safety reasons, the water supply will be turned off one hour after the event closes on its last day, as will the power supply.

5.4.1 Use of water-bearing systems and equipment

If water is used at a stand, e.g. a water tank, fountain, humidification system or any other spraying system, you must ensure that the system is in perfectly hygienic condition at all times.

Proof must be provided as and when requested by the venue operator.

5.5 Compressed air installation

The supply of compressed air (max. 7.85 bar) to the exhibition stands is possible exclusively using the organiser's own system. The installation and use of exhibitors' own compressors is not permitted.

Every stand to be supplied with compressed air will be provided with one or more connections. Only Messe Düsseldorf may install these connections. [The ground plan showing the required position of the connections must be enclosed with the orders using form "Sanitary Installations/Compressed Air"](#). In order to ensure the supply for all consumers during peak periods, exhibitors are advised to install compressed air cylinders of suitable capacity on their stands that must display verifiable compliance with the legal requirements, and to connect these within the circuit. Exhibitors are responsible for providing the correct fine mesh filter. No compressed air can be provided to stands around the edges of the halls. For safety reasons, the compressed air supply will be switched off one hour after the event closes on its last day, as will the water and power supply.

5.6.1 Machine noise, dynamic machine loads

The demonstration of noise-emitting machinery should be kept to a minimum in the interest of the other exhibitors and visitors. The noise level at the edge of the stand must not exceed 70dB (A). The noise level in the exhibition grounds outside the halls must not exceed 50 dB (A). The operation of machinery and systems with oscillation weight force is permitted only if said machinery and systems do not affect any part of the building. Please refer to DIN 1055 part 3, paragraph 8 and DIN 4024. [Attention is drawn to the noise and vibration protection regulations of 06 March 2007 \(Federal Law Gazette I, p. 261\) as amended on 18 December 2008 \(Federal Law Gazette, 2768\).](#)

5.5 Compressed air installation

The supply of compressed air (max. 7.85 bar) to the exhibition stands is possible exclusively using the organiser's own system. The installation and use of exhibitors' own compressors is not permitted.

Every stand to be supplied with compressed air will be provided with one or more connections. Only Messe Düsseldorf may install these connections. [When placing an order using the "Sanitary Installations, Compressed Air" form or the Online Order System, the exhibitor must attach a ground plan, showing the requested locations of the supply points.](#) In order to ensure the supply for all consumers during peak periods, exhibitors are advised to install compressed air cylinders of suitable capacity on their stands that must display verifiable compliance with the legal requirements, and to connect these within the circuit. Exhibitors are responsible for providing the correct fine mesh filter. No compressed air can be provided to stands around the edges of the halls. For safety reasons, the compressed air supply will be switched off one hour after the event closes on its last day, as will the water and power supply.

5.6.1 Machine noise, dynamic machine loads

The demonstration of noise-emitting machinery should be kept to a minimum in the interest of the other exhibitors and visitors. The noise level at the edge of the stand must not exceed 70dB (A). The noise level in the exhibition grounds outside the halls must not exceed 50 dB (A). The operation of machinery and systems with oscillation weight force is permitted only if said machinery and systems do not affect any part of the building. Please refer to DIN 1055 part 3, paragraph 8 and DIN 4024. [Please also note the German Noise and Vibration Protection Regulations of 6 March 2007 \(German Federal Law Gazette I, p. 261\) in the relevant latest applicable version \(German Federal Law Gazette 2768\).](#)

5.6.2 Product Safety Code

Under the Product Safety Act (ProdSG) in the respectively applicable version, products (Section 2 point 22) and installations requiring surveillance (Section 2 point 30) must only be provided if they satisfy the requirements set out in a Regulation, Section 3 (1), or are designed such that the safety and health or other legal interests set out in the respective Regulation are not endangered given use as intended or envisaged. At trade fairs and exhibitions, products can also be exhibited that do not satisfy these requirements (Section 3 (1) and (2)) if the exhibitor uses a clearly visible sign to draw attention to the fact that the product does not satisfy the requirements and cannot be acquired until corresponding compliance is assured. The following text can be used as reference sign.

The version of this product shown here does not comply with the statutory provisions in the European Union and cannot be acquired within the European Economic Area until compliance has been assured.

Exhibiting is the offering, setting up or demonstration of products for the purpose of advertising or provision on the market (Section 2 point 2). During a demonstration, the necessary precautions must be taken to protect the health and safety of persons (Section 3 (5) sentence 2).

- a) Under Section 3 point 13 Medical Products Act, the above comments also apply to medical products.
- b) [The Machine Regulation \(Ninth Regulation on the Product Safety Act\) dated 12.05.1993, Federal Law Gazette 174, in the version dated 08.11.2011, Federal Law Gazette 2178, is applicable to provision.](#) Under the Regulation, only machines with the CE symbol may be provided. The EU Declaration of Conformity as per Appendix II Part 1 section A of Directive 2006/42/EC must be attached to these machines.
- c) [Furthermore, with leisure boats, the 10th Regulation on the Provision of Leisure Boats and Travel with Leisure Boats \(10th ProdSV\) dated 09.07.2004, Federal Law Gazette 1605, in the version dated 08.11.2011, Federal Law Gazette 2178,](#)
- d) [and for personal protective equipment the 8th Regulation on the Product Safety Act \(Regulation on the Provision of Personal Protective Equipment on the Market\) dated 20.02.1997, Federal Law Gazette 316 in the version dated 08.11.2011, Federal Law Gazette 2178 on provision must be observed.](#) Information is available from the Regional Government Düsseldorf (see point 5.6.2.2 of these Technical Guidelines).

5.6.3.2 Testing

The design and water pressure test certificate is inadequate on its own. In addition to this certificate, an on-site acceptance test is also required. This also applies to non-German and rented containers. However, it does not cover any assembled and verified ready-to-use equipment. Any pressure vessels that require testing must be registered in good time and can then be acceptance-tested by the relevant monitoring authority at the trade fair stand, in the presence of a person in charge and upon submission of the design certificate and water pressure test certificate. The relevant enquiries must be sent to Messe Düsseldorf.

5.6.2 Product Safety Code

Under the Product Safety Act (ProdSG) in the respectively applicable version, products (Section 2 point 22) and installations requiring surveillance (Section 2 point 30) must only be provided if they satisfy the requirements set out in a Regulation, Section 3 (1), or are designed such that the safety and health or other legal interests set out in the respective Regulation are not endangered given use as intended or envisaged. At trade fairs and exhibitions, products can also be exhibited that do not satisfy these requirements (Section 3 (1) and (2)) if the exhibitor uses a clearly visible sign to draw attention to the fact that the product does not satisfy the requirements and cannot be acquired until corresponding compliance is assured. The following text can be used as reference sign.

The version of this product shown here does not comply with the statutory provisions in the European Union and cannot be acquired within the European Economic Area until compliance has been assured.

Exhibiting is the offering, setting up or demonstration of products for the purpose of advertising or provision on the market (Section 2 point 2). During a demonstration, the necessary precautions must be taken to protect the health and safety of persons (Section 3 (5) sentence 2). **Die Proof of operational safety must be supplied if this is requested by the venue operator.**

- a) Under Section 3 point 13 Medical Products Act, the above comments also apply to medical products.
- b) **Please also note application of the German Machine Regulation (9th Regulation on the German Product Safety Act), dated 12 May 1993, German Federal Law Gazette 174, in its latest valid version, German Federal Law Gazette 2178.** Under the Regulation, only machines with the CE symbol may be provided. The EU Declaration of Conformity as per Appendix II Part 1 section A of Directive 2006/42/EC must be attached to these machines.
- c) **Furthermore, if recreational watercraft is involved, please also note application of the 10th Regulation on the Provision for Recreational Watercraft and the Use of Recreational Watercraft (10th Product Safety Regulation), dated 9 July 2004, German Federal Law Gazette 1605, in its latest valid version, German Federal Law Gazette 2178.**
- d) **If personal protection equipment is used, note application of the 8th Regulation on the German Product Safety Act (Regulation on the Provision of Personal Protection Equipment on the Market), dated 20 February 1997, German Federal Law Gazette 316 in its latest valid version, German Federal Law Gazette 2178, on the provision of such equipment.** Information is available from the Regional Government Düsseldorf (see point 5.6.2.2 of these Technical Guidelines).

5.6.3.2 Testing

Pursuant to the German Industrial Safety Regulation, Annex 1, Section 4, pressure vessels and pressure equipment must be tested prior to first-time commissioning as well as after any modifications requiring inspection and subsequently at recurring intervals. Testing must cover the equipment itself, the installation conditions and the required safety devices. If assembly of the pressure equipment does not take place until it is on site, at the exhibition centre, the equipment must be tested in the same way as upon first commissioning, covering the details specified in the German Industrial Safety Regulation, Tables 2 to 11 in Annex 1, Section 4, No. 59, and the tests must be conducted by an approved monitoring body or by a suitably qualified person. All the required technical documents and the documentation accompanying the EU declaration of conformity must be available as soon as installation of the equipment has started.

5.6.5.2 Regulations for exhaust pipes

The ducting from the lower edge of the structure to the outside will be installed exclusively by Messe Düsseldorf with its own material. The pipes from the exhibits to the lower edge of the structure can be installed by Messe Düsseldorf. The connections from the exhibits are to be provided by the exhibitor. **A ground plan showing the required location of the ducting should be submitted together with the orders using the "Smoke/Gas Exhausts" form.**

5.7.2.1 Storage and use

Exhibitors may not store or use flammable liquids (see the industrial safety ordinance dated 27 September 2002, Federal Law Gazette I, p. 3777) in the exhibition halls or in the exhibition grounds without written authorisation. Permission may be granted for the storage and use of flammable liquids to operate or demonstrate exhibits. **A relevant application must be submitted to Messe Düsseldorf using the "Application for Permission of Flammable Liquids" form together with the Safety Data Sheet.** Dummies must be used for advertising or decoration purposes.

5.10 Cranes, forklifts, empties

Operating own cranes, other material handling equipment with operator platform/driver's seat and forklifts is not permitted at the Exhibition Centre. Only equipment of the accredited shipping agents permitted on site may be operated. The forwarding agents have sole handling rights in the exhibition grounds, i.e. carriage of exhibits, stand structures, etc., to the stand, including provision of any auxiliary equipment required, as well as customs clearance for temporary or permanent import. Contracts awarded to the forwarding agents are subject to the latest version of the General Conditions of Contract of German Forwarding Agents (ADSp) and the scale of charges for trade fairs and exhibitions in Düsseldorf. Messe Düsseldorf is not liable for any risks that may arise from the work of the forwarding agents. The storage of empties of all kinds on the stand is prohibited. Empties must be transported without delay to the storage area for empties by the transport agents appointed for the exhibition grounds. **Orders may be submitted using the "Container Rental or Empties" forms.**

5.6.5.2 Regulations for exhaust pipes

The ducting from the lower edge of the structure to the outside will be installed exclusively by Messe Düsseldorf with its own material. The pipes from the exhibits to the lower edge of the structure can be installed by Messe Düsseldorf. The connections from the exhibits are to be provided by the exhibitor. **When placing an order using the "Smoke/Gas Extractors" form or the Online Order System, the exhibitor must attach a ground plan, showing the requested locations of the extraction points.**

5.7.2.1 Storage and use

Exhibitors may not store or use flammable liquids (see the industrial safety ordinance dated 27 September 2002, Federal Law Gazette I, p. 3777) in the exhibition halls or in the exhibition grounds without written authorisation. Permission may be granted for the storage and use of flammable liquids to operate or demonstrate exhibits. **The relevant application must be submitted to the venue operator, using the form entitled "Approval Application for Flammable Liquids" or through the Online Order System and must be accompanied by the safety data sheet.** Dummies must be used for advertising or decoration purposes.

5.10 Cranes, forklifts, empties

Operating own cranes, other material handling equipment with operator platform/driver's seat and forklifts is not permitted at the Exhibition Centre. Only equipment of the accredited shipping agents permitted on site may be operated. The forwarding agents have sole handling rights in the exhibition grounds, i.e. carriage of exhibits, stand structures, etc., to the stand, including provision of any auxiliary equipment required, as well as customs clearance for temporary or permanent import. Contracts awarded to the forwarding agents are subject to the latest version of the General Conditions of Contract of German Forwarding Agents (ADSp) and the scale of charges for trade fairs and exhibitions in Düsseldorf. Messe Düsseldorf is not liable for any risks that may arise from the work of the forwarding agents. The storage of empties of all kinds on the stand is prohibited. Empties must be transported without delay to the storage area for empties by the transport agents appointed for the exhibition grounds. **Orders can be placed via the forms "Container Rental" or "Empties" or through the Online Order System.**

6.1 Refuse

Any waste accumulated during the event or during the construction and/or dismantling of the stand as well as any remaining materials must be disposed of by the exhibitor at the exhibitor's expense. We draw exhibitors' attention to the Law on the Promotion of Closed-Loop Recycling Systems and Safeguarding of Environmentally Compatible Waste Materials Disposal, dated 27 September 1994, Federal Law Gazette I, p. 2705 and also the Regional Waste Law dated 21 June 1988, Gazette of Laws and Ordinances for North Rhine-Westphalia, p. 250 in its most recently amended version, and the Waste Disposal Bylaw for the regional capital Düsseldorf dated 17 December 1998, Official Gazette No. 52 dated 30 December 1998.

Please observe Messe Düsseldorf's fire prevention regulations and avoid restricting hall aisles through accumulated waste. All waste must be removed immediately by the relevant exhibitor. Otherwise it will be removed at the exhibitor's cost. Facilities for the disposal of unavoidable refuse:

Use only recyclable materials that should be sorted and can then be collected at minimum expense by our service partners for optimum disposal and/or utilisation. The "Disposal" form should be used when ordering.

Telephone +49 (0)211 4560-135/425/540 for delivery of waste containers which have been ordered.

Containers will also be emptied/collected on request. You will receive notification of this waste disposal service.

6.1.1 Packaging material

Under the Packaging Ordinance of 21 August 1998, BGBl I, p. 2379, manufacturers and distributors are liable to take back packaging, such as cartons, wrappings, cases, pallets, etc., or to make arrangements for their disposal. Accordingly, for any packaging required for later dismantling, the empties warehouse of our forwarding agents should be used. Orders may be submitted on the "Empties" form. Packaging not being re-used may be forwarded for materials recycling via our service partners. Please use the "Disposal" form to order this service.

6.1.2 Kitchen waste

Kitchen and catering waste must be sorted into plastics, glass, paper and leftover waste. Recyclable materials must be placed in the appropriate containers at the recycling stations in front of the exhibition hall. If exhibitors do not wish to handle their own waste disposal, this service may be ordered using the "Waste Disposal" form.

6.1.3 Production waste

Notification of production waste is required using the "Disposal" form, specifying the material and the amount.

6.1.4 Stand components

Containers will be available for materials such as wood and cardboard discarded during stand construction and dismantling. These can be ordered on the disposal form "Waste Management". All adhesive tape used in laying floor coverings or protective sheeting must be either PE or PP.

6.1 Waste and refuse

Any waste accumulated during the event or during the construction and/or dismantling of the stand as well as any remaining materials must be disposed of by the exhibitor at the exhibitor's expense. We draw exhibitors' attention to the Law on the Promotion of Closed-Loop Recycling Systems and Safeguarding of Environmentally Compatible Waste Materials Disposal, dated 27 September 1994, Federal Law Gazette I, p. 2705 and also the Regional Waste Law dated 21 June 1988, Gazette of Laws and Ordinances for North Rhine-Westphalia, p. 250 in its most recently amended version, and the Waste Disposal Bylaw for the regional capital Düsseldorf dated 17 December 1998, Official Gazette No. 52 dated 30 December 1998.

Please note the fire safety regulations of Messe Düsseldorf: Aisles in halls must not be obstructed by waste or refuse. Any waste or refuse must be removed immediately by those causing it. Otherwise it will be removed at the exhibitor's cost. Facilities for the disposal of unavoidable refuse:

Use only recyclable materials that should be sorted and can then be collected at minimum expense by our service partners for optimum disposal and/or utilisation. Orders can be placed via the "Waste Disposal" form or through the Online Order System.

Telephone +49 (0)211 4560-135/425/540 for delivery of waste containers which have been ordered.

Containers will also be emptied/collected on request. You will receive notification of this waste disposal service.

6.1.1 Packaging material

Under the Packaging Ordinance of 21 August 1998, BGBl I, p. 2379, manufacturers and distributors are liable to take back packaging, such as cartons, wrappings, cases, pallets, etc., or to make arrangements for their disposal. If, therefore, you need any of your packaging for dismantling purposes, please use our own freight forwarders' storage facilities for empty packaging materials, which you can order through the "Empties" form or the Online Order System. Packaging not being re-used may be forwarded for materials recycling via our service partners. Orders can be placed via the "Waste Disposal" form or through the Online Order System.

6.1.2 Kitchen waste

Kitchen and catering waste must be sorted into plastics, glass, paper and leftover waste. Recyclable materials must be placed in the appropriate containers at the recycling stations in front of the exhibition hall. Unless waste disposal is handled by the exhibitor, it can be ordered as a service through the "Waste Disposal" form or the Online Order System.

6.1.3 Production waste

The removal of production waste can be ordered through the "Waste Disposal" form or the Online Order System, specifying the material and the volume.

6.1.4 Stand components

Containers will be available for materials such as wood and cardboard discarded during stand construction and dismantling. Orders can be placed via the "Waste Disposal" form or through the Online Order System. All adhesive tape used in laying floor coverings or protective sheeting must be either PE or PP.

6.5.2 Substances hazardous to water, environmental damage

Devices for the storage, filling or transferring, or for the manufacture, treatment or use of substances hazardous to water must only be set up on secured and fortified areas throughout the entire exhibition centre.

The devices must be designed and operated such that substances hazardous to water cannot escape. Any substances hazardous to water escaping must be detected quickly and reliably and be held back in collecting containers without discharge. The volume held back must conform to the maximum volume of the substances that can be released during operational disturbances. When storing several containers with a common collecting tub, the volume of the largest container shall be authoritative; however, at least 10% of the volume of all containers must be capable of being held back. Trickling losses occurring as a result of operation must be contained.

In the event of damage and operational disturbances, the devices must be shut down immediately.

[The ordinance on devices for handling water-endangering substances and on specialist companies – VawS dated 20 March 2004 – must be observed.](#)

Environmental damage and contamination (e.g. through petrol, oil, solvents, cooling agents, paint) must be reported to the exhibition management immediately.

7 Messe Düsseldorf services

The Conditions of Participation and these Technical Guidelines apply to orders placed with Messe Düsseldorf. The prices applicable to any particular event form the basis. [Prices are increased by 35% if orders for services are placed less than 21 days before the announced setup period begins for events as stipulated by Messe Düsseldorf.](#) All services are provided by Messe Düsseldorf solely for the main lessee of the stand, who is also the liable party.

7.1.1 Stand construction, installation

If no stand sketch for the services ordered is submitted, Messe Düsseldorf reserves the right to carry out placement as it sees fit. [For details of services and prices, please refer to the relevant forms.](#) Only the services actually provided will be charged.

7.1.2 Waste disposal

[Any waste or hazardous waste accumulating during to event or during construction and/or dismantling can be disposed of for a fee through Messe Düsseldorf \(see Item 6\); orders to that effect must be placed using the "Disposal" form.](#)

7.1.3 Communication services

[Orders for telephone, fax, telex, data and antenna connections may be submitted on the Communication equipment form "Telecommunication Connections".](#) Further technical details are provided in the documentation, which may be obtained on request. [Radio paging systems installed specially for the exhibition centre may be ordered using the "Paging" form and loudspeakers in the stand for hall PA messages using the "Antenna Connections/Alarm Application" form.](#)

6.5.2 Substances hazardous to water, environmental damage

Devices for the storage, filling or transferring, or for the manufacture, treatment or use of substances hazardous to water must only be set up on secured and fortified areas throughout the entire exhibition centre.

The devices must be designed and operated such that substances hazardous to water cannot escape. Any substances hazardous to water escaping must be detected quickly and reliably and be held back in collecting containers without discharge. The volume held back must conform to the maximum volume of the substances that can be released during operational disturbances. When storing several containers with a common collecting tub, the volume of the largest container shall be authoritative; however, at least 10% of the volume of all containers must be capable of being held back. Trickling losses occurring as a result of operation must be contained.

In the event of damage and operational disturbances, the devices must be shut down immediately.

[Please note application of the Regulation on Facilities for the Treatment of Water-Polluting Substances and Specialised Companies \(VAWS\), dated 20 March 2004 in its latest valid version.](#)

Environmental damage and contamination (e.g. through petrol, oil, solvents, cooling agents, paint) must be reported to the exhibition management immediately.

7 Messe Düsseldorf services

The Conditions of Participation and these Technical Guidelines apply to orders placed with Messe Düsseldorf. The prices applicable to any particular event form the basis. [Any incoming orders and incomplete documents that reach Messe Düsseldorf no more than 21 calendar days before the assembly period are subject to a late submission surcharge of 35% on all prices and charges.](#) All services are provided by Messe Düsseldorf solely for the main lessee of the stand, who is also the liable party.

7.1.1 Stand construction, installation

If no stand sketch for the services ordered is submitted, Messe Düsseldorf reserves the right to carry out placement as it sees fit. [For details of the items included in the service and the relevant prices, please refer to the forms or the Online Order System.](#) Only the services actually provided will be charged.

7.1.2 Waste disposal

[Any waste that occurs during assembly or dismantling and any special waste can be disposed of by Messe Düsseldorf against payment of a charge \(see No. 6\), but requires ordering via the "Waste Disposal" form or through the Online Order System.](#)

7.1.3 Communication services

[Phone, fax, data and aerial connections can be ordered through the "Communication Systems" form or the Online Order System.](#) Further technical details are provided in the documentation, which may be obtained on request. [Loudspeakers that are specially set up for the exhibition centre at the stand and which are intended for announcements can be hired through the form entitled "Aerial Connections / Alarm Application" or the Online Order System.](#)

7.2.2 Exhibitor passes

Every exhibitor will receive a certain number of exhibitor passes free of charge in accordance with the Conditions of Participation. These passes are for the exclusive use of the exhibitors and may not be transferred to third parties. The number of free passes is not increased where there are co-exhibitors on the stand.

Additional, chargeable exhibitor passes may be ordered using the "Additional Exhibitor Passes (subject to charge)" form.

7.2.4 Convention and congress rooms

For discussions, press conferences, sales meetings and conferences, rooms of various sizes with all technical facilities are available in the CCD. Exhibitors who wish to make use of these are asked to give notification of their requirements ("Conference Rooms/Offices and Banquet Rooms" forms).

7.2.2 Exhibitor passes

Every exhibitor will receive a certain number of exhibitor passes free of charge in accordance with the Conditions of Participation. These passes are for the exclusive use of the exhibitors and may not be transferred to third parties. The number of free passes is not increased where there are co-exhibitors on the stand. Any additional and chargeable exhibitors' passes can be ordered through the form "Additional Exhibitors' Passes (Chargeable)" or the Online Order System.

7.2.4 Convention and congress rooms

For discussions, press conferences, sales meetings and conferences, rooms of various sizes with all technical facilities are available in the CCD. Exhibitors who wish to make use of these are asked to give notification of their requirements ("Conference Rooms/Offices and Banquet Rooms" forms or through the Online Order System).