

TRADE FAIR GERMAN TREE CARE CONFERENCE

Augsburg, 23rd – 25th April 2024



Exhibitor Information

Please also note the conditions of participation for exhibitors!

Conference + TRADE FAIR Venue	23rd-25th April 2024 Messe Augsburg	Am Messezentrum 5 86159 Augsburg
Trade Fair Time	Tuesday, 23rd April	8.00 – 18.00
	Wednesday, 24th April	8.00 – 18.00
	Thursday, 25th April	8.00 – 16.00
Set-up Times Dismantling Exhibitors who do not adhere to these times may be excluded from the trade fair in future. We are urgently dependent on the co-operation of exhibitors to protect the conference!	Monday 22nd April 7:00 – 20:00 Thursday, 25th April 16:30 to ca. 22:00 Friday, 26th April 7:00 to 12:00	Please arrange other set-up times with the office Attention! Dismantling on Thursday after the end of the lectures only in the conference rooms from approx. 4.30 pm!
Price for Stands Select your stand space and stand equipment in the Aussteller-Shop. This is available via our homepage. www.deutsche-baumpflegetage.de under the link "for exhibitors".	Indoor-Area Hall 1 Corner stand 175.00 €/m ² Row Stand 145.00 €/m ²	Outdoor-Area Hall 1 Outdoor-Area 70.00 €/m ²

Access to the site/deposit

For a deposit of 100 Euro, you will be given access to the site during set-up and dismantling times.

Please ensure you leave the site immediately following unloading!

The deposit expires after 4 hours. The same applies to exits after 20:00!

Parking of transport vehicles during the event

You have the option of booking a fixed parking space for your transport vehicle in the "Exhibitor Shop" (together with your stand equipment). The vehicle can be parked within the exhibition grounds, but outside the exhibition centre. The vehicle cannot be moved during the event without exception! Please label the vehicle with the exhibitor's company and stand number. Your booked "parking ticket" will be sent to you in good time before the conference.

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Parking

The car park is located in front of Hall 1, approx. 50 m away on the street "Am Messezentrum". It is free of charge during set-up and dismantling times. During the event, parking is subject to a charge. Sufficient parking spaces are available. They cannot be booked in advance. The operator of the parking areas is Messe Augsburg, not the organiser.

Delivery of parcels/pallets

Full address including the name of the event.

Messe Augsburg
„Deutsche Baumpflegetage, Halle 1“
Am Messezentrum 5
86159 Augsburg

Important information - please mark clearly on each package!

- o Exhibiting company
- o Stand number

Delivery time

Parcels and pallets can be delivered from Thursday 18th April to Monday 22nd April. Delivery time is between 7:00 - 18:00.

All deliveries will be accepted at Hall 1, Gate 3 and temporarily stored by BTG Messe-Spedition GmbH (forwarding company). You will receive your packages on your stand on Sunday 21st to Monday 22nd April.

Monday 22nd April is set-up day. Everyone and customers/recipients should be on site in person. The organiser team will be at the exhibition grounds from Sunday 21st and can be contacted on +49 (0)170-9665325 if required.

Loading and unloading of lorries

From the Exhibition Centre, these services are generally provided by BTG.

Unloading with the help of a forklift truck is not possible. Please contact BTG directly for this service! External drivers who have a tail-lift or similar at their disposal can use it for loading and unloading and can also hand over your goods to BTG for interim storage after unloading.

You are also welcome to enquire about your entire transportation needs with the exhibition forwarding company.

Storage of packaging material

BTG will store your packaging for the duration of the event. Due to fire safety regulations, these cannot be stored in open areas or behind the stands! In case of doubt, they will be disposed by the organiser at the exhibitor's expense.

Contact: BTG Messe-Spedition GmbH, Tel.: +49 (0) 821 4986-143

E-Mail: Mariusz.Zysnarski@btg.de

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Stand Equipment

Please book your stand equipment in the Aussteller-Shop, which you can access via our homepage www.deutsche-baumpflegetage.de. The products are sorted by stand area: Indoor area (A and C stands, B stands) and outdoor area.

IMPORTANT: Please note for all exhibition stands in the indoor area:

1. Fixed and enclosing exhibition walls must be erected at a height of 2.5m.
2. Floor covering must be laid-out.
3. **NEW:** clear labelling of the Stand Number is compulsory.
4. The textile furnishings of the stand must be flame-retardant. (The B1 certificate must be carried!)
5. "Covered areas" from 8m² require a smoke detector. (Pavilion, horizontal banners etc.)
6. Items must be securely fixed to the ground. Decoration and/or lighting must be fastened and secured with metal cable ties. (Plastic cable ties are not sufficient in terms of fire protection regulations).
7. Electronic equipment (e.g., lighting) attached to the rigging or to the frame of the exhibition system must be earthed. Please book this in the technical equipment section of the Aussteller-Shop. (Provision of missing earthing will be carried out on site at increased costs for you).

NEW: Exhibitors with a B stand in the hall should book a so-called "stand package" for their equipment.

IMPORTANT: Please note for all stands in the outdoor area:

1. Earthing must also be booked here if you are attaching electronic equipment (e.g., lighting) to rigs or metal parts of your stand.
2. All types of fastenings must be made of metal (e.g., securing your tent against wind, displaying objects on the tent roof, lighting) Textile lashing straps, plastic cable ties etc. do not fulfil the fire protection requirements.

There is no prescribed stand equipment for exhibitors in the outdoor area as there is for the indoor area.

Equipment provided by the exhibitor.

Exhibitors who wish to provide their own stand equipment (or have it provided by third parties) may of course do so, provided they comply with the regulations in the same way.

Food and Drinks

Food and Drinks are to be purchased exclusively from the event caterer in accordance with the regulations of "Verwaltung Messe Augsburg". We will be happy to provide you with the contact details.

Information to our Shop

Attention. We have 2 Shops 

1. The "**Aussteller-Shop**" for stand space, equipment, furniture, and the so-called pass/ticket flat rate. Your invoice(s) will also be issued from the shop.
2. The "**Ticket Shop**" for all admission tickets that you receive as a confirmed exhibitor. Here you can call up your exhibitor passes and, depending on the size of your stand, a contingent of free tickets for the conference for your employees. You can also invite trade fair guests here. You will not receive an additional invoice.

„Pass/Ticket – Flat Rate“

We automatically charge the flat rate of 100 Euro per exhibitor in the "Aussteller Shop" together with the fee for your stand.

(For co-exhibitors, you must actively book this in your *Aussteller Shop* profile).

This flat rate entitles you to access the following services in the "Ticket Shop".

✓ All Exhibitor Passes

You need exhibitor passes for admission. (Valid for set-up and event!)

After completing your stand booking in the "Aussteller-Shop" from February 2024, you can use your existing account in the "Ticket Shop" of the German Tree Care Conference or set up a new one. You will book all exhibitor passes there, which you will receive immediately by e-mail.

✓ 1 Free ticket for the Conference

- only for company members with an exhibitor pass.
This free ticket/s must be booked together with the passes via the "Ticket Shop".

✓ (from 12 m² stand area = 2 free tickets)

✓ Free admission to the trade fair for your company's customers

If you would like to invite customers to the trade fair, this is also possible in the "Ticket Shop". You invite your customers via the ticket shop. The number of invitations is unlimited. You can see which invitations have been used via your account. This service is also covered by the above "badge/ticket flat rate".

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The following services are also free of charge for our exhibitors

✓ 1 x Jahrbuch der Baumpflege *Yearbook of Arboriculture* per Stand

✓ The book will be distributed on site by the organiser.

✓ PR report on your new product in co-operation with the "BaumZeitung" (baumredaktion@gmx.de) and/or the "AFZ der Wald" (steinfath@afz-derwald.de)

The text should not be longer than 1000 characters. Please save your images separately as jpg, with at least 300 dpi for printing.

✓ Link to your homepage - from the exhibitor list on our website www.deutsche-baumpflegetage.de

Please upload your logo when booking your stand. It will be added to the exhibitor list together with the company details and the stand.

✓ Disposal option for waste generated on the stand.

Waste from third-party service providers, as well as special and bulky waste is excluded!

Hamburg, 24th November 2023

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Veranstalter der Deutschen Baumpflegetage: Forum Baumpflege GmbH & CO. KG; AG Hamburg HRA 116129;
Komplementärin: Verwaltung Forum Baumpflege GmbH; AG Hamburg HRB 127259;
Steuer-ID: DE815032645; Geschäftsführung: Thomas Amtage, Prof. Dr. Dirk Dujesiefken
Postadresse: Brookkehre 60, D-21029 Hamburg, E-Mail: augsburg@deutsche-baumpflegetage.de