

# EXHIBITOR INFORMATION

**FERIEN**<sup>®</sup>  
MESSE WIEN

The international fair for holidays, travel and leisure

[WWW.FERIEN-MESSE.AT](http://WWW.FERIEN-MESSE.AT)

16<sup>th</sup> - 19<sup>th</sup> JANUARY 2025



Built by



In the business of  
building businesses

**OPENING HOURS:**

Thursday - Saturday  
Sunday

10.00 - 18.00  
10.00 - 17.00

# CORPORATE CONTACT DETAILS FOR PROPOSALS



GENERAL COMPANY DETAILS		
<input type="checkbox"/> Exhibitor		
<input type="checkbox"/> Co-exhibitor with:		
Business register no.	VAT no.	
Company name according to the business register		
First name & surname of your contact		
Address / post box		
Country / town or city /postcode		
Company phone no.	Company fax no.	Mobile no. for your contact
Website		
Company e-mail address		
Company contact e-mail address*		
Executive manager		

\* Please be aware, the e-mail address you provide will be used for all information concerning your online exhibitor profile and the expo network.

CORRESPONDENCE ADDRESS		
Company name according to the business register		
First name & surname of your contact		
Address / post box		
Country / town or city /postcode		
Company phone no.	Company fax no.	Mobile no. for your contact
Company contact e-mail address*		

INVOICE ADDRESS (IF NOT THE SAME)		
VAT no.		
Company name according to the business register		
Address / post box		
Country / town or city /postcode		

**MARKETING & SERVICE FEE (OBLIGATORY)** € 410.00

**CO-EXHIBITOR FEE** € 205.00  
incl. marketing & service fee

**FLAT FEE FOR EXPENSES (OBLIGATORY)** FREE  
Covers price-rises for electricity and materials

## MARKETING & SERVICE FEE

- Registration fee
- Quota of exhibitor passes (according to booth size) and 1 car park access card
- Registration for / access to your corporate profile in the online exhibitor catalogue (Bronze Package)
- Premium Exhibitor Listing BRONZE Package
- Exhibitor Dashboard BASIC

BOOTH SPACE FEE (FOR SELF-CONSTRUCTED BOOTHS) PREFERRED BOOTH SPACE (NON-BINDING FOR THE ORGANISER)			
<input type="checkbox"/>	Row booth	€ 125.00/m <sup>2</sup>	_____ m <sup>2</sup>
<input type="checkbox"/>	Corner booth	€ 136.00/m <sup>2</sup>	_____ m <sup>2</sup>
<input type="checkbox"/>	End booth	€ 143.00/m <sup>2</sup>	_____ m <sup>2</sup>
<input type="checkbox"/>	Island booth	€ 147.00/m <sup>2</sup>	_____ m <sup>2</sup>
<input type="checkbox"/>	Special vehicle space upto 50 m <sup>2</sup>	€ 80.00/m <sup>2</sup>	_____ m <sup>2</sup>
<input type="checkbox"/>	Special vehicle space 51 - 100 m <sup>2</sup>	€ 72.00/m <sup>2</sup>	_____ m <sup>2</sup>
<input type="checkbox"/>	Special vehicle space from 101 m <sup>2</sup>	€ 64.00/m <sup>2</sup>	_____ m <sup>2</sup>

The space rental fee is stated as a net price per m<sup>2</sup> for space only. In addition, the client is required to pay all applicable statutory taxes and duties.  
Minimum stand size: 9m<sup>2</sup>

**Booth dividing walls are obligatory, but are NOT included in the stated price!**

# TURNKEY BOOTH OPTIONS

'SILVER'	'GOLD'	'PLATINUM'
		
<ul style="list-style-type: none"> <li>• excl. place fee and exhibition space</li> <li>• Daily booth cleaning service</li> <li>• incl. power consumption &amp; connection (1 kW)</li> <li>• White wall element + carpet + signboard</li> <li>• excl. Marketing &amp; Service fee</li> <li>• No changes to fixture list possible</li> <li>• 1 x spotlight 75 W/4 m<sup>2</sup></li> <li>• 1 x 3-plug socket</li> <li>• 1 x 'Zeta' bar stool</li> <li>• 1 x white info desk</li> </ul>	<ul style="list-style-type: none"> <li>• excl. place fee and exhibition space</li> <li>• Daily booth cleaning service</li> <li>• incl. power consumption &amp; connection (1 kW)</li> <li>• White wall element + carpet + signboard</li> <li>• excl. Marketing &amp; Service fee</li> <li>• No changes to fixture list possible</li> <li>• 1 x spotlight 75 W/4 m<sup>2</sup></li> <li>• 1 x 3-plug socket</li> <li>• 3 x 'Zeta' bar stools</li> <li>• 1 x white 'Maxima' info desk</li> <li>• 1 x tall bar table Ø 70 cm</li> <li>• Weight-bearing framework</li> <li>• Small lockable room (1 x 1 m)</li> </ul>	<ul style="list-style-type: none"> <li>• excl. place fee and exhibition space</li> <li>• Daily booth cleaning service</li> <li>• incl. power consumption &amp; connection (1 kW)</li> <li>• White wall element + carpet + signboard</li> <li>• excl. Marketing &amp; Service fee</li> <li>• No changes to fixture list possible</li> <li>• 1 x spotlight: Ellipsoid/4 m<sup>2</sup></li> <li>• 1 x 3-plug socket</li> <li>• 1 x 'Zeta' bar stool</li> <li>• 1 x white 'Maxima' info desk</li> <li>• 1 x table, 80 x 80 cm</li> <li>• Weight-bearing framework</li> <li>• Small lockable room (1 x 1 m)</li> </ul>
<b>€ 122.00/m<sup>2</sup></b> (min. 9 m <sup>2</sup> )	<b>€ 169.00/m<sup>2</sup></b> (min. 12 m <sup>2</sup> )	<b>€ 202.00/m<sup>2</sup></b> (min. 12 m <sup>2</sup> )

### PLEASE SELECT YOUR BOOTH SIGNAGE

Lettering signage (max. 20 black letters, precise wording/spelling required)



Booth signage with logo (€ 63.90 surcharge per signage)

Please provide print-quality version of official logo (300 dpi, eps/pdf/jpg). Orders submitted 14 days or less prior to the first day of the event are subject to an additional 25% handling fee.

### CARPET TILES (INCLUDED, PLEASE SELECT COLOUR)

Black  Dark grey  Dark red

### CARPET ROLL (SURCHARGE € 770/m<sup>2</sup>)

Azure blue  Bright green  Dark blue  Bottle green  Signal red

### I ORDER

„Silver“ \_\_\_\_\_ m<sup>2</sup>     „Gold“ \_\_\_\_\_ m<sup>2</sup>     „Platinum“ \_\_\_\_\_ m<sup>2</sup>

### YOUR REFERENCE

Company name

Booth number

Offer no. (as stated in first offer)

## VARIO BY STANDOUT - SUSTAINABLE, VERSATILE AND DISTINCTIVE THROUGH YOUR INDIVIDUAL GRAPHIC DESIGN OF THE ENTIRE BACK AND SIDE WALLS

Choose from our turnkey booth options!

„VARIO EASY“	„VARIO FIRST“	„VARIO STYLE“
• excl. place fee and exhibition space	• excl. place fee and exhibition space	• excl. place fee and exhibition space
• Daily booth cleaning service	• Daily booth cleaning service	• Daily booth cleaning service
• incl. power socket (3 kW) & connection	• incl. power socket (3 kW) & connection	• incl. power socket (3 kW) & connection
• incl. Vario Wall Fabric**** H 250cm (surface graphic fabric*)	• incl. Vario Wall Fabric**** H 250cm (surface graphic fabric*)	• incl. Vario Wall Fabric**** H 250cm (surface graphic fabric*)
• excl. Marketing & Service fee	• excl. Marketing & Service fee	• excl. Marketing & Service fee
• no changes to fixture list possible	• no changes to fixture list possible	• no changes to fixture list possible
• carpet tiles grey	• carpet tiles grey	• carpet tiles grey
• floodlight	• floodlight	• floodlight
	• Vario Room 1 Fabric*** H 250 cm	• Vario Room 1 Fabric*** H 250 cm
	• Vario Bar Basic + 1 bar stool 'Capri' white	• Vario Bar Fabric** + 1 bar stool 'Capri' white
	• standing table 'Lifestyle' + 4 bar stool 'Capri' white'	• Vario Bar Cube incl. refrigerator
		• table 'Lifestyle' + 4 chair 'Tosca' grey
		• screen 42"
<b>€ 229.00/m<sup>2</sup></b> (min. 9 m <sup>2</sup> )	<b>€ 272.00/m<sup>2</sup></b> (min. 12 m <sup>2</sup> )	<b>€ 303.00/m<sup>2</sup></b> (min. 12 m <sup>2</sup> )

\* A high-resolution, vectorised print file must be uploaded to our server up to 5 weeks before the start of the event. You will receive the link from your project management.

\*\* **Vario Bar Fabric:** HxWxD = 1000 / 1120 x 990 x 620 mm; Equipment: 2x lockable doors, 1x shelf, 1x cable outlet in white; Material body: 19 mm white SPA; Material front counter: Opaque flex fabric with digital print (print-ready data to be provided by the customer); 1x 3-way power distributor with a 3m cable length.

\*\*\* **Vario Room 1 Fabric:** HxWxD = 2500 x 2020 x 1030mm; Consisting of aluminum substructure and 3-sided opaque flex fabric with digital print (print-ready data to be provided by the customer), 1x lockable door, 1x wall shelf incl. 4 pieces of white insert plates (HxWxD = 1980 x 990 x 495mm), 1x white work surface (HxWxD = 880 x 990 x 495mm), 1x white compartment - max. load capacity 5kg (WxD = 990 x 300mm), 1x wall-mounted clothes hook 3-piece silver, 1x 18L black waste bin, 1x LED floodlight Solas above lockable door (50W / 230V / 4000K) in silver, 1x 3-way power distributor with a 3m cable length.

\*\*\*\* **Vario Wall Fabric:** HxWxD = 2500 x 990 x 308mm; Consisting of aluminum substructure and flex fabric with digital print (print-ready data to be provided by the customer), 1x LED floodlight Solas (50W / 230V / 4000K) in silver.

### I ORDER

Vario „Easy“ \_\_\_\_\_ m<sup>2</sup>       Vario „First“ \_\_\_\_\_ m<sup>2</sup>       Vario „Style“ \_\_\_\_\_ m<sup>2</sup>

### YOUR REFERENCE

Company name

Booth number

Offer no. (as stated in first offer)

# ELECTRICITY FEE



## ELECTRICITY PACKAGES

Booth tenants are obliged to order at least one of the following electricity packages for their mains electricity requirements and to ensure cover power consumption is covered. Each fee includes the electricity supply, connection to the mains grid, turnkey mains switch and DB box (in compliance with ÖVE regulations), the necessary plugs, booth earthing, official analytical results and power consumption.

NO. OF PACKAGES	ELECTRICITY PACKAGE	CONNECTION POWER	FEE
_____	main connection 1 kW, 1-phase 230V	1 kW	€ 156.00
_____	main connection 3 kW, 1-phase 230V	3 kW	€ 208.00
_____	main connection 6 kW, 3 x 1-phase 230V	6 kW	€ 427.00
_____	main connection 10 kW, 3-phase 400V	10 kW	€ 537.00
_____	main connection 20 kW, 3-phase 400V	20 kW	€ 913.00
_____	main connection 40 kW, 3-phase 400V	40 kW	€ 1,667.00
_____	main connection 60 kW, 3-phase 400V	60 kW	€ 2,530.00
_____	main connection 120 kW, 3-phase 400V	120 kW	€ 5,106.00
_____	main connection & DB box 10 kW, 3-phase 400V	10 kW	€ 602.00
_____	main connection & DB box 20 kW, 3-phase 400V	20 kW	€ 983.00
_____	main connection & DB box 40 kW, 3-phase 400V	40 kW	€ 1,770.00
_____	main connection & DB box 60 kW, 3-phase 400V	60 kW	€ 2,697.00
_____	main connection & DB box 120 kW, 3-phase 400V	120 kW	€ 5,316.00
_____	Uninterrupted current only available in conjunction with an electricity package – price per connection For safety reasons, the booth power supply has to be switched off an hour after the end of the fair, so refrigerators and coolers etc. require their own separate electricity supply.		€ 178.00



**IMPORTANT:** Orders placed during the official assembly period are subject to an additional 20% handling fee.

Company name:
Address:
Invoice address (if not the same):
Name of contact:

## PRODUCT GROUP LIST FOR THE ONLINE EXHIBITOR CATALOGUE

Please enter the corresponding product categories in the online company profile as soon as it becomes available! This enables visitors to the online exhibitor catalogue to find you more easily.

### AUSTRIA

- 0201 Burgenland
- 0202 Carinthia
- 0203 Lower Austria
- 0204 Upper Austria
- 0205 Austria
- 0206 Salzburg
- 0207 Styria
- 0208 Tyrol
- 0209 Tourist associations
- 0210 Vorarlberg
- 0211 Vienna

### AFRICA

- 0301 Africa
- 0302 Egypt
- 0303 Ethiopia
- 0304 Botswana
- 0305 Kenya
- 0306 Madagascar
- 0307 Morocco
- 0308 Mauritius
- 0309 Namibia
- 0310 Réunion
- 0311 South Africa
- 0312 Tanzania
- 0313 Tunisia
- 0314 Uganda

### AMERICA

- 0401 America
- 0402 Brazil
- 0403 Chile
- 0404 Costa Rica
- 0405 Dominican Republic
- 0406 Jamaica
- 0407 Canada
- 0408 Colombia
- 0409 Cuba
- 0410 Latin America
- 0411 Mexico
- 0412 Central America
- 0413 North America
- 0414 Peru
- 0415 South America
- 0416 USA
- 0417 Alaska

### ASIA

- 0501 Abu Dhabi
- 0502 Asia
- 0503 Bhutan
- 0504 China
- 0505 Dubai
- 0506 Georgia
- 0507 India
- 0508 Iran
- 0509 Israel

### ASIA

- 0510 Japan
- 0511 Jordan
- 0512 Korea
- 0513 Malaysia
- 0514 Mongolia
- 0515 Myanmar
- 0516 Qatar
- 0517 Russia
- 0518 Sri Lanka
- 0519 Southeast Asia
- 0520 Taiwan
- 0521 Thailand
- 0522 Turkey
- 0523 Turkmenistan
- 0524 Uzbekistan
- 0525 United Arab Emirates
- 0526 Vietnam
- 0527 Western Asia

### AUSTRALIA/OCEANIA

- 0601 Australia
- 0602 Oceania

### EUROPE

- 0701 Albania
- 0702 Armenia
- 0703 Baltic
- 0704 Belgium
- 0705 Bosnia and Herzegovina
- 0706 Bulgaria
- 0707 Germany
- 0708 Europe
- 0709 France
- 0710 Georgia
- 0711 Greece
- 0712 Ireland
- 0713 Iceland
- 0714 Italy
- 0715 Croatia
- 0716 Malta
- 0717 Moldova
- 0718 Montenegro
- 0719 Norway
- 0720 Poland
- 0721 Portugal
- 0722 Romania
- 0723 Russia
- 0724 Slovakia
- 0725 Slovenia
- 0726 Spain
- 0727 Czechia
- 0728 Turkey
- 0729 Hungary
- 0730 Cyprus
- 0731 Sweden
- 0732 Ukraine
- 0733 Azerbaijan
- 0734 Finland

### GEOGRAPHICAL DESTINATIONS

- 0801 Antarctic
- 0802 Arabia
- 0803 Eurasia
- 0804 Indian Ocean
- 0805 Caribbean
- 0806 Mediterranean
- 0807 Orient
- 0808 Arctic

### TOUR OPERATORS TRAVEL AGENCIES

- 0901 Travel agencies
- 0902 Tour operators

### TYPE OF HOLIDAY

- 1001 Active holidays
- 1002 Day trip
- 1003 Swimming holidays
- 1004 Holidays for guests with disabilities
- 1005 Club holidays
- 1006 Adventure & experience holidays
- 1007 Exclusive holidays
- 1008 Family holidays
- 1009 Far-away destinations
- 1010 LGBT holidays
- 1011 Holidays for connoisseurs
- 1012 Health holidays
- 1013 Group holidays
- 1014 Houseboat holidays
- 1015 Incentive travel
- 1016 Customised holidays
- 1017 Creative holidays
- 1018 Cruises
- 1019 Cultural holidays
- 1020 Curative holidays
- 1021 Short breaks
- 1022 Package holidays
- 1023 Cycling holidays
- 1024 Over 50s' holidays
- 1025 Skiing holidays
- 1026 Driving holidays
- 1027 Singles' holidays
- 1028 Sports holidays
- 1029 Language-learning breaks
- 1030 City breaks
- 1031 Educational holidays
- 1032 Trekking holidays
- 1033 Wine holidays
- 1034 Spa & health holidays
- 1035 Yachting holidays

### TRANSPORT

- 1101 Airlines
- 1102 Rail
- 1103 Buses
- 1104 Ferries
- 1105 Airports
- 1106 Airport transfers
- 1107 Hire cars
- 1108 Boat & ship companies
- 1109 Other means of transport
- 1110 Taxis
- 1111 Caravans & camper vans

### ACCOMMODATION

- 1201 Camping, camp sites
- 1202 Family hotels
- 1203 Holiday homes
- 1204 Holiday apartments
- 1205 Austrian hotels
- 1206 International hotels
- 1207 Youth hostels
- 1208 Private rooms & B&B
- 1209 Farm holidays

### THEME SECTIONS

- 1301 Castles & palaces
- 1302 Bicycles
- 1303 Festival
- 1304 Photos
- 1305 Leisure time equipment
- 1306 Catering
- 1307 Golf
- 1308 Information & advice
- 1309 Congresses
- 1310 Literature
- 1311 Media & publishers
- 1312 Motorcycles
- 1313 Museums
- 1314 Travel accessories
- 1315 Riding
- 1316 Skiing
- 1317 Specialised areas of tourism
- 1318 Sport
- 1319 Abbeys & monasteries
- 1320 Diving
- 1321 Theme parks
- 1322 Insurance providers
- 1323 Hiking & trekking
- 1324 Water sports
- 1325 Spa & wellness
- 1326 All kinds of two-wheelers
- 1327 Sustainable tourism

# ONLINE EXHIBITOR CATALOGUE – PREMIUM EXHIBITOR LISTING

## ONLINE CORPORATE PROFILE

The online expo website exhibitor catalogue is the no. 1 source of information for those preparing to visit the show, and often provides the decisive impulse in favour of visiting one booth over another.

Fill in the corporate profile with all key information about your company to ensure potential customers head straight to your booth. The more information and images an online corporate profile contains, the greater its attraction for visitors.

**The Bronze Package is already included when you register to exhibit at the fair.** You will receive your exhibitor hub login automatically 3 to 6 months prior the event.

**UPGRADE:** We offer two further upgrades for more online visibility in the Online Exhibitor Catalogue: The Silver Package & the Gold Package. For more details, please go to: [www.ferien-messe.at/de-at/premium-exhibitor-listing.html](http://www.ferien-messe.at/de-at/premium-exhibitor-listing.html)

## BENEFITS

- + A showcase for your business, brands, goods and services
- + Expo visitors are more aware of your offerings in the run-up to the show
- + Higher search engine visibility on Google (etc.) with search engine marketing: Backlinks, more content, greater reach
- + Information tailored to attracting potential customers

## BRONZE PACKAGE

Basic entry in the online exhibitor catalogue

### Automatically completed from the database:

- » Company name
- » Hall & booth number
- » Contact
- » Product categories



### Build and enhance a profile that raises the bar for the competition!

- » Logo
- » Company description
- » Products, that you represent
- » Links to the corporate website and to your social media channels
- » PDF uploads – such as product catalogues, price lists, image brochures, event schedules

## SILVER PACKAGE

Upgrade in the online exhibitor catalogue

- » Background image
- » Coloured highlights
- » Contact icons
- » Maximum visibility for your corporate description

**UPGRADE**

**€ 360**

## GOLD PACKAGE

Limited upgrade in the online exhibitor catalogue

- » **Includes all Silver Package benefits**
- » Sponsored feature for a product category at the beginning of the exhibitor list – plus 'Premium' label
- » Feature on the website carousel

**UPGRADE**

### Limited offer!

Only 10 Gold Packages available

**€ 1,680**

# DIGITAL PRODUCTS

## SERVICES TO BOOST YOUR DIGITAL MARKETING

Enjoy the obvious benefits of this fair: Access your target group – face-to-face and digitally – with almost no scatter loss. RX provides the perfect digital tools to round off your digital marketing.

We offer the following digital products to guarantee your expo success:

Already covered by the Marketing and Service fee!

## EXHIBITOR DASHBOARD BASIC

Discover the Exhibitor Dashboard 'Basic' and gain insights into your digital performance on the expo website. Take advantage of tailored statistics to place your business and products centre stage.

**PRICE: ALREADY COVERED BY THE MARKETING AND SERVICE FEE**

## DIGITAL GOODY BAG | STANDARD

The digital goody bag for visitors is a good way to boost awareness of your brand, product or booth. Visitors benefit from lots of special offers and will pass on your contact to generate leads. The digital goody bag opens up an advertising network that triggers interaction with people at the live event, and establishes relationships with new target groups off-site.

**Limited availability!**

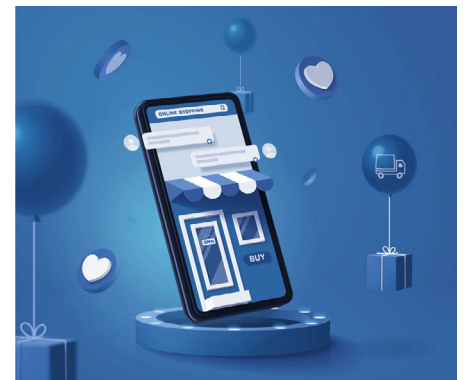
**PRICE € 650**

## DIGITAL GOODY BAG | SPONSORSHIP

As well as guaranteeing all kinds of target group-specific incentives, we also offer the unique opportunity to be the main sponsor of the digital goody bag; and only one business can be the 'one'. We look forward to advising you.

Available only ONCE!

**PRICE € 2,600**





# MESSE GOES DIGITAL

## CONTENT – AUDIENCE – LEADS

Let our platforms and our digital community serve as additional promotional outlets! How? We transform your goods and services into content that catches the eye. We make sure your content makes a rumble in the marketing jungle of Google and Facebook etc. If that sounds like the work of an agency – it is! One that can offer powerful platforms and almost unlimited reach.



**79,000** UNIQUE WEBSITE USER



**11,000** NEWSLETTER RECIPIENTS



**14,000** FACEBOOK AND INSTAGRAM FOLLOWERS

## CONTENT PACKAGE

You know you offer great products and services, but do you know how to fascinate and excite people with them? Our 'Content Package' provides the answer. Put your heads together with our promotional specialists to present your content effectively!

- Identify themes: What moves the masses?
- Prepare themes: How do we move the masses?
- Copy and image production: What helps to move the masses?

**PRICE € 1,600**

## SOCIAL MEDIA

Social media are an efficient means of directly accessing your target group, but you need to speak to the right audience. But for this you need the right audience, which we have and are happy to provide you with.

- Broadcast existing content on the fair's channels (Facebook and/ or Instagram)
- Adaption of social media posts to suit each channel
- Users forwarded to desired target site

**PRICE € 330**

## AUDIENCE PACKAGE

You have content. Maybe we produced some for you. Now you need to find the right channels. No problem – the 'Audience Package' is ideal. We make our platforms available for your content. \*

- Publication as major news on the respective expo website
- Posted once on the fair's proprietary social media channels – (Facebook, Instagram)
- Featured once in the expo newsletter

**PRICE € 1,300**

\* We reserve the right to adapt the content in consultation to fit our platforms.



# ORDER FORM

## ONLINE EXHIBITOR CATALOGUE ON THE WEBSITE

<input type="checkbox"/>	<b>SILVER PACKAGE</b> Surcharge on the marketing & service fee - for improved visibility of your company profile	€ 360
<input type="checkbox"/>	<b>GOLD PACKAGE</b> Surcharge on the marketing & service fee - for improved visibility of your company profile <b>LIMITED! Only 10 packages available.</b>	€ 1,680

## DIGITAL PRODUCTS

<input type="checkbox"/>	<b>EXHIBITOR DASHBOARD BASIC</b>	
<input type="checkbox"/>	<b>DIGITALES GOODY BAG I STANDARD</b>	€ 650
<input type="checkbox"/>	<b>DIGITALES GOODY BAG I SPONSORSHIP</b>	€ 2,600

Already covered by the Marketing and Service fee!

Please submit your orders to:  
ferien@rxglobal.com

## MESSE GOES DIGITAL

<input type="checkbox"/>	<b>CONTENT PACKAGE</b>	€ 1,600
<input type="checkbox"/>	<b>SOCIAL MEDIA</b>	€ 330
<input type="checkbox"/>	<b>AUDIENCE PACKAGE</b>	€ 1,300

Company name:

Booth number:

Name of contact:

## DATA TRANSFER:

Please send all complete graphics and documents to **ferien@rxglobal.com**. Please adhere to the following:

- Please enter **'Ferien-Messe 2025'** and your company's name in the subject line of every e-mail.
- Make sure you adhere to the format detailed on previous pages. If any changes have to be made, they will be added to your invoice.
- Always send texts to accompany pictures as Word documents and always use the file name as the heading for the text.
- Please do not send images in Word or PDF documents.

## ADDITIONAL INFORMATION:

- Advertising banners will only be linked up with your exhibitor entry.
- It is not possible to integrate any additional tracking codes.
- Please understand – we do not send you screen shots once your advertising banner has been posted online. Feel free to check the chosen online destination for yourself.
- The fees stated here are net prices. Provision of your signature confirms your acceptance of the general expo terms and conditions.
- Since we always strive to adapt our digital presence to the current state of technology and to improve it for you, there may be changes in our digital product portfolio. With your signature, you acknowledge these possibilities for change and declare your agreement. The general terms and conditions are acknowledged by the signature of the client.

For advice and answers to all your questions or to order your desired package, you can contact:

T: +43 662 4477-2140 E: ferien@rxglobal.com

# EXHIBITION INSURANCE



## I. INSURING EXHIBITS

<p><b>In what situations does expo insurance apply?</b></p> <p><b>What damages does the insurance policy cover</b></p> <p><b>What items are insured?</b></p> <p><b>What items are not insured?</b></p> <p><b>When is a 'deductible' sum payable?</b></p> <p><b>When and to whom must the damage be reported</b></p> <p><b>When should a report be submitted to the police?</b></p> <p><b>How well are you insured?</b></p>	<p>On the way to, during, and on the return journey from the specified RX Wien GmbH-organised trade fair, anywhere in Europe.</p> <p>In transit: 'Full coverage' according to A TB 2001 During the trade fair: Fire (fire, lightning strike, explosion), theft, burglary and damage caused by mains water leakage, breakage, bending, dents, damage, transportation accidents and natural disasters in accordance with the underlying conditions of the contract.</p> <p>Exhibits, expo booths fixtures and fittings, your devices.</p> <p>Valuables such as genuine jewellery, cash, real carpets and furs. Please note, exhibits must be kept under supervision during official visiting times, and out of the way of unauthorised individuals in a suitable manner outside visiting hours. Smaller items of value (such as laptops, digital cameras, projectors etc.) must be stored in lockable cabinets or containers. If damage to an insured item occurs while it is being assembled, mounted, dismantled or removed; if damage occurs while the item is being started, is in use, or is part of a demonstration; if there is damage to insured items during packing and unpacking at the exhibition venue at the beginning and end of the fair.</p> <p>A deduction of € 250 per incidence of damage will only be charged in cases of theft, robbery, breakage, bending, denting or deformation.</p> <p>All cases of damage must be reported to Marsh Austria GmbH immediately.</p> <p>In cases of theft or fire, immediately after discovering the damage.</p> <p>The agreed status is for a 'first risk' payment. In such cases, damages will be compensated up to the amount of the insurance sum. No claims of underinsurance can be entertained. The insurance sum selected should reflect the actual value required to cover damage.</p>
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## II. EXHIBITION ACCIDENT INSURANCE

<p><b>Where does the insurance apply?</b></p> <p><b>Who is insured?</b></p> <p><b>Which risk is insured?</b></p> <p><b>How well are you insured?</b></p>	<p>Within the exhibition premises in the pre-show assembly period, during the show and during the post-show dismantling period.</p> <p>The exhibitor and his/her exhibition staff.</p> <p>Permanent invalidity resulting from an accident.</p> <p>Up to € 72,500 per person to a maximum of € 145,500 for all individuals present at the booth.</p>
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## HOW SHOULD THE INSURANCE POLICY BE INITIATED?

<p><b>How is an insurance policy initiated?</b></p> <p><b>When is the premium to be paid?</b></p> <p><b>Who is the insurer?</b></p> <p><b>Which insurance terms and conditions apply?*</b></p>	<p>Tick the box next to the insurance sum required for your expo booth on this insurance registration form, add the date, an official stamp and signature, and return it to RX Wien GmbH.</p> <p>Together with payment of the registration and space rental fee on receipt of the invoice. Insurance coverage only comes into force once payment has been received in full.</p> <p>Wiener Städtische Allgemeine Versicherung AG</p> <p>AÖTB 2001 ('Full coverage' option) and the special conditions for insuring goods at trade fairs and company open days (1995). General terms and conditions for accident insurance (AUBV 1995). Please note, in divergence from the conditions of the VersVG between the insured party and RX Wien GmbH, it is agreed that the insured party submits all claims resulting from this contract straight to the insurer.</p>
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<b>FERIEN</b> <sup>®</sup> MESSE WIEN  16 <sup>th</sup> – 19 <sup>th</sup> JANUARY 2025 MESSE WIEN	WHAT OPTIONS ARE AVAILABLE?	INSURANCE SUM FOR EXHIBITED ITEMS	PREMIUM PER EXHIBITOR Includes insurance tax	
	Option A	€ 20,000	€ 81	<input type="checkbox"/>
	Option B	€ 40,000	€ 131	<input type="checkbox"/>
	Option C	€ 80,000	€ 211	<input type="checkbox"/>
	Option D	€ 160,000	€ 331	<input type="checkbox"/>

**Submit your registration form via e-mail to cs-austria@rxglobal.com. Your e-mail is your policy.**

I have noticed the insurance conditions (to be found at: [www.ferien-messe.at](http://www.ferien-messe.at)) and agree to them.

Date, town

Company name

Company stamp, signature

# TRADE FAIR TERMS AND CONDITIONS

December 2022

## 1. Contract

The contract between the contractual partner (hereinafter referred to as "exhibitor") and the organizer regarding the exhibitor's participation in the trade fair is concluded when the organizer's offer signed by the exhibitor is sent back (by post, fax or scanned by e-mail). Any reservations, deletions, additions and changes to the organizer's offer or these trade fair terms and conditions are ineffective. Deviating regulations or terms and conditions of the exhibitor only apply with the express written consent of the organizer. By signing the offer of the organizer, the exhibitor accepts these trade fair terms and conditions in full. Apart from the stand rental, these exhibition terms and conditions also apply mutatis mutandis to all ancillary services or additional orders, such as advertising services, exhibitor insurance, stand set-up services, rental of equipment, provision of electricity, water and other facilities. In connection with a stand rental, the exhibitor can place additional orders in writing via an authorized representative, whereby the contract can be concluded by e-mail. The organizer reserves the right to change the start and duration of the trade fair or to postpone the event to another date while maintaining the contractual relationship, without the exhibitor having any claims of any kind against the organizer (e.g., withdrawal, compensation). The organizer reserves the right to transfer the implementation of the event to a third party (licensee). By signing the offer of the organizer, the exhibitor gives his consent to a possible future contract transfer, without the need for a further declaration by the exhibitor, so that the exhibitor, in the event of the implementation of the event being transferred to a third party (licensee), of which the exhibitor must be informed, can assert all rights and claims exclusively against the third party (licensee).

## 2. Remuneration

When the organizer receives the offer signed by the exhibitor, the exhibitor is obliged to participate in the trade fair. The prices quoted in the offer of the organizer for the specified services or duration of the event apply. Every started square meter of the stand area will be charged in full. All prices quoted are net prices. In addition, the exhibitor is obliged to pay all taxes, fees and charges, in particular sales tax, advertising tax and legal transaction fees.

## 3. Admission and Allocation of Places

The organizer is not obliged to send the exhibitor an offer. Sending an offer including the allocation of places is at the sole discretion of the organizer. Commercial agents and importers can exhibit for the companies they represent. Only the product groups that are listed on the trade fair website may be exhibited, advertised and sold at the trade fair. The exhibitor is obliged to exhibit his products without restriction for the entire duration of the trade fair. Premature closure or premature dismantling of the exhibition stand is not permitted. If these obligations are breached, the organizer can terminate the contract without notice and assert claims for damages against the exhibitor. The submission of an offer to participate in a trade fair does not give rise to any legal entitlement to admission to another trade fair. The organizer is entitled, at its sole discretion and without the consent of the exhibitor, to subsequently allocate stand space in a different location, change the size of the stand space by up to 10%, relocate or close entrances and exits to the exhibition grounds and the halls or make other structural changes. If the size of the stand area is changed, the agreed fee will be adjusted to the changed area. Further claims by the exhibitor, in particular claims for damages against the organizer, are excluded. The exhibitor is obliged to completely transfer the present exhibition terms and conditions, their integral parts of the contract and other terms and conditions mentioned in the offer to their employees, representatives, co-exhibitors and third-party exhibitors and to ensure compliance with them. The exhibitor is also liable for compliance with the aforementioned provisions as the only responsible.

## 4. Marketing and Service Fee

The exhibitor is obliged to pay the marketing and service fee. The marketing and service fee includes - depending on the size of the stand area - a quota of exhibitor parking cards and exhibitor passes as well as entry and access to the exhibitor's company profile in the online exhibitor catalogue.

## 5. Cancellation

In the event that the exhibitor cancels participation in the event (cancellation), the exhibitor must pay the organizer the following no-fault cancellation fees: Up to 8 weeks before the start of the trade fair, 50% of the agreed fee, and from 8 weeks before the start of the trade fair, 100% of the agreed fee, plus taxes, levies and other ancillary costs, services already provided by the organizer and ordered digital products and stand structures. The assertion of any further damage remains unaffected. The exhibitor acknowledges that the cancellation fees must also be paid if the organizer succeeds in renting the stand to a third party.

## 6. Invoicing and Payment Terms

After the signed offer has been sent back, the exhibitor will receive an invoice, which must be paid in full without any deduction no later than 6 weeks before the start of the event. Invoices issued after this date are due immediately. The exhibitor is obliged to pay all costs for ancillary services and additional orders upon invoicing, whereby the organizer is also entitled to request advance payments for these services. In any case, an invoice can stipulate different terms of payment and payment dates that are binding for the exhibitor. The timely payment of the invoice is a prerequisite for the handover of the allocated stand. If the invoice amount has not been received by the organizer by the due date, the organizer is entitled to assign the allocated stand to a third party and to charge the exhibitor for cancellation fees, without setting a further deadline, in accordance with point 5. Objections to the invoice must be made within 8 days of receipt, otherwise the invoice is deemed to have been approved by the exhibitor. In the event of default in payment, the organizer can charge a default interest of 12% p.a. from the due date as well as € 40.00 flat rate for reminder fees. In addition, the exhibitor is obliged to reimburse the organizer for the reminder and collection costs. This does not affect the litigation and enforcement costs set by the courts. If the invoice is issued to another invoice recipient, the exhibitor must ensure that it is paid on time and is obliged to pay the fee immediately if the other invoice recipient is in default. The exhibitor is not entitled to withhold payment of due invoices due to counterclaims - of whatever kind -, to refuse payment or to offset against it.

## 7. Cancellation of the contract by the organizer

In particular, the organizer is entitled to withdraw from the contract with immediate effect if:

- the exhibitor does not meet his payment obligations on time,
- insolvency proceedings against the exhibitor are taking place or are imminent or whose solvency is significantly impaired,
- there are still outstanding claims from previous trade fairs
- the exhibitor's exhibits do not correspond to the product groups specified on the

- trade fair website, violate legal regulations or infringe industrial property rights or the exhibitor violates the provisions of these exhibition terms and conditions.

If the organizer withdraws from the contract, point 5 applies accordingly.

## 8. Co-exhibitor

Co-exhibitors are third parties who use the stand space of the exhibitors, together with the contracting exhibitor, for their own business activities based on these trade fair terms and conditions. The exhibitor is obliged to announce co-exhibitors by entering them in the online exhibitor catalogue. For each co-exhibitor, the co-exhibitor fee as well as the marketing and service fee stated on the exhibition website must be paid. In addition, full or partial rental or leasing of the stand space to third party participants requires the prior written consent of the organizer and is carried out exclusively based on these exhibition terms and conditions.

## 9. Force Majeure, Important Reasons

If the event cannot be held for reasons of force majeure, such as strikes, political events, epidemics, natural disasters, fire, official orders, delayed or missing official permits, legal changes, terrorism, restrictions on the energy supply or other important reasons that are beyond the control of the organizer, which make the execution of the event unreasonable or impossible, or if it has to be postponed while maintaining the contractual relationship, the organizer will notify the exhibitor immediately. The organizer is further entitled to cancel or postpone the event while maintaining the contractual relationship if the conditions for holding the event worsen due to the spread of the SARS-CoV-2 virus or a comparable infectious disease or due to official orders or requirements. This also applies if there is no case of force majeure in the respective individual case. The organizer is also entitled to cancel the event for economic reasons or to postpone it while maintaining the contractual relationship and will inform the exhibitor of this situation if possible three months before the date of the event. If an event is postponed by the organizer within the meaning of this point, the exhibitor is not entitled to any claims, in particular those for damages or rights of withdrawal, and the exhibitor is not obliged to pay cancellation fees to the organizer in accordance with point 5. In the case that an event is canceled by the organizer within the meaning of this point, the exhibitor is not obliged to pay the fee to the organizer in accordance with point 2, or a fee that has already been paid must be repaid by the organizer. Furthermore, the exhibitor is not entitled to any claims of any kind, in particular no claims for damages, and the exhibitor is not obliged to pay cancellation fees to the organizer in accordance with point 5.

## 10. Sales Regulation

The exhibitor is permitted to sell directly at public fairs in compliance with the relevant statutory provisions and to deliver the goods to the buyer immediately. The direct sale or delivery of goods of any kind, including samples, is prohibited at trade fairs without the written consent of the organizer. In the event of a breach of these obligations, the exhibitor is obliged to reimburse the organizer for all resulting costs, fees and taxes regardless of fault. In the event of a violation by several exhibitors, they are jointly and severally liable for the entire damage. The exhibitor undertakes not to carry out the sale in a vociferous manner.

The catering is operated exclusively by a contractual partner of the organizer or the venue. Exceptions require the express written approval of the organizer. In the event of non-compliance, the organizer is entitled to close the exhibitor's stand or to prevent the sale after a prior request at short notice.

## 11. Exhibitor Passes, Exhibitor Parking Cards

Each exhibitor receives a fixed number of exhibitor passes and exhibitor parking cards for himself and his stand personnel, depending on the size of the stand area, which are valid for the entire duration of the trade fair (including set-up and dismantling). Any additional exhibitor passes and exhibitor parking cards that are required can be obtained from the exhibitor at the prices specified on the trade fair website.

## 12. Set-up, Dismantling and Design of the Stands

Unless otherwise agreed, the stand space will be made available to the exhibitor without stand partition walls and without equipment. If pillars, girders, fire protection devices, etc. are located on the stand for structural reasons, the exhibitor is not entitled to a reduction in the fee. The exhibitor is obliged to obtain information about the structural conditions of his stand area from the organizer in good time before planning a stand set-up. The exhibitor must design his stand in such a way that the stand boundaries are not exceeded and neighboring stand areas are not impaired by exhibits, advertising spaces, etc. Exhibitors who do not set up a trade fair stand or have them set up on the stand area assigned to them are obliged to demarcate the stand area with suitable partition walls, which do not border on a visitor aisle, on all sides. The height of the exhibitor's stand structures may not exceed 250 cm. Higher stand structures are only permitted after submission of set-up plans (all views, floor plan) and the written consent of the organizer, whereby it should be noted that a distance of 2 m must be maintained in the neighboring zone or a written declaration of consent from the stand neighbors must be provided. Set-up plans must be submitted to the organizer no later than 2 months before the start of the trade fair. In the case of a two-storey stand set-up, a surcharge of 50% is charged on the space fee per square meter of overbuilt space. Prior to the set-up of multi-storey stands, the written consent of the neighboring exhibitors (except island stands) and an expert opinion from a civil engineer regarding the proper and professional set-up must be available. For safety reasons, glass structures (with the exception of safety glass) may only be placed at a minimum distance of 50 cm from the edge of the stand.

All walls that border on visitor aisles (especially also with island stands) may only be built up to a third over the entire surface and must be designed accordingly.

The exhibition space rented by the exhibitor is made available without partition walls and is delimited by floor markings.

Exhibition stands rented by the organizer must be treated with care. In particular, nailing, drilling and gluing is prohibited on all surfaces. Painted walls may be wallpapered, whereby the wallpaper must be removed by the exhibitor without leaving any residue immediately after the event; otherwise this will be done by the organizer at the exhibitor's expense. In the event of damage, the exhibitor is obliged to reimburse the corresponding new price.

During the opening hours of the event, the exhibitor must permanently staff his stand area with sufficient staff and clearly mark it with his name and address.

The set-up and dismantling times announced on the trade fair website must be strictly adhered to by the exhibitor. Exceeding these times is only permitted with the written approval of the organizer and against payment of the fees stated on the exhibition website for the extension of these times. If these times are exceeded without authorization, the exhibitor is obliged to pay the additional fees as a minimum compensation, whereby the organizer reserves the right to claim further damage. The set-up of the stand must begin at least one day before the start of the trade fair at noon. If the rented space is not

# TRADE FAIR TERMS AND CONDITIONS

December 2022

occupied by this time or if there is no notification from the exhibitor, the organizer is entitled to assign the allocated stand space to a third party without further notification or to charge cancellation fees to the exhibitor. The set-up work must be completed by 18:00 on the last set-up day at the latest. In the event that the set-up / dismantling time is exceeded, claims for damages of whatever kind against the organizer are excluded. If the dismantling time is exceeded, the organizer is entitled to have the stand structures and objects cleared and stored at the expense and risk of the exhibitor.

After the dismantling, the exhibitor has to restore the original condition. The exhibitor must compensate the organizer for any damage caused by improper treatment of the stand areas, structures and facilities. During the set-up and dismantling period, every exhibitor has an increased duty of care for the safety of his goods. Valuable and easily movable exhibition objects must be removed from the exhibition stand outside of the exhibition opening times (especially at night) and stored by the exhibitor at their own risk.

## 13. Technical Stand Equipment

Electricity, water and other technical connections can be made available to the exhibitor against payment of connection and usage fees. Installations on utility services may only be carried out by partner companies of the organizer. All devices, systems and installations of the exhibitor must comply with the relevant standards and the regulations and requirements of the event.

## 14. Exhibiting Machines

Exhibited machines must have a CE mark and comply with the Machine Safety Ordinance (MSV, Maschinensicherheitsverordnung). In the case of machines, safety components or parts thereof that do not comply with the MSV, this must be clearly indicated by a visible sign.

A suitable first firefighting aid that may be required for exhibits must be provided by the exhibitor himself. More detailed and binding explanations of Points 12, 13 and 14 can be found in the technical guidelines.

## 15. Liability

The exhibitor is liable for damage caused to persons or property by him, his employees, agents or his exhibition objects and facilities and is obliged to indemnify and hold harmless the organizer with regard to claims by third parties in this respect. The organizer assumes no liability for theft, loss or damage to the exhibits, equipment and vehicles of the exhibitor. Apart from personal injuries, the liability of the organizer for damages to the exhibitor, of whatever kind and based on whatever legal reason, incurred by the exhibitor, his employees or third parties in connection with the preparation, implementation or handling of an event, is limited to damages for which the exhibitor can prove that the organizer or his vicarious agents were responsible for deliberate or gross negligence. Liability on the part of the organizer for indirect damage, consequential damage, pure financial damage or lost profit is generally excluded. The organizer's liability for damage to the exhibitor - based on any legal reason - is generally limited to a maximum total amount equal to the contractual fee. The exhibitor is obliged to notify the organizer in writing of any claims immediately, but at the latest within 14 days of becoming aware of them. Otherwise, they will be deemed forfeited. Claims for damages by the exhibitor must be brought to court at the latest within 6 months from the event that caused the damage. Further warranty and liability claims of the exhibitor not mentioned here for whatever legal reason are excluded - if permitted by law.

## 16. on to the current gun ban at events!

In the event of an exhibition of weapons, the exhibitor is obliged to take adequate security measures, in particular locked showcases and theft-proof securing using steel cables or other suitable fastenings, to ensure that unauthorized access or theft of weapons or weapon parts is impossible. Outside of the exhibition times, the exhibitor must either remove the weapons or lock them in such a way that they cannot be stolen (e.g., in weapon safes) or arrange for separate surveillance of their exhibition space at their own expense. Firearms may generally only be exhibited in a non-serviceable condition (e.g., removal or shortening of the firing pin, sealed barrel, etc.). In addition, the exhibitor is obliged to strictly comply with all relevant legal provisions regarding the safekeeping of weapons. Sold weapons may not be given directly to the buyer. Live ammunition, prohibited weapons or war material may not be exhibited, sold or passed on. Any shooting facilities require the prior written approval of the organizer and the responsible authorities. Any target representations (e.g., ring discs, animal targets) must relate to the hunt and must not depict people or human-like beings. If the regulations mentioned here are disregarded, the organizer is entitled to take security measures or to close the stand at the expense of the exhibitor. The exhibitor must indemnify and hold harmless the organizer with regard to claims by third parties that are due to a violation of the here specified or statutory safety regulations.

## 17. Exhibition Insurance

Unless otherwise agreed, no insurance for items and equipment belonging to the exhibitor or the exhibition stand is included in the service. If the exhibitor takes out appropriate insurance with the organizer or an insurance company, the conditions made in writing when the insurance was taken out apply.

## 18. Exhibition Catalogue & Promotional Material from the Organizer

Every exhibitor (including any co-exhibitors) is obliged to register in the online exhibition catalogue. The minimum entries according to the catalogue form will be carried out at the exhibitor's expense even if there is no express order from the exhibitor. The exhibitor is responsible for ensuring that his company profile, product groups and trade fair participants are correctly and completely specified in the online exhibitor catalogue. The organizer is not liable for incorrect advertisements or entries in the online trade fair catalogue or other trade fair printed matter (misprints, formal errors, incorrect classification, non-inclusion, etc.). If required, the organizer will provide the exhibitor with advertising material at the conditions and prices stated on the trade fair website. This gives the exhibitor the opportunity to draw their customers' attention to the event and to invite them to the event (invitation cards, vouchers).

## 19. Advertising of the Exhibitor at the Venue

Print forms and advertising material may only be distributed within the allocated stand space. Advertising measures for companies other than those of the exhibitor require the written consent of the organizer. Advertising and marketing activities outside the stand area, in particular in the parking lots, as well as carrying out surveys are only permitted to the exhibitor after a separate agreement and against the payment of a separate fee. In the event of breaches of competition law, the organizer is entitled to close the exhibitor's stand, whereby all related claims of the exhibitor are excluded.

## 20. Special Events & Demonstrations

All types of special events and demonstrations that go beyond the usual presentation of the goods require the written consent of the organizer. The organizer is entitled to restrict or prohibit demonstrations that cause noise, dirt, dust, exhaust fumes and the like or cause or affect trade fair operations despite prior approval. Acoustic or audiovisual presentations on the exhibition stand must be designed in such a way that the noise level does not exceed 60 dB, the activity is located within the stand and not at the edge of the stand, and there is enough space within the stand for the expected number of spectators/participants. In the event of non-compliance, the organizer is entitled to close the exhibitor's stand, whereby all related (compensation) claims of the exhibitor are excluded. Unless otherwise stated on the trade fair website, the exhibitor is obliged to make any necessary registrations with AKM on his

own responsibility. Receptions and celebrations e.g. (stand party, exhibitor evening) at the exhibition stand that go beyond the normal course of the exhibition are subject to approval. The resulting costs (personnel, electricity, etc., see set-up times, costs for extensions) will be billed to you. Your guests must have a valid entrance ticket or vouchers. We cannot accept invitations that give concomitant access.

The exhibitor is not permitted to carry out games of chance or draws, in which a stake has to be made.

## 21. Filming and Photography

In the case of filming and photography and the subsequent use of image recordings, the organizer is obliged to comply with all data protection and personal rights obligations. The exhibitor is not permitted to make films, photographs, drawings or other images of exhibits and goods from other exhibitors, or to have them made.

## 22. Cleaning

The organizer takes care of the cleaning of the area and the corridors in the halls. The exhibitor is responsible for cleaning the stand area and disposing of waste in the containers provided. The exhibitor will be billed for the costs of any replacement service that may be required. Cleaning partners approved by the organizer can clean the stand at the exhibitor's request and at the expense of the exhibitor. The disposal of hazardous waste must be arranged by the exhibitor himself.

## 23. Transport and Parking

Driving into the exhibition halls with vehicles of any kind is prohibited. In the case of special transports, the exhibitor must obtain written approval from the organizer in good time. From the end of set-up, vehicles may only be parked in the designated stopping areas. In particular, escape and traffic routes as well as emergency exits, entrances, driveways and fire brigade zones must be kept free at all times. During the trade fair, vehicles of all kinds (of exhibitors and/or installers) may only be parked in the parking spaces marked for this by the organizer or the event location. The organizer can have illegally parked vehicles removed at the expense of the vehicle owner. The organizer does not receive certain shipments for the exhibitor and is not liable for any losses or for incorrect or delayed delivery. The exhibition forwarding agent stores exhibition and packaging goods, if necessary, at the expense and risk of the exhibitor.

## 24. Stand Security

During the event (including set-up and dismantling times), the organizer will provide general hall surveillance (external surveillance of the exhibition halls, surveillance of the trade fair entrances and periodic visits of the security personnel through the halls). The exhibitor must commission the organizer or its partner company to provide additional stand security and it will be charged additionally. The implementation of the stand security by third-party security companies commissioned by the exhibitor requires the prior written approval of the organizer.

## 25. Right of Lien

To secure outstanding claims, the organizer has a right of lien on the exhibits, the exhibition stand and the exhibitor's equipment. To exercise this right of lien, it is not necessary to initiate legal proceedings. The organizer can remove the items from the stand and store them at the expense and risk of the exhibitor. The organizer is entitled to sell these items by hand and to offset the proceeds against the outstanding claims.

## 26. Violation of the Trade Fair Conditions, Violation of the Law

The exhibition terms and conditions and the relevant legal provisions, including in particular tax regulations, such as regulations regarding cash registers, fire protection and event regulations, the house rules and technical guidelines of the event location and other conditions listed on the exhibition website must be strictly observed by the exhibitor. The orders of the organizer and his agents must be obeyed by the exhibitor, his staff and agents. This also applies in particular to the parking and traffic areas belonging to the exhibition grounds. Failure to comply with these rules and regulations or other contractual agreements entitle the organizer to close the assigned exhibition stand without further warning at the exhibitor's expense or to vacate it without initiating legal proceedings.

## 27. Protection (declaration of consent in accordance with the Data Protection and Telecommunications Act)

The processing of personal data by the organizer is carried out in accordance with the applicable data protection regulations. For details on the processing of your data, in particular on the specific processing purposes and legal bases, please refer to the Reed Exhibitions Data Protection Declaration, which is also available on the trade fair website. If the exhibitor provides the organizer with personal data from third parties (in particular data from representatives, contact persons, clerks or other employees of his company) when registering for the trade fair or in the course of contract processing, he is obliged to inform the persons concerned immediately and to make them aware of the organizer's data protection declaration. The exhibitor is liable for any disadvantages that the organizer incurs as a result of a breach of this obligation.

Consent to data processing and, in accordance with Section 174 of TKG, to receiving e-mail newsletters and telephone contact, you give your express consent to be included in the trade fair network and consent to the processing of your personal data as described in the Reed Exhibitions Data Protection Declaration for the purpose of operating the trade fair network and providing the services offered via this platform. You give your express consent to RX Salzburg GmbH, RX Wien GmbH, RX CEE GmbH, Standout GmbH, RX Deutschland GmbH or RX Germany GmbH sending you e-mails with information from time to time, advertising and surveys on their own offers, events and services as well as with information on products or services of other companies with reference to trade fair or similar events ("e-mail newsletter") or contacting you by phone for information, advertising and surveys about your own events and services. This consent can be withdrawn at any time by sending an e-mail to [dataprotection@rxglobal.com](mailto:dataprotection@rxglobal.com).

## 28. Written Form

There are no verbal side agreements. Unless otherwise regulated, changes, additions and additions to these trade fair terms and conditions as well as other parts of the contract must be made in writing. The exhibitor cannot derive any rights of any kind from previous events or contracts.

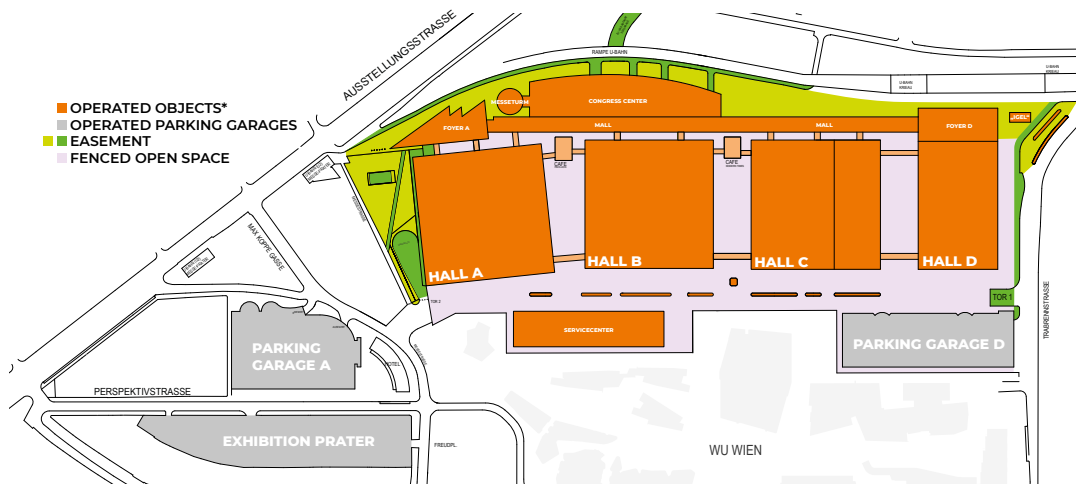
## 29. General Provisions, Place of Jurisdiction

Only Austrian law applies except for the conflict of law rules. The place of jurisdiction is the competent court at the location of the organizer.

Should one of the provisions of this contract be or become void due to a violation of mandatory law, this has no influence on the effectiveness of the remaining contractual provisions. The parties will replace the ineffective provision with a provision that most closely corresponds to the purpose of the original provision.

The offer of the organizer and any additional agreements between the parties, the house rules and the technical guidelines of the venue, the exhibitor conditions, the safety regulations, set-up and dismantling conditions as well as other conditions mentioned on the trade fair website and any additional order forms (e.g., press service, exhibitor passes, advertising material, seminars and lectures) are integral parts of the contract.

# HOUSE RULES



\* except for the 7th, 8th and 9th floors in the Messeturm (exhibition tower) and the premises in the Ecotrade Center from the 2nd floor.

## Preamble

The Messe Wien property, which is owned by Wiener Messebesitz GmbH (hereinafter referred to as „MBG“) and shown in the plan, consists of objects, rooms and open spaces and is largely operated by Reed Messe Wien GmbH (hereinafter referred to as „RMW“). The objects, rooms and open spaces operated by RMW are hereinafter referred to as „property“. As a rule, events of all kinds, but especially trade fairs and congresses (hereinafter referred to as „events“) are organized on the property. These do not fall under the Vienna Events Act (WrVG). In individual cases, both the exceptions mentioned and all other events are subject to the WrVG. In general, the property is subject to these house rules, regardless of the implementation of events and regardless of the question of the applicability of the provisions of the WrVG in the properties. The term „personal“ in these house rules encompasses all genders equally. All visitors to the events, organizers, their exhibitors and employees, the persons and companies commissioned by them as well as all employees of RMW and MBG and the natural and legal persons commissioned by RMW and MBG (all hereinafter referred to as „visitors“) agree with these house rules by entering the property:

## Persons

All visitors must behave in such a way that no one is endangered, harmed, hindered or annoyed. All rooms (Congress Center, halls, Mall, entrances), open areas (loading yards, forecourt, fountains) and parking garages must be used as intended, with the greatest possible care for the structural substance and other inventory. Every visitor is liable for damage caused by him, in particular to rooms, facilities and floors in the Congress Center, mall and halls, and other property objects in accordance with the provisions of civil law. It is forbidden to affix stickers on walls, glass surfaces and all pillars. RMW assumes no liability for accidents that go beyond the statutory provisions or any contractual provisions. Access to the property is only permitted to authorized persons.

Authorized persons are:

- Employees and guests of MBG and RMW, as well as associated companies (limited in time and place to fulfill their professional duties),
- Organizers or their employees, as well as persons commissioned by them in the context of the specific event,
- Visitors to a public event who have a valid ticket,
- official bodies in the exercise of their duties and within the scope of their competencies and powers,
- all other persons who have been granted separate authorization by RMW to stay.

Visitors' entrance can be refused if official requirements or the safety of the event (e.g., due to overcrowding) prevent entry. In the event of drunk guests or guests standing under influence of drugs, violations of the house rules, concrete indications of expected violations and in the event of unauthorized stay on the property, RMW can expel the property and, in particularly serious cases, impose an entry ban on these persons. In this case, there will be no reimbursement for any tickets purchased. The use of elevators by children under the age of 12 is only permitted when accompanied by an adult. Children under 14 years of age only have access to the property when accompanied by an adult.

## Special provisions for people with inclusion needs (diversity)

Bringing animals is not allowed. Guide dogs and partner dogs for disabled people are excluded. The owner of such a dog must show a certificate of disability or passport and proof of the dog's qualifications when entering the property. Guide dogs and partner dogs must be kept on a leash and muzzle during their entire stay.

Wheelchair users (and any accompanying persons) must take the places provided for them and, in an emergency, use the escape routes provided for them.

## Vehicles/stopping and parking

With the exception of the multi-story car parks and the areas reserved for long-term tenants (parking for more than 14 days), there is a general parking ban on the entire property. Stopping for the purpose of delivering exhibits and loading and unloading materials for events is permitted in accordance with the Road Traffic Regulations. After the loading process, the vehicle must be transferred immediately from the property or to the parking spaces provided or rented by the organizer.

The special provisions of the Technical Guidelines apply to the positioning / exhibiting of vehicles.

Camping and spending the night in vehicles are generally prohibited on the entire property.

RMW reserves the right to change the location of vehicles in stopping or no parking zones or in any other way illegally parked vehicles on the entire property at the risk and expense of the vehicle owner or keeper

## Prohibited Items

Handling open flames, lighting candles, sparklers or other pyrotechnic articles and bringing objects made of fragile, splintering or particularly hard material (especially bottles, mugs, jugs and cans) is prohibited.

Candles that are brought in as exhibits and protected against ignition are permitted. Tea lights that are protected by a glass cover in the water or sand bed, which are brought in by a catering company for decoration, are permitted in compliance with the provisions of the TRVBO in the currently applicable version.

Bringing in weapons of any kind, including in particular firearms and knives, brass knuckles or other stabbing weapons (including historical weapons), is also prohibited unless RMW has given its consent. Service weapons from official bodies on duty are excluded.

## Cloakroom / Strollers / Lost property

Upper garments, umbrellas, suitcases and the like may only be stored in the cloakrooms provided. In the event of loss, theft or damage to cloakroom items, any liability on the part of RMW shall be excluded.

The upper garments taken in lecture halls or generally accessible presentation areas of the property must be kept on; sticks and other walking aids (e.g., walkers) may only be taken by frail people as indispensable supports. Strollers must be parked in the designated rooms or cloakroom areas. In the event of loss, theft or damage, any liability on the part of RMW shall be excluded. It is permitted to take rollers with you to exhibitions and trade fairs, provided that the roller is constantly supervised by adults and is not parked in traffic routes or at exits.

## Security / Fire protection / Escape routes

During the respective opening times, non-event-related access and unaccompanied visits by visitors are only permitted in the lobby of the Messeturm / Ecotrade Center. Event areas may only be entered with a valid ticket, ID issued by the organizer, with his consent or accompanied by an RMW employee.

Publicly accessible areas of the property are video-monitored for security reasons and to protect property.

All fire alarms, hydrants, electrical distribution and switch panels, telephone distributors, and heating and ventilation systems must remain freely accessible and unobstructed. All entrances and exits as well as escape routes, rescue routes and emergency exits must be kept free without restriction and must be safe to walk on. Escape routes and



**MESSE WIEN**  
Exhibition & Congress Center

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building businesses

emergency exits must only be used in the event of danger.

Rallies or demonstrations on the entire property are only permitted with the express permission of RMW and the organizer.

Furthermore, visitors are not permitted to express their opinion with extremist, racist, xenophobic or fundamentalist slogans, gestures, posters or other digital or analog documents or media.

Modifying or relocating the specified facilities, such as armchairs, tables, decorations, works of art, etc., and in particular, all protective devices, as well as any manipulation of technical facilities, is prohibited, except for the fulfillment of contractual obligations towards RMW.

The lighting, including the additional lighting brought in for the respective event, will only be switched off after all event participants have left. After the normal lighting has been switched off, the emergency lighting (escape sign lights) continues to be on.

For safety reasons and to avert danger, the instructions of the security and supervisory staff must be followed. All notices posted on the property - such as signed access bans and barriers - must be strictly followed. In the event of a fire or other danger, the supervisory and security personnel must be informed immediately. The orders and announcements must be obeyed immediately. When the alarm signals or announcements are heard, the property must be left using the closest escape routes. Endangered or injured persons must be helped.

The exhibitors are obliged to allow the official supervisory bodies and the authorized RMW bodies to enter the event space (halls, exhibition stands, storage areas, stages, etc.) at any time.

The instructions of the above-mentioned bodies must be followed by the visitors without exception and without restriction. The exhibitors/organizers are also obliged to provide information to the authorized reporters at the RMW press office.

#### **Civil engineer**

For built-in, superstructural, or stand structures, as well as for flying structures, rigs (with and without event technology), hanging structures or stage or superstructures, the installer must issue a report on the static stand or load-bearing safety from an authorized civil engineering office to be provided by the latest one hour before the end of the final assembly day. Any defects listed therein must be resolved until visitors enter. A copy of the findings and rectification must be handed over to the authorized RMW bodies for the documentation of the authorities without being requested to do so. If the appraisal is not provided, RMW commissions an authorized civil engineering office at the installer's expense. RMW assumes no liability for any defects found in the course of this assessment, as it is neither the installer nor the agent. In the event of major defects or imminent danger, RMW reserves the right to block the entrance of the visitors to the affected buildings.

#### **Data protection / Photo / Film / Sound recordings**

Unless there is an explicit exception for certain events or otherwise known exceptions, photography, filming and making sound recordings on the property are prohibited. This does not apply to photography, filming and the production of sound recordings by MBG and its affiliated companies in order to fulfill their contractual obligations towards RMW.

Consumer surveys and tests, competitions and celebrity receptions with autograph sessions are only permitted with the written approval of RMW.

In individual cases, the accreditation regulations for media representatives of the organizer must be taken into account.

With the exception of the (own) documentation for commercial purposes of RMW (by employees or partner companies of RMW), it is forbidden to take photographs, draw and touch the objects on display.

The visitors consent to the use of their picture and voice for photo, film and television recordings made by RMW, the organizer or their agents in connection with the visit to the property. This also applies to filming permits granted to television broadcasters or production companies and their respective distribution channels.

RMW is not liable for violations of the GDPR by third parties (in particular visitors, commissioned partner companies) on the property.

The right about one's own image remains unaffected.

#### **Waste/cleaning**

Paper and other waste must not be thrown on the floor but into the designated and provided containers.

The stand-alone installation of waste paper baskets and/or waste bins made of flammable materials is prohibited.

Generally accessible areas and traffic routes are cleaned before and after an event.

Sanitary facilities in the event area are cleaned according to the cleaning schedule or as required.

#### **Final provisions**

All work in the exhibition area may only be carried out within the framework of the applicable labour and trade law provisions.

RMW is not liable for any penalties imposed on visitors under the WrVG, the GewO or other statutory provisions. The liability of RMW towards MBG or companies affiliated with it is excluded and based on the contractual provisions. If such a penalty for a cause attributable to a visitor is imposed on RMW, the visitor undertakes to hold RMW completely safe and harmless in this regard.

More detailed information and explanations regarding any exceptions to individual points of the house rules can be found in the technical guidelines as well as the trade fair and/or event regulations.

#### **Smoking ban**

Smoking is only permitted in the designated areas. A general smoking ban, including e-cigarettes, applies to all other areas of the property (including outdoors). This also applies during the event-free period and, in particular, during construction and dismantling times.

In the event of an infringement, the visitor is obliged to pay an amount of € 35 as a cleaning fee.

#### **Accessibility**

**In an emergency, the representative of the property can be reached 7/24 on +43 1 727 20 0, regardless of events or trade fairs.**

# WHO TO CONTACT



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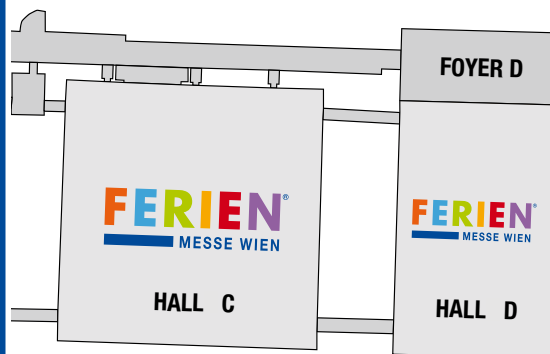
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- + Admission via foyer D (car park D, Vienna tube station 'Krieau')
- + Hall C – International travel
  - Travel cinemas
  - Show stage
  - Islands of wellbeing
  - River and ocean cruises
- + Hall D – nationale Reisewelt mit
  - Tourism regions of Austria
  - Active & leisure holidays
  - Adventure & Outdoor
  - Austrian food & culinary art
- + B2B Lounge

ALL IMPORTANT INFORMATION  
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No animals are permitted within the exhibition complex. Exceptions are made for guide dogs as defined in Austrian law § 39a BBG