

Exhibitor Checklist

Booth Construction & Additional Services

Any required booth equipment not included in the "Carefree Package" (see registration form) — such as three-phase power, water, booth cleaning, overhead suspensions, etc. — must be ordered via the forms at: <https://friedrichshafen.inter-dive.de/de/aussteller/>

Deadline: August 31, 2024! Orders placed after this date will incur a **25% surcharge** from Messe Friedrichshafen.

Note: Booth construction of any kind is **NOT** included and must be ordered separately if needed. Order forms for booth construction can be found at: <https://friedrichshafen.inter-dive.de/de/aussteller/>

Included in your space rental (and covered by the **mandatory "Worry-Free Package"**): Power-socket & consumption (230V/max. 3kW), WIFI, exhibitor entry cards according to booth size (1 card each 8sqm, max 8 cards), participation at the "Nightdive" party, catalogue entry and waste disposal will be charged for **200,- Euro flat rate**.

Media Information & Co-Exhibitors

Please send us your logo and a short company description as soon as possible after registration (it's in your best interest!). Also, promptly register any **co-exhibitors** (if applicable) so we can include them in the exhibitor directory.

Exhibitor Badges & Parking Tickets

Each exhibitor will receive personalized access codes via email in **early to mid-September**, which can be used to print their own entry tickets (based on booth size).

Pre-ordered parking tickets can be picked up at the gate barrier upon arrival. Remember: The number of available parking tickets near the hall is limited!

For additional tickets or parking passes, please order them latest beginning of September via email at info@inter-dive.de.

Your service providers/booth builders do NOT need parking tickets or badges during setup/dismantling times. **No codes will be sent** for unpaid or incomplete invoices!

Opening Hours, Setup & Dismantling

Opening Hours:

- Thursday: 12 PM – 6 PM
- Friday: 10 AM – 6 PM (followed by hall party)
- Saturday: 10 AM – 6 PM
- Sunday: 10 AM – 5 PM

All 4 days run parallel to INTERBOOT, with seamless access for visitors between halls!

Setup Times:

- Monday (22.09.): 8 AM – 8 PM
- Tuesday (23.09.) & Wednesday (24.09.): 7 AM – 8 PM
- Thursday (25.09., first show day): 7 AM – 11:30 AM

Dismantling Times:

- Sunday (28.09.): 6 PM – 10 PM
- Monday (29.09.): 7 AM – 8 PM

Please refrain from dismantling before 5 PM on Sunday to maintain a professional appearance. Violations may result in penalties.

Goods Delivery

For early deliveries during setup, always include:

Booth number / Exhibitor name / Contact person & phone number

Delivery Address:

Messe InterDive, Hall B5 (Gate 6), Neue Messe 1, 88046 Friedrichshafen

For freight deliveries, contact the respective service providers:

<https://www.messe-friedrichshafen.de/locations-services/services>

Presentations / Stage Slots

If you'd like to present on stage, please provide Topic & preferred day & time

We'll schedule you based on availability. The stage timetable can be found at:

<https://friedrichshafen.inter-dive.de/de/besucher/>

Note: Presentations are strictly limited to 10 minutes to ensure fairness and avoid delays.

Exceeding this time may result in cancellation of future slots. Thank you for your cooperation!

Donations for our auction (min. value €100) are welcome!

If you wish to contribute, please notify the organizing team in advance. Items will be collected on the first show day.

Proceeds go to nonprofit organizations.

General Notes

We'd appreciate your support in promoting InterDive on social media and to your customers!

Many questions can be answered in our FAQ: <https://friedrichshafen.inter-dive.de/de/faq/>

For inquiries, contact us at:

✉ info@inter-dive.de | ☎ +49 7582 93207975

We wish you a great time and happy planning!

See you soon!