

Exhibition

Set-up (day, time)

Exhibitor (name)

Hall/Stand no.

Dismantling (day, time)

Exhibitor (address)

Messe Friedrichshafen GmbH is only the mediator for your order.

Please contact our service partner:

## organissimo GmbH

Hochwaldstraße 2 | 88677 Markdorf

Phone: +49 (0) 7544 9592-0 | Fax: +49 (0) 7544 9592-49

Email: [messe@organissimo.de](mailto:messe@organissimo.de)

☐ For following services we kindly ask you to get in touch.

services	amount	price (net)	unit	service partner
<p>Suspending point</p> <p>The max. allowed load, according to hall/location, can vary between 40 an 250 kg. With your order you receive an offer with the max. load for your suspending points. The standard height of the suspension points is 6 metres.</p> <p>Attention: The cost per suspending point can be applied only, if the required attachement point is located directly beneath the hanging point.</p> <p><input type="checkbox"/> We would like you to send us an offer for hanging up and taking down an object (banner, flag, truss system etc.)</p>		€ 180.00	point	The respective service partner can be found in the terms and conditions.
additional work at cost		on request		
Working platform rental for stand/booth construction		on request		see note
Event equipment (see separate form)		on request		

## Note: working platforms

For logistical and safety reasons working platforms are only allowed by our official contractors.

Please contact exclusively:

DSV Fairs & Events GmbH

Neue Messe 3, 88046 Friedrichshafen

Phone: +49 (0) 7541 708730, Fax: +49 (0) 7541 708991

Email: [fairs.friedrichshafen@dbbschenker.com](mailto:fairs.friedrichshafen@dbbschenker.com)

L & V Bodensee GmbH

Wittenberg 14, 88099 Neukirch

Phone: +49 (0) 7528 915555

Email: [info@lv-bodensee.de](mailto:info@lv-bodensee.de)

The terms and conditions can be found overleaf:

## TERM AND CONDITIONS

Messe Friedrichshafen GmbH is only the mediator for your order. The contractor is the respective expert.

### A. Safety

- The following specifications regarding suspending points are not allowed for safety reasons:
  - Suspension of any part of the stand construction
  - Safeguarding of stand construction parts or exhibits (stand construction parts or exhibits must be secured individually)
  - Suspending constructions with rigid connections to the hall floor.

- Any suspended construction may only be changed by the official contractors. Load capacity of rope end connections must comply to the DIN 56921-11. Load capacity of rope end connections items with wire rope clips must not be used. With regard to the connection of all suspended objects the following safety regulations and in particular:
  - the BGV A1 (general regulations), BGV C1 (presentation and production sites for scenic performances),
  - the BGV D8 (hoist, lifting and traction equipment)
  - the assembly regulations (VstättVo)

## TERMS AND CONDITIONS

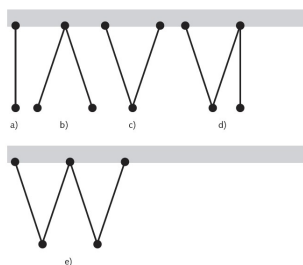
### B. Technical details, important information

1. The exhibitor will be supplied with an attachment point in the required position above the stand area and within the stand edges by the Messe Friedrichshafen providing the construction prerequisites allow it. The suspending construction is only allowed within the area of the stand. The feasibility of the required attachment points from the plans submitted will be checked.
2. Suspending points from the ceiling will principally be carried out only by the official contractors.
3. Each designated suspending point in the hall ceiling construction can carry a maximum vertical load of 250 kg. Should the required hanging point not be directly beneath a attachment point, then a suspending point will be constructed by connecting two or three other attachment points.
  - At the end of every attachment point (interconnecting point) there is either a link or an o-ring.
  - 8 mm wire rope is to be used for suspending items.

Calculation example for constructed suspending points:

- a) rope on one hanging loop = p.f.e.sp<sup>1</sup>
- b) 2 ropes on 1 hanging loop = p.f.e.sp x 1,5
- c) 2 ropes on 2 hanging loops = p.f.e.sp x 2
- d) 3 ropes on 2 hanging loops = p.f.e.sp x 2,5
- e) 4 ropes on 3 hanging loops = p.f.e.sp x 3,5

A rope is included in the price of each hanging loop. Each further rope counts as half.



4. The connection of the items to be suspended (light rods, spot lights etc.) to the suspension points (attachment points) is the responsibility of the exhibitor or his builders. Materials to connect the items to be suspended are not included in the price but can be rented if required.
5. The main power supply for lighting etc. should be ordered separately.

### C. Required plan documentation, time limit for orders

1. Side view and top view sketches of the booth layout and its surrounding neighbors together with a projection of the required suspending points need to be submitted for processing the (scale 1:100 or 1:200). The total weight of the hanging construction, the distance from the suspending points to the stand edges and the height above floor level must also be included in the plans. The maximum height is confined to 6 meters. A transgression of this height is only possible with the agreement of the project management. If no height elevation of the required hanging point is included in writing, the hanging point will be installed at a height of 6 meters above floor level.
2. Applications together with the complete plans must be received at least 4 weeks before the official construction date. In the case of late applications/plans, the preparation for suspending points cannot be guaranteed. A late surcharge of 50% on top of regular orders will be charged from 10 days prior to the first setup date.

From the first day of setup, this will increase to at least 75% on top of regular orders.

3. Additions are contained in the "Technical Guidelines – no. 4.7.5" in the exhibitors' service file.

### D. Terms of delivery and payment conditions

1. The quoted prices include articles on loan for delivery, assembly, faults service, dismantling and collection but do not include VAT. Damaged material or appliances will be charged to the exhibitor. The fixed rates must not be exceeded by the contractor. The responsible service partner will invoice the service and this invoice is payable before exhibition starts. The invoice should be checked immediately. Complaints about the contents and amount of the invoice should be made before the stand is dismantled to allow proper rechecking.
2. The order and the sketch map are to be handed in pursuant to C.1. Payments will be due after invoicing and are to be settled prior to the first (official) day of setup. Provision of services follows payment confirmation.
3. The responsible service partner is entitled to send invoices in electronic format (PDFformat) to the exhibitor by e-mail instead of paper invoices. Upon request of the exhibitor, the responsible service partner will issue paper invoices to the exhibitor. There is no legal claim to the issuance of electronic invoices. The responsible service partner is not obliged to comply with all country-specific requirements for the issuing of electronic invoices. The responsible service partner is entitled to send reminders and other request for payment to the exhibitor by e-mail. All invoice amounts must be transferred in Euro without any deductions to an account stated in the invoice, stating the customer and invoice number. The transfer must be free of charge.
4. Cancellation conditions are as follows.  
If the order is cancelled, the exhibitor will be charged a cancellation fee as follows (on the basis of the tender amount):
  - cancellation 4 weeks prior to the first exhibition date: 50% cancellation fee.
  - cancellation 2 weeks prior to the first exhibition date: 100% cancellation fee.
5. The above-mentioned conditions of delivery and payment as well as the terms for execution and safety regulations are valid for all orders. Court of jurisdiction is Tettnang and place of performance is Friedrichshafen.

### Respective expert:

organissimo GmbH  
Hochwaldstraße 2 | 88677 Markdorf  
Phone: +49 (0) 7544 9592-0 | Email: [messe@organissimo.de](mailto:messe@organissimo.de)

Version: 01.02.2026

I have read and agree to the terms and conditions, the technical guidelines and the privacy policy.

place, date

legally binding signature / First and Last name

<sup>1</sup> p.f.e.sp = price for each suspending point

Exhibitor (address)

## STANDSKETCH

Neighbouring stand no:

Neighbouring stand no:

Neighbouring stand no:

comments (optional):

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