

austropharm |

# EXHIBITOR INFORMATION

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MESSE WIEN  
24<sup>th</sup> – 26<sup>th</sup>  
April 2025

Built by



In the business of  
building businesses

**THE TRADE FAIR FOR PHARMACEUTICAL PRODUCTS**

Opening Hours: Thursday and Friday 09.00 – 18.00,  
Saturday 09.00 – 17.00

# CORPORATE CONTACT DETAILS FOR PROPOSALS

GENERAL COMPANY DETAILS		
<input type="checkbox"/> Exhibitor		
<input type="checkbox"/> Co-exhibitor with:		
Business register no.	UID-Nr.	
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		

BOOTH SPECIFICATIONS (PRICES STATED ON THE FOLLOWING PAGES)	
<input type="checkbox"/>	Booth location as previously (2023)
<input type="checkbox"/>	We require a new booth location. Booth type: <input type="checkbox"/> Row <input type="checkbox"/> Corner <input type="checkbox"/> End <input type="checkbox"/> Island Minimum size in _____ m <sup>2</sup> Maximum size in _____ m <sup>2</sup> Dimensions: _____ m <sup>2</sup> = _____ m x _____ m
<input type="checkbox"/>	Co-exhibitor: We request permission to include the following co-exhibitor  _____ Company name according to the commercial register

Find more  
information  
about prices  
on page 3!

## SEE THE FOLLOWING PAGES FOR MORE INFO

- 3 Prices & booth rental fees, marketing and service fee – Standard
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# PRICES & SPACE FEES

**EARLY BIRD!\***

BOOTH TYPE	PRICE Until 30 <sup>th</sup> June 2024	PRICE Up to 1 <sup>st</sup> July 2024
Row booth	€ 188.00/m <sup>2</sup>	€ 203.00/m <sup>2</sup>
Corner booth	€ 202.00/m <sup>2</sup>	€ 218.00/m <sup>2</sup>
End booth	€ 214.00/m <sup>2</sup>	€ 231.00/m <sup>2</sup>
Island booth	€ 220.00/m <sup>2</sup>	€ 237.00/m <sup>2</sup>

**Please note: Prices stated for spaces do not include dividing walls!**

\* only for exhibitors of Austropharm 2023

The space rental fee is stated net per m<sup>2</sup>. Statutory taxes and duties are added to this sum as applicable, and must also be paid. Standard exclusive marketing and service fee, flat fee for running costs, electricity consumption, taxes and duties.



## STANDARD MARKETING AND SERVICE FEE (OBLIGATORY)

**€ 649.00**

The marketing and service fee is covered at registration and includes:

- Registration fee
- Quota of exhibitor passes and car park access cards (depending on booth size)
- Registration for / access to your corporate profile in the online exhibitor catalogue
- **Premium Exhibitor Listing – BRONZE package** (All details and info on page 5)
- **Exhibitor-Dashboard – BASIC** (All details and info on page 5)
- **Lead Scanning App Emperia** (All details and info on page 5)

## CO-EXHIBITOR FEE

**€ 170.00**

plus marketing and service fee – Standard

## FLAT FEE FOR RUNNING COSTS (OBLIGATORY)

**€ 5.20/m<sup>2</sup>**

The flat fee for running costs also covers increased costs for energy and materials.

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# PRODUCT GROUP LIST

## MEDICINAL PRODUCTS

- 201 Over-the-counter medicinal products
- 202 Non-prescription medicinal products
- 203 Homeopathic medicinal products
- 204 Vaccines
- 205 Prescription medicinal products
- 206 Veterinary medicinal products
- 207 Vitamins, minerals

## CONSULTING & INFORMATION

- 301 Education and training
- 302 Banks, financial service providers, insurance
- 303 Services
- 304 Professional association, advocacy
- 305 Research and science

## IT & DIGITAL SOLUTIONS

- 401 Audiovisual media
- 402 Computer network management
- 403 Electronic data processing
- 404 Electronic price labeling
- 405 Hardware
- 406 Copy and multifunctional systems
- 407 Multimedia

## FURNISHING & EQUIPMENT

- 501 Construction, renovation, new construction
- 502 Lighting systems
- 503 Office supplies, equipment
- 504 Decoration, promotional materials
- 505 Logistics and storage systems
- 506 Air and climate technology
- 507 Office design
- 508 Price labeling
- 509 Security systems

## NUTRITION, HYGIENE, SUPPLEMENTARY ASSORTMENT

- 601 Dietary supplements
- 602 Baby and children's food
- 603 Dental hygiene
- 604 Dietary foods
- 605 Medicinal plants, herbs
- 606 Hygiene products
- 607 Tea, herbs, spices
- 608 Nutritional drinks
- 609 Vitamins, minerals
- 610 Diabetic supplementary assortment

## COSMETICS & CARE

- 701 Aromatherapy
- 702 Baby and child care
- 703 Decorative cosmetics
- 704 Hair removal
- 705 Instruments and accessories
- 706 Body care
- 707 Medical cosmetics
- 708 Natural cosmetics
- 709 Nourishing cosmetics
- 710 Sunscreen
- 711 Spa and wellness

## LABORATORY & NURSING

- 801 Workwear
- 802 Disinfectants and cleaning agents
- 803 Diagnostics
- 804 In-house production/preparation of medicinal products
- 805 Homecare
- 806 Parenteral nutrition
- 807 Formulation, laboratory supplies, reagents
- 808 Dressings and nursing articles
- 809 Medical device

## PLANT PROTECTION & PEST CONTROL

- 901 Plant protection and care products
- 902 Pest control agents

## MARKETING & DISTRIBUTION

- 1001 Consulting and marketing services
- 1002 Import and export
- 1003 Customer retention
- 1004 Logistics
- 1005 Publishers, trade media, and publications
- 1006 Packaging and labels
- 1007 Promotional materials

## ECONOMIC SECTORS

- 1101 Service providers
- 1102 Specialized publisher
- 1103 Wholesaler
- 1104 Trade agency
- 1105 Manufacturer
- 1106 Importer/Agency
- 1107 Association/Public institution
- 1108 Distribution company

# 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.**

**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.austropharm.at/de-at/ausstellen.html#digital](http://www.austropharm.at/de-at/ausstellen.html#digital)

## 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
- » Kontakt
- » Product categories
- » Emperia
- » Dashboard Basic

Automatically awarded when exhibitors register!

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

- » Logo
- » Company description
- » Brands, 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

€ 505.00

## GOLD PACKAGE

Limited upgrade in the online exhibitor catalogue

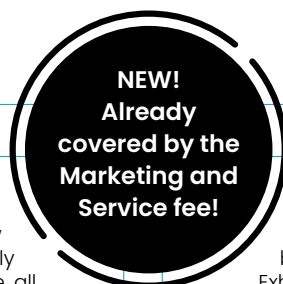
- » **Includes all Silver Package benefits**
- » Sponsored feature for a product category at the beginning of the exhibitor list – plus 'Premium' label
- » Feature on the website carousel
- » Dashboard Pro
- » **Limited offer!**  
Only 10 Gold Packages available

UPGRADE

€ 2.400.00

# DIGITAL PRODUCTS

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



## EMPERIA

Benefit from Emperia: our lead management app for maximum efficiency and easy collection, organisation, and follow-up of your trade show contacts. Turn your trade show team's smartphones into lead management tools: easily scan, edit, and manage business contacts – online, offline, all in one app.

- Display collected leads instantly online in the app
- Add notes and ratings
- Download a comprehensive lead report

**PRICE: 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. Exhibitor Dashboard Basic is available from January 2025

**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 € 700.00**

## EXHIBITOR DASHBOARD PRO

With the upgrade, you also gain access to valuable insights about your competition and potential customers. Compare your exhibition performance with the average and the absolute top performers.

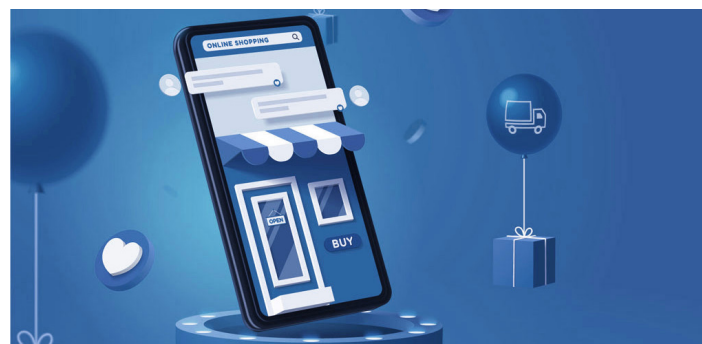
**PRICE: INCLUDED IN THE GOLD PACKAGE**

## 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. We look forward to advising you.

**Available only ONCE!**

**PRICE € 2,800.00**



## 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 € 1,500.00**

## 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 der Messe – (Facebook, Instagram)
- Featured once in the expo newsletter

**PRICE € 1,200.00**

\*We reserve the right to agree changes to your content with you to ensure it suits

# ORDER FORM

## INVITATION MANAGEMENT



### ADMISSION TICKET VOUCHER

This Ticket enables your TOP CUSTOMERS to attend the 'Austropharm' free-of-charge. After the trade fair, the vouchers issued by you and actually redeemed will be invoiced to you according to the price scale listed below (including VAT). This is a simple means of inviting customers to the fair – digitally, via downloadable TANs, or by sending them printouts of their TANs.

### DIGITAL ADMISSION TICKET VOUCHER

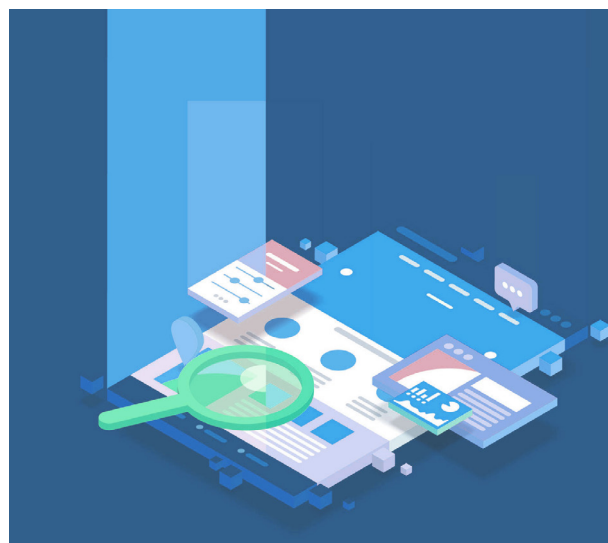
The person you invited will redeem an 'online ticket' with the TAN code received via email. By either printing it or displaying it on their smartphone, your guest can conveniently pass through the turnstiles in the foyers. This eliminates the need for additional registration and waiting times at the counters.

**Orderable until shortly before the fair!**

### PRINT ADMISSION TICKET VOUCHER

This allows you to invite your customers to the free visit of Austropharm 2025. The person you invite will redeem an 'online ticket' with the TAN code printed on the admission voucher. By either printing it or displaying it on their smartphone, your guest can conveniently pass through the turnstiles in the foyers. This eliminates the need for additional registration and waiting times at the counters.

**Orderable until January 31, 2025!**



**PRICE (INCLUDING VAT)**

€ 10.50/voucher

### ADMISSION TICKET VOUCHER

\_\_\_\_\_ (pcs. of) admission ticket voucher(s) as **digital** TANs can be ordered up to the time of the fair

\_\_\_\_\_ (pcs. of) admission ticket voucher(s) as **printed** TANs can be ordered up to 31<sup>st</sup> January 2025

Let us  
know your  
order now at  
[austropharm@  
rxglobal.com](mailto:austropharm@rxglobal.com)

Company name:

Address:

Invoice address (if not the same):

Name of contact:

\*Once redeemed, vouchers remain in the possession of the organiser and are not passed on to exhibitors. Any notes or marks made on the vouchers by the exhibitor, such as serial enumeration, dots or crosses, cannot be taken into account when we process the vouchers – nor can they be subsequently evaluated by the exhibitor.

# 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	€ 505.00
<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>	€ 2,400.00

## DIGITAL PRODUCTS

<input type="checkbox"/>	<b>EMPERIA</b>	
<input type="checkbox"/>	<b>EXHIBITOR DASHBOARD</b>	
<input type="checkbox"/>	<b>DIGITAL GOODY BAG   STANDARD</b>	€ 700.00
<input type="checkbox"/>	<b>DIGITAL GOODY BAG   SPONSORSHIP</b>	€ 2,800.00

**NEW!**  
 Already included by the Marketing and Service fee!

Please submit your orders to:  
**austropharm@rxglobal.com**

## MESSE GOES DIGITAL

<input type="checkbox"/>	<b>CONTENT PACKAGE</b>	€ 1,500.00
<input type="checkbox"/>	<b>AUDIENCE PACKAGE</b>	€ 1,200.00

Company name:

Booth number:

Name of contact:

## DATA TRANSFER:

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

- Please enter: **'austropharm2023'** 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.
- The compliance with the specified image sizes and formats.

## 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 4477-2203

E: austropharm@rxglobal.com



**Registration  
deadline:  
9<sup>th</sup> April 2025  
via e-mail to:  
cs-austria@  
rxglobal.com**

# EXHIBITION INSURANCE

## I. INSURING EXHIBITS

**In what situations does expo insurance apply?  
What damages does the insurance policy cover?**

On the way to, during, and on the return journey from the specified RX Messe Wien GmbH-organised trade fair, anywhere in Europe.

**What items are insured?  
What items are not insured?**

In transit: 'Full coverage' according to AÖTB 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.

Exhibits, expo booths fixtures and fittings, your devices.

**When is a 'deductible' sum payable?**

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.

A deduction of € 250 per incidence of damage will only be charged in cases of theft, robbery, breakage, bending, denting or deformation.

**When and to whom must the damage be reported**

All cases of damage must be reported to Marsh Austria GmbH immediately

**When should a report be submitted to the police?**

In cases of theft or fire, immediately after discovering the damage.

**How well are you insured?**

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.

## II. EXHIBITION ACCIDENT INSURANCE

**Where does the insurance apply?**

Within the exhibition premises in the pre-show assembly period, during the show and during the post-show dismantling period.

**Who is insured?**

The exhibitor and his/her exhibition staff.

**Which risk is insured?**

Permanent invalidity resulting from an accident.

**How well are you insured?**

Up to € 72,500 per person to a maximum of € 145,000 for all individuals present at the booth.

## HOW SHOULD THE INSURANCE POLICY BE INITIATED?

**How is an insurance policy initiated?**

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 send it back to RX Messe Wien.

**When is the premium to be paid?**

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.

**Who is the insurer?**

Wiener Städtische Allgemeine Versicherung AG

**Which insurance terms and conditions apply?**

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 Messe Wien GmbH, it is agreed that the insured party submits all claims resulting from this contract straight to the insurer.

OPTIONS	INSURANCE SUM	PREMIUM PER EXHIBITOR	YES
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.austropharm.at](http://www.austropharm.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.

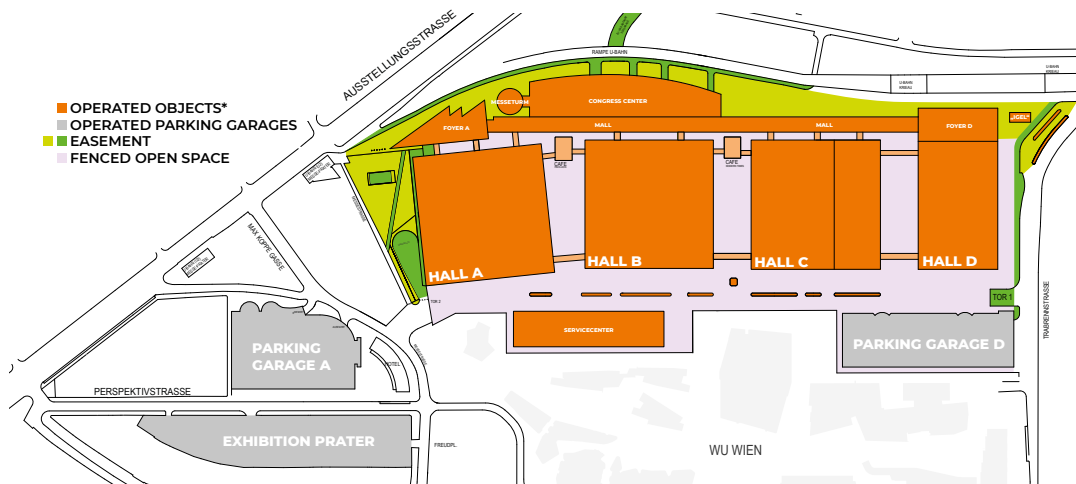
## 29. General Provisions, Place of Jurisdiction

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



**MESSE WIEN**  
Exhibition & Congress Center

Built by  
**RX** In the business of  
building businesses

\* 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

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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In all personal designations, the chosen form applies equally to women and men in accordance with Art. 7 of the Federal Constitutional Law. No animals are permitted within the exhibition complex. Exceptions are made for guide dogs as defined in Austrian law § 39a BBG