

# RULES & REGULATIONS - FILTECH 2019

## 1. Organiser

Filtech Exhibitions Germany GmbH & Co. KG  
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## 2. Venue/Date

Koelnmesse · Messeplatz 1 · 50679 Köln  
Date: October 22 – 24, 2019

## 3. Participation charges

The FILTECH 2018 net participation charges are 275 Euro per m<sup>2</sup> space only regardless of the type of space applied for. The minimum size is 12 m<sup>2</sup>. Pillars, columns and space for installation connections will all be included in space costs. The participation costs (space only) do not include stand partition walls. These prices are exclusive of VAT – VAT liability is transferred to the recipient of the service according to the reverse charge system. EU VAT Directive 2006/112/EC. VAT will be charged at current rate.

## 4. Terms of Payment

Upon receipt of the confirmation of the stand booking (admission) 50% is payable immediately without deduction. The remaining 50% is payable 4 months before the show at the latest. Invoices issued 4 months before the Show are payable immediately in full. Invoices for miscellaneous services or for supplies ordered separately should be settled by the date of the invoice. If the exhibitor gives instructions to render accounts to a third party, the exhibitor still remains responsible. Remittances should be endorsed with the invoice number, marked FILTECH 2019 and made out in favour of the organiser and paid into the following bank account: Deutsche Bank Düsseldorf – Bank Code 300 700 24 – Account-No. 881 6688 00 IBAN: DE08300700240881668800 – BIC/SWIFT: DEUTDE33HAN30  
In the case of late payment, interest will be charged at a rate of 2% above the base rate of the European Federal Bank effective at the time. If payment of the invoices is not effected by the exhibitor within the stipulated periods, the organizer shall have the right (also in the event of space not fully paid for) to withdraw from the contract with regard to all space rented by the exhibitor and to dispose of this space otherwise.

## 5. Application for space

Applications for space shall be made by using the official form, acknowledging the Conditions of Participation and the Technical Regulations to be issued subsequently. Officially signed application forms should be sent to the organiser. Applications made subject to conditions or reservations cannot be taken into consideration. Every endeavour will be made to make requests for specific sites, but such requests cannot be recognised as a condition for participation. No undertaking can be given with respect to exclusion of competitors. The application will be considered effected once it has been received by the organiser and it is then binding until admission. Receipt of application will be acknowledged in writing. For both exhibitors and stand contractors the Technical Regulations constitute an integral part of the contract. These are available on request, subject to subsequent modifications, and become binding for the event.

## 6. Admission

Only products which meet the subject of the Event can be admitted and exhibited. A legal claim for admission does not exist. Exhibitors who have not fulfilled their financial obligations to the organiser or have contravened the conditions of participation or legal requirements can be excluded from participation. Exhibitors will receive written confirmation that they have been admitted. This confirmation applies only to the designated exhibitor. Notification of admission constitutes the conclusion of the contract between the organiser and the applicant. If the allotted space is not available for reasons beyond the control of the organiser the exhibitor may claim a refund of the space rental cost; there will be no claims for damage. The organiser may, if required by circumstances and specifying its reasons for doing so, and bearing in mind what is reasonable for the exhibitor, deviate from the notice of admission by allocating space in another position or reducing or increasing the stand size. The organizer reserves the right to alter the hall layout without prior notice to exhibitors.

## 7. Obligations of Acceptance

For the duration of the contract, the exhibitor is obliged to use the stand in accordance with the General Conditions of Participation and to ensure that sufficient personnel is on the stand during the opening hours of the event. Stands must be manned until the end of the Show. Leaving the stand or stand dismantling prior to the end of the Show is not permitted and constitutes a cancellation of the contract. External catering is not allowed in the hall. This applies to personnel, products, decoration and stand construction. In the event of contravention, the organizer will charge the exhibitor concerned a fine of EUR 1.100,- for failing to comply with regulations/provisions and reserves the right not to admit the exhibitor to the next exhibition.

## 8. Stand Design/Approval

The stand sides facing the visitor aisles must be designed in a transparent and open form. For each stand side facing the visitor aisles, a maximum of 50% of the stand length may be built with closed elements, to a height of 2.50 m. There must be no hindrance to opposite or adjacent stands, and no impairment of the view into those stands. Any stand concepts which are not conform to these rules must be submitted for approval to the organizer 3 months before the Show and require the approval of the organizer. All Stand concepts higher than 2.5 meters must be advised to the Organizer for approval. Please send stand layout drawing when planning your stand concept 3 months prior to the Show for approval. Where partitioning walls are constructed over

2.5m in height, it is the responsibility of the exhibitor constructing the wall to dress the rear of the partition wall down to a height of 2.5m in white.

## 9. Exhibits

Exhibits may not be removed from the stand until after the event has ended. Selling from the stand prior to the end of the show is not permitted. The operation of machines and their weight have to be indicated to the organiser prior to the show. Especially as the loading-bearing capacity of hall floors varies with the hall/stand position.

## 10. Co-exhibitors

A fee of EUR 285 Euro is due for assigned Co-Exhibitors. This fee includes the participation fee, print communication and online communication for the Co-Exhibitor. Without the prior consent of the Organizer, Exhibitors are not permitted to sublet their allotted stand either fully or in part to a third party. All accounts will be sent to the Main-Exhibitor, who still remains responsible. Other correspondence will be sent to the coexhibitor. Consented Co-Exhibitors are entitled to: free Catalogue entry incl. address, text entry & 4c Company logo, product index listing plus Company logo & text entry at FILTECH website.

## 11. Communication Package / Invited Guest Tickets

Each exhibitor receives a free entry in the Exhibition Catalogue incl. address, 4c Company logo, Company description (German & English) and product index. Free entry at FILTECH website incl. Company description (German & English), 4c Company logo, product index & market index listing, free publication of Exhibitor news/press releases. According to the stand size each exhibitor receives free "Promotional Codes for Exhibition Entry" to invite clients.

## 12. Cancellation and non-participation

Following admission (relevant: date on admission form issued by the organizer), the exhibitor shall not be entitled to rescind the contract nor to reduce the stand area. The participation charges shall be payable in full together with any costs actually entailed. Should the organiser make alternative use of unoccupied areas to improve the general appearance of the show, the exhibitor who reserved the space shall not be released from his financial obligations. The organiser is free to alter the hall layout, without prior notice to exhibitors. The cancellation and non-participation of a main exhibitor automatically results in the exclusion and cancellation of admission for the co-exhibitor. If settlement or bankruptcy proceedings are pending against an exhibitor's assets, or if such proceedings have been suspended due to inadequate assets, the organiser shall be entitled to cancel the contract without further notice. The exhibitor must inform the organiser immediately and under any circumstances when such settlement or bankruptcy proceedings have been proposed. The above mentioned paragraphs apply accordingly.

## 13. Exhibition insurance cover and exclusion of liability

Every exhibitor exhibits at his own risk. Exhibitors should obtain cover, at their own expense, for risks during participation at the event. The organiser accepts no responsibility for exhibits as well as stand fittings and expressly excludes all liability for any loss or damage. This exclusion of liability is in no way limited by the security services provided by the organiser. Furthermore the organiser is only liable in cases of gross negligence or wilful intent. The organiser is insured to cover his statutory liability. In other respects the General Insurance Conditions for Liability Insurances (AHB) shall apply.

## 14. Environmental protection: Eco- and Energy flat

9,55 Euro per m<sup>2</sup> (plus German VAT) will be charged to cover the rising costs for energy, waste disposal and recycling. The eco- and energy flat is charged together with the deposit invoice. Still exhibitors and their contractors remain responsible for the proper and environmentally acceptable disposal of all waste that is produced during the fair and during build-up and dismantling of the stand. Exhibitors are also obliged to ensure that all their contractors/stand builders leave no materials behind when leaving the stand. Any materials left behind will be disposed of without verification of their value and at the exhibitor's expense, a higher charge being payable.

## 15. Reservation of rights and final conditions

The organiser has the right to postpone, curtail, extend, temporarily close, in part or completely, or cancel the trade fair, should it be necessary, for reasons beyond their control, and whilst considering the interests of the exhibitors in carrying it out. In such justifiable, exceptional circumstances, as in all cases of force majeure, exhibitors shall not be entitled to rescind their contract, claim damages nor reduction of participation charges. If the event does not take place for the afore-mentioned reasons, exhibitors may be charged up to 25% of the participation charges to cover general costs. A larger amount can be demanded from individual exhibitors if they have given instructions for extra work to be carried out on their behalf. If the organiser is responsible for the cancellation of the event, no participation charges will be payable. The organiser will entertain no claim for damages. All verbal agreements, individual approvals and special arrangements must be confirmed in writing by the organiser. Whenever admission documents contain the reference that they have been drawn up by the organiser by computer, even if they contain no signature, they are legally binding. All claims by exhibitors against the organiser must be made within 6 months. Claims made there after will not be valid. The period of limitation starts at the end of the month in which the event finished. The place of performance and jurisdiction for all mutual obligations is Meerbusch or, at the request of the organiser, the jurisdiction of the exhibitor's place of business. This also applies to complaints arising from cheques or drafts. The law of the Federal Republic of Germany is applicable. The German text is binding. Privacy policy according to the DSGVO.