

General conditions for the participation in the trade show of the 57th Bühnentechnische Tagung (BTT) 2014

Date: June 4th and 5th 2014

Location: Schwarzwaldhalle Karlsruhe (Karlsruher Messe- und Kongress GmbH), Festplatz 9, 76137 Karlsruhe, Germany

Organizer: DTHG Service GmbH, Kaiserstraße 22, 53113 Bonn,
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gmbh@dthg.de

1. Reservation:

Reservations have to be done in written form (online, by fax or by letter post). They are without obligation until they have been confirmed by the DTHG office. The date of receipt is binding for the early bird discount.

Per company only one (1) booth can be reserved.

2. Application:

2.1 The application has to be done by filling out the official application form which has to be sent to the DTHG office (address see ahead). Per company only one (1) booth can be booked.

2.2 Closing date is April 30th 2014.

Applications are registered by their date of receipt at the DTHG office. Preferences for booths are accepted and reserved following this order.

Early birds having booked their booth and paid the booking fee until January 31st 2014 get an early bird discount of 10%.

After receipt of payment (see payment conditions, 6.) the booking is definite. If the payment does not arrive in time, the booth may be given to other interested parties. If there are more applications than booths, the spaces might be redistributed in agreement with the exhibitors. There is no legal claim for a special booth number.

3. Permission:

3.1 The permission for participation in the trade show is given by the organizer. A permission can be refused without reasons to be mentioned.

3.2 The permission will be given in written form. A transfer of the rights and obligations to other parties is not allowed without permission by the organizer.

3.3 The integration of a co-exhibitor requires the permission of the organizer who can fix a co-exhibitor fee.

4. Booth spaces:

4.1 The available booth spaces are marked in the floor plan.

4.2 If still available the preferred booth spaces are allocated. If they are already allocated to another company, alternatives will be proposed.

4.3 Size and equipment of the booths:

The size of the booth spaces is 3 x 2,5 m (width x depth). The separations consists of about 2,18 m high side elements.

Inline booths (one side open) have got a back wall and two sloped side walls, corner booths (two sides open) have got a back wall and one sloped side wall (exact measures see technical drawing www.btt2014.de).

The equipment contains 1 table and 2 chairs and electricity. WLAN access is provided by request.

The suspension of light panels / company signs / logos is possible, but should not leave any residues.

Due to the limited size of the booths it is not possible to present bigger exhibits. There will be a special presentation floor for those objects. Spaces (1x1 m) can be rented there (200 € net/space).

5. Fees:

All prices mentioned are in EUR net plus 19% VAT.

5.1

Exhibitors (booth fee):

DTHG member companies: 2.900,00 €

other companies: 3.700,00 €

Education institutions (limited capacity): 1.500,00 €

cooperating associations (limited capacity): 600,00 €

The fee contains the booth fee with equipment (see 4.3), two exhibitor tickets (including catering: coffee, softdrinks, rolls, lunch, cake) as well as two free tickets for the DTHG night on June 4th 2014.

5.2 The early bird discount (payment until January 31th 2014) means a reduction of 10% of the booth fee.

5.3 Presentation spaces for exhibits

One presentation space (1x1 m) can be given to every exhibitor. Variances may be possible on request. Rental fee per presentation space: 200,00 €.

5.4. Presentation of an advert banner (1,10 m width x max. 6 m height) apart from the booth

Production by DTHG Service GmbH according to a draft: 400,00 €

5.5. Additional exhibitor tickets

Two exhibitor tickets are included in the booth fee.

Additional exhibitor ticket: 32 €.

5.6. DTHG-Night

Two free tickets for the DTHG Night (June 14th 2014, 6.30 p.m., Weinbrennersaal, Festplatz, Karlsruhe) are included in the booth fee.

Further tickets can be ordered to the regular prices:

ticket for DTHG members (max. two tickets per exhibitor): 29,41 € (35,00 € gross)

ticket for non-members: 42,02 € (50,00 € gross)

6. Payment conditions:

6.1 The confirmation of the booth reservation with declaration of the booth number as well as the invoice for the fee will be sent to the exhibitor. The payment – without reduction – has to be paid within 30 days to the bank account below (5.2). For making use of the early bird discount the payment must be received by DTHG Service GmbH until January 31st 2014.

6.2 Please transfer the payment to the bank account of DTHG Service GmbH:

Raiffeisenbank Denzlingen-Sexau eG

bank no. 680 621 05

account no. 6319904

IBAN DE 32 6806 2105 0006 3199 04

SWIFT address: GENODE61DEN.

Please specify your transaction as follows:

„BTT 2010 booth fee, booth no. XXX (please insert the no.!)“

6.3 Payments from foreign countries have to be transferred without costs for the recipient.

6.4 If the total fee has not arrived in time, the booth is free for disposal again. DTHG Service GmbH is allowed but not obliged to dispose of the space. If the booth can be reallocated, DTHG Service GmbH can charge 10% of the original fee for refund of expenses. If the spaces can not be reallocated, fees are due as mentioned under 6.5.

6.5 If the exhibitor withdraws his application, he is obliged to pay the following fees:

-- withdrawal after March 15th 2014: 50 %

-- withdrawal after April 15th 2014: 75 %

-- withdrawal after May 15th 2014: 100 %

7. Important notes:

7.1 For construction/dismantling the following periods of time are offered:

Construction: June 3rd 2014, 2 p.m. to 8 p.m.

Dismantling: June 5th 2014 6 to 8 p.m.

7.2 Lorries and other vehicles can only stop for unloading and loading at Schwarzwaldhalle and have to be driven away immediately afterwards. Car parking lots are available in the car park under the Festplatz.

7.3 The catering will be done by the local catering service. Catering for two persons is included in the booth fee (see 5.1). For every further person, a fee of 32 € net will be due (see 5.5). Please specify the number of persons you take part with in BTT on your application form.

7.4 Waste Containers / final cleaning:

The booths have to be left broom-clean. Hazardous waste is not allowed to be disposed of in the provided containers. It has to be removed by the exhibitors themselves.

7.5 Entrance control and overnight guarding is provided by the organizer.

7.6 The delivery of containers, exhibition materials etc. is not possible outside the mentioned times for construction and dismantling. Parcels etc. that are sent to the Schwarzwaldhalle have to be sent without costs for the organizer or the Karlsruher Messe- und Kongress-GmbH. In addition parcels have to be marked with the title of the event, its date and the booth number.

8. Liability:

The participant is liable for all personal damage and material damage connected with construction, equipment, use and dismantling of his booth. An indemnity insurance with an appropriate amount guaranteed has to be concluded.

Neither the Karlsruher Messe- und Kongress-GmbH nor DTHG Service GmbH are responsible for lost or theft of property of the exhibitor, his representative, his employees, his guests or visitors. The exhibitor has to conclude an indemnity insurance including his booth and everything in it.

An additional insurance against loss and damage of the exhibits during the trade show and transport is recommended, too.

9. Place of jurisdiction:

The place of jurisdiction for all participants.