

Registration form for exhibitors

For attending the exhibition of the VDA Technical Congress
on February 20 – 21st, 2024 at the bcc in Berlin.

Stand registration at the latest until:
20th January 2024

Event organiser:

Verband der Automobilindustrie e.V.
Behrenstraße 35,
10117 Berlin

Contact:

congress@vda.de
+49 (0)30 897842 363
www.vda.de

We are registering for the following stand:

- Meeting-Point Premium with furnishings € 9,500.00 plus VAT
- Info-Point Classic with furnishings € 5,500.00 plus VAT

Company name:

Street:

Country, Postcode, City:

Contact partner

Surname, First name:

Telephone:

E-Mail:

Billing address (if different from exhibitor)

Company name:

Street:

Country, Postcode, City:

Order number:

A quotation is required: yes no

Enquiry for stand construction

Exhibits: Exhibition of larger objects and vehicles must be agreed with the organiser in advance.

Stand registration at the latest until:
20th January 2024

Partition walls and furniture for the stand

The stand is to be constructed by the stand constructor commissioned by the VDA*

You will commission your own stand constructor and build your own stand*

You will need additional furniture*

* **NOTE:** Points 6.1 and 6.2 and 6.3 of the following exhibition terms and conditions must be observed.

In the case of stand construction by the exhibitor himself

The implementation of your stand request will be discussed with you individually after registration

Depth: m** Length: m Area: m²

** **NOTE:** The maximum stand depth is limited to a dimension of 2.0 m in many areas of the exhibition ground.

Floor load

please specify only for particularly heavy objects

Load: kg/m² (max 500kg/m²)

Power connection

230 V, 10 A, bis 2 kW Count:

CEE power distribution, 400 V, 16 A, bis 7 kW Count:

CEE power distribution, 400 V, 32 A, bis 15 kW Count:

Please note: One power connection (230 V, 10 A, bi 2kW) is already included in the ExpoWall system stand.

Power requirement

In order to ensure that the power supply is sufficiently secured, please inform us of the approximate amount of power that you'll require.

Watts approx.: kW

Internet

We require access to the Internet (WLAN)

yes no

We accept the following exhibition terms and conditions as the basis of the business relationship between us and the organiser.

.....
Date

.....
Date Company stamp / signature

Technical Congress 2024 Exhibition Conditions

1. Organiser

The German Association of the Automotive Industry (VDA), Berlin, is organising the trade exhibition as part of the VDA Technical Congress on 20 and 21 February 2024.

2. Exhibitor

2.1. Anyone who manufactures or distributes products and services for the automotive industry may exhibit.

2.2. The VDA reserves the right to reject exhibits, displays and exhibitors.

3. Opening hours of the exhibition

20 February 2024, 9.30 a.m. to 6.30 p.m.

21 February 2024, 8.30 a.m. to 4 p.m.

If there are deviations in the duration of the congress, the duration of the exhibition will be adapted to these.

4. Stand assembly/dismantling for self-assembly

4.1. Set-up: **20 February 2024 (08:00 - 18:00)**. Stand construction, including cleaning, must be completed by 6:00 p.m. at the latest.

4.2. Dismantling: **21 February 2024 from 15:30** (or half an hour after the end of the Congress) **until 21 February 2024, 21:00**. The stand area must be cleared and cleaned by 21 February 2024 21:00 (see: 7. Cleaning). There is no possibility of temporary storage of exhibits, furniture or other stand components in the exhibition area after the end of the exhibition.

5. Stand construction

We kindly ask you to contact us. (**Contact details follow**). The implementation of your stand request will be discussed with you individually after registration.

5.1. Exhibition stand **Meeting-Point Premium with equipment** (set-up organised by commissioned VDA stand builder)

Technical Congress 2024
Exhibition Conditions

The Meeting-Point Premium stand with equipment is 2.00 m deep, 6.00 m wide and 2.50 m high. The equipment of the exhibition stand **Meeting-Point Premium with equipment** includes the following:

- The exhibition stand is separated from other exhibition stands by uniform stand walls. The exhibition area is carpeted.
- The **Meeting-Point Premium stand with equipment includes** a lounge table, counter with digital print (print size 96.4 cm x 86 cm (w x h) with a visible area of 92.4 cm x 82 cm (w x h), 2 bar stools, 1 club couch, 2 club armchairs, brochure racks with DIN A4 inserts and waste paper basket. Der Stand hat einen Stromanschluss.
- The stand has a power connection.
- The stand is illuminated.

In consultation with the VDA, stand sizes deviating from the standard exhibition stand can be booked. Furthermore, additional stand equipment is available (e.g. counters, shelves....) This must be ordered and paid for separately.

The costs for the **Meeting-Point Premium with equipment (12m²)** amount to **€ 9,500.00** plus VAT. Each enlargement of the stand costs € 300.00 per square metre plus VAT.

The costs include:

- Set-up/dismantling of the exhibition stand,
- Costs for electricity and lighting.
- The exhibition stand is separated from other exhibition stands by uniform stand walls. The exhibition area is carpeted.
- The **Meeting-Point Premium stand with equipment includes** a lounge table, counter with digital print (print size 96.4 cm x 86 cm (w x h) with a visible area of 92.4 cm x 82 cm (w x h), 2 bar stools, 1 club couch, 2 club chairs, brochure stand with DIN A4 drawers and waste paper basket.
- Two persons as stand personnel, who can also participate in the complete programme of the congress, including the evening event.

5.2. Exhibition stand Info-Point Classic with equipment (set-up organised by commissioned VDA stand builder)

The Info-Point Classic stand with equipment is 2.00 m deep, 3.00 m wide and 2.50 m high. The equipment of the exhibition stand **Info-Point Classic with equipment** includes the following:

- The exhibition stand is separated from other exhibition stands by uniform stand walls. The exhibition area is carpeted.
- **The Info-Point Classic stand with equipment** includes a counter (with digital colour print on the front) and two bar stools and waste paper basket.
- The stand has a power connection.
- The stand is illuminated.

In consultation with the VDA, stand sizes deviating from the standard exhibition stand can be booked. Furthermore, additional stand equipment is available (e.g. counters, shelves, brochure stands ...). This must be ordered and paid for separately.

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Exhibition Conditions

The costs for the **Info-Point Classic with equipment (6 m²)** amount to **€ 5,500.00** plus VAT. Each enlargement of the stand costs **€ 300.00** per square metre plus VAT.

The costs include:

- Set-up/dismantling of the exhibition stand,
- Costs for electricity and lighting,
- Counter (with digital colour print on front) and two bar stools, wastepaper basket and
- Two persons as stand personnel, who can also participate in the complete programme of the congress, including the evening event.

5.3. Stand construction lies within the exhibitor's own responsibility

You can also carry out a stand construction and stand dismantling completely on your own with your own stand builder. However, the stand must include a rear and, if necessary, side walls. The exclusive erection of e.g. folding walls, roll-ups etc. is not permitted. A power connection will be provided by the VDA.

The maximum stand height is 2.50 m. The stand is max. 3.00 m deep (depending on the space available). The implementation of your stand request will be discussed with you individually after registration..

All building regulations must be complied with. The stand must be assembled and dismantled without damaging the building (e.g. no fastenings by screwing to the building).

The rental costs for the **minimum exhibition space (6 m²)** are **€ 3,000.00** plus VAT. Each additional square metre of exhibition space costs **€ 400.00** plus VAT.

The costs include:

- Cost of electricity,
- Two persons as stand personnel, who can also participate in the complete programme of the congress, including the evening event.

6. Subcontracting for the exhibition

bcc
Berliner Congress Center
Alexanderstr. 11
10178 Berlin

Deliveries will only be accepted at the set-up times booked by the customer, unless other delivery times have been agreed in writing. The prerequisite is always a written registration of this Delivery. Deliveries that cannot be clearly assigned to an event and use (stand, symposium, etc.) will not be accepted.

If no storage space is available for exhibitors, interim storage and storage after the end of the event can be offered at a price of EUR 75.00 net per m² and day if capacities are available.

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Exhibition Conditions

The client or the commissioned freight forwarder is responsible for loading and unloading deliveries and interim storage.

Collections and interim storage must take place by the end of the dismantling period, unless other collection times have been agreed in writing. The bcc also requires the information in advance in this case. All interim storage must be clearly addressed. Please refer to the Technical Information of the bcc for further instructions.

7. Cleaning

At the end of the event, the stand area must be left swept clean and undamaged. Any adhesive residues or similar must be removed by the exhibitor. Cleaning of the traffic routes in the building before, during and after the event will be organised by the VDA.

8. Damage

Damage to exhibits, exhibition stand, building or floor arising in connection with the exhibition is to be settled/settled directly between the parties concerned.

The exhibitor shall be liable to the VDA for all damage caused by his participation in the exhibition. The exhibitor shall also be liable to the VDA for any damage caused by his stand structures or his exhibition goods.

The exhibitor undertakes to instruct his employees and the persons or service companies working on his behalf on the exhibition grounds and the co-exhibitors to comply with the exhibition conditions and the house rules of the BCC and to be liable for them. (All information can also be found in the Technical Guidelines of the bcc).

9. Insurance

The VDA accepts no liability for the stand and the exhibits. The VDA does not have a corresponding insurance policy for the stand and the exhibits. The VDA recommends that exhibitors take out their own insurance for the stand and the items brought there.

10. Payment

At the earliest after receipt of the stand registration, the VDA will send an invoice to the exhibitor for the total rental price including electricity. The amount is to be transferred to the account stated on the invoice with reference to „**Technical Congress 2024 - Exhibition**“ no later than 30 days after receipt of the invoice.

11. Cancellation

Cancellation of the exhibition will be free of charge until 31 December 2023 and must be received in writing by the VDA by 5 January 2024. After this date, a processing fee of 50% of the stand rental price will be charged for the cancellation. Cancellations received after 15 January 2024 will be charged 100% of the stand rental price.

12. Force majeure, unjustifiable events and official directives

In the event that an event, such as a legal/official ban or pandemic risks, for which the VDA is not responsible, makes it impossible or unreasonable for the VDA to hold the event as scheduled, the VDA shall be entitled to hold the event purely digitally. In this case, exhibitors will be charged 20 per cent of the exhibition costs if the cancellation is made more than four weeks before the scheduled start of the event. 50 percent of the exhibition costs will be charged if the cancellation is made within the last four weeks before the start. If the exhibition has to be closed due to force majeure or by official order after the start of the event, the stand rental and all costs to be borne by the exhibitor shall be paid in full.“

13. Guarding

There is no guarding of the stands and exhibits during the times of use of the exhibition. Outside these times, the building will be equipped with an alarm system.