

■ General information for hall B0 and the foyer

Exhibition hall B0 and the foyer at the ICM may not generally be accessed by motor vehicles.

The use of forklift trucks in the ground floor is only possible to a limited extent and is reserved for the accredited forwarding agents of Messe München GmbH (see Notice ICM "Usage of Lifting Equipment").

The **total permissible weight** of lifting- or transportation equipment and carried load results out of the maximum load-bearing capacity and nature of the floor concerned (see **Notice "Technical Information ICM"**).

Please note, that no heavy loads may be rolled over the aluminum foot mats in the entrance areas and the lids of the recessed floor outlets. Within the ICM, only trolleys / crabs, hand carts and lifting equipment with **abrasion-proof and clean rubber wheel tread** may be used.

Escape, rescue and general traffic routes, as well as firefighting devices, are to be kept clear at all times including stand set-up and dismantling periods. Any instructions issued by ICM personnel are to be followed.

Please note:

Only **ICM adhesive tape** may be used for laying carpets. This can be obtained at no cost from the hall inspectorate (Tel. +49 89 949-23320).

Exhibition paths / hall aisles and delivery zones must be kept clear of metal parts (e.g. screws), stones, etc. to prevent parquet and natural stone floors from being damaged.

The cost of restoring soiled and/or damaged floors, ceilings, walls and furnishings to their original state is payable by the exhibitor – any expense incurred by Messe München GmbH must be reimbursed.

It is prohibited to

- paint floors, walls ceilings or furnishings—no items may be pasted, glued or stuck on them
- use screws or nails of any kind to fix items to floors, wall paneling or furnishings
- relocate catering, reception and cloakroom fixtures and fittings
- drag objects across the floors
- operate equipment producing exhaust without any extraction facility

■ Description of halls and foyer

Description of halls and foyer	B 0	Foyer (ground floor and 1st floor)
Length	56 m	
Width	54 m	
Gross area	Approx. 3,500 m ²	Approx. 7,700 m ²
Headroom	Central area: 4.5 m Peripheral area: 4.2 m	max. 12 m, min. 2.15 m
Flooring	Oak parquet	Ground floor: natural stone (granite); upper floors: maple parquet
Walls	Maple wood paneling	Lustro stucco
Max. permissible load-bearing capacity of floors	2 t/m ² (20 kN/m ²)	Ground floor: 1 t/m ² (10 kN/m ²) 1st floor: 0.5 t/m ² (5 kN/m ²)
Suspension points in the hall	100 kg (1 kN) perpendicular	None
Entrance gate size (w x h)	12.5 m x 4.5 m	Max. 3 m x 4 m
Entrance gate access	Via B0–B1 loading yard	Via north foyer
Access to trade fair center grounds	Via gate 21	Via gate 21
Lighting	Max. 400 Lux/m ² , no daylight	Max. 400 Lux/m ² and daylight
Air-conditioning	Partially air-conditioned	Partially air-conditioned
Utility ducts	Lateral to lengthwise axis of hall Spacing 5 m, cross-section 0.35 x 0.38 m	Recessed floor outlets Grid spacing 9 x 6 m bzw. 12 x 8 m
Water connection	DN 25/3.5 bar	Not possible
Waste water connection	DN 100	Not possible
Compressed air connection	DN 40, pressure supplied approx. 10 bar	Not possible
Electricity supply	200 W/m ²	50 W/m ²
Communication connection (hard-wired)	ca. 360 pieces	ca. 360 pieces
Optical fiber connection	ca. 176 pieces	ca. 60 pieces
Broadband connections	56 pieces	138 pieces

■ Exhibition hall B0 at the ICM

Exhibition hall B0 is an integral part of the International Congress Center (ICM) at the Munich Trade Fair Center.

Floors and walls

The hall has oak parquet flooring and maple wall paneling. The max. permissible load-bearing capacity in all areas is 20 kN/m² – in utility duct locations, only if the lids are undamaged.

Picture moldings

Recessed picture moldings are located around the hall walls at a height of 2.3 m.

Hall supports, height and nature of ceiling

The hall has ten supports with an external diameter of 1 m (supports of boundary area) and 1.2 m (four supports in center of the hall). The hall ceiling is of a suspended grid type with integrated lighting. The clearance height of the boundary area is 4.2 m, else 4.5 m.

Important to note: No suspension units may be attached to the grid ceiling; only single-storey stands may be built.

Suspension points / Sprinkler system

Suspension points are available with a grid spacing of approx. 2.4 m x 5.6 m and can be ordered via form 4.1.

The hall is equipped with a sprinkler system.

Important to note: Stand structures may not be covered for fire safety reasons.

Access to hall gate

The hall is accessible via a sliding gate (w 12.5 m x h 4.5 m) on the east side. Access is via a loading yard also used for hall B1 (loading yard B0–B1). The headroom available via the loading yard gates is 5 m. The west connection tunnel offers headroom of 4.5 m. The surface of the vehicle access routes is bituminous.

General lighting

Natural daylight is not available. The light strips of the grid ceiling can be switchable in four groups, are dimmable and offer an indirect lighting option.

Luminous color: 840, neutral white.

The capitals of the four supports in the center of the hall are equipped with LED (4000 Kelvin).

Power types, voltage, network

The following power types and voltages are available at the trade fair center:

- Alternating current 230 V / 50 Hz
- Three-phase current 3 x 400 V / 50 Hz
- Network configuration TN-S in compliance with VDE 0100

Voltage fluctuations are within the scope of the standards prescribed.

Important to note: Main electrical connections over 20 kW, if required, have to be agreed upon with the ICM.

Supply of compressed air, electricity, gas & water, communication facilities

Compressed air, electricity and water are supplied to the stands in the halls via utility ducts in the hall floors located laterally to the lengthwise axis of the halls at intervals of 5 m (dimensions approx. 0.35 x 0.38 m).

Water connections for exhibitors will be provided with inflow 1/2" (DN 15) and outflow DN 50.

Important to note: Unintentional leakage or discharge of water must be notified immediately to ICM personnel!

Connections for sprinkler systems (DN 50) and compressed air connections are available in every 2nd utility duct.

No gas connection possible.

Telephone, fax, data and antenna connections are provided via multifunctional cables from the floor connection points.

Heating, ventilation

The hall is partially air-conditioned.

■ The ICM foyer

The foyer serves primarily the needs of visitors to the International Congress Center (ICM). Exhibition areas have to be tailored to suit the event-related activities in the congress halls and are therefore in size terms dependent on visitor numbers.

Walls and floors

Wall cladding in the foyer: Lustrato stucco, light grey. The flooring on the ground floor of the foyer is made of grey granite. The max. permissible load-bearing capacity of the floor is 10 kN/m² – apart from areas where recessed floor outlets are located (= 2.5 kN/m²).

Important to note: The ground floor of the foyer can be divided into two via a partition wall system measuring 4.3 m in height. Partition wall systems may only be installed by ICM personnel or by subcontractors appointed by them.

The upper floor of the foyer has maple parquet flooring. The max. permissible load-bearing capacity of the floor is 5 kN/m² – apart from areas where recessed floor outlets are located. Here the load-bearing capacity is 2.5 kN/m².

Picture moldings

Recessed picture moldings are located around the foyer walls at a height of 2.5 m.

Height and nature of ceiling

The available headroom is

- Foyer under main supports: 10.0 m
- Foyer under secondary supports: 12.2 m
- Foyer under the cloakroom level: 2.3 m
- Foyer under the gallery: 4.3 m
- Foyer above the gallery: 3.0 m

Suspension points / Sprinkler system / Smoke alarms

In the ICM foyer no suspension points are available.

The foyer is equipped with a sprinkler system and smoke alarms.

Hall gate dimensions and access

Deliveries are possible via the gate at loading area Nord (w 3.0 x h 4.0 m).

In exceptional cases and with the ICM's approval, deliveries can also be made via

- the south side entrance (leading to the west main entrance): w 2.37 m x h 2.2 m,
- Exhibition hall B0: w 2.9 m x h 3.0 m.

Deliveries to the upper storey can be made via elevators adjacent to the auditorium (congress hall 1) and on the east side of exhibition hall B0 (via congress hall 14, only with an ICM elevator attendant).

Load-carrying capacity and door size of the auditorium elevator:

- Load-bearing capacity 1.6 t or 21 persons
- Door w 1.1 m x h 2.1 m
- Cabin d 2.3 m x w 1.3 m x h 2.2 m

Load-bearing capacity and door size of the two hall B0 service elevators:

- Load-bearing capacity 4 t
- Cabins d 6.1 m x w 3.2 m x h 2.5 m

Important to note: The glass elevators in the foyer may only be used for transporting persons. In exceptional cases goods may be transported via the service elevators adjacent to the congress halls (elevator attendant required).

General lighting

In the foyer there is daylight (with an automatic sun-screening system) and artificial light (LED: 4000 Kelvin and luminous colour 840, neutral white).

Power types, voltage, network

See hall B0.

Supply of compressed air, electricity, gas & water, communication facilities

No supply of compressed air, gas and water is available in the foyer.

Electricity is supplied to the stands via recessed floor outlets located on the ground floor every 9 m x 6 m and on the upper floor every 12 m x 8 m.

Telephone, fax, data and antenna connections are provided via multifunctional cables from the floor connection points.

Heating, ventilation

The foyer is partially air-conditioned.

■ Services

All services offered via order forms are provided by the International Congress Center Munich (ICM) and its accredited subcontractors.

The services offered are tailored to the nature of the ICM premises concerned – those offered for ICM hall B0 and the ICM foyer may therefore vary. Kindly note therefore above all the ICM's Technical Information with descriptions of the hall and foyer.

Further information is available for download at www.icm-muenchen.de.

Please submit your order forms as soon as possible but by no later than four weeks prior to the commencement of the event.

In the case of orders received late, no guarantee can be given for punctual delivery and/or provision of the services offered. The ICM reserves the right to charge an additional fee for orders submitted late.

Should any questions arise in connection with the use of the Exhibitor Service Catalog, please do not hesitate to contact the ICM team at any time.

■ 1. Stand set-up and dismantling periods

The stand set-up and dismantling periods and the general terms of participation for the event concerned are laid down by the organizer and must be observed.

An extension of the stand set-up and dismantling periods is only permissible in justified exceptional cases and with ICM's written approval.

■ 1.1 Access to trade fair center grounds for motor vehicles

Accessing the trade fair center grounds with motor vehicles of any kind is at the given user's own risk. During the stand set-up and dismantling periods, access by car and/or truck is only allowed for loading and unloading purposes.

Any vehicles located on the trade fair center grounds either in areas outside those allocated to the event or after the stand set-up and dismantling periods specified will be removed by the ICM at the risk and expense of the user/owner of the vehicle concerned.

Further information on traffic organization is available from the event organizer or the ICM.

■ 1.2 Deliveries

The exhibitor must ensure that personnel is available on the stand at the time of delivery to accept receipt of the consignment concerned. ICM personnel may not accept receipt of deliveries and refers any delivery supplier to the accredited trade fair forwarding companies – the cost of interim storage and delivery is payable by the exhibitor. All deliveries outside the official stand set-up and dismantling periods are to be made to one of the accredited trade fair forwarding agents. The forwarding agents accredited for the ICM and Messe München GmbH are:

Schenker Deutschland AG (Messegelände, Tor 21, Paul-Henri-Spaak-Straße 8, 81829 München, Germany, Tel. +49 89 949-24300, fairs.muenchen@dbschenker.com) and Kühne & Nagel (AG & Co.) KG (Messegelände, Tor 21, Paul-Henri-Spaak-Straße 8, 81829 München, Germany, Tel. +49 89 949-24400, exposervice.muenchen@kuehne-nagel.com).

By the end of the stand dismantling period, all materials must have been removed from the ICM. No liability is assumed for any items left behind after this time. Any costs incurred for the removal, interim storage or disposal of such items are payable by the exhibitor.

■ 2. Duration of event

■ 2.1 Parking spaces

Parking at the trade fair center and on its grounds is principally prohibited. Any vehicles parked illegally will be towed away with a charge being raised.

Information on car and truck parking spaces and the opening times of the car park can be obtained from the event organizer or the ICM team.

Car park WEST:

during opening hours cars of up to 2 m in height may use the car park WEST (access via Paul-Henri-Spaak-Straße). You have the option of upgrading the one-day ticket obtained at the entrance to a multiday ticket at the machines in the car park. Payment at the car park machines is made either in cash or by credit card.

The price per parking space per day (valid 24 hours) EUR 12.00 incl. VAT.

Insofar as parking spaces in the outdoor exhibition area are available for cars and trucks:

cars over 2 m in height and trucks may use the parking spaces adjacent to the trade fair center grounds. Long-stay parking permits can be purchased at the access gate (cash payment possible only).

Price per parking space for the duration of the event:

Category A up to 3.5 t: EUR 66.00 incl. VAT.

Category B up to 7.5 t: EUR 108.00 incl. VAT.

Category C up to 7.5 t: EUR 168.00 incl. VAT.

■ 2.2 Deliveries

Information on traffic organization and delivery options during the course of the event can be obtained from the event organizer or the ICM team.

■ 3. Stand construction

■ 3.1 Stand design and planning permission, partition walls

The stand construction requirements such as construction and advertising structure heights, the spacing between advertising structures and stand design concepts (open sides) are laid down by the event organizer and must be observed.

To-scale stand plans or plans with measures (ground layouts and elevations) are to be submitted to the ICM for approval by no later than four weeks prior to the commencement of the stand set-up period.

Each builder and the operator of an exhibition stand are individually responsible for its design, construction and operation as well as for compliance with the relevant regulations under public law insofar as they apply to exhibition stands and with the Technical Guidelines of Messe München GmbH.

Kindly refer to ICM's Technical Information, Messe München GmbH's Technical Guidelines as well as additionally to the relevant notices in the Exhibition Service Catalog for details and requirements.

IMPORTANT!

- In the ICM foyer and hall B 0 only single-storey stands may be erected.
- Stand structures in the ICM foyer and hall B 0 may generally not be covered for fire safety reasons.
With approval of the ICM, only such materials (meshing) may be used as are certified by VdS Cologne as sprinkler-compatible and/or comply with VdS 3158. Grid-type ceilings must be designed to comply with CEA 4001 (70 % of the ceiling area incl. lamp fittings, etc. must be open, installation must be horizontal).
- Partition walls on the stand perimeters are only erected at the request and expense of the exhibitor.
- Open / visible stand sides are to be kept in a neutral, white and clean state, free of any installation materials.

For safety reasons electrical distribution systems, fire extinguishing equipment, hydrants, etc. may not be built over or obstructed and must be freely accessible at all times. Kindly check the plans sent to you in this respect and if necessary ask for an enlarged plan section to be sent to you.

■ 3.2 During stand set-up and dismantling periods

Only the official trade fair forwarding agents are permitted to use conveyance vehicles / fork-lift trucks. Please refer to the ICM's Technical Information for further details in this respect.

Escape, rescue and general traffic routes, as well as firefighting devices, are to be kept clear at all times.

Only ICM adhesive tape may be used for laying carpets on the granite and wooden floors. This can be obtained at no cost from the hall inspectorate (Tel. +49 89 949-23320). The following tapes to attach carpet to mastic asphalt floors of exhibition halls are permitted at Messe München: tesaband 5399, tesafix 4964, tesa 4939, fermoflex 1352.

No welding, cutting or soldering work or other work with a naked flame is allowed at the ICM.

Working with circular saws, planing and other carpentry machines producing dust and chippings is not permitted without effective extraction facilities. Exhibition paths / hall aisles and delivery zones must be kept clear of metal parts (e.g. screws), stones, etc. to avoid damage being caused to the parquet and natural stone flooring.

Any instructions issued by ICM personnel are to be followed.

■ 3.3 Restoration of exhibition areas to their original state

All exhibition areas are to be returned to the ICM in their original state by the end of the stand dismantling period set.

Should any necessary restoration work have not been carried out by the end of the stand dismantling period, the ICM is entitled to have this work carried out by an accredited subcontractor at the expense of the exhibitor concerned.

■ 4. Approvals and regulatory requirements

Any demonstration, acoustic advertising or the operation of machinery and devices requires the prior written approval of the ICM and must be carried out such that neighboring exhibitors are not disturbed. Despite any approval granted beforehand, the ICM is entitled to prohibit such demonstration, advertising or operation as represents a significant risk or disruption to the running of the exhibition (e.g. due to noise). Regulatory requirements are moreover to be observed.

Kindly note form 1.2 of the Exhibitor Service Catalog ("Application for Preventive Fire Protection Measures with the Munich Municipal Fire Department"). Should one of the points mentioned apply to your exhibition stand, the form requires mandatory submission.

The exhibitor and any stand-building company that may have been appointed by him are obliged to comply with the relevant statutory labor and social regulations. Above all, the provisions concerning social insurance obligations for among others employment relationships of a minor nature (reporting duties, social insurance ID).

■ 4.1 Employment permits

Insofar as exhibition stands are to be set up and dismantled by employees who are neither German nationals as defined under the provisions laid down by article 116 of the German Constitution nor citizens of a member state of the European Union, such persons require a work permit issued by the German Federal Institute of Employment. This does not apply to employees who retain their usual residential status abroad while setting up and/or dismantling the company's own exhibition stands on behalf of their foreign-based employer.

Work permits are to be applied for in good time with the Arbeitsamt München (Munich Employment Office), Kapuzinerstraße 26–30, 80337 München, Germany or, if concrete plans for the employment of foreign workers have already been made, with the Landesarbeitsamt Südbayern (Southern Bavarian Regional Employment Office), Thalkirchner Str. 54, 80337 München, Germany such that a decision can be made on the application prior to the commencement of the period of employment.

Employment applications may be submitted in person to the branch of the Munich Employment Office located at Geyerstraße 32.

It is an offence under section 404 paragraph 2 of the 3rd Book of the German Social Code (SGB III) for anyone, either willfully or negligently, to pursue employment as a non-German national without a work permit in contravention of section 284 paragraph 1 sentence 1 SGB III or to employ a non-German national without a work permit in contravention of section 284 paragraph 1 sentence 1 SGB III.

Such offence is punishable by a fine of up to EUR 5,000,00 for the employee and up to EUR 250,000,00 for the employer.

Permits are to be obtained from the relevant authorities for work on Sundays, public holidays and at night.

■ 4.2 Disturbance Sources (inter alia broadcast antennas, radio installations, wifi-router)

The operation of radio installations or high-frequency transmission systems, e.g. wifi-router, bluetooth-transmission systems as well as mobile hotspots of smartphones and tablets, demands the approval of the ICM.

In order to avoid mutual interference disruption, the compatibility of the frequencies in respect of the equipment used in the building and on the grounds must be proofed. The relevant European EMV / EMI guidelines valid at the given time require compliance.

Radio installations must operate with a corresponding frequency spacing in respect of the frequencies / applications already used at the trade fair center.

On request, the ICM will provide a plan with all frequencies used within the premises.

Should the exhibitor fail to comply with his obligations in this respect, the ICM is entitled to terminate the broadcast and/or cut off the supply of electricity to the stand without any formal notice being required.

■ 4.3 Volume limitation

The maximum permitted volume level for the use of transmission systems with loudspeakers is 70 dB. The ICM reserves the right, however, to impose further limitations. The exhibitor is obliged to ensure that the maximum permitted volume level is not exceeded.

ICM personnel must moreover be granted access to the stand at any time for the purpose of checking the volume.

■ 4.4 GEMA permit

According to section 15 of the German Copyright Act of September 9,1965, permission must be obtained from GEMA -Gesellschaft für musikalische Aufführungs- und mechanische Vervielfältigungsrechte (German Performing Rights Society) if music is to be reproduced on an exhibition stand.

GEMA Bezirksdirektion Stuttgart
Key Account Management Messe
Herdweg 63
70174 Stuttgart, Germany
messe@gema.de
www.gema.de

■ 5. Alterations

The ICM reserves the right to make any alterations deemed necessary in respect of technical organization and safety.